

**AGENDA
CITY OF ST. CHARLES
PLANNING & DEVELOPMENT COMMITTEE
ALD. DAN STELLATO – CHAIRMAN
MONDAY, SEPTEMBER 8, 2014 - 7:00 PM
CITY COUNCIL CHAMBERS
2 E. MAIN STREET**

1. CALL TO ORDER

2. ROLL CALL

3. POLICE DEPARTMENT

- a. Recommendation to approve River Closure and an Amplification License on October 4, 2014 for Inaugural ROWAMERICA Regatta.

4. MAYORS OFFICE

- a. Recommendation to approve a Class E7 Special Events Liquor License for Blue Goose Market from October 10, 2014 through October 12, 2014 at 300 N 2nd Street, St. Charles.

5. COMMUNITY & ECONOMIC DEVELOPMENT


- a. Presentation by CMAP and Kane County Staff - Homes for a Changing Region Study Report.
- b. Recommendation to approve an amendment to the Foxfield Commons PUD to permit Motor Vehicle Rental (2650-2778 E. Main St.).
- c. Recommendation to approve a Facade Improvement Grant Agreement for 201 S. 2nd St. (Kevin's Auto Service).
- d. A Recommendation to approve a Corridor Improvement Grant for 521 E. Main Street (McDowell).
- e. Recommendation to approve a Corridor Improvement Grant for 2580 E. Main Street (SavWay Fine Wines & Spirits)
- f. Recommendation to approve a Corridor Improvement Grant for 4200 E. Main Street (Baltia Classic Auto).
- g. Recommendation to approve a General Amendment regarding extending the sign amortization deadline to June 15, 2015 and amending the Historic Sign standards.
- h. Recommendation to approve an Ordinance Amending Title 8, "Health and Safety" Chapter 8.30 "Tree Preservation on Property" of the St. Charles Municipal Code.
- i. Recommendation to approve a Plat of Easement for Stormwater Detention between the St. Charles Partners, LLC and the City of St. Charles.

6. ADDITIONAL BUSINESS

7. EXECUTIVE SESSION

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

8. ADJOURNMENT

 ST. CHARLES <small>S I N C E 1 8 3 4</small>		AGENDA ITEM EXECUTIVE SUMMARY					
		Title:		Recommendation to Approve River Closure and an Amplification License on October 4, 2014 for Inaugural ROWAMERICA Regatta			
		Presenter:		Chief Keegan			
Please check appropriate box:							
	Government Operations				Government Services		
X	Planning & Development (9/8/14)				City Council		
	Public Hearing						
Estimated Cost:		\$N/A		Budgeted:	YES		NO
If NO, please explain how item will be funded:							
Event sponsor will coordinate directly with the Police Department to determine whether or not Police services are necessary for this event. If so, the event sponsor will be invoiced and responsible to reimburse the City of St. Charles for these expenses.							
Executive Summary:							
<p>This special event application was received on August 28, 2014.</p> <p>ROWAMERICA is hosting an event entitled ROWAMERICA Regatta. This is the inaugural event and, if successful, the sponsor intends for this to be an annual event to take place on the Fox River in St. Charles. The actual rowing race events, which consist of a 5,000 meter race, will take place on Saturday, October 4, 2014 from 8 a.m. to 5 p.m.; however, set-up will commence on Friday afternoon into the early evening and take down will take place on Sunday. All set-up and river access will take place at Ferson Creek Park located on Route 31. The event sponsor will notify all residents located along the river corridor and downtown businesses about the details for this event.</p> <p>The sponsor is requesting the authorization and sanctioning of this event by the City to comply with the Special Condition number one of the Illinois Department of Natural Resources (IDNR) Statewide Permit #14 to close the Fox River. The river closure is defined as a no wake area. This authorization and sanctioning is City acknowledgement that the Fox River from generally north of the UPRR trestle to our north border be closed from 8 a.m. – 5 p.m. The use of amplification equipment at Pottawatomie Park is requested for the duration of the event. Carts of Chicago will provide the food for this event. No alcohol is requested to be served for the event. The Police Department will coordinate with the event sponsor to determine the appropriate security coverage required for this event. Attendance is expected to fluctuate during the day, with a total of 300 – 500 people in attendance. The majority of spectators will be viewing the races from Pottawatomie Park. The event sponsor was asked to be cognizant of parking restraints throughout town and to communicate that in their promotional materials. Spectators will be encourage to park at Pottawatomie Park.</p> <p>The only other event(s) taking place this weekend are those pertaining to Homecoming for St. Charles North High School. The parade and game will take place on Friday and the dance will take place on Saturday.</p>							
Attachments: <i>(please list)</i>							
Route Map; Event Info Sheet; Parking Map, IDNR letter/information							
Recommendation / Suggested Action <i>(briefly explain):</i>							
Recommendation to approve closure of the Fox River and an Amplification License on October 4, 2014 for the inaugural ROWAMERICA Regatta.							
For office use only:		Agenda Item Number: 3a					





ROWAMERICA REGATTA

Come out October 4th, 2014 to celebrate the first rowing regatta on the Fox River in a hundred years.

The river will be closed to traffic from 8am to 5pm on Saturday, October 4th. So, if you plan on being on your boat that day, please be careful not to cause a wake, as it would create unfair conditions for the race participants.

However, viewing the race from the river bank, or on your boat off the race course is strongly encouraged.

Location:

Teams will be launching from Ferson Creek Park. Boats will be paddling North to the START Line in South Elgin and racing South to the FINISH Line at Pottawatomie Park.

If you have questions, concerns, or would like to volunteer (observation/safety boats needed) email us at i@RowStCharles.com

www.RowStCharles.com

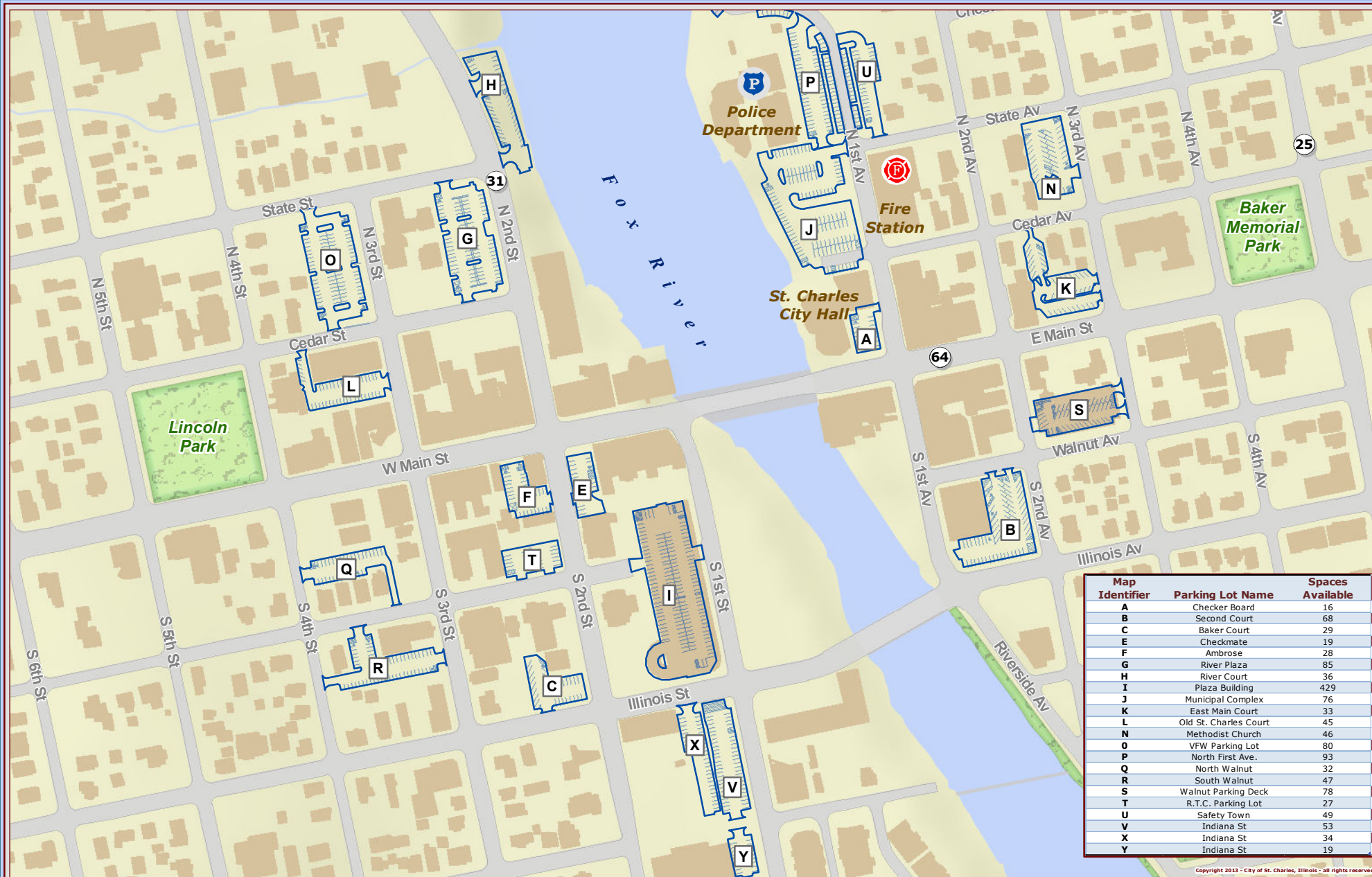


City of St. Charles, Illinois

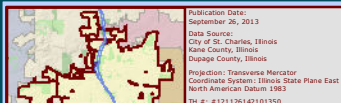
Two East Main Street St. Charles, IL 60174-1984
Phone: 630-377-4400 Fax: 630-377-4440 - www.stcharles.il.gov

Downtown Parking

RAYMOND ROGINA Mayor
MARK KOENEN City Administrator



Copyright 2013 - City of St. Charles, Illinois - all rights reserved



Publication Date: September 26, 2013
Data Source: City of St. Charles, Illinois
Map Data: Esri, DeLorme, Garmin, Mapbox, OpenStreetMap contributors, Swatch, USGS, and others.
Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983
File #: #121126142101310



0 80 160 320 Feet



Public Parking Lot

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.

ILLINOIS DEPARTMENT OF NATURAL RESOURCES
OFFICE OF WATER RESOURCES
524 SOUTH SECOND STREET
SPRINGFIELD, ILLINOIS 62701-1787

STATEWIDE PERMIT NO. 14
AUTHORIZING SPECIAL USES OF PUBLIC WATERS

PURPOSE

The purpose of this Statewide Permit is to authorize special uses of public bodies of water which, by being in compliance with the terms and conditions of this permit, are determined to have negligible adverse impacts on the public's interests, rights, safety, or welfare in those waters. Subsequent to the effective date of this permit, it will not be necessary to submit applications for permit to, or obtain individual permits from, the Department of Natural Resources, Office of Water Resources, for special uses of public waters meeting the terms and conditions of this permit.

APPLICABILITY

This permit applies to publicly sanctioned designations of public water areas (and the associated placement of signs, ropes, buoys and similar apparatus) for uses such as boat regattas, ski shows, and other similar events on all of the State's public bodies of water. This permit does not apply, however, to any activity which would conflict with a federal, state or local project or improvement, or with any other rule of the Department.

SPECIAL CONDITIONS

In order to be authorized by this permit, the special use must meet the following special conditions.

1. The activity must be sanctioned and authorized by the local governmental body having jurisdiction over the area within which the use is proposed to occur.

October 2, 1998

MEMORANDUM FOR DISTRIBUTION

SUBJECT: STATEWIDE PERMIT #14 - Special Uses of Public Waters

Attached for your information is a copy of Statewide Permit No. 14 which the Illinois Department of Natural Resources, Office of Water Resources (IDNR/OWR), has issued to authorize specified special uses of the State's public bodies of water. The issuance of this permit is intended to reduce unnecessary regulatory burden on the public and to reduce the costs of regulation by eliminating those efforts duplicated by other local, state and federal authorities. This permit has been issued pursuant to the Rivers, Lakes and Streams Act, 615 ILCS 5 (1994 State Bar Edition).

The conditions of the permit have been drafted to assure adequate protection of the public interests in the rivers, lakes and streams of the State. It is not necessary to submit applications to, or receive individual permits from, the IDNR/OWR for activities meeting the terms and conditions of the Statewide Permit.

For additional information regarding Statewide Permit No. 14, or its applicability, contact either the Downstate Regulatory Programs Section in Springfield (217/782-3863) or the Northeastern Illinois Regulatory Programs Section in Schaumburg (847/705-4341).

Attachment

2. If the activity requires any other state or federal (e.g., U. S. Army Corps of Engineers or U. S. Coast Guard) authorization, such authorization(s) must be obtained prior to the commencement of the activity. **NOTE: Depending on the nature of the special use, additional authorization may be required from the Illinois Department of Natural Resources. For example, certain boat regattas must be approved by the Office of Law Enforcement.**
3. No use or activity shall be considered authorized by this permit in excess of seven (7) consecutive days.
4. No use or activity shall be considered authorized by this permit in excess of two (2) times in any one-year period.
5. If at any time the Department of Natural Resources determines that the activity obstructs or impairs navigation, or unnecessarily infringes on the rights or interests of the public or any individual party, the permittee agrees to modify the activity as directed by the Department of Natural Resources.
6. No signs, ropes, etc. used in conjunction with the special use shall be placed or left in any public water area in a way which would create or result in a hazard to boating traffic. All such apparatus shall be removed from the water immediately upon conclusion of the event.

GENERAL CONDITIONS OF THE STATEWIDE PERMIT

1. This permit is granted in accordance with the Rivers, Lakes and Streams Act, 615 ILCS 5 (1994 State Bar Edition).
2. This permit does not convey title to any permittee or recognize title of any permittee to any submerged or other lands, and furthermore, does not convey, lease or provide any right or rights of occupancy or use of the public or private property on which the project or any part thereof will be located, or otherwise grant to any permittee any right or interest in or to the property whether the property is owned or possessed by the State of Illinois or by any private or public party or parties.

3. This permit does not release any permittee from liability for damage to persons or property resulting from the work covered by the permit and does not authorize any injury to private property or invasion of private rights.
4. This permit does not relieve any permittee of the responsibility to obtain other federal, state or local authorizations required for the permitted activity; and if the permittee is required by law to obtain authorization from any federal authority to do the work, the authorization is not effective until the federal approval is obtained.
5. This Statewide Permit shall remain in effect until such time as it is modified, suspended, or revoked by the Department of Natural Resources.

This Statewide Permit was issued on October 2, 1998.

APPROVED:


Brent Manning, Director
Department of Natural Resources

EXAMINED AND RECOMMENDED:

Martin J. Stralow, Manager
Division of Water Resource Management

APPROVAL RECOMMENDED:

Donald R. Vonnahme, Director
Office of Water Resources

	AGENDA ITEM EXECUTIVE SUMMARY					
	Title:		Recommendation to Approve a Class E7 Special Events Liquor License for Blue Goose Market from October 10, 2014 through October 12, 2014 at 300 N 2 nd Street, St. Charles			
	Presenter:		Mayor Rogina			
Please check appropriate box:						
	Government Operations				Government Services	
X	Planning & Development (9/8/14)				City Council	
	Public Hearing				Liquor Control Commission	
Estimated Cost:			Budgeted:	YES		NO
If NO, please explain how item will be funded:						
Executive Summary:						
<p>At the August 4, 2014 City Council meeting an Ordinance 2014-M-25 Amending Title 5 “Business Licenses and Regulations,” Chapter 5.08 “Alcoholic Beverages,” Section 5.08.090 License Classifications” of the St. Charles Municipal Code where a Class E7 Temporary License Permit shall authorize the sale of beer and wine for consumption on the premises only. Class E7 licenses shall be issued to only Class A-2 and A-2B liquor licensees for special events or catered functions where the dispensing of food predominates with hours of service for beer and wine under this E7 Temporary License Permit and shall be restricted to the hours of 12:00 noon to 9:00 p.m.</p> <p>Tonight Blue Goose Market is coming before this committee to ask for a recommendation for such said license to operate his venue on October 10 – 12, 2014 (Scarecrow Festival weekend). The premise for this license is to allow Blue Goose to have some of their food vendors present food products sold at the Blue Goose Market to help promote the sale of these food products. These food samplings will also be paired with selected wines and beer.</p>						
Attachments: (please list)						
E7 Temporary License Application Dram Shop Insurance Certificate Site Diagram						
Recommendation / Suggested Action (briefly explain):						
Recommendation to approve a Class E7 Special Events Liquor License for Blue Goose Market from October 10, 2014 through October 12, 2014 at 300 N 2nd Street, St. Charles.						
For office use only:		Agenda Item Number: 4a				

For Office Use
Received: 9/2/14
Fee Paid: \$ 300
Receipt #

CITY OF ST. CHARLES

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

NON-REFUNDABLE



CITY LIQUOR DEALER LICENSE APPLICATION CLASS E7 - SPECIAL EVENTS

Pursuant to the provisions of Chapter 5.08, Alcoholic Beverages, of the City of St. Charles Municipal Code regulating the sale of alcoholic liquors in the City of St. Charles, State of Illinois and all amendments thereto now in force and effect.

The undersigned hereby makes application for a Liquor Dealer License,

Class E7

Commencing October 10, 2014 and ending October 12, 2014

Time Starting 12:00 NOON and ending 9:00 PM

Location of Event Blue Goose Park Lot

300 S 2nd St, St. Charles

Name of Business Blue Goose Market

Address of Business 300 S 2nd St, St. Charles IL Business Phone 630-890-5739

Has Applicant had a Class E7 License in the previous 365 days? NO If YES, on what date:

5.08.050A1 Circle Choice to Show: Individual Partnership Corporation Other: _____

Requirements of a Class E7 - Special Civic Event License

1. Class E7 licenses are restricted to A2 and A2(B) license holders.
2. The Class E7 license fee is \$100.00 per day.
3. A minimum of three (3) liquor supervisors shall monitor liquor service during all times of operation. **Please provide a list of all supervisors with this application.**
4. Beer and/or Wine are the only alcoholic beverages to be sold.
5. Hours are restricted to 12 noon to 9:00 p.m.
6. Licensee must rope/fence off the licensed premises.
7. Each patron **must wear a wristband** after having identification checked for legal alcohol consumption age.
8. Are children/minors permitted in the licensed premises? Y/N
9. A sign limiting beer and/or wine consumption to the roped off area must be conspicuously displayed at all times.
10. **Each server of alcohol must be BASSET certified - need copy of BASSET certification.**
11. A copy of site plan diagram to include roped area shall accompany this application.
12. All security/police resources needed shall be attached to this application with approval of the Chief of Police before final issuance by Liquor Commissioner.

1. Is license to be used in conjunction with a special event approved by the City Council? No
If yes, provide name of event: _____
2. Is license to be used in conjunction with a picnic, bazaar, fair or similar assembly with food dispensing and/or sale the predominate purpose of the event? Yes - Harvest Homecoming
3. Location/address of event. Important: Attached drawing of location to this application. 300 S 2nd St
4. Important: If location is out of doors, attach proof of liability insurance (photocopy) from an approved insurance agency.

Affidavit

State of Illinois)
County of Kane)

I/We, being duly sworn, that information contained in this application is true to my/our own knowledge and that the statements set forth are of my/our own free will. I/We solemnly swear that I/we will not violate any of the laws of the United States, the State of Illinois or the City Ordinances of the City of St. Charles.

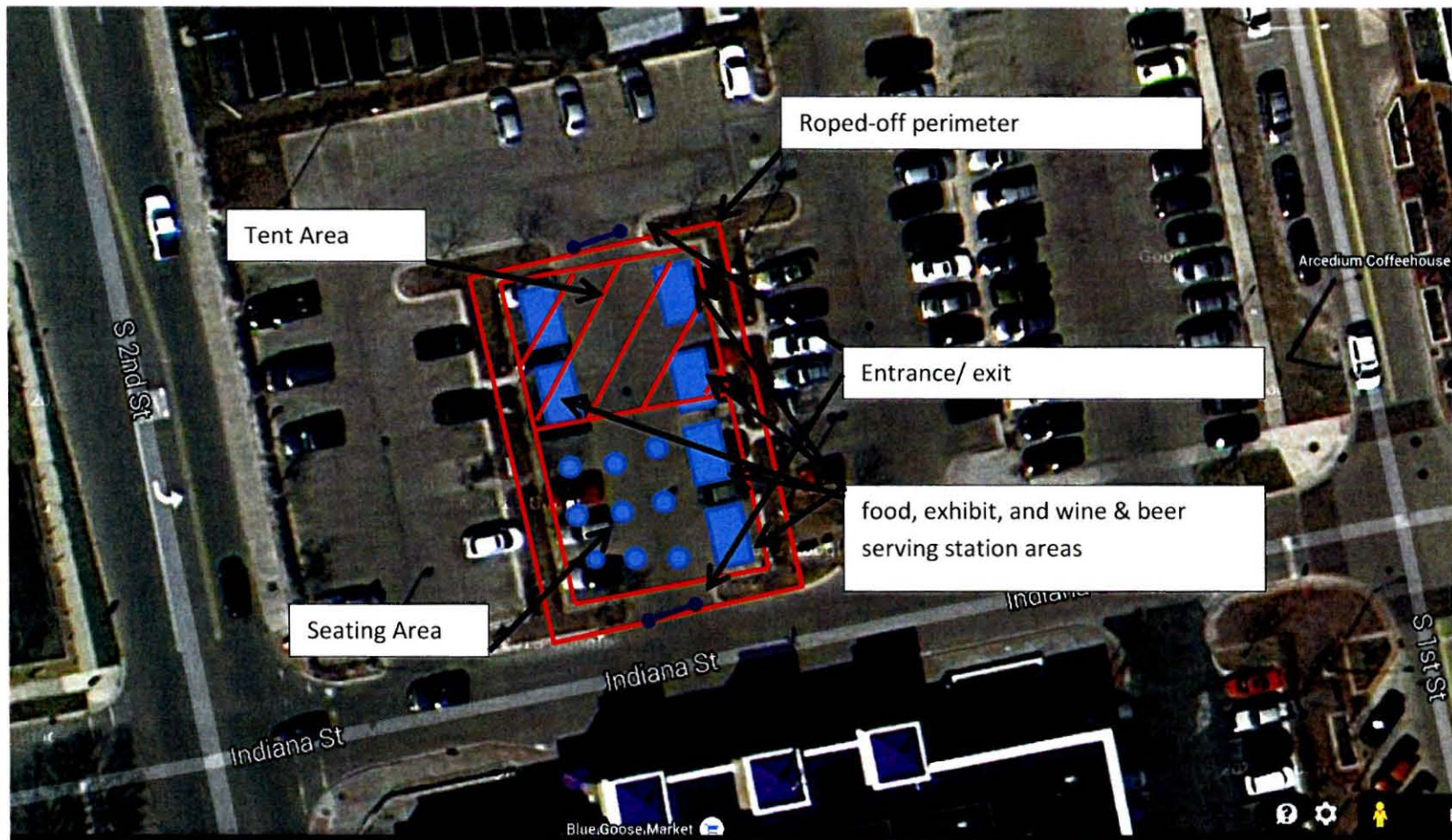
Signed: [Signature] Signed: _____
Sworn to before me this 29 day of August, 2014.
Notary Public Christine Nilles



ENDORSEMENT OF THE LIQUOR CONTROL COMMISSIONER

Approved: _____ Date: _____ Chief of Police: _____

Approved: _____ Date: _____ Liquor Commissioner: _____



Exact size of tent area, and number of tables subject to non-material change.



BLUEG-1

OP ID: JL

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/27/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Connor & Gallagher Ins. Serv. 4933 Lincoln Avenue Lisle, IL 60532 Bob Glonek		Phone: 630-810-9100 Fax: 630-810-0100	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS:
INSURED Blue Goose Super Market, Inc. 164 South First Street St. Charles, IL 60174		INSURER(S) AFFORDING COVERAGE INSURER A: Harleysville INSURER B: The Zenith Company INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X	SPP00000078824N	10/01/2013	10/01/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000
A	Liquor Liab GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		SPP00000078824N	10/01/2013	10/01/2014	GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Liquor Li \$ 1,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		BA00000092124N	10/01/2013	10/01/2014	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ 1,000,000 PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0		CMB00000078823N	10/01/2013	10/01/2014	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	Z072310401	10/01/2013	10/01/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: 300 S 2nd St., St Charles, IL 60174
Additional Insured: City of St. Charles

CERTIFICATE HOLDER

STCHARL


CITY OF ST CHARLES
2 E MAIN STREET
ST. CHARLES, IL 60174

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2010 ACORD CORPORATION. All rights reserved.

		AGENDA ITEM EXECUTIVE SUMMARY						
		Title:	Presentation by CMAP and Kane County Staff - Homes for a Changing Region Study Report					
		Staff:	Matthew O'Rourke, Economic Development Division Manager Rita Tungare, Director of Community & Economic Development					
Please check appropriate box:								
	Government Operations				Government Services			
X	Planning & Development (9/8/14)				City Council			
Estimated Cost:		N/A		Budgeted:	YES		NO	
If NO, please explain how item will be funded:								
Executive Summary:								
<p>In 2012, Batavia, Geneva, North Aurora and St. Charles applied to the Chicago Metropolitan Agency for Planning (CMAP) for a Local Technical Assistance grant to create a sub-regional housing plan. The plan has been prepared as part of the Metropolitan Mayors Caucus' (MMC) Homes for a Changing Region project, at no direct cost to the four municipalities. The project is a planning process to determine future housing needs and to formulate strategies/policies to meet those needs. MMC partners with CMAP, the Metropolitan Planning Council and groups of communities to prepare housing plans. Kane County Development Department staff has also partnered with CMAP to provide assistance for projects located in Kane County.</p> <p>Alderman Rita Payleitner, Housing Commission Chair Cindy Holler, and staff members Matthew O'Rourke and Rita Tungare represent the City on the project's Steering Committee. CMAP and Kane County last updated the P & D Committee on 3/10/2014 with draft recommendations. Since that time, they have presented the sub-regional findings to all four community's Mayors and Steering Committee representatives. CMAP and Kane County have since drafted the final report and are here tonight to present the final report to the P & D Committee.</p>								
Attachments: (please list)								
Homes for a Changing Region - Homes for a Changing Region Study								
Recommendation / Suggested Action (briefly explain):								
Based on the amount of detail and analysis that has been incorporated into the study, the City Council may wish to consider passing a resolution to adopt this study as an official policy document. This will allow the Council to utilize this information as a resource when reviewing future housing policies, programs, and development approvals.								
For office use only:		Agenda Item Number: 5a						

CMAP

Metropolitan Planning Council



Homes for a Changing Region

Phase 3: Implementing Balanced Housing Plans at the Local Level



Year Seven: Batavia, Geneva, North Aurora, and St. Charles

Homes for a Changing Region

Phase 3: Implementing Balanced Housing Plans at the Local Level

Year Seven: Batavia, Geneva, North Aurora, and St. Charles
Summer 2014



Chicago Metropolitan
Agency for Planning



Metropolitan Planning Council



September 2014

Over the last year, the Metropolitan Mayors Caucus, the Kane County Development and Community Services Department, the Chicago Metropolitan Agency for Planning (CMAP), and the Metropolitan Planning Council (MPC) have collaborated on a forward-looking housing planning exercise with four central Kane County communities — Batavia, Geneva, North Aurora and St. Charles. These groups have worked with local officials, their staffs, and residents to develop housing policy plans for each community. The group also examined current and projected housing data for the entire four-community group, developing general recommendations on which they can collaborate.

We want to thank outside contributors to the project — the U.S. Department of Housing and Urban Development Sustainable Communities Initiative, the Illinois Housing Development Authority, the Chicago Community Trust, and the Harris Family Foundation — for their financial support. We also want to thank Mayor Jeffery Schielke of Batavia, Mayor Kevin Burns of Geneva, President Dale Berman of North Aurora, and Mayor Ray Rogina of St. Charles, as well as their staffs for the extensive help they provided for these community studies.

Allison Milld of the Caucus; Brett Hanlon, Ellen Johnson, and Mark Vankerhoff of Kane County; Nancy Firfer and King Harris of MPC; and CMAP staff provided oversight to the project.

MarySue Barrett

President, Metropolitan Planning Council

David Bennett

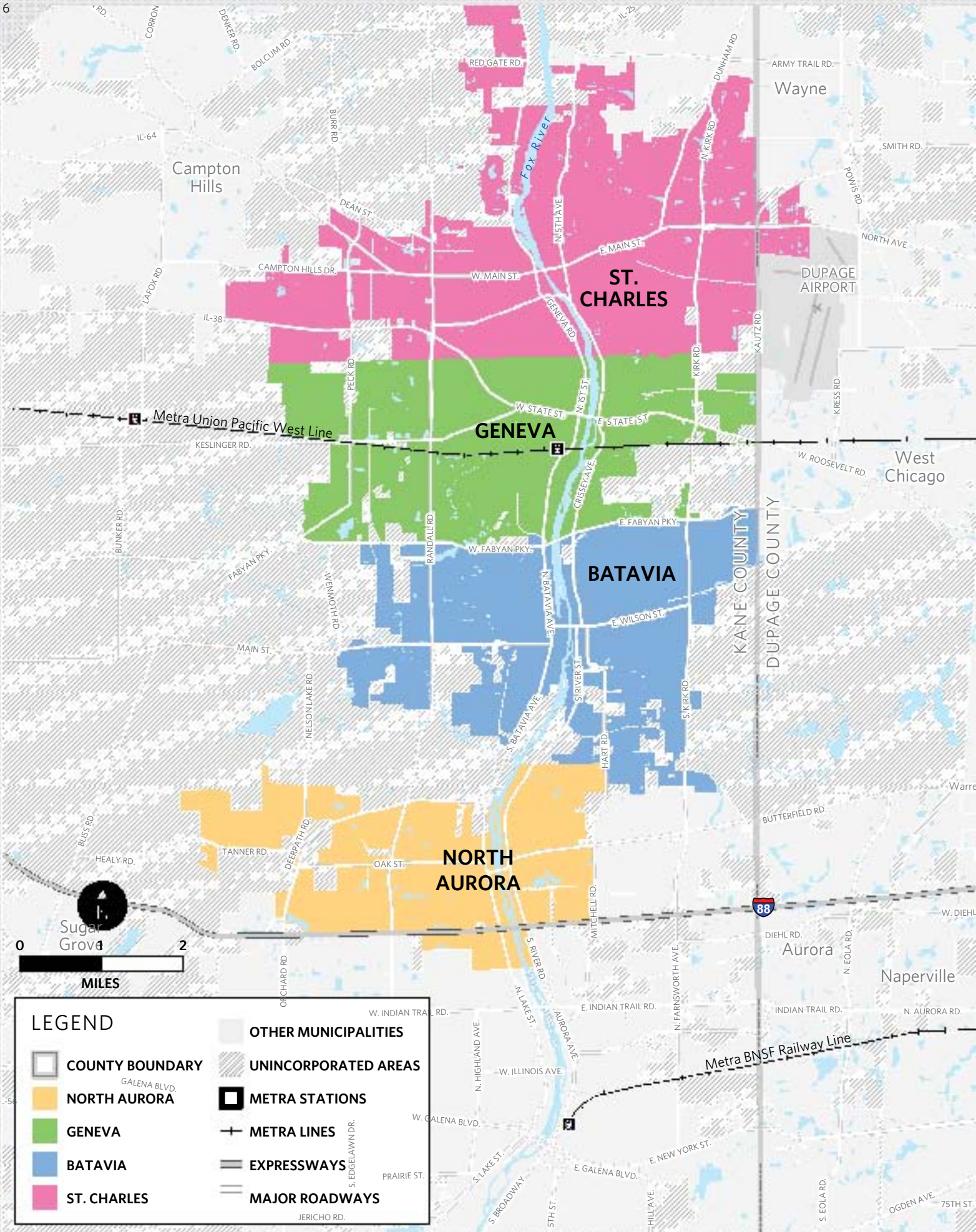
Executive Director, Metropolitan Mayors Caucus

Randall S. Blankenhorn

Executive Director, Chicago Metropolitan Agency for Planning

Table of Contents

Subregional Report and Recommendations	7
Housing Policy Plan: Batavia	23
Housing Policy Plan: Geneva	49
Housing Policy Plan: North Aurora	77
Housing Policy Plan: St. Charles	99
Appendix	125
List of Acronyms	140



Batavia, Geneva, North Aurora, and St. Charles participated in this study. Source: Chicago Metropolitan Agency for Planning.

Subregional Report and Recommendations

Introduction

The four communities that make up the Central Fox Valley subregion in Kane County — Batavia, Geneva, North Aurora, and St. Charles — submitted an application to the Chicago Metropolitan Agency for Planning (CMAP) for technical assistance in summer 2012. These communities requested that the project partners — including the Metropolitan Mayors Caucus (the Caucus), the Metropolitan Planning Council (MPC), and the Kane County Development Department — take a deep dive to answer questions about current conditions and the future of the housing market in the subregion. With a history of interjurisdictional collaboration around boundary agreements, emergency medical services, and code enforcement adjudication, the communities also requested that the project partners recommend strategies to address challenges identified both at the municipal and subregional level.

This section serves as an introduction to the Central Fox Valley *Homes for a Changing Region* housing policy plan by putting local housing issues into regional and national context. It goes on to describe the most significant findings that are the result of both quantitative data analysis and discussions between the project team, local governments, and residents. The section concludes with recommendations for collaboration among the four communities to address common issues. Individual municipal housing policy plans, including both analysis and recommendations, follow this section.

While each community has its own unique history and character, they share a few notable strengths. All four communities are nestled on the banks of the scenic Fox River, providing environmental amenities and recreational opportunities. The communities also share significant commercial corridors along Illinois Route 31, Randall Road, and Kirk Road, offering ample access to consumer goods and services to residents. In addition to highway and commuter rail connections to the employment centers of northwest Cook County and downtown Chicago, these communities also have access to nearby jobs in Elgin, Aurora, and Naperville.

Aurora, Batavia, Carpentersville, East Dundee, Elgin, Geneva, Montgomery, North Aurora, St. Charles, and West Dundee have all completed *Homes* plans. As such, Kane County Fox River communities have an opportunity to work together toward a prosperous future either collectively or in sub-groups.

Existing Conditions

Figure 1. General statistics

	BATAVIA	GENEVA	NORTH AURORA	ST. CHARLES	CENTRAL FOX SUBREGION
2011 population	25,828	21,550	16,040	31,792	96,210
Change as percent, population 2000-11	8%	10%	52%	18%	18%
GO TO 2040 population projection, 2040	33,867	29,998	21,307	41,726	126,898
Change as percent, 2011-40	31%	39%	33%	27%	32%
Median household income	\$88,529	\$95,467	\$82,355	\$77,011	\$85,841
Jobs, 2011	14,989	14,182	4,612	20,686	54,469

Source: U.S. Census Bureau and the Chicago Metropolitan Agency for Planning.

The Central Fox Valley enjoys a high median household income (see Figure 1) relative to Kane County (\$69,496) and the Chicago metropolitan statistical area (\$62,246)¹ as a whole. Tracking the nation, however, these incomes have declined in general since 2000, with the exception of North Aurora (see Figure 2). Race and ethnic makeup has remained relatively constant over the past 20 years, and, as of 2011, the communities remain predominantly Caucasian with the Hispanic population as the largest minority (see Figure 3).

The average sale price of homes in each community has declined over the past five years (Figure 4). While it may seem that these two trends should result in an easing of housing cost burden, the share of both renters and homeowners paying more than 30 percent of monthly income on housing costs has increased since 2000 in all four communities (see Figure 5 and Figure 6).

One potential explanation for this trend is the fact that owner costs can be “sticky.” That is to say, many owners remain locked in older mortgages and face difficulty attempting to refinance. Declining incomes and unemployment only make the problem worse. Since the most recent figures include a rolling average taken over the course of five years, it is more difficult to draw conclusions about trends since the official end of the recession. However, national and regional analysis would suggest that the demand for rental housing has increased during that time, driving up the cost of monthly gross rent. On the bright side, as of 2013 the foreclosure filing rate was lower than in 2009 when the recession was in full swing (see Figure 7).

1. Source: American Community Survey, U.S. Census Bureau, 2007-11.

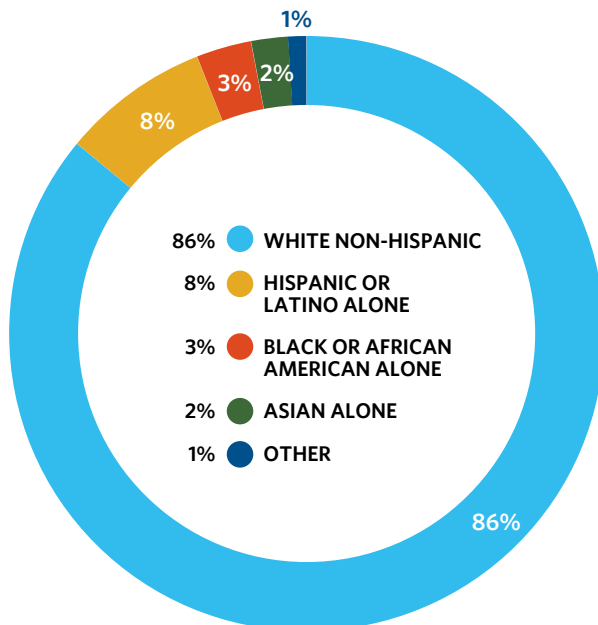
What is affordable housing?

One of the most essential elements in understanding local housing dynamics is housing affordability. What constitutes "affordable housing" varies from household to household, as the measure is relative.

- "Affordable housing" is housing that costs no more than 30 percent of household income (including utilities, insurance, and taxes).
- "Unaffordable housing" is housing that costs between 30 percent and 50 percent of household income.
- "Severely unaffordable housing" is housing that costs more than 50 percent of household income.

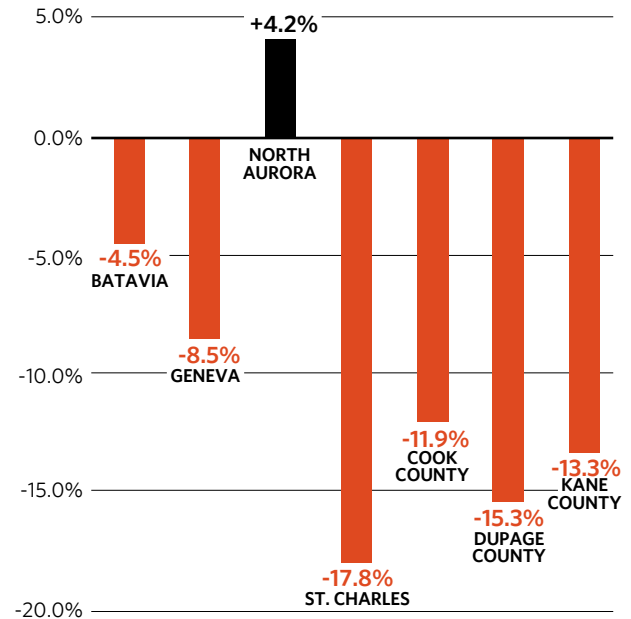
This time-tested standard is reflected in everything from the underwriting standards of private lenders to data from the U.S. Census Bureau.

Figure 3. Central Fox race/ethnicity, 2011



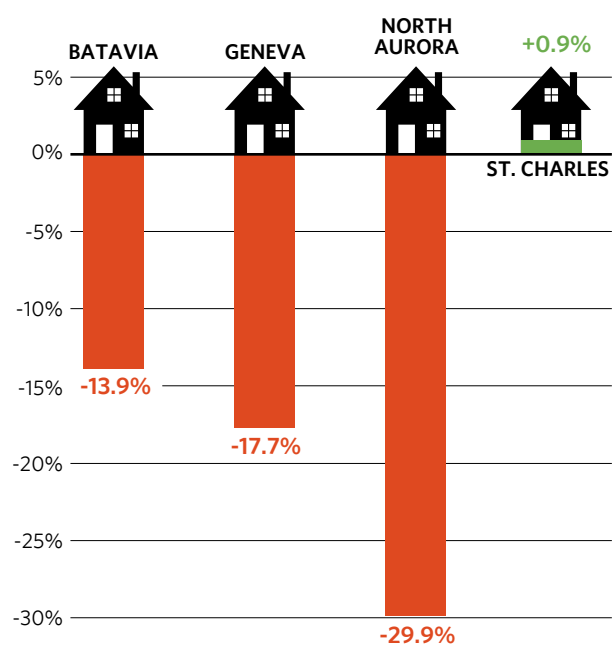
Source: U.S. Census Bureau (2007-11 American Community Survey).

Figure 2. Percent change in median household income, 2000-11



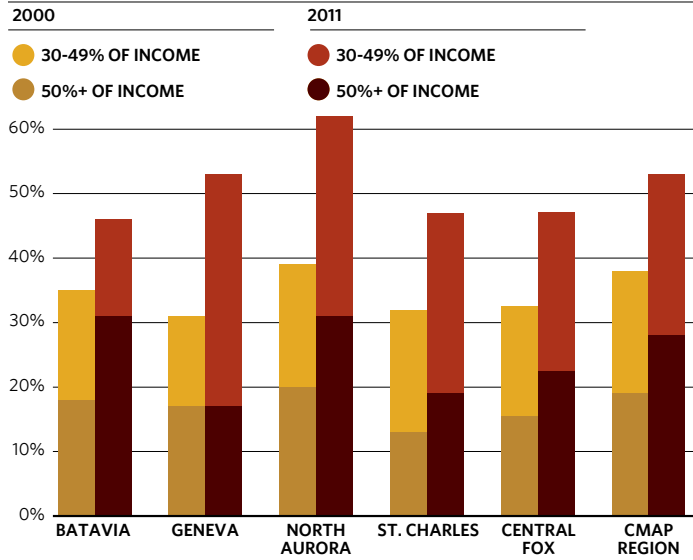
Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey). Adjusted for inflation using Bureau of Labor Statistics data.

Figure 4. Change in average home sale price (2009-13)



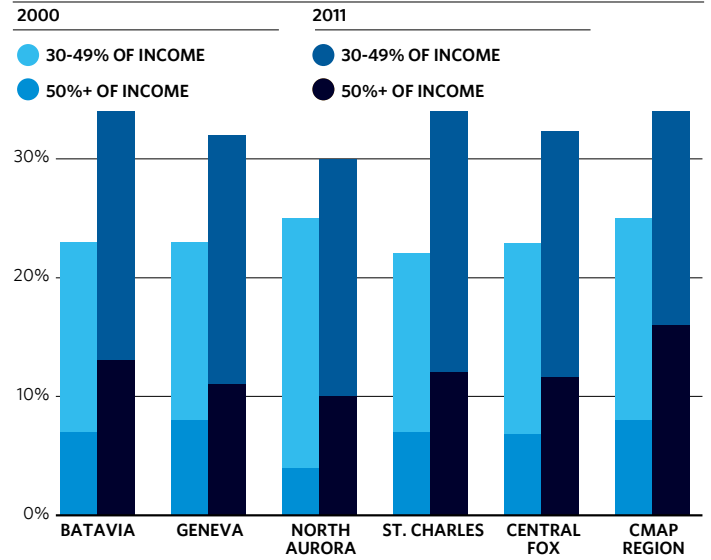
Source: Trulia, www.trulia.com, pulled February 24, 2014.

Figure 5. Percent of renter-occupied households paying more than 30 percent of income on gross rent



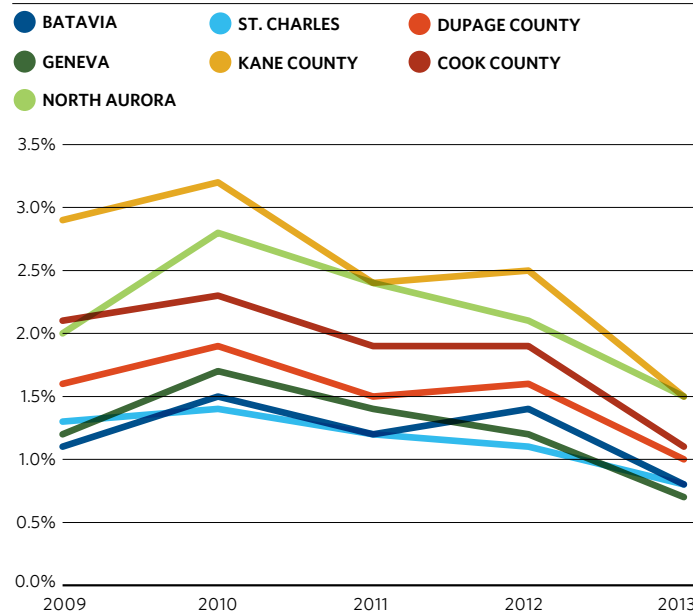
Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

Figure 6. Percent of owner-occupied households paying more than 30 percent of income on monthly owner costs



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

Figure 7. Foreclosure filing rate



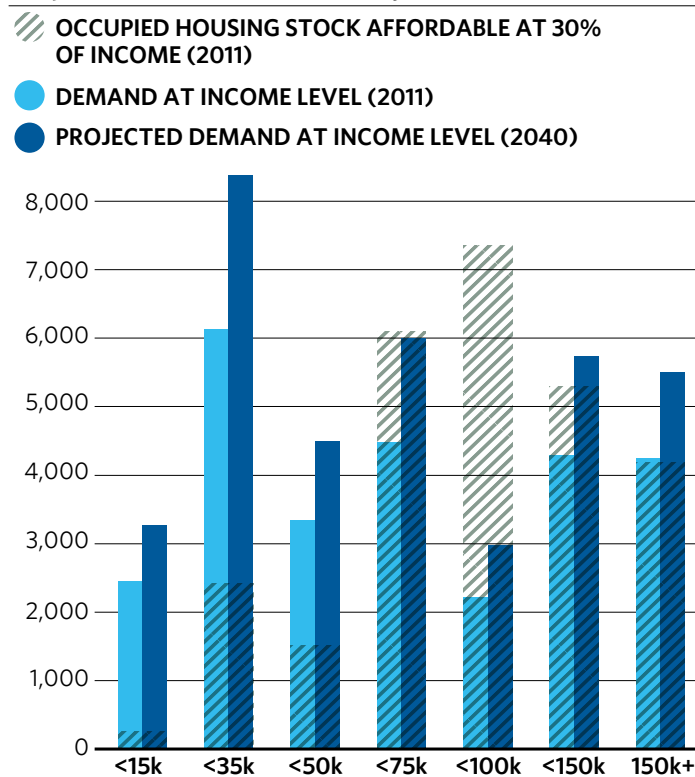
Note: Foreclosure filings are displayed as a percentage of housing units.

Source: Woodstock Institute, <http://www.woodstockinst.org/>.

Projected Future Demand

Using population and income projections for the Central Fox Valley through 2040, CMAP developed housing demand forecasts by tenure (rent vs. own) and price point for the subregion. This allows for a comparison between current supply and demand and future demand for housing.

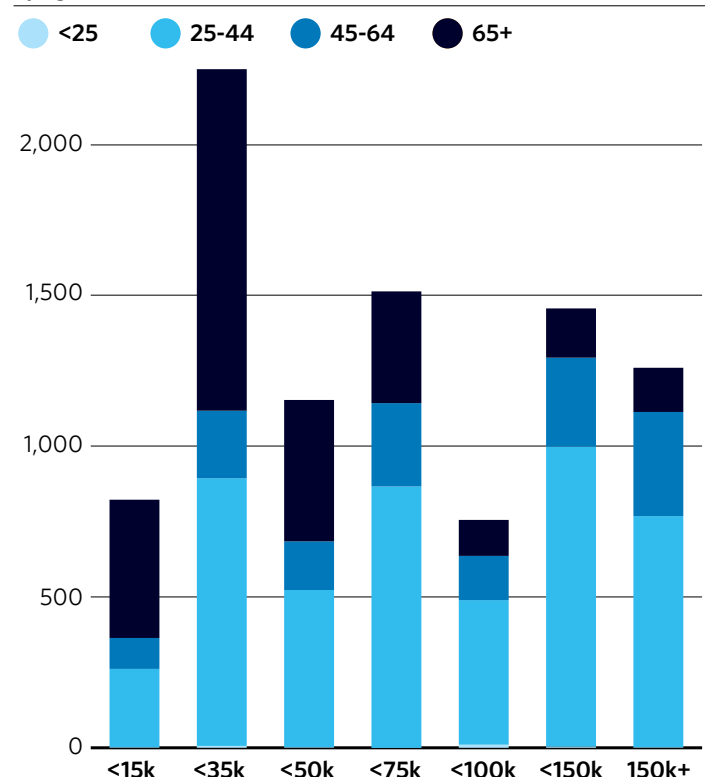
Figure 8. Central Fox Valley 2011 households and housing stock compared with 2040 owner demand by income



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

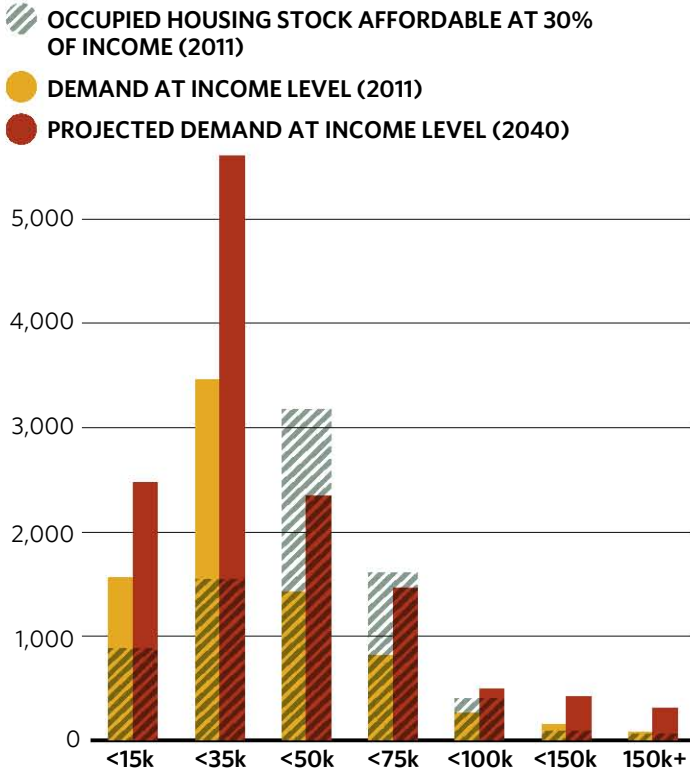
Combined, the four communities currently experience a shortage of owner-occupied housing affordable to families whose incomes are below \$50,000, and this shortage could grow significantly by 2040 (see Figure 8). A key driver for increased demand will be the subregion's growing senior population (see Figure 9).

Figure 9. Central Fox Valley 2011-2040 change in owner demand by age of householder



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

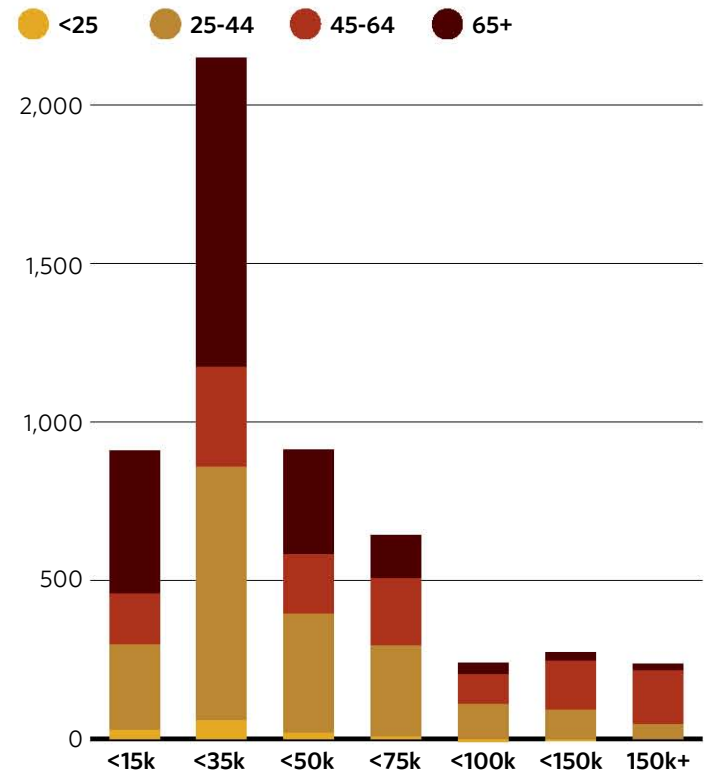
Figure 10. Central Fox Valley 2011 households and housing stock compared with 2040 renter demand by income



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Rental demand is similar to owner-occupied demand. Again, there currently exists a shortage of rental units affordable to low- and moderate-income families whose incomes are below \$50,000 per year (see Figure 10). This shortage is also expected to grow by 2040. Growth in the senior population will be the key factor in explaining the need for more units (see Figure 11).

Figure 11. Central Fox Valley 2011-40 change in renter demand by age of householder



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Because of population growth expected across the income spectrum, there may also be unmet demand for homeowners earning more than \$100,000 and renters earning more than \$75,000 per year. Generally, the private market is efficient in meeting the demand of these income groups. These findings, however, do indicate the need to allow additional compact development, either through new construction or redevelopment, across the Central Fox Valley as part of a strategy to increase housing stock diversity overall.

In total, projections show demand for roughly 9,000 owner units and 5,000 rental units in Batavia, Geneva, North Aurora, and St. Charles by 2040. This future demand could increase the number of rental units in all four communities relative to the number of ownership units, a possibility that highlights the growing interest in renting among households of all incomes and ages.

Survey research conducted by the Urban Land Institute (ULI) in 2013 found that while many Americans desire single-family homes, they also desire to live in walkable locations. These are places where residents can walk to jobs, schools, and medical facilities. Both younger (ages 18-34) and older (ages 48-66) Americans express a preference for walkability, but in different ways. Younger Americans prefer mixed-use development in communities that contain a range of housing types, retail stores, neighborhood amenities, and transit lines. Older Americans are less likely to move, but when they do, they desire smaller homes that are easier to maintain and have shorter commutes. The subregional forecasts above show that much of the increase in demand for rental housing will come from seniors.

In his book, *Reshaping Metropolitan America*, Arthur C. Nelson analyzes several recent surveys of housing preference against demographic trends, predicting that over the next 20-30 years there will be a shift to “market-based demand for more compact locations with shorter commutes and more community amenities, such as the ability to walk to local places.” Nelson also concludes that Generation Y, those in their late teens to early 30s, will have a substantial impact on the housing market. He observes that, while much of this age cohort will replace aging baby boomers in large single-family homes, a substantial portion will want to live in densely populated neighborhoods with smaller homes and yards to maintain and access to public transportation. Forecasts show this group will represent a substantial portion of new moderate-income rental demand and owner demand across the income spectrum.

Housing Policy and Resources

Much of the judicial and policy activity at the state level continues to focus on neighborhood stabilization, specifically on addressing the community impacts of the foreclosure crisis. While new program resources may not be specifically aimed at affluent communities such as Kane County's Central Fox Valley, they provide some opportunity for interjurisdictional collaboration to preserve affordable housing and increase housing stock diversity in the subregion.

Much like 2013, the result of the National Mortgage Servicing Settlement remains the most impactful development. Thanks to a massive state and federal civil law enforcement investigation, the settlement brought the nation's five largest mortgage servicers into a \$25 billion agreement. The agreement includes a minimum of \$17 billion in direct aid to struggling homeowners, \$3 billion for an underwater mortgage refinancing program, and \$5 billion to state and federal efforts. New servicing and foreclosure standards and an independent monitor will ensure servicer compliance with the settlement. Payments to borrowers who lost their homes during the period covered by the suit occurred in June and July 2013 (approximately \$1,480 per loan).

With funds from the settlement, Illinois is providing legal assistance programs to improve access to the justice system for borrowers and renters (\$23 million); foreclosure mediation projects (\$3 million); and community revitalization and housing counseling (up to \$70 million). In July 2013, the Illinois Attorney General's Office announced awards for community revitalization and housing counseling, including two programs in the subregion.

- The Community Foundation of the Fox Valley was awarded \$3 million in funding to work with Kane County to redevelop approximately 40 properties as a first step in a broader regional revitalization strategy. The project is targeted to overlap with many of the communities participating in both of the recent Homes projects along the Fox River, with the resulting reports offering the foundation for a broader regional revitalization strategy.
- Neighborhood Housing Services (NHS) received \$1.75 million from the Illinois Attorney General's office under the National Mortgage Settlement for the expansion of lending, construction, and outreach from the Fox Valley and southern Cook County offices.
- CMAP, the Caucus, and MPC received funding to provide technical assistance to other grant recipients. Specifically, that contract includes tracking and supporting the implementation of the recommendations made in this plan.

The Illinois Supreme Court created the Special Supreme Court Rules Committee on Mortgage Foreclosures to study how to improve the judicial process for mortgage foreclosure in the state in April 2011. The rules recommended by the committee were approved by the Court in February 2013. One of the rules (#99.1) was effective in March 2013 and provides courts a checklist for incorporating mortgage foreclosure mediation programs in Circuit Courts and counties. Coupled with this rule, the Illinois Attorney General's office announced a \$5 million grant program to fund the creation and implementation of new mortgage foreclosure mediation programs in counties with significant needs but without current programs. The 16th Circuit Court, which includes Kane County, is one of the targeted areas. Program funding came from the aforementioned National Mortgage Servicing Settlement.

Governor Quinn and the Illinois General Assembly created and subsequently expanded the Abandoned Residential Property Municipal Relief Fund (also known as the Abandoned Property Program) through the Save Our Neighborhoods Act. Under this program, municipalities or counties, jointly or separately, may apply for grant funds to secure, maintain, demolish, or rehabilitate abandoned homes. Rehabilitation is limited in scope to exterior building safety concerns. Funds come from foreclosure filing fees paid by lending institutions and collected by the clerk of each county. The collection of fees began in June 2013 and will continue until December 31, 2017, with the Illinois Housing Development Authority (IHDA) soliciting applications for funding annually. Thirty percent of funds under the program are set aside for grants to counties and municipalities in DuPage, Kane, Lake, McHenry, and Will Counties.

Since these resources are available temporarily, it is important that the four communities work together and in collaboration with Kane County to capitalize on the opportunity in the near term. While the foreclosure filing rate has declined over the last few years, these public resources could be leveraged to preserve the affordability of foreclosed properties in the long term by implementing the following recommendations.

Recommendations

The following recommendations outline strategies the communities of the Central Fox Valley subregion — St. Charles, Geneva, Batavia, and North Aurora — can work to implement together in order to help meet the needs of existing and future residents. These six recommendations were crafted to address the challenges outlined in the previous sections. They were discussed and reviewed by municipal staff, members of the project steering committee, and the mayors of all four communities. The recommendations appear in descending order of priority based on these discussions.

Encourage employer-assisted housing.

Several large employers exist within the subregion. Many of their employees may desire to live in, or much closer to, the communities in which they work or in areas that present opportunities for shorter, more direct commutes. Employer-Assisted Housing (EAH) is a pragmatic way for employers to attract and retain skilled workers and support their surrounding communities. Through EAH, companies provide financial counseling and assistance to their employees for the purchase or rental of homes in close proximity to where they work.

EAH can be designed to fit an employer's personnel objectives and budget. The cost to the employer varies based on the amount of financial assistance offered to the employees and the cost of administration and housing counseling which would be led by a U.S. Department of Housing and Urban Development (HUD)-certified agency. Qualifying costs incurred by the employer for EAH benefits can be offset by a tax credit that amounts to half of the total investment. Further tax deductions may be available to private or for-profit companies, and nonprofits may be able to sell or transfer tax credits to other entities. As of April 2014, IHDA will have contributed a 3:1 match to employees, up to \$7,500, for employer-funded down payment assistance. This match is for households earning up to 80 percent of the area median income. IHDA has agreed to provide this match for a term of one year.

This is a relatively near term goal that can be initiated within the next year. The Central Fox Valley subregion communities should invite their major employers to an outreach event where the MPC can present how EAH programs function and can work to promote their organizational goals. MPC is committed to supporting this kind of effort by further educating employers on the benefits and mechanics of EAH and providing a toolkit to help with implementation. In the event that employers find the EAH tax credits application process prohibitively onerous, the project team recommends working with NHS to discuss application completion.

Increase transit-supportive land uses along specific corridors in Kane County.

Working with Kane County, CMAP staff are in the final stages of completing the Kane County Primary Transit Network Study (PTN study)². The study analyzes the viability of several corridors to support new or enhanced transit service. It compares all of the county's major corridors in terms of their performance based on a series of metrics, including density, connectivity, existing transit service, transit-dependent population, transit ridership, and access to various amenities. Once the PTN study is complete, it will have identified the top ten corridors that could provide new or enhanced bus service and will include model plan language for inclusion in comprehensive, transit-oriented, and other plan updates. Once created, the communities of the subregion should consider modifying and adopting aspects of this language as they continue to update their plans. The goal of the PTN study is to encourage higher density mixed-use development along the corridors and discourage this type of growth outside of the corridors. This will ensure transit ridership is supportable and is at its highest efficiency.

The communities of the Central Fox Valley subregion have the opportunity to begin incorporating diversified land uses that support public transit viability along the corridors identified. The subregion's current and future housing needs cannot be accommodated sustainably through outward expansion and separated land uses, which create a variety of negative impacts on our economy, environment, and society. Compact, mixed-use, infill development, or "transit-supportive land uses," along primary transportation corridors promote transit use, walking, and bicycling, which helps meet multiple quality-of-life objectives, including housing affordability.

Research has proven that development patterns, and their related parking needs, heavily influence transportation choices. In order to encourage transit-supportive land uses along the corridors identified, the subregion communities should continue to communicate with Kane County and

analyze development trends to determine the feasibility of adopting a transit supportive overlay zone in one or more of these corridors. This overlay zone would coordinate transportation and land use planning to promote the mixing of uses, including housing, which would help create a transit-rich environment. The transit-supportive overlay zone would advance the recommended strategies already outlined in multiple Kane County long range plans, particularly the Kane County 2040 Long Range Transit Plan,³ and would be consistent with findings in Kane County's Randall/Orchard Corridor Bus Rapid Transit (BRT) Feasibility Study.⁴

The Randall/Orchard Corridor BRT Feasibility Study found that for BRT to be feasible, the Randall/Orchard corridor would need to transition from its auto-dominated state to a pedestrian friendly, multi-modal corridor. If this occurred, the study provides evidence that BRT would reduce land consumption (including surface area parking) and per-capita vehicle miles traveled, traffic congestion, and emissions, while simultaneously increasing affordable transit options, transit ridership, and the number of walking and biking trips taken by residents. Kane County envisions the gradual implementation of high-quality transit service into the corridor as land use incrementally transforms to support it.

While the implementation of new or enhanced transit service on an existing corridor is definitely a long-term goal, there are efforts that can be undertaken in the near term to push this forward. These include coordinating with Pace Suburban Bus, consulting the transit supportive design guidelines produced by Pace,⁵ and identifying specific nodes in PTN corridors where changes in land use regulations that allow for more compact residential, mixed use, and walkable development could have the greatest impact. After that, impacted communities should review model language identified in the PTN study to determine how best to amend their plans and ordinances.

2. Kane County Primary Transit Network Policy and Model Transit Overlay Zoning Ordinance, <http://www.cmap.illinois.gov/programs-and-resources/lti/kane-county/ptn>. Expected completion summer 2014.

3. Kane County 2040 Long Range Transit Plan, [http://kdot.countyofkane.org/2040%20Transit%20Plan/KANE%20COUNTY%20LRTP%20Final%20Plan%20\(Reduced\).pdf](http://kdot.countyofkane.org/2040%20Transit%20Plan/KANE%20COUNTY%20LRTP%20Final%20Plan%20(Reduced).pdf).

4. Randall/Orchard Corridor Bus Rapid Transit Feasibility Study, <http://kdot.countyofkane.org/Randall%20Orchard%20Bus%20Rapid%20Transit%20Study/Randall%20Orchard%20BRT%20Feasibility%20Study.pdf>.

5. Pace Transit Supportive Guidelines, <http://pacebus.com/guidelines/index.asp>.

Consider creating a community land trust.

The four municipalities of the Central Fox Valley subregion should consider collaborating on the creation of a community land trust. This strategy works best in communities of high demand and high opportunity that are largely built out. The Chicago region already has at least one solid model land trust, encompassing Highland Park and Lake Forest in Lake County.⁶ Under that model, the land trust has the authority to acquire property and sell the housing unit(s) located on the property to income-qualified individuals (less than or equal to 115 percent average median income, which is approximately \$74,000 for a family of three). The buyer then owns the unit but not the land on which the unit sits. Future affordability is maintained through a ground lease, which requires homes on the land to be either sold back to the land trust or to another income-qualified buyer.

It is well understood that this strategy would require activities beyond the current capacity of all four municipalities combined. Thus the subregion would need to begin by identifying a responsible, non-profit partner to create and operate the land trust itself. The four municipalities should do this by first creating a committee or commission (perhaps a combination of existing housing and/or plan commissions) to identify the right partner. There are a limited number of organizations in the area that could do this work and any of them would need to build capacity to take on such a project. However, organizations that do rehabilitation with public funding and/or manage rental properties can scale up relatively easily to manage land trusts.

Once established, the commission should ultimately serve as the governing board of the community land trust. With support from land trust staff, the commission would identify underutilized land, determine appropriate investments, and actively market the program. The commission would also be responsible for identifying revenues to support land trust activities, including land acquisition, rehabilitation, operations, and property management. Near-term funding sources could include existing municipal housing trust funds, development fees, and properties redeveloped by Kane County using a grant from the Illinois Attorney General's Office, which was made possible through the National Foreclosure Settlement Awards. That grant has already been approved.

This is a mid-term goal that should be studied collaboratively over the next five years. If prioritized, a task force of both government and stakeholder representatives of all four communities could convene in the coming year to investigate the strategy further. Within three years, resources could be identified to commission a feasibility study that would create a long term development and management plan. While this strategy is bold, it has already seen success within the metropolitan Chicago region in a subregion demographically and economically similar to the Central Fox Valley. The land trust in Lake County now owns 65 units. Most land trusts aim to acquire a maximum of 100 units. Beyond increasing the diversity of the subregion's housing stock, this strategy can also support any of the other recommendations in this plan. Likewise, it will provide a mid-term "big win" for collaboration among all four communities.

6. Home Grown - Local housing strategies in action.
http://www.metroplanning.org/uploads/cms/documents/homegrown_2010.pdf

Retrofit existing dwelling units and encourage energy-efficient housing development.

A study completed in 2011 by the National Association of Home Builders stated that the home of the future will be smaller and more energy efficient than its counterparts developed over the last decade. The area's abundance of older homes coupled with opportunities for new housing development makes it advantageous for the Central Fox Valley subregion to pursue energy-efficiency retrofit programs and encourage new energy-efficient housing development.

In general, most homes built before 1980 were not constructed to current energy efficiency standards. These homes can often realize significant cost savings from retrofits. A national evaluation of weatherization programs indicates that total energy consumption can be reduced by an average of 30 percent per building by implementing comprehensive energy retrofits that use existing technologies and properly maintain equipment (Kane County 2040 Energy Plan).⁷ Based on average household consumption in Kane County, it is possible to reduce annual household energy consumption by 29,361 kBtu resulting in an estimated cost savings of \$338 each year per household (Kane County 2040 Energy Plan).⁸

Increased energy efficiency and utility cost savings can also be realized through the construction of green buildings. Through sustainable site planning and constructing new buildings to meet typical green building standards, energy consumption can be reduced by approximately 30 percent (Kane County 2040 Energy Plan). Based on average household consumption in Kane County, it is estimated that reductions of 43,305 kBtu per household or \$575 per year can be saved on utility costs if a family lives in a residential dwelling that is up to green building standards (Kane County 2040 Energy Plan).

Over the past several years, multiple public subsidies have been created to encourage such development. CMAP has created an on-line marketplace, Energy Impact Illinois (EI2), that enables single and multifamily building owners to determine which subsidies they can access to retrofit their homes and increase energy efficiency.⁹ As part of the same effort, EI2 has recently increased the number of certified contractors that are qualified to retrofit homes for energy efficiency. In the near term (within one to two years), municipalities should work together to market these resources to homeowners and landlords alike.

In the mid-term (three to five years), the four communities should also consider working together to create a voluntary green building certification program for new residential development or rehabilitation that incorporates important elements of green building design, particularly related to energy efficiency. The program could be adapted from the U.S. Green Building Council's LEED certification program, though requirements would be simplified and certification would be free. Structures certified under the program would receive a plaque recognizing their local green building status. Johnson County, Iowa created a certification program based loosely on LEED standards and can be used as an example of a straight-forward, easy to understand local program.¹⁰ Together, the subregion could contract with an outside firm to review applications for green building certification.

7. Kane County 2040 Energy Plan: http://www.countyofkane.org/Documents/Office%20of%20Community%20Reinvestment/Energy%20Efficiency%20and%20Conservation%20Block%20Grants/Kane%20County%202040%20Energy%20Plan/KC2040EnergyPlan_final.pdf.

8. Ibid.

9. CMAP, Energy Impact Illinois: <http://www.energyimpactillinois.org/>.

10. Johnson County Green Building Certification Program, http://www.johnson-county.com/dept_zoning.aspx?id=11526.

Proactively address resident desires to age in place.

Analysis of population forecasts indicate that the Central Fox Valley subregion's senior population is expected to grow significantly over the next 20-30 years. Many area seniors will want to remain living in their communities, as well as their current homes. The subregion should collaborate to help area seniors age in place. This can be done in many ways. The Northwest Housing Collaborative has already gone this route by commissioning a Senior Housing Needs Assessment. From that study, they are currently pursuing three initiatives: a senior handyman program, a common resource guide, and exploring transportation alternatives with Pace Suburban Bus. Assisting seniors with accessibility retrofits is another strategy that can be effective. This includes the continual identification and pursuit of funding opportunities for housing retrofit programs, as well as compiling and distributing materials to educate aging homeowners on retrofit best practices and resources for completing necessary alterations.

Second, the subregion should work together to attract senior housing developments to the region, perhaps through development of a marketing plan. Care should be taken to locate these developments in close proximity to transit, medical facilities, and shopping areas.

This is a near- to mid-term goal that will require continued discussion among the four communities to dive deeper into unmet senior demand and zero in on a preferred strategy for collaboration.

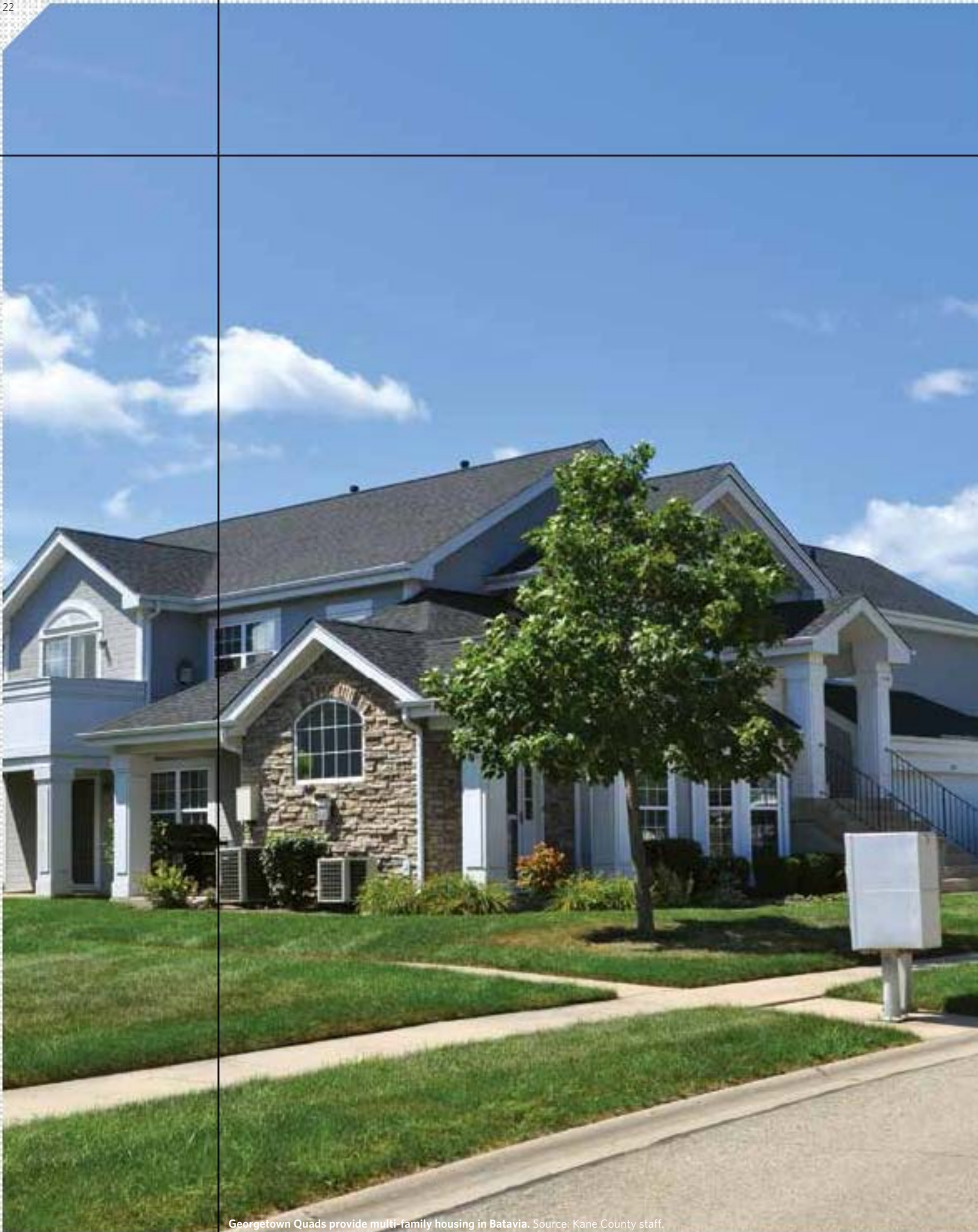
Collaboratively design outreach materials to inform residents and developers about the housing market.

The Central Fox Valley subregion should work together to create pamphlets and outreach materials related to the findings of the Home for a Changing Region study. The materials should synthesize the primary findings of the study in an eye-catching, easy-to-read format. Subregion communities can use the materials to inform developers about current and long-term housing market trends. In turn, developers may be able to use the materials to assist in obtaining financing for various types of residential development. The materials can also be used to inform residents about the existing and expected need for diverse types of housing in their community. Educating residents on Homes data and housing trends will assist in generating support for the plan and help enable implementation efforts.

This is a near-term goal that can be easily accomplished with minimal resources and coordination between Kane County, the four communities, and the project partners within one year. Communities will need to work together to form a strategy for distributing these materials, ensuring the most impact as the subregion works to achieve its long-term housing goals.



Housing in St. Charles. Source: Chicago Metropolitan Agency for Planning.



Georgetown Quads provide multi-family housing in Batavia. Source: Kane County staff.

Housing Policy Plan: Batavia

Project Summary

A successful community that has preserved and enhanced its historic downtown core while expanding westward to Randall Road and beyond, Batavia is in an excellent position to accommodate anticipated growth while strengthening its community assets. It boasts a top-tier school district, a thriving industrial and commercial base, and numerous successful development/redevelopment projects that should give it confidence as it deals with a growing senior population and expanded diversity among its residents.

This Housing Policy Plan, supported by City leadership and conforming to Batavia's 2011 Vision Statement, is designed to guide future growth and help City leadership assess development proposals as they come up in the future.

It provides information that will be useful in answering some of the following questions:

- **How much additional housing will Batavia need to accommodate its likely expansion?**
- **What can be done to preserve and upgrade existing neighborhoods and make them attractive to future residents?**
- **What type of housing will future residents want?**
- **What steps can the City take to address the growth of its senior population?**
- **How can a balance be found between investment in older areas and development at the city's periphery?**
- **How much additional land annexation makes sense, and how should annexed land be developed?**
- **How can the City retain the historic and attractive character of its downtown area while modestly increasing its density via the addition of attainable workforce dwelling units?**
- **What steps can be taken to make both the city's downtown core and its Randall Road corridor more amenable to walking, biking, and public transit?**

It also provides specific recommendations based on detailed analysis of existing conditions and future needs.

Demographic Trends

Located in central and eastern Kane County, the City of Batavia is bordered by Geneva to the north, the Fermilab National Accelerator Laboratory on the east, North Aurora and Mooseheart on the south, and unincorporated Kane County to the west. Batavia's population has grown over the past 11 years, and its population growth is expected to continue through the year 2040 (see Table 1). The Chicago Metropolitan Agency for Planning (CMAP) produced population and household projections as part of GO TO 2040, the seven-county region's comprehensive plan for sustainable prosperity for the next 30 years.¹ These figures indicate that if GO TO 2040 is implemented and if the City takes advantage of its numerous assets, its population could expand to nearly 34,000 by 2040, an increase of over 31 percent.² While new developments will help accommodate some of this growth, there are many strategies that can be utilized to best plan for Batavia's future.

Table 1. Batavia general statistics

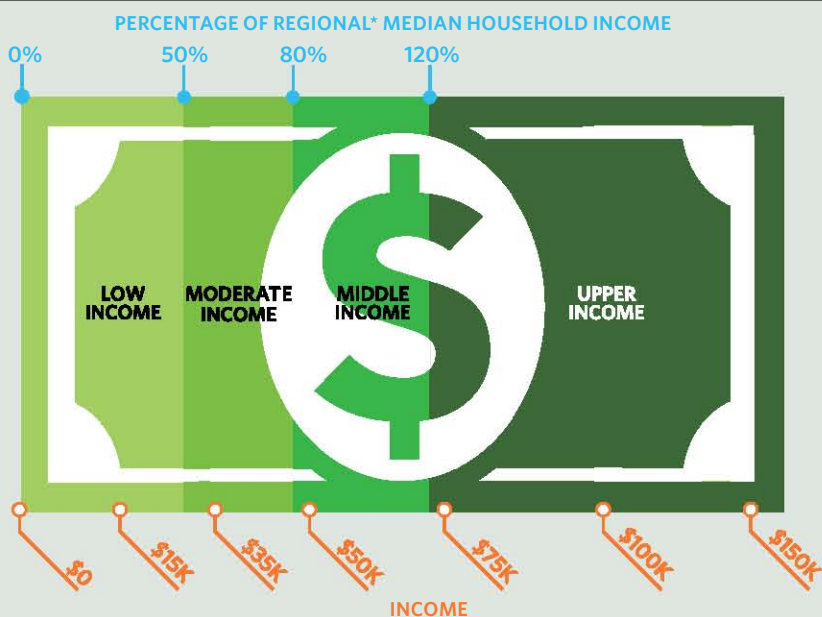
	POPULATION	HOUSEHOLDS
2000 Decennial Census	23,866	8,494
2011 American Community Survey	25,828	9,253
Change, 2000-11	1,962	759
Change as %, 2000-11	8.0%	9.0%
GO TO 2040 projection, 2040	33,867	12,826
Change, 2011-40	8,039	3,573
Change as %, 2011-40	31.1%	38.6%

Source: U.S. Census and Chicago Metropolitan Agency for Planning GO TO 2040 projections.

1. See <http://www.cmap.illinois.gov/2040>.

2. See the Appendix for more information about these projections.

Income



While household income is discussed throughout the Homes for a Changing Region plan, it's important to understand some of the definitions behind phrases like "low-" and "moderate-income." The U.S. Department of Housing and Urban Development (HUD) has established definitions for how the relationship between an area's median income and the income of an individual household can define what is a low (less than 50 percent of regional median income), moderate (50 percent to 80 percent), middle (80 percent to 120 percent), and upper income household (120+ percent). By comparing each income group to the regional* median household income (\$61,045), readers can understand what constitutes low, moderate, middle, and upper income households.

*Region defined as the Chicago-Naperville-Joliet, IL Metropolitan Division.

Source: Chicago Metropolitan Agency for Planning analysis of the American Community Survey 2007-11.

Current Housing Market

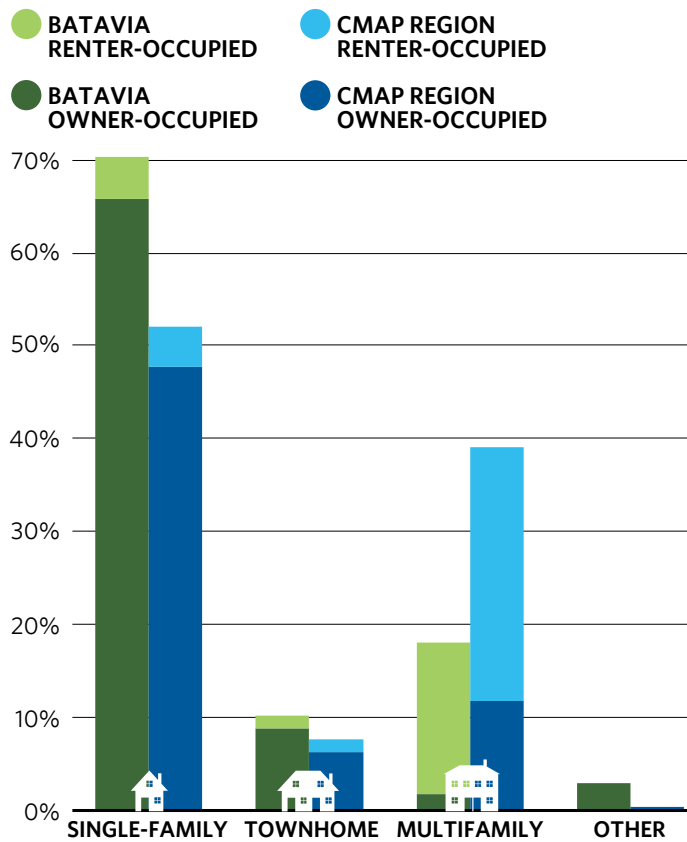
As is the case in the other communities in this study, Batavia gradually expanded from its historic downtown on the Fox River. Therefore, Batavia's oldest housing stock can be found near downtown, with the newer housing stock found on the periphery of the town.

Compared to the metropolitan region, Batavia's housing stock includes more single-family and fewer multifamily units as a percentage of all units. Twenty percent of Batavia renters occupy single-family homes, well above the 12 percent for the subregion as a whole. Single-family homes, which account for 71 percent of all local units, are typically occupied by owners (see Figure 1). As highlighted in the Metropolitan Planning

Council's (MPC) *Managing Single-Family Rental Homes* white paper, many communities are struggling with the surge in single-family rentals.³

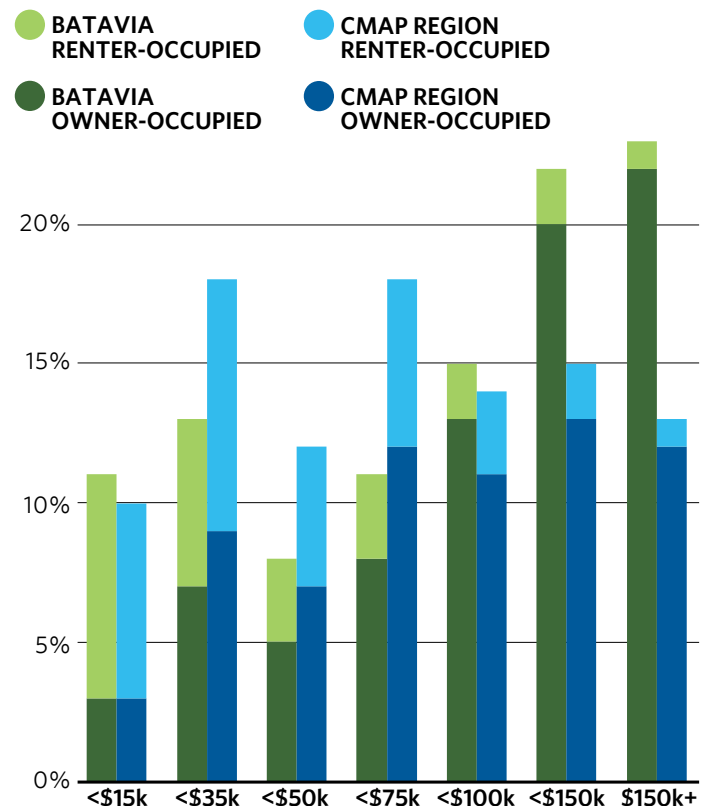
Meanwhile, the percentage of units that are renter-occupied is lower in Batavia than in the region as a whole. Only 2 percent of Batavia owners live in multifamily units, while just fewer than three-quarters of Batavia renters live in multifamily buildings. Much like the region, the percentage of rental households falls as income rises (see Figure 2). For Batavia, this change is noticeable around the \$75,000 threshold. Over 80 percent of local renter households make less than \$75,000.

Figure 1. Housing type by owner/renter, Batavia and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

Figure 2. Owner/renter by household income, Batavia and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

3. *Managing Single-Family Rental Homes*. (June 2013). Metropolitan Planning Council. <http://tinyurl.com/kidjm2h>.

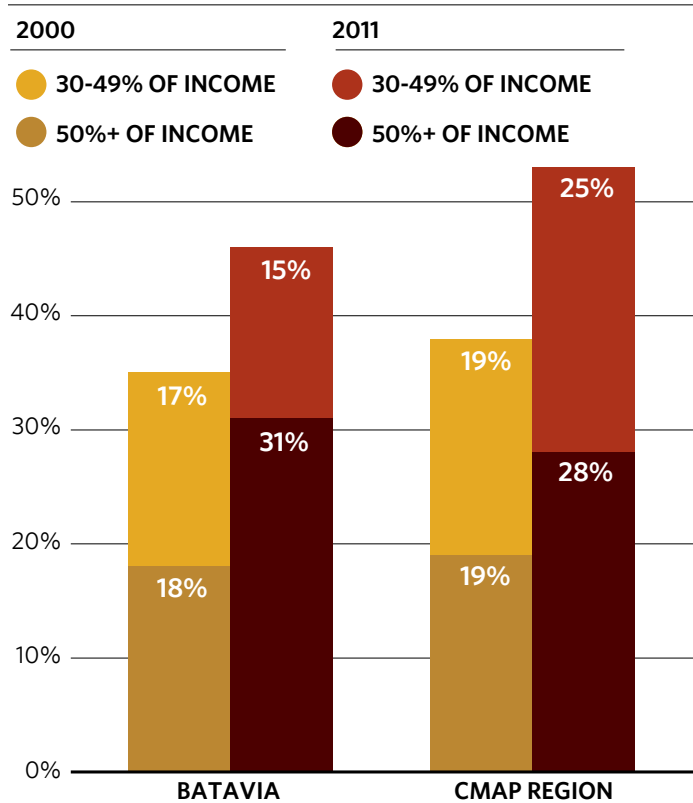
Housing Affordability

One of the most essential elements in understanding local housing dynamics is affordability. What constitutes “affordable housing” varies from household to household, as the measure is relative. An affordable housing unit is one that a family can own or rent for no more than 30 percent of its income. This spending includes both housing (rent or mortgage) and housing-related costs, such as property taxes, insurance, and utilities. This time-tested standard is reflected in everything from the underwriting standards of private lenders to data from the U.S. Census Bureau.

What is “Affordable Housing?”

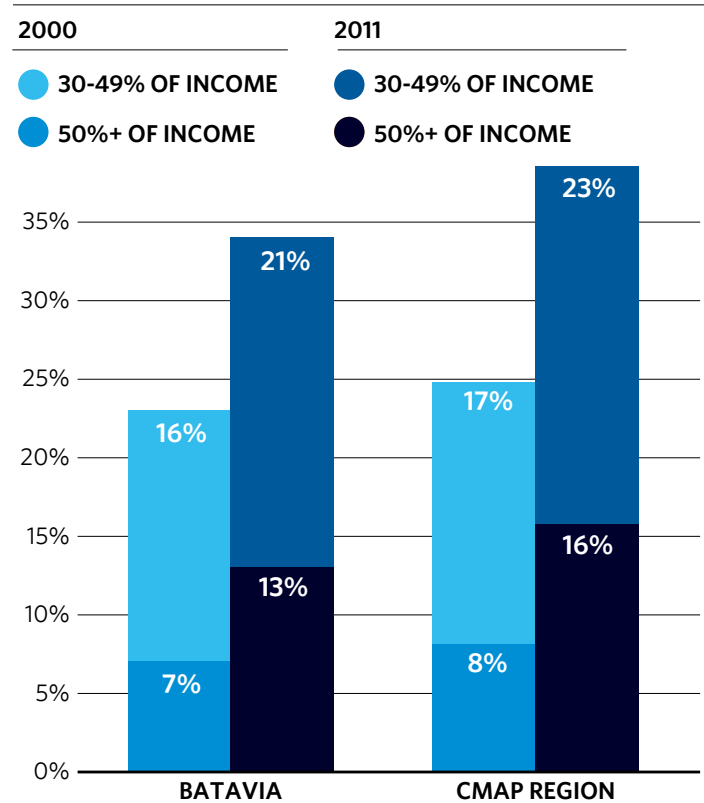
- **“Affordable housing”** is housing that costs no more than 30 percent of household income (including utilities, insurance, and taxes).
- **“Unaffordable housing”** is housing that costs between 30 percent and 50 percent of household income.
- **“Severely unaffordable housing”** is housing that costs more than 50 percent of household income.

Figure 3. Percent of renter-occupied households paying more than 30% of income on gross rent, Batavia and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

Figure 4. Percent of owner-occupied households paying more than 30% of income on gross rent, Batavia and CMAP region



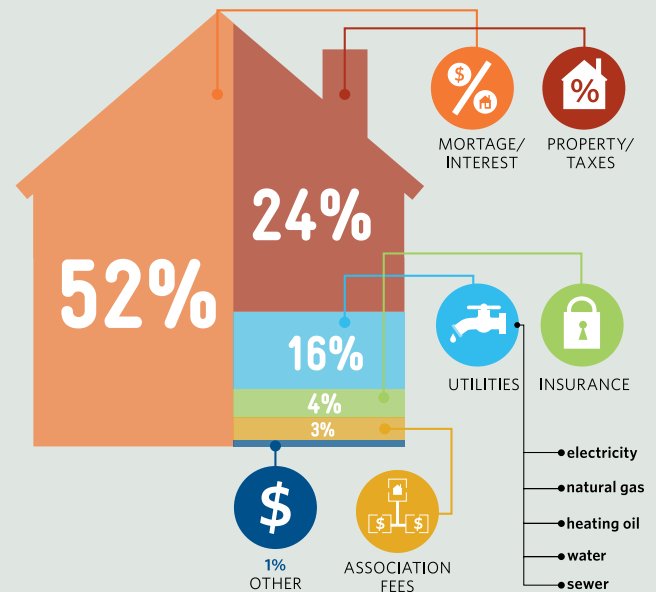
Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

Over the last decade, rapidly rising property values accelerated far faster than incomes in the U.S., increasing the number of cost-burdened households. Since the recession, affordability issues have persisted despite declines in home values and mortgage rates due in part to declining incomes, slow employment growth, and stringent credit requirements.⁴ As households became renters, supply did not initially keep pace with the sudden spike in demand. Harvard University indicates that currently more than 10 percent of owners and 25 percent of renters in the U.S. pay more than 50 percent of their income on housing costs.⁵

Affordability in Batavia mirrors the regional and national trends of the past 11 years. Currently, 46 percent of renters pay more than 30 percent of their income on gross rent. The preponderance of renters struggling with housing costs in Batavia are low-income. Analysis by Harvard University found that, “According to the latest Consumer Expenditure Survey, severely burdened families in the bottom expenditure quartile (a proxy for low incomes) spend a third less on food, half as much on pensions and retirement, half as much on clothes, and three-quarters less on healthcare than families paying affordable shares of their incomes for housing.”⁶

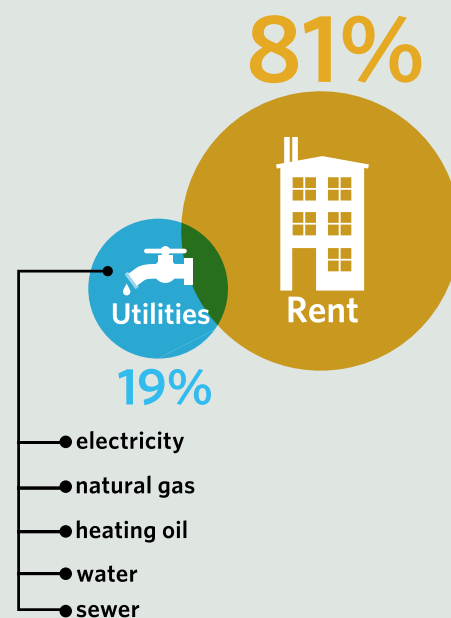
What is included in monthly owner costs?

Average monthly costs for renters in Chicago metropolitan area, 2009



What is included in gross rent?

Average monthly costs for renters in Chicago metropolitan area, 2009



4. Joint Center for Housing Studies. *State of the Nation's Housing 2012*. (June, 2012). Harvard University.

5. Joint Center for Housing Studies. *State of the Nation's Housing 2013*. (June, 2013). Harvard University.

6. Ibid.

Source: Chicago Metropolitan Agency for Planning analysis of the 2009 American Housing Survey (AHS).

The 2009 AHS data includes Cook, DuPage, Grundy, Kane, Kendall, Lake, McHenry, and Will Counties in the metropolitan area.

Utilities and Affordability

Utility costs contribute to gross housing costs and can therefore increase or decrease the number of cost-burdened households in a community. The Kane County 2040 Energy Plan provides 2008 data on energy use in Kane County’s municipalities, Batavia included. For this report, we will focus on residential energy use by Batavia’s households compared to Kane County as a whole.

Table 2 highlights residential natural gas and energy usage in Batavia and Kane County in 2008. Implementing energy efficient designs as part of rehabilitation and new construction in the coming years can further reduce local energy costs and help decrease the number of cost-burdened households.

Table 2. Residential energy use in Batavia and Kane County

	BATAVIA	KANE COUNTY
Average electricity use per household	10,037 kWh	10,324 kWh
Average annual \$ for electricity per household*	\$1,161	\$1,191
Average natural gas use per household	1,256 Therms	1,518 Therms
Average annual \$ for natural gas per household*	\$1,275	\$1,536
Average annual energy costs	\$2,436	\$2,727

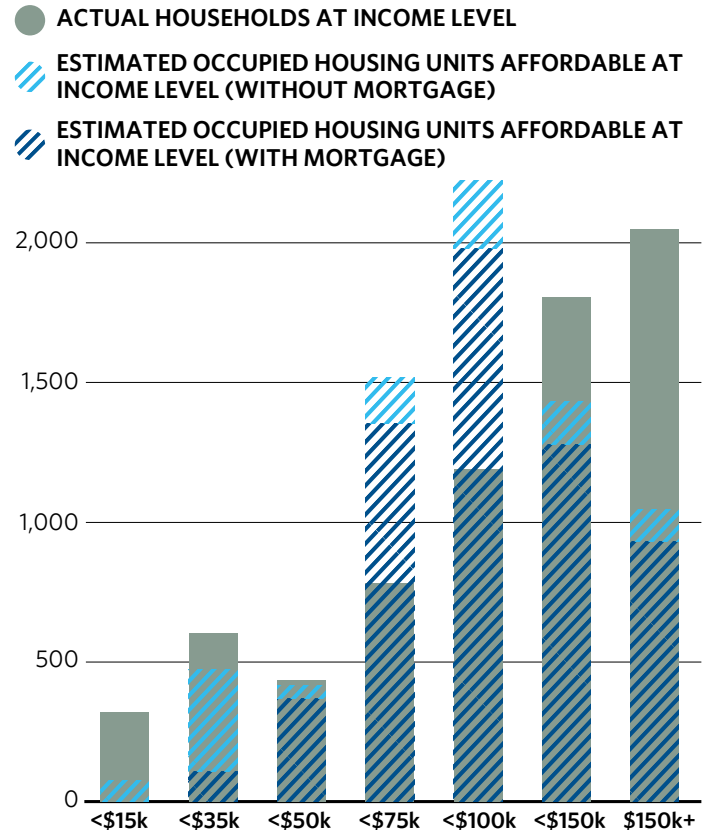
*Calculated using average residential sales per kilowatt hour (kWh) (Illinois Commerce Commission Utility Sales Statistics, 2007).
Source: Kane County 2040 Energy Plan.

Current Ownership Housing Market

Batavia's ownership housing market currently has a surplus of housing units affordable to families whose income ranges between \$50,000 and \$100,000. At the same time, it has a shortage of units for families whose incomes exceed \$100,000 or fall below \$50,000. In regard to the apparent shortage of units for higher income families, it is quite likely that many Batavia residents prefer to live in homes they can easily afford and use the savings involved for other purposes. As for the modest shortage of homes for those with lower incomes, it is likely that some of the families involved are headed by seniors with low incomes with outside assets that make home ownership still viable. However, the shortage of units meeting the needs of families with incomes below \$50,000 helps drive the growing number of cost-burdened owners.

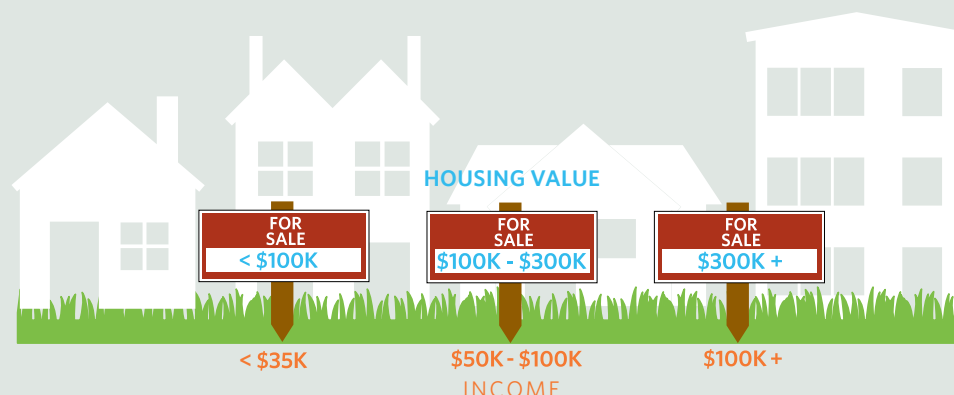
Mortgage and interest payments made up approximately 52 percent of the average regional owner's monthly housing costs in 2009. Therefore, it is unsurprising that unit affordability depends greatly on whether a home is mortgaged. In Batavia, ownership units affordable to households earning less than \$35,000 are typically not mortgaged. Intuitively, this makes sense. Owners who do not carry a mortgage usually pay less in total housing costs. The likelihood of owning a home with or without a mortgage depends, in part, on age. The bulk of local owner units affordable to households earning less than \$35,000 per year are occupied by seniors, while the working age population occupies units affordable to households earning more than \$35,000 per year. As these un-mortgaged units are sold, many will no longer be affordable to low- and moderate-income households.

Figure 5. Batavia comparison of owner household incomes with occupied units affordable at each income level



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 inputs.

Translating incomes into housing values

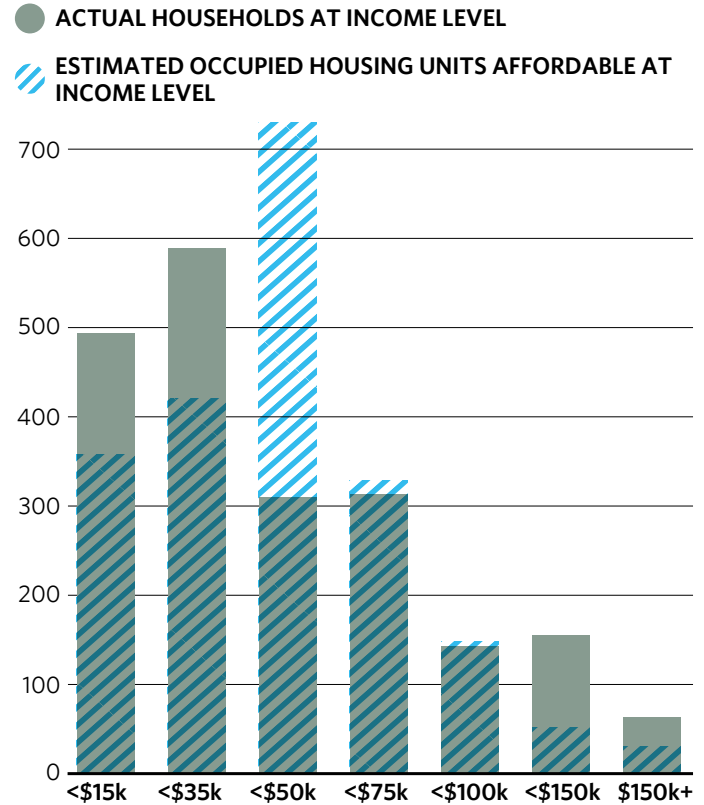


With so many factors influencing what home a household can afford to purchase (housing cost, income, downpayment, credit score, etc.), it can be difficult to figure out how the seven income groups analyzed in the Homes for a Changing Region report correspond to local housing values. A long-standing rule of thumb has been that households should buy units valued at no more than three times their annual income. Using this rough standard, these home values are generally affordable at each of the associated income levels.

Current Rental Housing Market

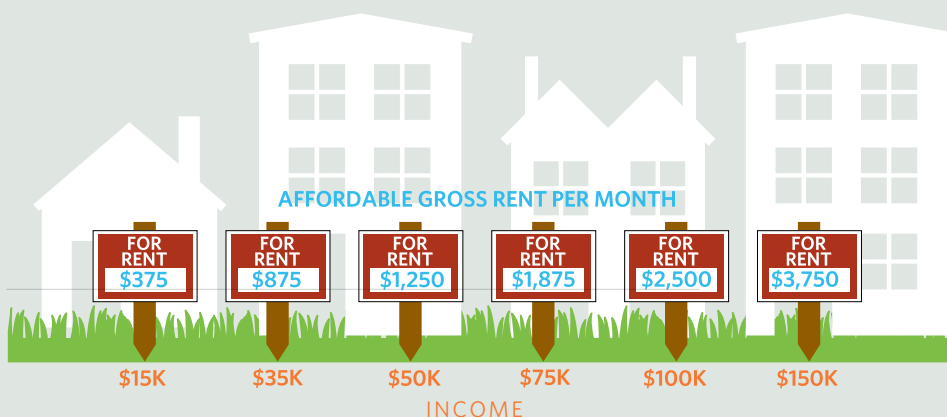
From an affordability point of view, Batavia's rental market is reasonably well balanced for the great majority of families whose incomes are above \$50,000 (see Figure 6). There is a more than adequate supply of rental housing for residents earning between \$35,000 and \$50,000. There are shortages of affordable units for families whose annual incomes are under \$35,000. These families are likely living in somewhat more expensive units and paying more than 30 percent of their incomes on housing and housing related costs.

Figure 6. Batavia comparison of rental household incomes with occupied units affordable at each income level



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 inputs.

Translating incomes into rents



Applying the previously discussed concept that households should spend no more than 30 percent of income on housing costs, these gross rents are generally affordable at each of the associated income levels.

Jobs, Transportation, and Housing

While Batavia offers a mix of single-family, townhome, and multifamily units, a truly attractive housing stock is also driven by jobs. Batavia contains 1.6 jobs for every local household. As a result, the City has built-in demand for its housing stock, as people who work in the community may want to live there as well, taking advantage of the potential to reduce their commute time and costs. Matching jobs and housing, however, is more complicated. If the jobs in a community do not match the skills of the workforce, commute times will increase for both workers and residents. In the same vein, if jobs are available but housing values do not mesh with what workers can afford, there is still a mismatch and workers must commute from elsewhere.

These potential issues highlight some ways in which transportation and affordability are linked. Some housing locations are inherently more or less costly by virtue of their location. If a housing unit is located farther away from jobs or retail, the typical occupant will need to spend more time and money commuting, leaving less money for housing and other expenses. Moreover, a mismatch between the location of jobs and affordable housing reduces economic competitiveness as employers experience difficulty with employee recruitment and retention.⁷ This section explores how the local job base impacts the Batavia housing market.

Jobs

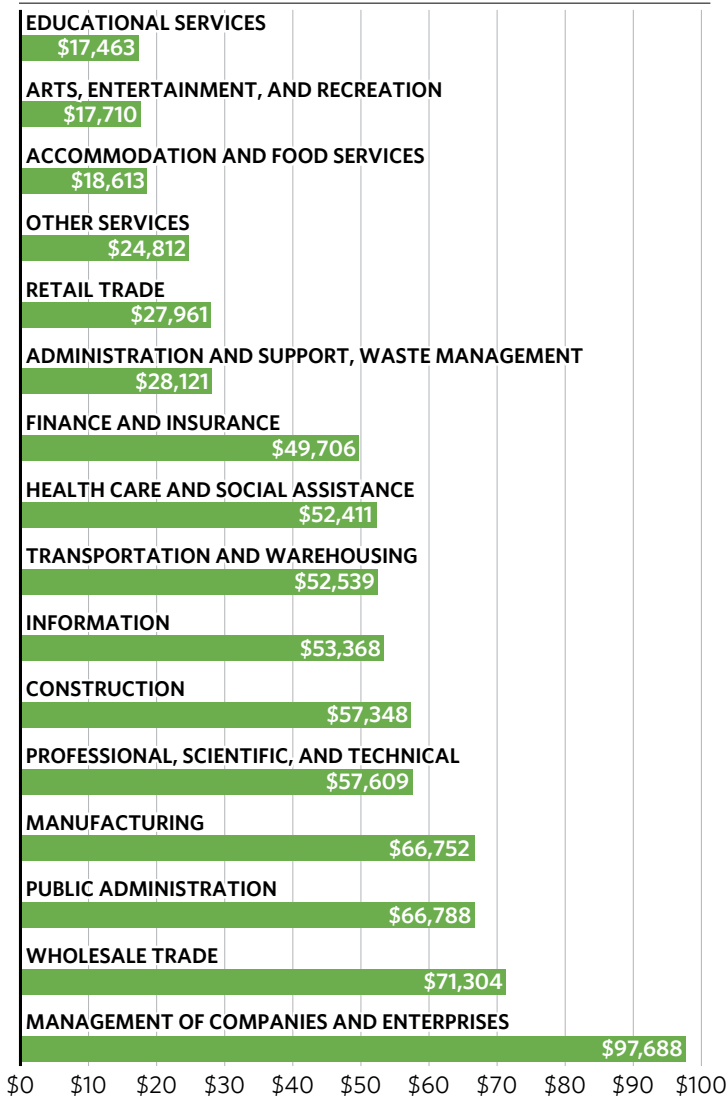
Batavia offers a diverse employment base with manufacturing, professional-scientific-technical, and wholesale trade as the three largest local industries. The presence of multiple industrial parks, primarily located in the northeast corner of Batavia, explain why 52 percent of all local jobs are in these three sectors. Retail trade provides the fourth most jobs in the city (see Figure 7). Many of these retail positions are found in big-box retail stores (Menards, Target, Kohls, Wal-Mart) on the Randall Road corridor. The employed residents of Batavia work in a wide range of industries. Retail, professional-scientific-technical, healthcare, and manufacturing are the four industries that employ the most Batavia residents.

Figure 7. Industries of Batavia residents and employees, 2011



Source: U.S. Census Bureau, Local Employment Dynamics, On-the-Map data.

7. Pill, Madeleine. *Employer-Assisted Housing: Competitiveness Through Partnership*. (September, 2000). Joint Center for Housing Studies, Neighborhood Reinvestment Corporation. <http://tinyurl.com/n73amvw>.

Figure 8. Batavia subregion* earnings, scale in thousands of dollars

*Subregion includes the following ZIP Codes: 60134, 60174, 60175, 60510, and 60542.

**According to EMSI, the reported earnings include hourly wages, employer contributions for employee pensions and insurance funds, and employer contributions for government social insurance.

Source: Economic Modeling Specialists International (EMSI).

Figure 8 details the average earnings in the subregion for the industries in which most residents or employees work. The breakdown shows that Batavia offers jobs in many high earning industries including: manufacturing, professional-scientific-technical, and wholesale trade. Likewise, residents are frequently employed in well-paying industries. Many residents work in the manufacturing and professional-scientific-technical industries that are offered within the city limits and offer high pay. Many more Batavians are employed in the health care sector; however, these jobs are typically located outside of Batavia's city limits. The same can be said for educational services, as there are many more residents employed in the sector than there are jobs available within the City.

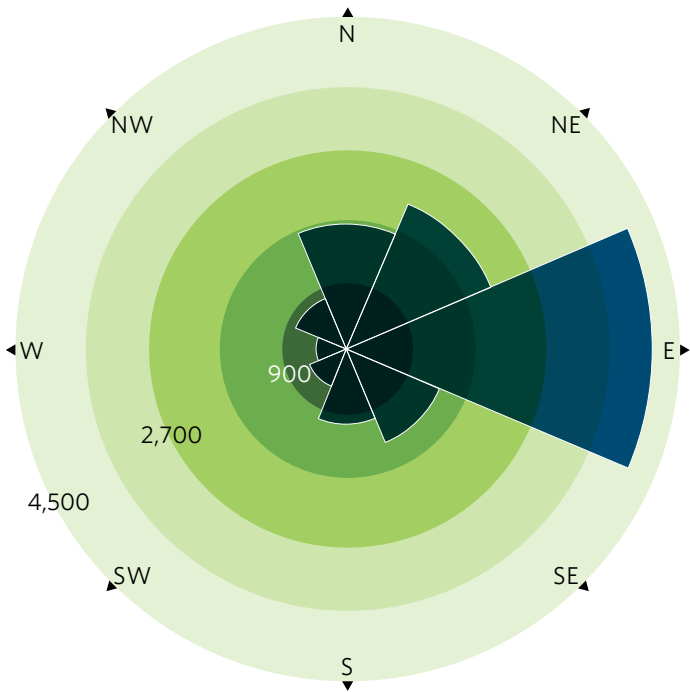
Transportation

Due in part to some of the identified mismatches between housing and jobs, many local employees and residents commute long distances, adding higher transportation costs on top of unaffordable housing costs. Residents and employees commute to and from locations within Kane County as well as all around the metropolitan Chicago region (see Figures 9 and 10). A considerable number of residents both live and work in the community (11 percent). This is a testament to Batavia's balanced job base. However, the figures below show that many residents are commuting long distances — 25 percent of Batavia residents commute to Cook County (including Chicago) and 38 percent of Batavia employees commute in from outside of Kane and DuPage Counties. These graphics illustrate the fact that many Batavia residents commute east to Chicago and Cook County while Batavia employees come from all around the area, but most frequently from the south.

Research by Reid Ewing and others in the *Journal of Urban Planning and Development* has shown that the biggest factor in reducing vehicle miles traveled, a major driver of transportation costs, comes from “putting offices, shops, restaurants, residences, and other codependent activities in close proximity to each other.”⁸ This concept will be reflected in the recommended strategies outlined later in this plan.

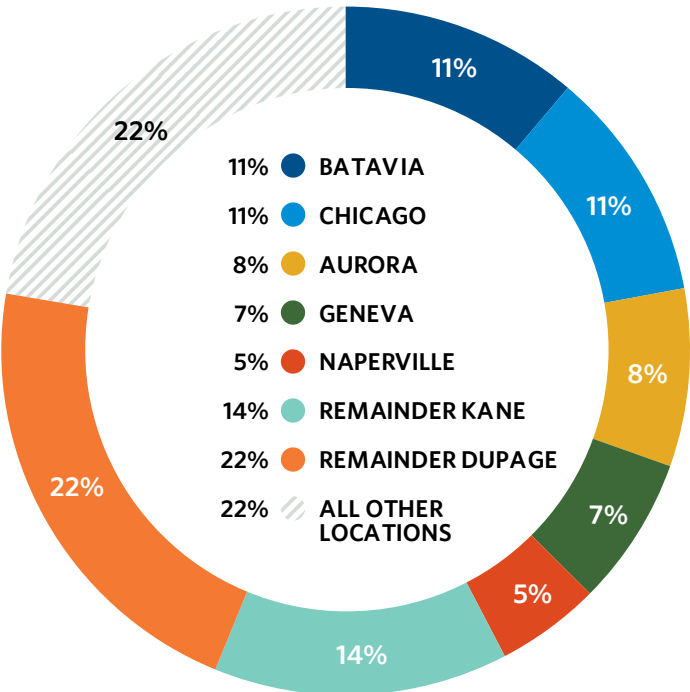
8. ASCE. “Traffic Generated by Mixed-Use Developments - Six-Region Study Using Consistent Built Environmental Measures.” *Journal of Urban Planning*, October 2010.

Figure 9a. Where Batavia residents work
Job counts by distance/direction in 2011, all workers



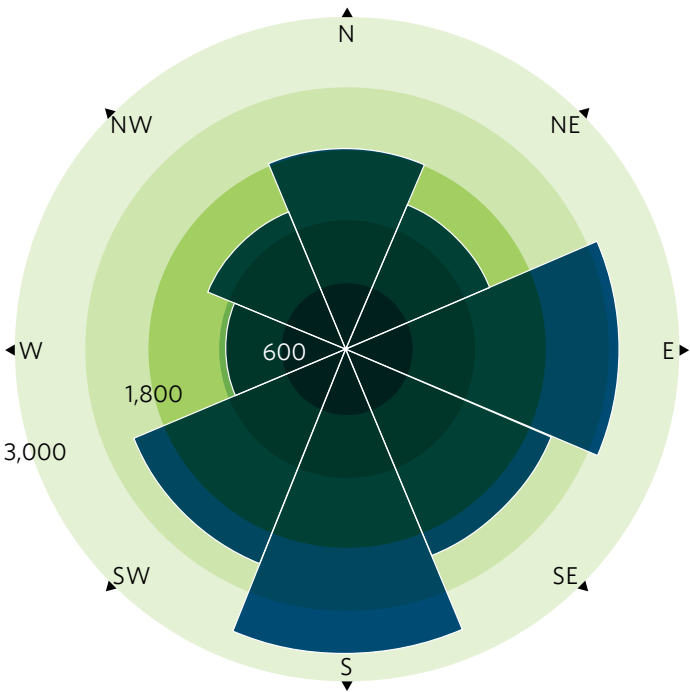
Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 9b. Where Batavia residents work, 2011



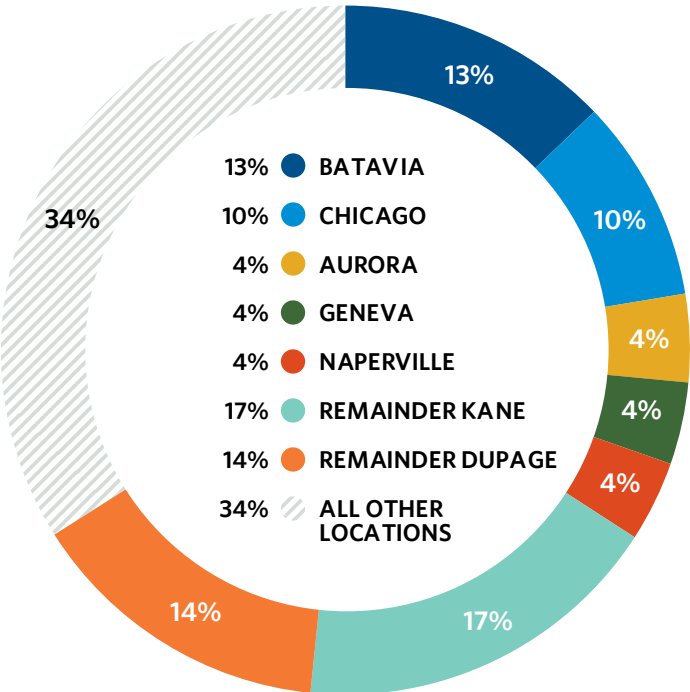
Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 10a. Where Batavia workers live
Job counts by distance/direction in 2011, all workers



Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 10b. Where Batavia workers live, 2011



Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Projected Future Housing Needs

Proactive housing planning needs to take into account those who might live in the community in the future. Blending together U.S. Census data, CMAP's local household and population projections for the year 2040 and national future housing preferences, some realistic estimates can be made of who will want to live in the city over the next 30 years. What types of housing would be necessary to meet the needs of current and future residents?

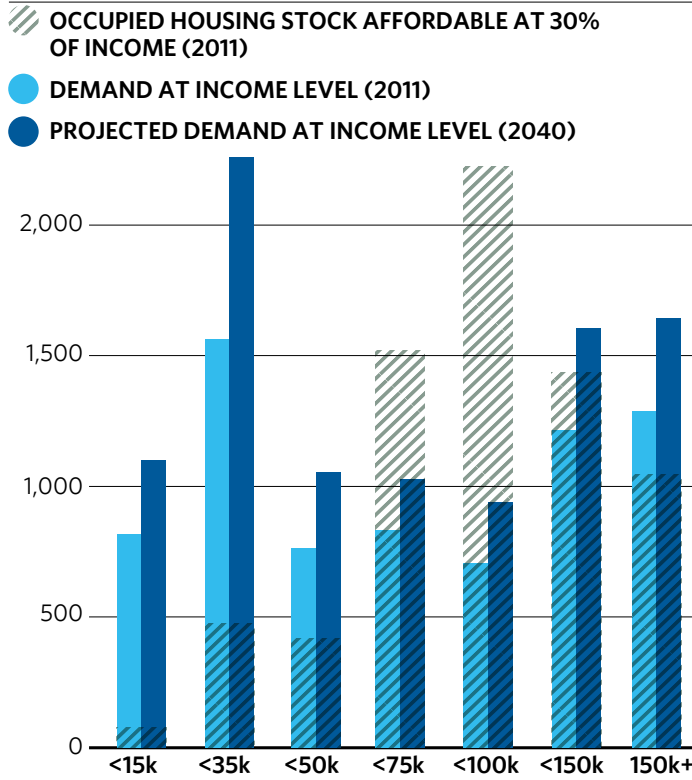
Future Ownership Needs

The number of families looking to own households in Batavia could grow by almost 3,600 over the next 26 years. Projections show that the current supply of units affordable to households earning between \$50,000 and \$100,000 is currently sufficient and will remain sufficient out to the year 2040. However, shortages exist for all other income groups.

There are projected shortfalls in housing supply for owners at the low and high ends of the income spectrum, specifically those with incomes less than \$50,000 and incomes over \$100,000 (see Figure 11). This is particularly a concern at the lower income levels, as it means there is a complete lack of supply of any housing that is affordable to them. It is very likely that households earning less than \$50,000 will seek rental options unless they are seniors with assets from which to draw or families with financial support. Especially for households earning less than \$15,000, the financial realities of property acquisition, construction costs, and financing make development very difficult.

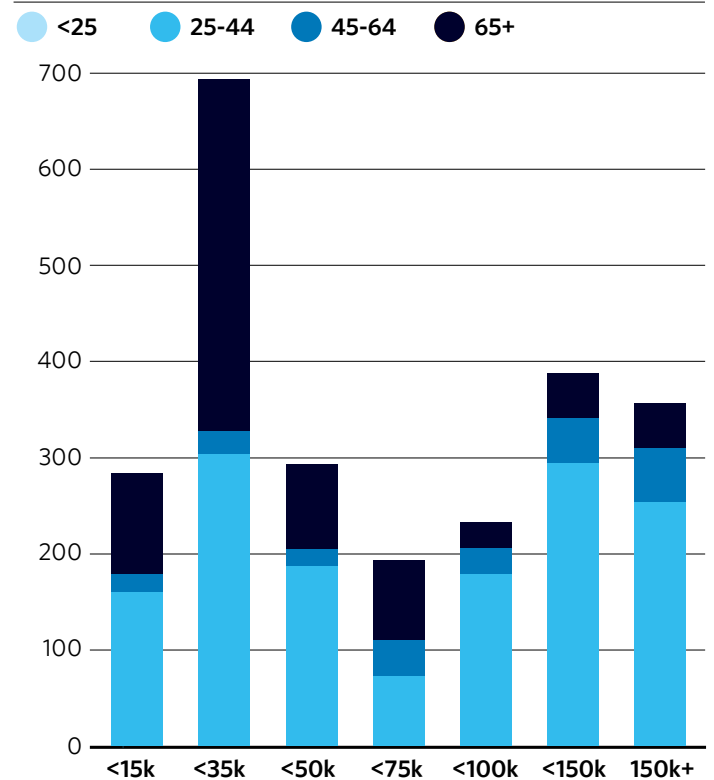
The age groups projected to drive growth play an important role in understanding the types of housing likely to be sought by future owners. Figure 12 shows what age groups and income levels will be driving owner demand in Batavia over the next 30 years. Figure 12 also shows that households headed by people aged 25-44 and people over the age of 65 will be driving the housing market. These two age demographics will demand different housing styles. Those 25-44 years old will typically be seeking larger houses that will be suitable for raising a family. Seniors, more likely, will be looking for smaller units that are easy to maintain and are in close proximity to transit or within walking distance of an urban center. Over 50 percent of the future housing demand for owner units affordable to households earning below \$35,000 is by households headed by people over 65. Managing this increase will require thinking about how to build new housing attractive to seniors and rehabilitate existing units for those who want to remain in their homes.

Figure 11. Batavia 2011 households and housing stock compared with 2040 owner demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Figure 12. Batavia 2011-40 change in owner demand by age and income

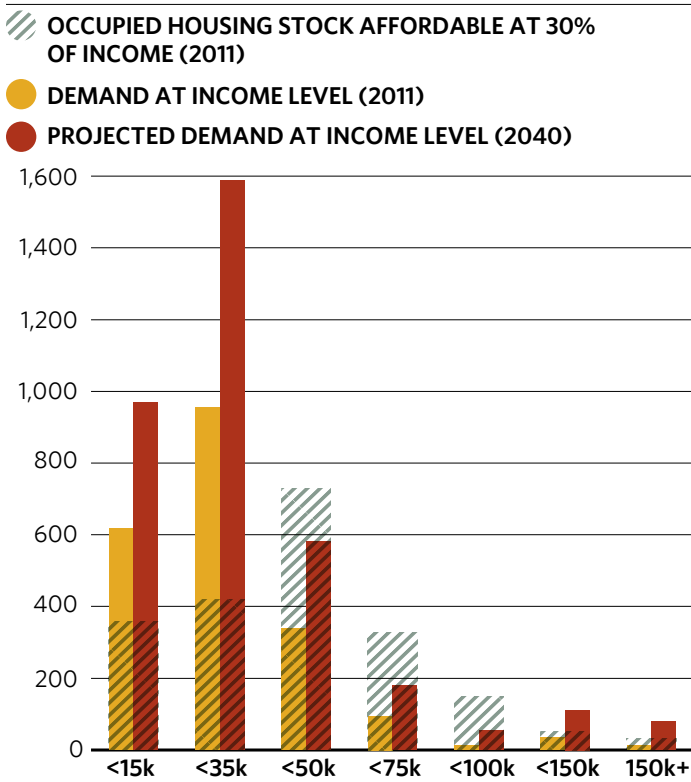


Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Future Rental Needs

Future growth among renters will be primarily low-income seniors (see Figure 13). If Batavia's rental housing stock does not keep up with the projected increases in demand, there could be a shortage of units affordable to households earning less than \$35,000 and more than \$100,000 annually. Again, this is particularly a concern at the lower income levels, as it means there is a complete lack of supply of any housing that is affordable to them. Very few households earning more than \$100,000 annually are projected to rent in the future. The structure of the graph highlights the opportunity to expand options for low-income renter households, where there is the largest disparity between future supply and demand.

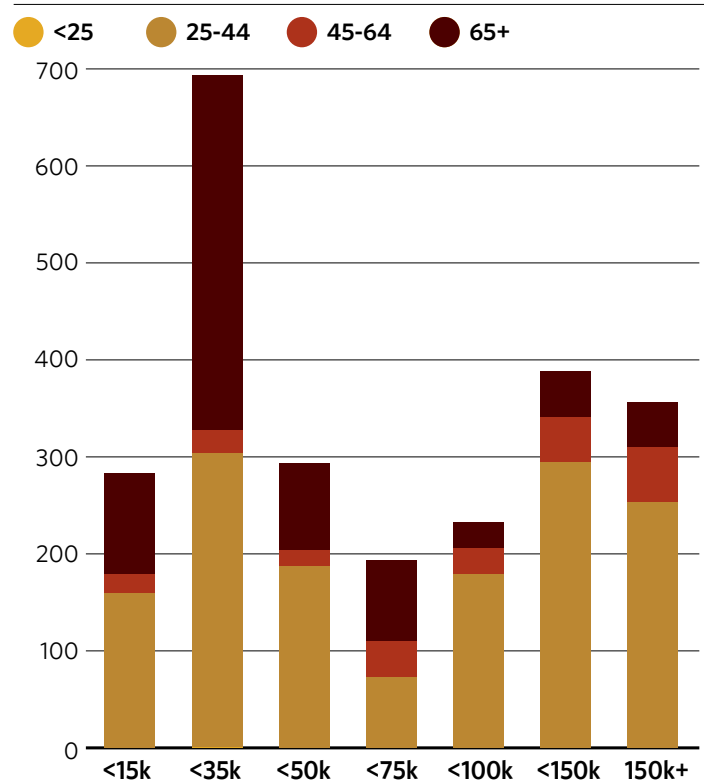
Figure 13. Batavia 2011 households and housing stock compared with 2040 renter demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

The age groups driving future rental demand correlate with income. For households earning less than \$35,000, seniors represent the key demographic, comprising 48 percent of the projected increase (see Figure 14). People age 25-44 will also play a prominent role in driving rental demand for the future. They represent 41 percent of all new renter demand for households earning less than \$50,000 annually. The indication that working age residents will be helping to drive demand for low- to moderate-income rentals provides the City of Batavia with an opportunity to work with local employers to meet labor force needs. This opportunity will be explained further in the recommendations section of this plan.

Figure 14. Batavia 2011-40 change in renter demand by age and income

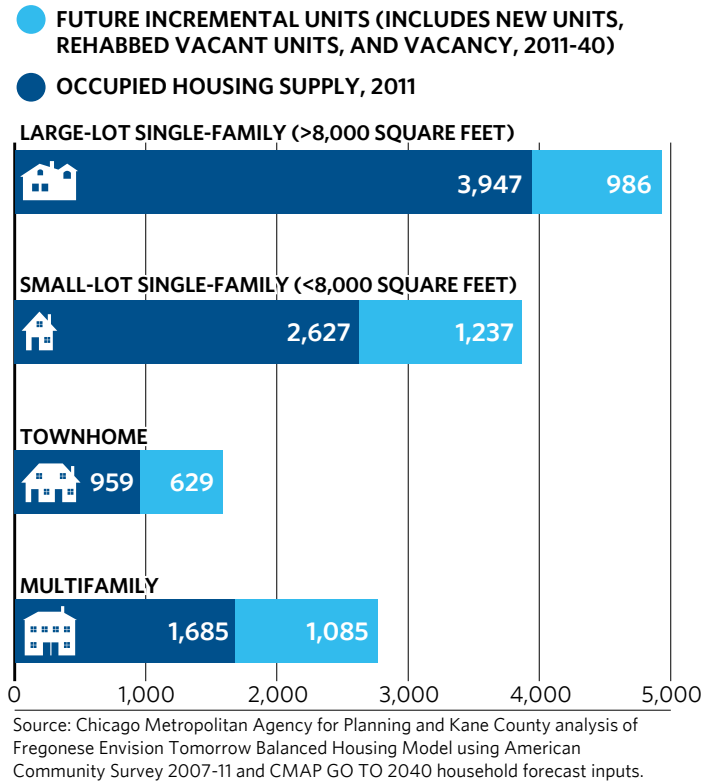


Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Housing Demand by Type of Unit

A forecast of demand for additional housing units in the year 2040 is shown in Figure 15. This data is based on the breakdown of projected future owners and renters in Batavia along with regional estimates of future demand for four broad housing types. This “balanced housing profile” shows demand for 3,937 additional units over the next 26 years (see Figure 15).⁹ Almost 1,000 of these units would be large-lot single-family homes and 1,237 of these units would be small-lot single-family homes. The strong demand for single-family homes is reflective of the young resident owner demand across the income spectrum. It should be noted that a stronger future demand preference is indicated for small-lot, as opposed to large-lot single family homes. This is reflective of national and regional trends. The projected demand for 629 townhomes and 1,085 multifamily units demonstrate the increasing demand for denser unit types driven by the increasing number of low- and middle-income seniors along with the working-age rental population. As part of this project, the *Homes for a Changing Region* team reached out to residents, community leaders, officials, and others in two ways. On November 13, 2013, the team conducted a community workshop. Throughout the month of November, stakeholders participated in an on-line workshop utilizing a survey tool called MetroQuest. This profile is consistent with the feedback received through both methods.

Figure 15. Batavia future balanced housing profile



9. Note that this figure is higher than the projected increase in households between 2011 and 2040 (3,231) because of the inclusion of potential future vacant units. See the Appendix for more information about the methodology.

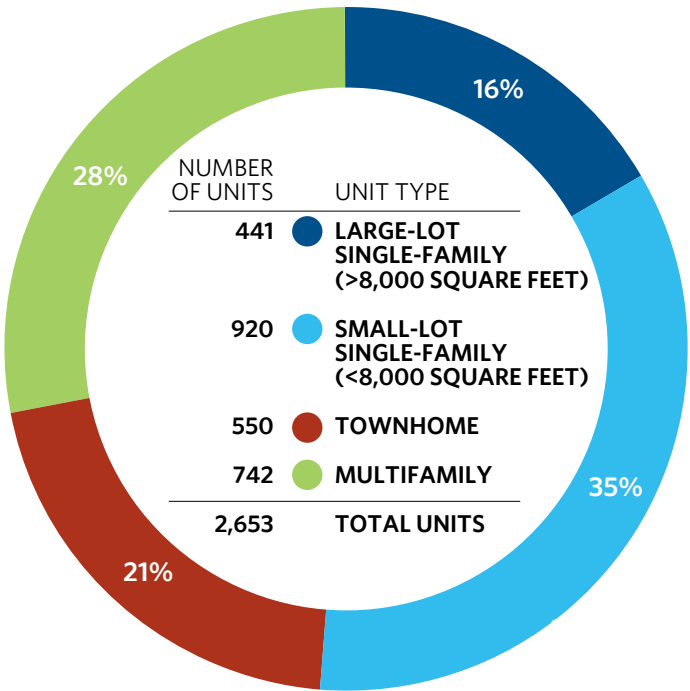
Capacity for Growth

Forecasted population and household growth is only one half of the equation in considering future housing needs. As a community with numerous assets, it is understandable why many people want to live in Batavia now and in the future. In order to plan for future households and housing, it is vital to look at the capacity for development. To understand the city’s ability to accommodate projected growth, two key sources of capacity were reviewed — development/redevelopment and vacancy.¹⁰

Development/Redevelopment Analysis

The development/redevelopment analysis considers how Batavia could grow over the next 30 years based on the current land use regulations, development approvals, and key development sites. The *Homes* project team and City staff calculated the total square footage of vacant and redevelopable land in the City by reviewing Kane County Assessor data. Then, Batavia’s current zoning and development standards were applied to those figures to calculate how many units could be built given the amount of vacant and redevelopable land within the various zoning districts. This analysis did not include the capacity for land in the City’s planning area that could be later annexed.

Figure 16. Batavia maximum capacity by unit type







Source: Chicago Metropolitan Agency for Planning and Kane County analysis of the Batavia zoning ordinance and Kane County assessor data.

10. See the Appendix for more information about the methodology.





Based on this analysis, the City has the capacity to increase its housing stock by between 2,372 and 2,653 housing units. But, to accommodate all of Batavia's projected demand, 3,573 new units would need to be added to the housing stock by the year 2040. The high estimate of Batavia's build-out capacity would allow for the City to accommodate 74 percent of the forecasted household growth. The high end of this range is based off of City staff's anticipation that certain lands would be rezoned in the near future. The low end of the range is considering the zoning in its current state. Figure 16 identifies what unit types Batavia's zoning will allow in terms of a percentage of all units. Table 3 shows the maximum amount of units able to be developed with the current zoning in place, while Table 3.1 shows this amount with the anticipated zoning considered.

Table 3. Batavia maximum capacity by unit type with existing zoning in place

TYPE	UNITS
 Large-lot single-family (>8,000 square feet)	441
 Small-lot single-family (<8,000 square feet)	920
 Townhome	286
 Multifamily	725
TOTAL	2,372

Source: Chicago Metropolitan Agency for Planning analysis of the Batavia zoning ordinance and Kane County assessor data.

Table 3.1. Batavia maximum capacity by unit type with anticipated zoning in place

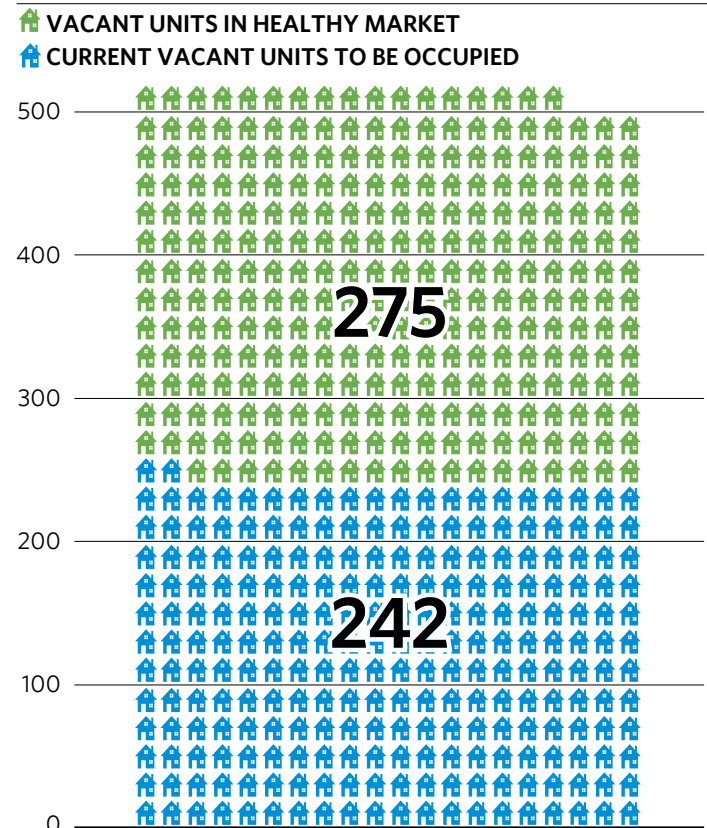
TYPE	UNITS
 Large-lot single-family (>8,000 square feet)	441
 Small-lot single-family (<8,000 square feet)	920
 Townhome	550
 Multifamily	742
TOTAL	2,653

Source: Chicago Metropolitan Agency for Planning analysis of the Batavia zoning ordinance and Kane County assessor data.

Vacancy Analysis

Due to the current housing market, many homes now vacant may not continue to be in the future. This allows Batavia to accommodate some growth without building new units. According to 2007-11 American Community Survey estimates, Batavia has approximately 517 vacant units, or about 5.3 percent of all homes in the city. Normal long-term vacancy rates for a strong community are 7.4 percent among rental units and 1.5 percent among owner-occupied units.¹¹ Utilizing this standard, Batavia could have approximately 275 total vacant units, or a 2.8 percent vacancy rate. Batavia has slightly fewer vacancies than what is considered normal for strong communities.

Figure 17. Batavia breakdown of current vacant units



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of American Community Survey 2007-11.

11. Belsky, E., Bogardus Drew, R., McCue, D., *Projecting the Underlying Demand for New Housing Units: Inferences from the Past, Assumptions about the Future*. (November, 2007). Joint Center for Housing Studies, Harvard University. <http://tinyurl.com/mlwyddq>.

Urban Design Focus Area

In November 2013, the Homes for a Changing Region team conducted a community workshop in Batavia. Residents, community leaders, officials, and others presented their views on a focus area selected by the City at the southwest corner of North Van Norwick Avenue and McKee Street.

Participants expressed their desire for development to include a mix of uses, with commercial development along Wilson Street, a variation of multifamily and attached single-family units throughout the site and a variety of amenities along McKee Street. These amenities, the possibilities of which included linear parks, trails, bike paths, pocket parks, plazas, etc., were identified here to create connectivity in the form of bike paths along McKee Street and also to preserve and enhance the existing green space north of McKee Street.

Southwest corner of North Van Norwick Avenue and McKee Street today. Source: Solomon Cordwell Buenz.



Southwest corner of North Van Norwick Avenue and McKee Street in the future. Source: Solomon Cordwell Buenz.



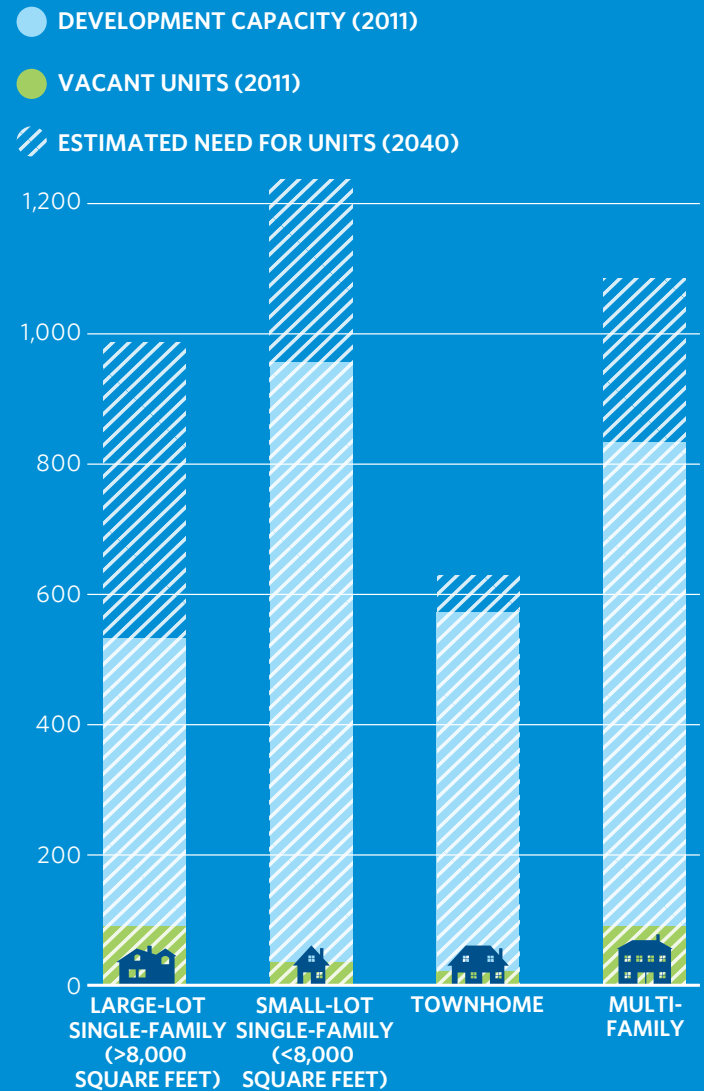
Conclusions & Recommendations

Taking into account the capacity available through development, redevelopment, and vacancy, demand for future housing will outstrip available capacity for new housing construction by over 900 units. The capacity analysis has projected future shortfalls in supply for all housing types by the year 2040 (see Figure 18). This data indicates the need for Batavia to continue developing a variety of housing types to meet the needs of an aging and diversifying population.

Should the current zoning be modified to accommodate this unmet demand? If so, where should this housing be located? Should Batavia annex additional land to accommodate growth or focus its efforts on redeveloping areas closer to its historic core?

Decisions regarding whether to grow by annexation or redevelopment will have the biggest impact on the City's current housing market. Regardless of the route chosen, maintaining existing units and fostering an open housing market will be tremendously important. The following policy recommendations describe housing strategies that will help the City best meet the demands of a changing population.

Figure 18. Batavia demand vs. vacancy and capacity, by housing type



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model, Kane County Property Assessor data, and U.S. Census Bureau inputs.

Recommended Housing Strategies

1. Meet forecasted increases in housing demand through a combination of targeted redevelopment and annexation.

Batavia is forecasted to have abundant housing demand out to the year 2040 and the City should be proactive in deciding if and how it chooses to meet this demand. The redevelopment of existing properties as well as the annexation of key areas will both be effective and important strategies and should be considered in planning for future population growth.

Batavia should work to identify and inventory underutilized City lands that would be appropriate for redevelopment. The City's built-out disposition, aging housing stock, high land values, and strong housing demand combine to produce an excellent opportunity for redevelopment. Once identified, the redevelopment of these lands can be enabled and promoted in various ways.

In cases unsuitable for redevelopment, annexation can be an effective strategy for meeting projected housing demand. Several options for future annexation were mentioned during discussions with City officials and through outreach with residents. Over time, Batavia should annex areas on the western perimeter of the city, as well as unincorporated areas encompassed by Batavia's city boundaries. On the western perimeter of the city, land should be annexed and zoned to provide the variety of housing types that are projected to be in short supply in the future. Projections show that Batavia will have future unmet demand for small and large lot single family homes as well as for multifamily units and townhomes. Data also show that Batavia will have increasing demand for senior style homes and homes attainable for residents with low to moderate incomes. Batavia should also use annexation to incorporate key redevelopment sites, which are currently unincorporated, and are encompassed by incorporated Batavia. This will enable and promote the rehabilitation of deteriorating housing stock and provide housing options that respond to forecasted future demand.

2. The City should adopt optional form-based code overlays for the Downtown Mixed Use and Mixed-Use Districts.

Form-based code overlays would allow developers the option to comply with either the existing zoning regulations or the new form-based regulations. Unlike conventional zoning regulations, which are focused on what uses are permitted, a form-based code is a method of development regulation that emphasizes the physical character of development (its form) and includes — but often de-emphasizes — the regulation of land uses. A form-based code overlay would allow developers greater flexibility on a variety of conventional requirements that add to the final cost of each unit built. Meanwhile, the implementation of a form-based code in these districts would help ensure a more predictable, high quality physical result in key areas of Batavia.

A form-based code focuses on how new development relates to the existing context of the surrounding community. An overlay could promote infill development that is compatible with the architecture and functionality of existing buildings, while also providing mobility options affordable to residents. Through proactively addressing aesthetics and performance, form-based codes can gain resident support and generate a higher comfort level with compact development, allowing developers to build more units per acre. This would decrease the price per unit for the developer, resulting in the provision of multifamily units that are lower-cost; not only does data indicate that the demand for such housing is currently unmet, it is expected to grow in the future.

Additionally, form-based codes can regulate development at the scale of an individual building or lot, which can encourage independent development by multiple property owners, eliminating the need for large land assemblies and the megaprojects that are frequently proposed for such parcels. This may be of particular importance at the Siemens and Campana sites, which are zoned Mixed Use. CMAP has a step-by-step guide that explains what form-based codes are and how they are created. Utilizing this guide will help Batavia understand the scope of work that is required in the creation of a form-based code overlay, assess existing conditions, and create appropriate regulations to achieve its goals.¹²

12. CMAP Form-Based Codes: a Step-by-Step Guide for Communities: <http://www.cmap.illinois.gov/documents/10180/10715/CMAP+Form+Based+Codes+Guide+lowres.pdf/5a034e51-ffd5-4b71-b5f1-c068d0096293>.

3. Create affordability incentives in key areas of the city.

The City of Batavia should incentivize the inclusion of workforce attainable housing units into new developments through the use of a density bonus and a parking requirement reduction. These incentives should be applicable only to targeted sites within the city, primarily locations with existing infrastructure and locations in close proximity to transit. The extent of these incentives should be managed to attract housing developers to these areas. When the density bonus is implemented effectively, the City will gain attainable workforce housing units, while the developers will also benefit from the additional revenue created as a result of the bonus units. A reduction in required parking will reduce costs to developers, compensating them for the difference between market rate and below market rate housing, therefore creating the incentive for building attainable units. Additionally, a reduction in parking will promote the use of transit, as well as walking and biking. The implementation of these incentives will create affordability directly through reducing housing costs and indirectly by providing the residents access to inexpensive transit options.

This recommendation is not new to Batavia; it is listed as a goal in their Comprehensive Plan, Land Use Element, Goal 4: Maintain a diversity of housing types, prices and styles for all segments of the community. *Policy: A. Permit a multifamily residential density bonus on key parcels for commitments to affordability.* This recommendation is also consistent with Homes data projections that show future unmet demand for multifamily units and also unmet demand for low-income residents. Shortfalls in supply are forecasted for renter-occupied housing affordable to households with annual incomes up to \$50,000, while shortfalls in supply are forecasted for owner-occupied housing affordable to households with annual incomes up to \$75,000. This recommendation can help provide attainable workforce housing in the City while also accomplishing other relevant goals, including the encouragement of infill development and the coordination of land use and transportation, which are goals outlined in the Batavia Comprehensive Plan.

Batavia can also benefit from proactively informing developers that Kane County incentivizes the construction of compact housing near Pace bus stops with their Transportation Impact Fee Discount Program. This discount is applicable within Batavia's city boundaries and it could work in conjunction with the other incentives highlighted in this strategy.¹³

13. Kane County Transportation Impact Fee Discount: http://www.co.kane.il.us/dot/impactFees/flexible/Section_Eighteen_Discount_Program.pdf.

4. Adopt a Kirk Road transit overlay zone.

Batavia should consider the adoption of a transit overlay zone along Kirk Road. Although no bus service exists on the corridor, Batavia should be proactive in working with Pace to establish service. The corridor has existing housing, including attainable workforce housing (Batavia Apartments), and provides connections with office, retail, and industrial uses within and outside the city limits of Batavia. However, these connections are currently made exclusively via the automobile as land uses are separated and connectivity features are limited, making walking, biking and transit use impractical. A Kirk Road transit overlay zone would proactively plan for the diverse land use mix, appropriate density and connectivity amenities that would be needed to support bus service on the corridor and it would incentivize Pace to establish this service.

Consistent with the City's Comprehensive Plan, Land Use Element: Goal 5, a transit overlay zone would coordinate land use and transportation planning. Coordination efforts could include modifying parking regulations, adjusting lot coverage standards, expanding sidewalk networks, enhancing streetscapes and requiring bike racks in an effort to more efficiently meet the transportation needs of the residents living, working and shopping on this corridor.

The Kirk Road Transit overlay zone would promote housing affordability in the City in multiple ways. First, it would support the development of compact housing, which would increase housing choices for residents in the City. Second, it would provide housing in proximity to transit options, therefore providing residents more affordable transportation choices.

The creation of a transit overlay zone on Kirk Road would be consistent with the Kane County 2040 Transit Plan, which identified a need for transit service on Kirk Road based on existing conditions, a travel demand model and stakeholder input. Additionally, the creation of an overlay zone would be consistent with the City's Comprehensive Plan, Economic Development & Redevelopment Element: Goal 8, which identifies the goal of adopting a specific area plan to attract/assist quality development and redevelopment for the Kirk Road corridor. Further, this recommendation would be consistent with multiple goals in the Transportation and Circulation element of the City's Comprehensive Plan. Proactively designing and adopting a transit overlay zone on this corridor would provide the housing and transportation related features needed to support fixed-route bus service, and it will help maximize the potential of this strategic corridor.

5. Create a downtown arts and culture overlay zone to promote affordable live/work units.

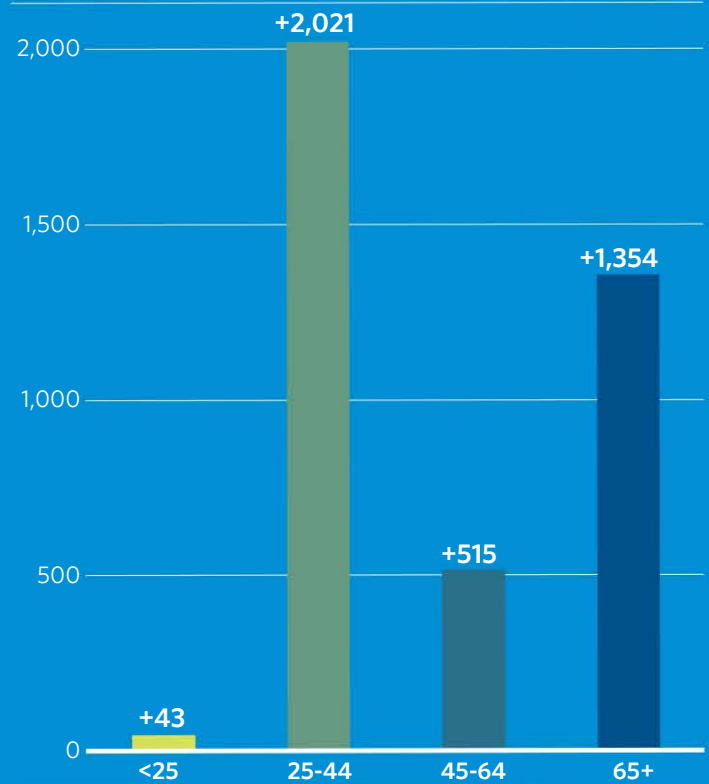
Batavia should consider creating and adopting an arts and culture overlay zone that builds off of the existing Water Street Studios and arts culture downtown. This overlay zone would promote the housing styles (such as live/work units), mobility options, and amenities that could make the area attractive for artists, young professionals, and entrepreneurs. This zone would draw people from around the area as a place to shop, eat and seek entertainment, thereby stimulating economic activity and supporting ongoing downtown redevelopment efforts. While arts and culture are sometimes marginalized and seen as a nice “extra,” they are necessary ingredients for making communities unique, attractive, and vibrant places to live and work.

The overlay zone would assist in downtown revitalization efforts in multiple ways. First, residents who live downtown, in units that are affordable at their income level, will have more disposable income and will be likely to spend this income in the downtown area. Second, arts and culture efforts will bring attention and foot traffic to the downtown area, attracting visitors and increasing the length of time and money they spend, thereby contributing to continued development and redevelopment. Third, through utilizing potential live/work units and sharing ideas with imaginative neighbors, residents will be more likely to innovate, spurring new products and business opportunities in the downtown area.

Data indicate that young residents (ages 25-44) will be driving housing demand out to the year 2040. It is projected that these residents will account for more of the future housing demand than all of the other three demographic sectors combined (51 percent, see Figure 19).

Adopting an overlay zone that would allow the creation of live/work units will help Batavia provide the housing types desired by young residents in a location that will be advantageous to residents, business owners, and the City.

Figure 19. Batavia change in housing demand by age, 2011-40, owner and renter



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Alternatively, in lieu of creating an arts and culture overlay zone, the City may find it more efficient to amend the existing Downtown Mixed Use (DMU) zoning district to incorporate arts and culture concepts. The DMU boundaries already cover the downtown area, where the arts and culture concepts are recommended to be implemented. City staff and officials should look into the feasibility of both options and determine what will work best of the City.

CMAP has developed an Arts and Culture Planning Toolkit. Utilizing this toolkit will help Batavia assess, prepare, and implement art and culture strategies that are tailored to the City's existing resources and strengths. The live/work units that will be encouraged in this zone provide housing options affordable to people who will contribute economically, socially, and culturally to the city.

6. Expand the existing rental property licensing program.

Batavia should expand the existing rental property licensing program to include the inspection of single-family homes. In response to the recent surge in single-family rentals, more and more municipalities are developing effective code enforcement initiatives targeted at single-family rentals. Expanding the reach of the existing program will have its obstacles. Batavia will face more codes to enforce and a higher cost of enforcement in addition to potential community opposition. However, despite these obstacles, communities are finding that programs are effective in increasing surrounding property values and enhancing the perceptions of their neighborhoods.

Batavia should consider adopting several of the strategies included in the MPC's *Managing Single Family Rental Homes* white paper. In particular, the City should focus on creating a licensing structure that provides for frequent inspections balanced with incentives for landlord compliance. A good model is the system adopted by the Village of Addison in 2011. Under this system all local rental units, including single-family homes, are licensed annually. At the time of initial licensure, units are inspected and graded as "Very Good," "Satisfactory," and "Unsatisfactory" based on the number of code violations. Very Good units can waive inspections for the following year. Satisfactory units have one extra yearly inspection. Unsatisfactory units are inspected three additional times that year. The Village indicates that this tiered inspection structure has increased the percentage of Very Good rentals by 10 percent and decreased Unsatisfactory rentals by 10 percent.

If Batavia chooses to expand its rental licensing system, it should ensure that it is coupled with an effective fee structure, designed to cover some of the municipality's inspection costs without overburdening landlords.

7. Reaffirm the City's commitment to be an open community.

A key component for any community seeking to maintain an efficient and effective housing market is ensuring that local housing and service providers show openness to current and future residents of all backgrounds. The following strategies outline ways Batavia can continue fostering openness throughout the City.

The City of Batavia website provides information to new and existing residents about services available in the City, including information on local, county, and state resources on many different web pages. The City's website does not appear to currently provide information about how residents can file complaints about housing discrimination. Therefore, Batavia should provide such contact information on its website. Moreover, the City should ensure that all of the service information reflects its commitment to openness by including a statement of welcome for people of all backgrounds and ensuring information is accessible to people with disabilities, including those with sight or hearing impairments.

Further, care should be taken to make sure that multifamily housing meets both the design standards of the Illinois Accessibility Code (IAC) and the Fair Housing Act. Statewide, the IAC requires that new residential housing be accessible to persons with disabilities. Under the IAC, prior to issuing permits, municipalities must evaluate whether the designs comply with the IAC. However, municipalities are not obligated to assess whether the plans comply with the federal Fair Housing Act under the IAC. The federal law requires that multifamily housing with four or more units include basic attributes of accessibility (e.g., accessible entrances, accessible routes, accessible kitchens and bathrooms, and accessible common areas). Holding new developments to this higher standard would be relatively easy to implement as the standards are already written and it would promote accessibility in the City, which will become more and more important as the City's population ages.

14. CMAP Arts and Culture Planning Toolkit for Communities: <http://www.cmap.illinois.gov/documents/10180/12773/FY14-0006%20ARTS%20AND%20CULTURE%20TOOLKIT%20lowres.pdf/f276849a-f363-44d4-89e1-8c1f2b11332f>.

8. Consider partnering with a non-profit to provide or refer a range of social services through a location near existing affordable housing.

Several stakeholders identified specific needs for these services near existing affordable housing developments. The City should consider analyzing the demand for and supply of various social service programs aimed at improving opportunities for low income youth, adults, and seniors. Working with existing public and non-profit service providers, the City should work to identify appropriate space for service provision, referral, and coordination based on the outcome of that analysis. Batavia straddles two townships, Batavia and Geneva. There may be an opportunity to work with the County and existing service providers to coordinate services or referrals between these two entities. Batavia should explore a partnership to provide these services in the most efficient manner.



Geneva's transit-oriented downtown. Source: Kane County/Geneva staff.

Housing Policy Plan: Geneva

Project Summary

Geneva elegantly balances its historic grandeur with stylish modern homes, shopping, and numerous restaurants. The city is enhanced by its scenic location on the Fox River and exceptional transportation options that provide both recreational opportunities and mobility throughout the region.

Geneva's many assets — from the thriving downtown district, to the burgeoning Randall corridor and the centrally located Metra rail station — have the city poised to meet the housing needs of an increasingly diverse and aging population. However, planning to meet this housing demand with attainable, accessible housing options, while maintaining the existing social, historical, economic, and political balance, will be a major challenge. With little space for new development, Geneva will need to identify appropriate infill sites and redevelopment opportunities that will be respectful of past and current generations while also being responsive to the needs of future residents.

Despite substantial previous efforts, some of Geneva's housing needs continue to go unmet. In 2010, Mayor Kevin Burns formed a Geneva Housing Task Force in an attempt to evaluate and identify opportunities to create affordable housing. Additionally, the task force is charged with identifying housing needs, community benefits, financial resources, housing program limitations due to the city's non-home rule status, and potential sites for affordable housing developments. These objectives, which aim to make Geneva a place where a resident can live comfortably in all stages of their life, will be addressed throughout this plan.

Between now and 2040, it is projected that Geneva could add more than 8,000 new residents. The City must address a number of key issues to determine the best way to accommodate such potential growth.

- **What can be done to preserve and upgrade existing neighborhoods, making them attractive for future residents?**
- **How can a balance be found between reinvestment in older areas and new development in key areas of the City?**
- **How can the City retain the historic character of the downtown while accommodating housing demand, increasing business opportunities, and maximizing the utility of the Metra rail station?**
- **How can Geneva successfully support a diverse community?**

This report provides a series of policy recommendations based on a detailed analysis of existing conditions and future needs. Geneva can use these recommendations to prepare for its projected population growth. This plan can be particularly beneficial in planning to accommodate the needs of low- to moderate-income seniors, a demographic that is rapidly increasing in size.

Demographic Trends

Located in central and eastern Kane County, the City of Geneva is bordered by St. Charles to the north, West Chicago and unincorporated land to the east, Batavia to the south, and unincorporated land to the west.

Geneva's population has grown by 10 percent over the past decade to approximately 21,550. The Chicago Metropolitan Agency for Planning (CMAP) produced population and household projections as part of GO TO 2040, the seven-county region's comprehensive plan for sustainable prosperity for the next 30 years.¹ These figures indicate that, if GO TO 2040 is implemented and if the City takes advantage of its numerous assets, its population could rise to 29,998 by 2040, an increase of 8,448 residents (see Table 1).²

Table 1. Geneva general statistics

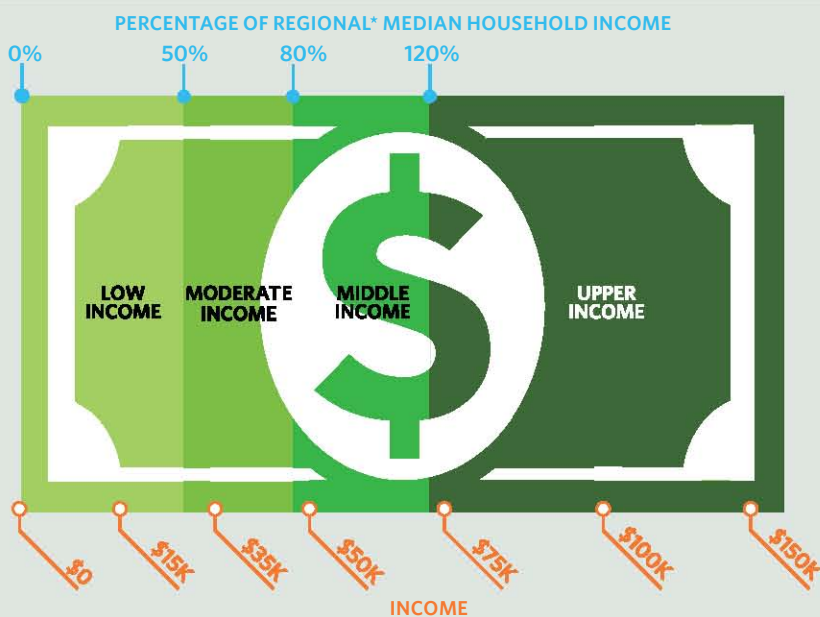
	POPULATION	HOUSEHOLDS
2000 Decennial Census	19,515	6,718
2011 American Community Survey	21,550	7,560
Change, 2000-11	2,034	842
Change as %, 2000-11	10.4%	12.5%
GO TO 2040 projection, 2040	29,998	11,328
Change, 2011-40	8,448	3,768
Change as %, 2011-40	39.2%	49.8%

Source: U.S. Census and Chicago Metropolitan Agency for Planning GO TO 2040 projections.

1. See <http://www.cmap.illinois.gov/2040>.

2. See the Appendix for more information about these projections.

Income



While household income is discussed throughout the Homes for a Changing Region plan, it's important to understand some of the definitions behind phrases like "low-" and "moderate-income." The U.S. Department of Housing and Urban Development (HUD) has established definitions for how the relationship between an area's median income and the income of an individual household can define what is a low (less than 50 percent of regional median income), moderate (50 percent to 80 percent), middle (80 percent to 120 percent), and upper income household (120+ percent). By comparing each income group to the regional* median household income (\$61,045), readers can understand what constitutes low, moderate, middle, and upper income households.

*Region defined as the Chicago-Naperville-Joliet, IL Metropolitan Division.
Source: Chicago Metropolitan Agency for Planning analysis of the American Community Survey 2007-11.

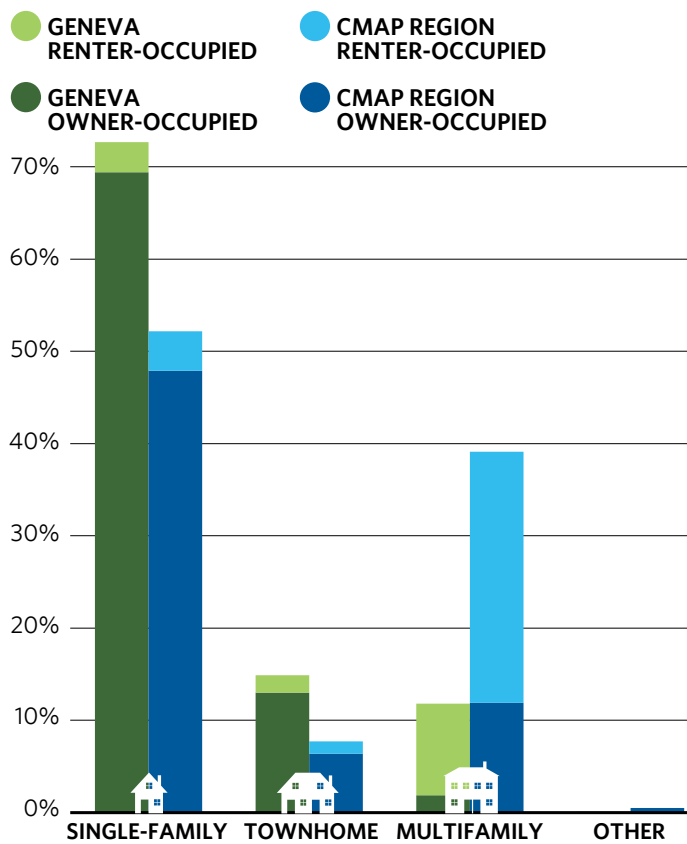
Current Housing Market

Geneva's earliest neighborhoods were developed around the downtown area along grid style streets both east and west of the Fox River. The City's current housing stock includes everything from historic 19th century homes to modern apartments, condos, and single-family subdivisions.

Eighty-five percent of Geneva residents own their households while 15 percent rent. Single-family homes account for over 70 percent of all local units in Geneva, compared to 51 percent regionally (see Figure 1). The relatively high percentage of single-family homes in the City is reflected in Geneva's atypical rental housing market. Unlike the greater Chicago

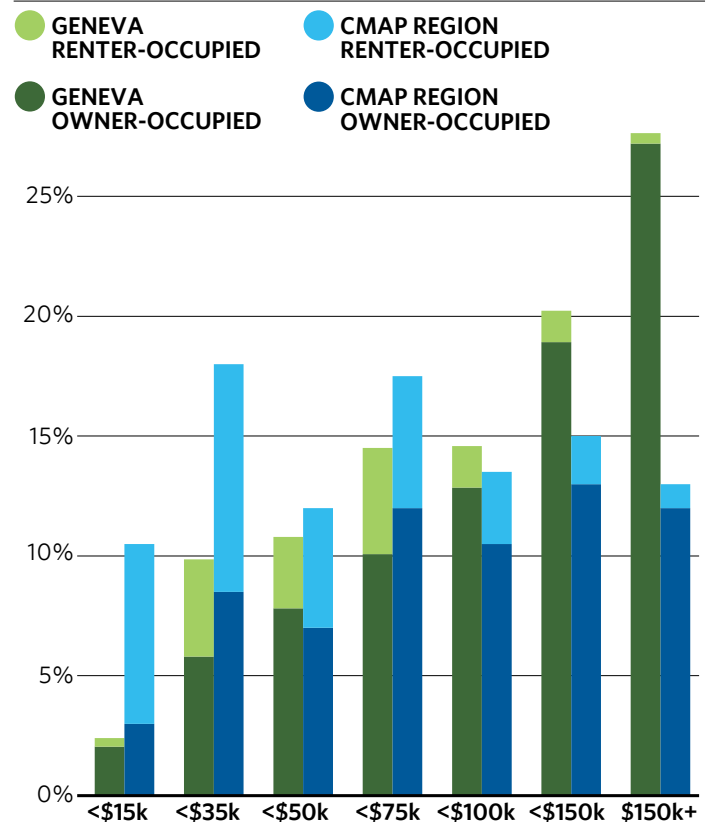
metropolitan region, only 66 percent of local renters live in multifamily buildings, well below the regional average of 84 percent. Many Geneva renters are living in single-family homes (20 percent) and townhomes (14 percent), and these percentages are increasing. As highlighted in the *Managing Single Family Homes* white paper, many communities are struggling with the surge in single-family rentals.³ Much like the region, the percentage of rental households falls as income rises (see Figure 2). For Geneva, this change is noticeable around the \$75,000 threshold. Over 75 percent of local renter households make less than \$75,000.

Figure 1. Housing type by owner/renter, Geneva and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

Figure 2. Owner/renter by household income, Geneva and CMAP region



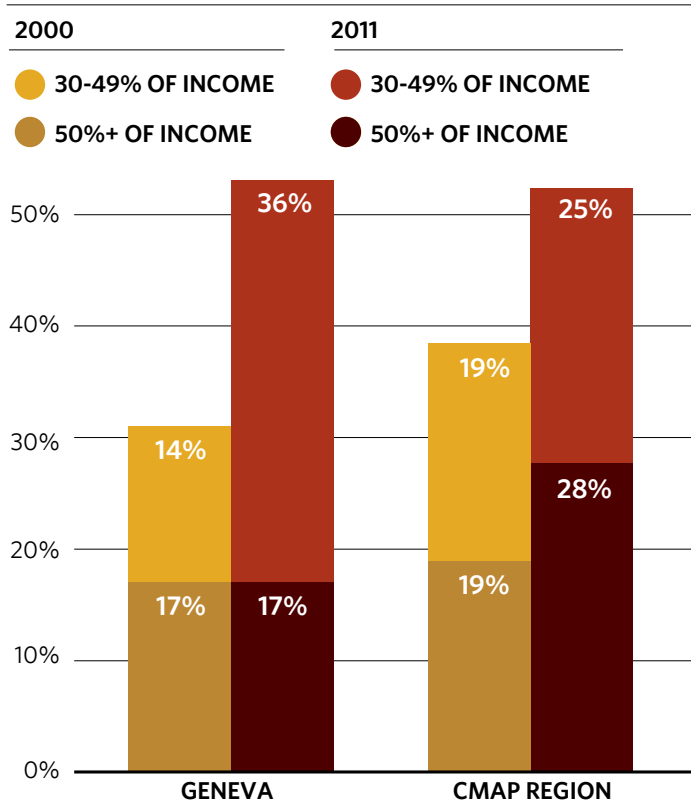
Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

3. *Managing Single-Family Rental Homes*. (June 2013). Metropolitan Planning Council. <http://tinyurl.com/kjdjm2h>.

Housing Affordability

One of the most essential elements in understanding local housing dynamics is affordability. What constitutes “affordable housing” varies from household to household, as the measure is relative. A commonly used standard, and the one that is used in this plan, is that an affordable housing unit is one that a family can own or rent for no more than 30 percent of its income. This spending includes both housing (rent or mortgage) and housing-related costs, such as property taxes, insurance, and utilities. This time-tested standard is reflected in everything from the underwriting standards of private lenders to data from the U.S. Census Bureau.

Figure 3. Percent of renter-occupied households paying more than 30% of income on gross rent, Geneva and CMAP region

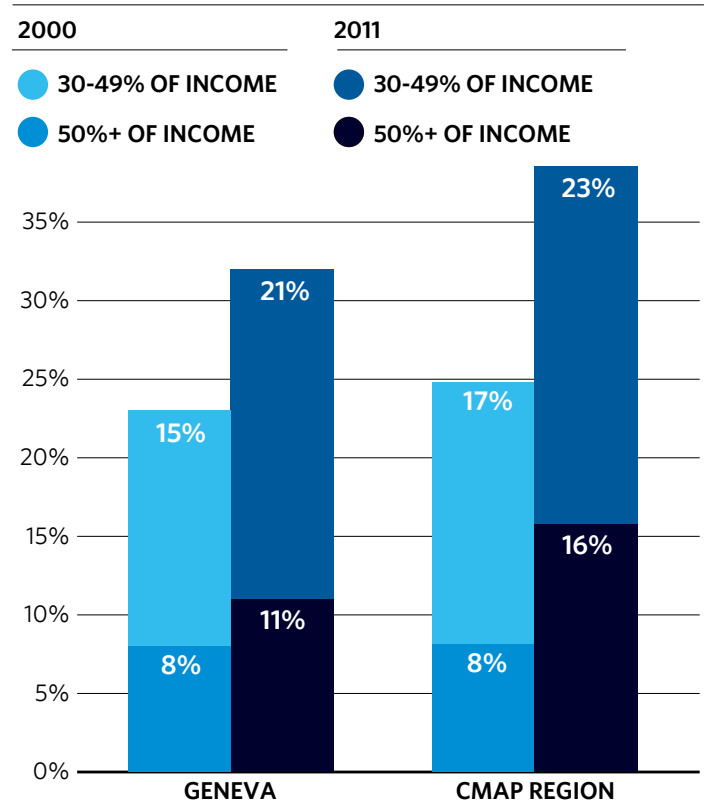


Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

What is “Affordable Housing?”

- **“Affordable housing”** is housing that costs no more than 30 percent of household income (including utilities, insurance, and taxes).
- **“Unaffordable housing”** is housing that costs between 30 percent and 50 percent of household income.
- **“Severely unaffordable housing”** is housing that costs more than 50 percent of household income.

Figure 4. Percent of owner-occupied households paying more than 30% of income on gross rent, Geneva and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

Over the last decade, rapidly rising property values accelerated far faster than incomes in the U.S., increasing the number of cost-burdened households. Since the recession, affordability issues have persisted despite declines in home values and mortgage rates due in part to declining incomes, slow employment growth, and stringent credit requirements.⁴ As more and more households became renters, supply did not initially keep pace with the sudden spike in demand. Harvard University indicates that currently more than 10 percent of owners and 25 percent of renters in the U.S. pay more than 50 percent of their income on housing costs.⁵

Similar to the CMAP region, the share of households paying more than 30% of their incomes in housing costs in Geneva has increased over the last 11 years. Currently, over half of renters pay more than 30 percent of their income on gross rent, up significantly from the year 2000 (see Figure 3). The preponderance of renters struggling with housing costs in Geneva are low-income. Analysis by Harvard University found that “according to the latest Consumer Expenditure Survey, severely burdened families in the bottom expenditure quartile (a proxy for low incomes) spend a third less on food, half as much on pensions and retirement, half as much on clothes, and three-quarters less on healthcare as families paying affordable shares of their incomes for housing.”⁶

Approximately 32 percent of homeowners in Geneva are currently cost burdened. Although 32 percent is lower than the regional average of 39 percent, Geneva’s proportion of cost-burdened homeowners has increased significantly from the year 2000 when 23 percent of owners were paying 30 percent or more of their incomes on housing. Families whose housing costs exceed this threshold of affordability are more likely to struggle to pay for other basic needs, thus requiring difficult trade-offs. Individuals and families who are cost burdened are more likely to be constrained in what they can spend for health care, child care arrangements, and nutritious meals, which may result in deficient outcomes in other areas of well-being.

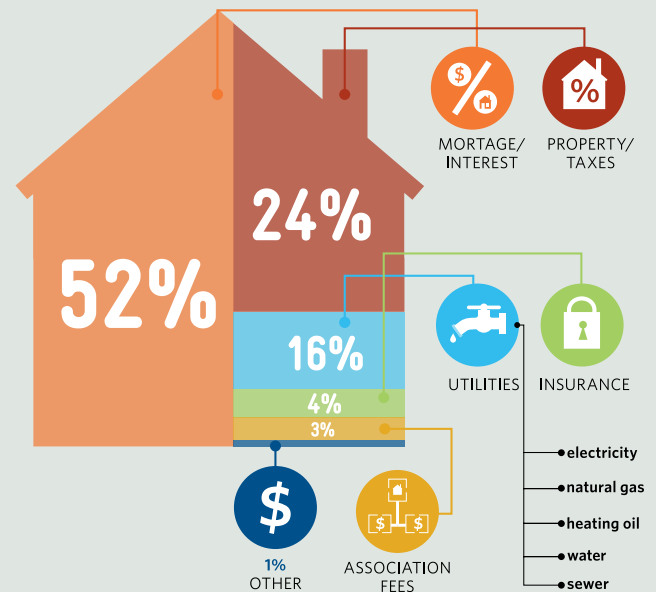
4. Joint Center for Housing Studies. *State of the Nation's Housing 2012*. (June, 2012). Harvard University.

5. Joint Center for Housing Studies. *State of the Nation's Housing 2013*. (June, 2013). Harvard University.

6. Ibid.

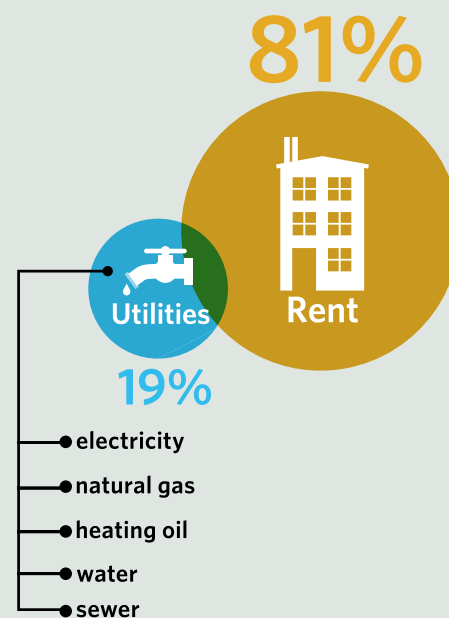
What is included in monthly owner costs?

Average monthly costs for renters in Chicago metropolitan area, 2009



What is included in gross rent?

Average monthly costs for renters in Chicago metropolitan area, 2009



Source: Chicago Metropolitan Agency for Planning analysis of the 2009 American Housing Survey (AHS).

The 2009 AHS data includes Cook, DuPage, Grundy, Kane, Kendall, Lake, McHenry, and Will Counties in the metropolitan area.

Utilities and Affordability

Utility costs contribute to gross housing costs and can therefore increase or decrease the number of cost-burdened households in a community. The Kane County 2040 Energy Plan provides 2008 data on energy use in Kane County’s municipalities, including Geneva. For this report, we will focus on residential energy use by Geneva’s households compared to Kane County as a whole.

Table 2 highlights residential natural gas and energy usage in the City and Kane County in 2008. At that time the average Geneva household spent \$15 a month more on energy costs than the average Kane County household. Implementing energy efficient designs as part of rehabilitation and new construction in the coming years can further reduce local energy costs and help decrease the number of cost-burdened households. Although this can be a significant step towards increasing affordability, the lowering of utility costs will not solve the affordability issues in Geneva.

Table 2. Residential energy use in Geneva and Kane County

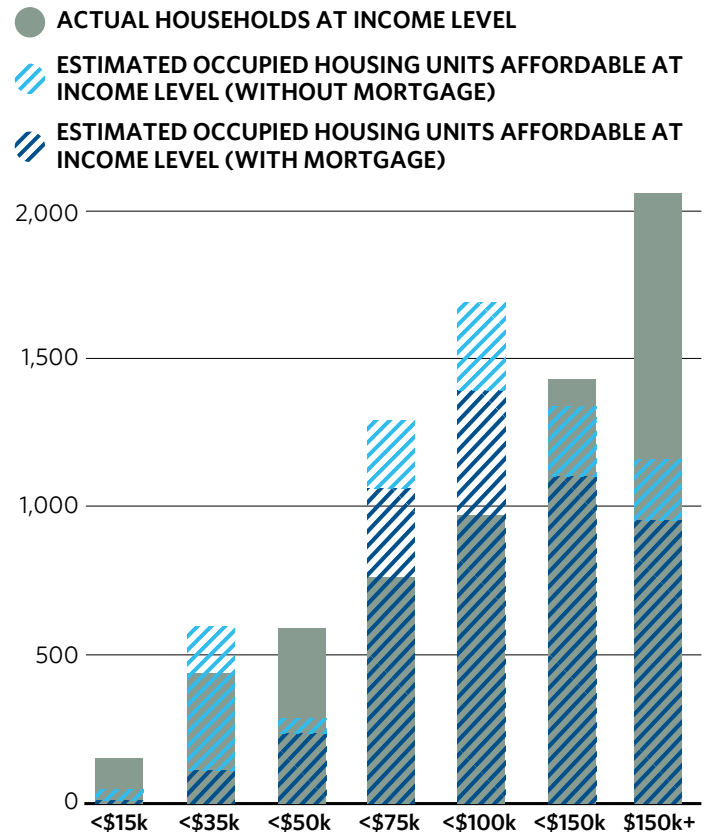
	GENEVA	KANE COUNTY
Average electricity use per household	10,464 kWh	10,324 kWh
Average annual \$ for electricity per household*	\$1,211	\$1,191
Average natural gas use per household	1,668 Therms	1,518 Therms
Average annual \$ for natural gas per household*	\$1,693	\$1,536
Average annual energy costs	\$2,904	\$2,727

*Calculated using average residential sales per kilowatt hour (kWh) (Illinois Commerce Commission Utility Sales Statistics, 2007).
Source: Kane County 2040 Energy Plan.

Current Ownership Housing Market

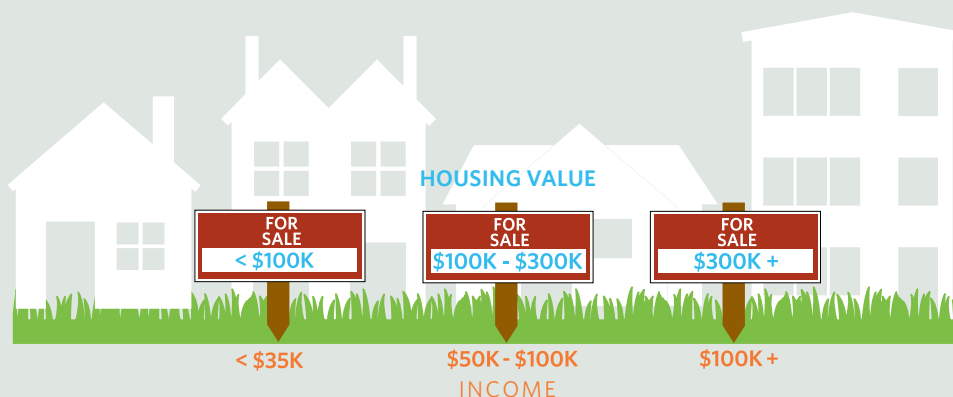
Mortgage and interest payments made up approximately 52 percent of the average regional homeowner's monthly housing costs in 2009. Therefore, it is not surprising that unit affordability depends greatly on whether a home is mortgaged. Units affordable to homeowners earning less than \$35,000 annually are typically not mortgaged in Geneva (see Figure 5). Fundamentally this makes sense, as owners who do not carry a mortgage typically pay less in total housing costs. Unfortunately, these units are unlikely to remain available for lower income households once sold, and normally mortgaged upon purchase. The probability of owning a home with or without a mortgage depends in part on age. The bulk of local owner units affordable to households earning less than \$35,000 per year are occupied by seniors, while the working age population occupies units affordable to households earning more than \$35,000 per year. As these un-mortgaged units are sold, many will no longer be affordable to low- and moderate-income households.

Figure 5. Geneva comparison of owner household incomes with occupied units affordable at each income level



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 inputs.

Translating incomes into housing values

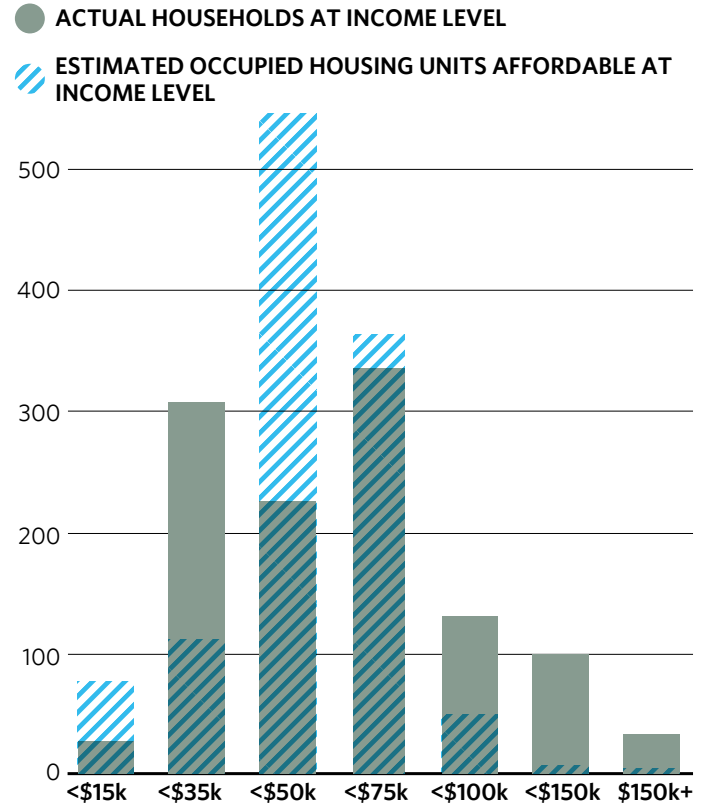


With so many factors influencing what home a household can afford to purchase (housing cost, income, downpayment, credit score, etc.), it can be difficult to figure out how the seven income groups analyzed in the Homes for a Changing Region report correspond to local housing values. A long-standing rule of thumb has been that households should buy units valued at no more than three times their annual income. Using this rough standard, these home values are generally affordable at each of the associated income levels.

Current Rental Housing Market

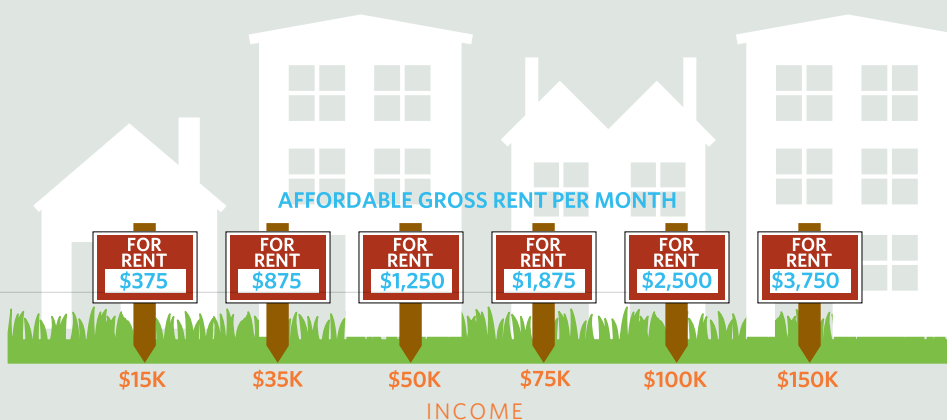
Analysis of Geneva's rental housing stock shows mismatches in resident incomes and affordable rental units. While 26 percent of renters earn between \$15,000 and \$35,000, only 9 percent of occupied units are affordable at this income level. Moreover, only 19 percent of Geneva renters earn between \$35,000 and \$50,000, but 47 percent of all rented units are in this price range (see Figure 6). It is notable that there is a modest surplus of units affordable to renters earning less than \$15,000 per year.

Figure 6. Geneva comparison of rental household incomes with occupied units affordable at each income level



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 inputs.

Translating incomes into rents



Applying the previously discussed concept that households should spend no more than 30 percent of income on housing costs, these gross rents are generally affordable at each of the associated income levels.

Jobs, Transportation, and Housing

While Geneva offers a mix of single-family, townhome and multifamily units, a truly attractive housing stock is also driven by jobs. Geneva is the home of multiple shopping districts, various manufacturing enterprises, and Delnor Hospital. With 1.9 jobs for every local household, the City has built-in demand for its housing stock, as people who work in the community may want to live there as well, taking advantage of the potential to reduce their commute time and costs.

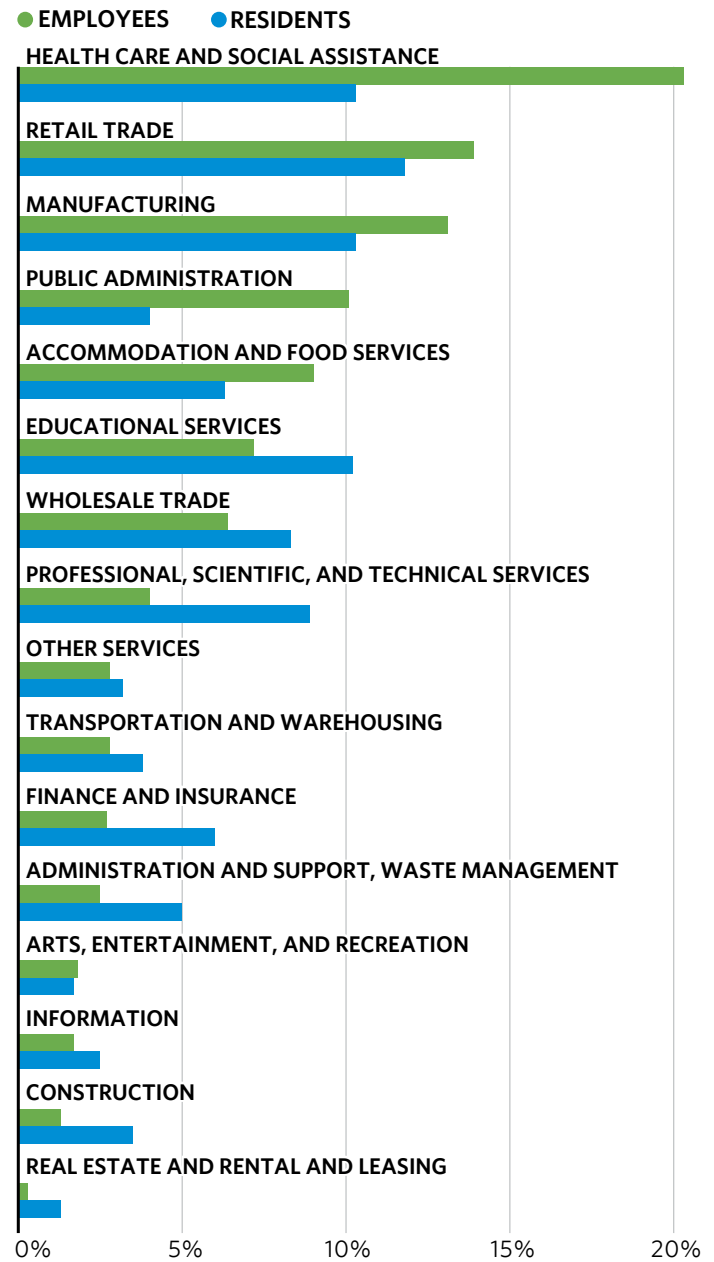
Matching jobs and housing, however, is more complicated. If the jobs in a community do not match the skills of the workforce, commute times will increase for both workers and residents. Likewise, if jobs are available but housing values do not mesh with what workers can afford, there is still a mismatch and workers must commute from elsewhere.

These potential issues highlight some of the ways transportation and affordability are linked. Some housing locations are inherently more or less costly due to their location. If a housing unit is located farther away from jobs or retail, the typical occupant will need to spend more time and money commuting, leaving less money for housing and other expenses. Further, a mismatch between the location of jobs and affordable housing reduces economic competitiveness as employers experience difficulty with employee recruitment and retention.⁷ The following section explores how the local job base impacts the Geneva housing market.

Jobs

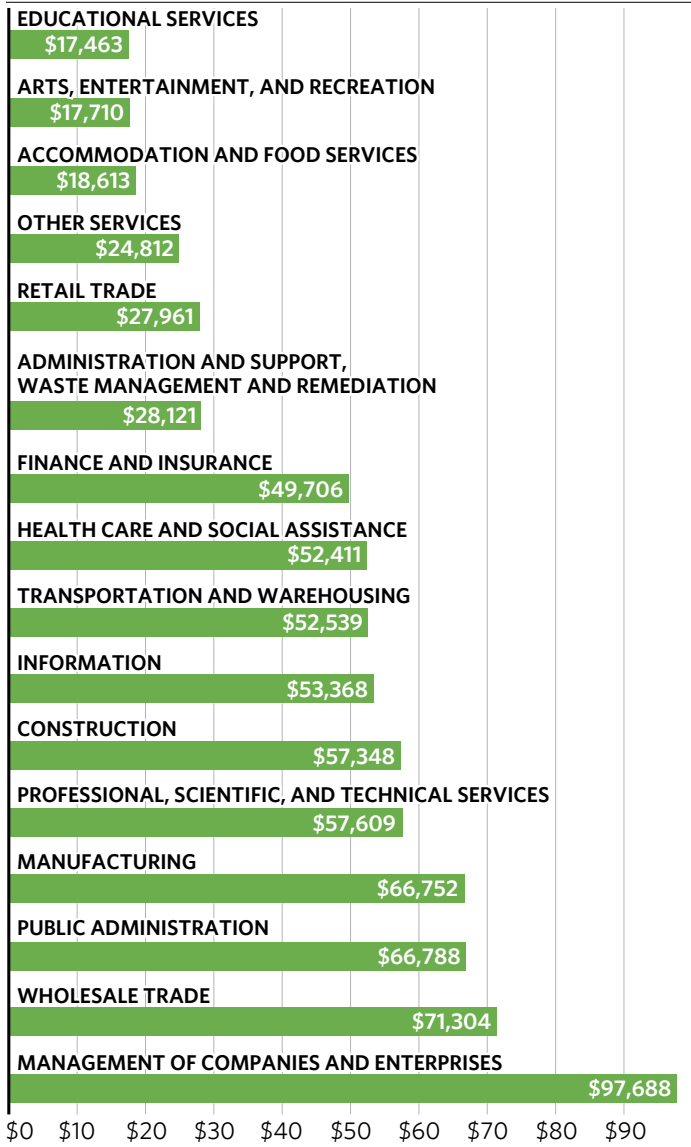
Health care, retail trade, and manufacturing are the three largest industry sectors in Geneva, and these sectors also employ the most Geneva residents (see Figure 7). Together these three industries make up 47 percent of all jobs in the city. The presence of Delnor Hospital is a major reason why 20 percent of all jobs are in health care. The retail trade sector accounts for an additional 14 percent of jobs in Geneva. Many of these jobs are found in the thriving downtown shopping district and on the Randall Road corridor, which is home to many national big-box retailers (Home Depot, Best Buy, Dick's Sporting Goods). Thirteen percent of all Geneva jobs are

Figure 7. Industries of Geneva residents and employees, 2011



Source: U.S. Census Bureau, Local Employment Dynamics, On-the-Map data.

7. Pill, Madeleine. *Employer-Assisted Housing: Competitiveness Through Partnership*. (September, 2000). Joint Center for Housing Studies, Neighborhood Reinvestment Corporation. <http://tinyurl.com/n73amvw>.

Figure 8. Geneva subregion* earnings, scale in thousands of dollars

*Subregion includes the following ZIP Codes: 60134, 60174, 60175, 60510, and 60542.

**According to EMSI, the reported earnings include hourly wages, employer contributions for employee pensions and insurance funds, and employer contributions for government social insurance.

in the manufacturing sector. Peacock Engineering, Burgess-Norton, and Johnson Control Battery Group are three large manufacturing companies that call Geneva home.

Retail trade, health care, and manufacturing employ the most Geneva residents: 12 percent of all Geneva residents work in retail, 10 percent work in health care, and another 10 percent work in manufacturing. Figure 8 details the average subregional earnings for the industries in which most residents or employees work. Of the three industries in which most Geneva jobs are offered and most residents work, retail trade is a relatively low-earning profession, while both health care and manufacturing offer middle- to upper-income earnings.

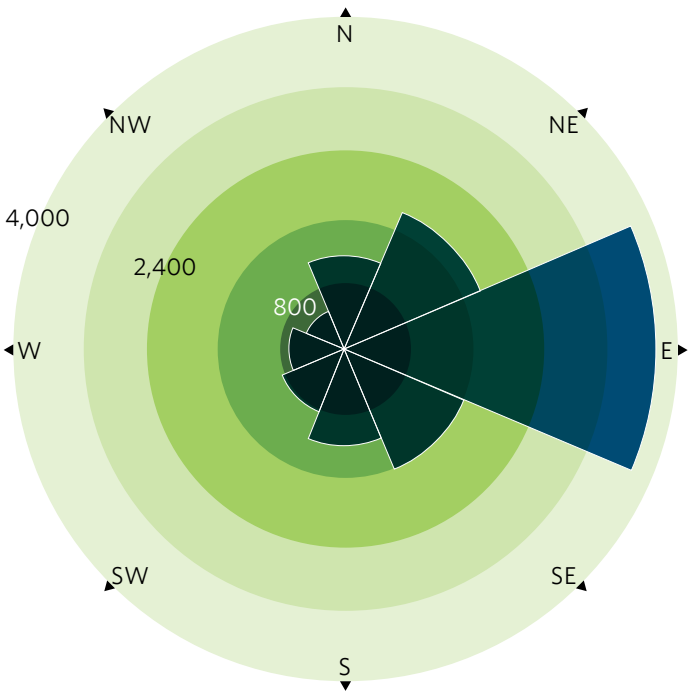
Transportation

Geneva contains job opportunities that generally match the industries in which residents work. A significantly high 12 percent of residents both live and work in the city. In these cases, commuting times are decreased. However, there are still many sectors in which mismatches between resident employment and offered employment exist (professional-scientific-technical, finance-insurance, and educational services). These local mismatches in jobs and housing drive the need for longer commutes for residents and employees.

Research by Reid Ewing and others in the *Journal of Urban Planning and Development* has shown that the biggest factor in reducing vehicle miles traveled comes from “putting offices, shops, restaurants, residences, and other codependent activities in close proximity to each other.”⁸ Building off of local and subregional employment concentrations by providing housing that meets the needs of employers can help decrease the number of cost-burdened owners and renters.

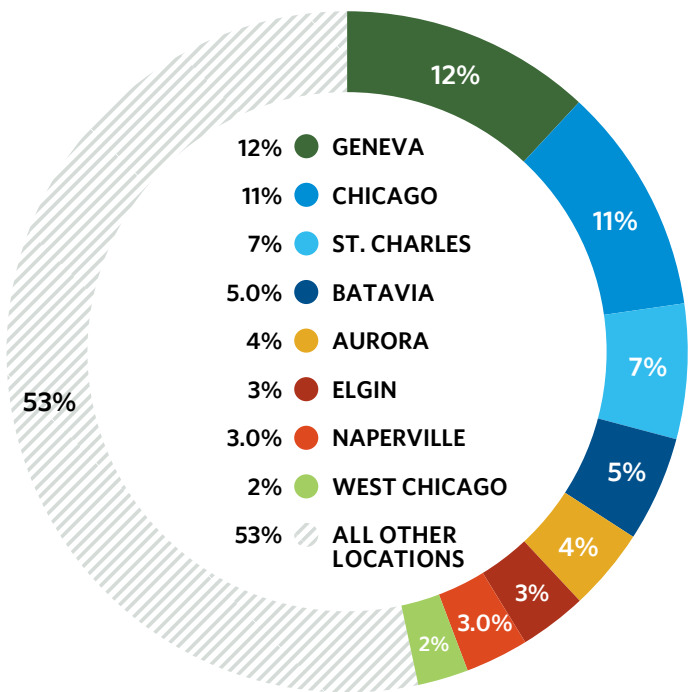
8. ASCE. “Traffic Generated by Mixed-Use Developments — Six-Region Study Using Consistent Built Environmental Measures.” *Journal of Urban Planning*, October 2010.

Figure 9a. Where Geneva residents work
Job counts by distance/direction in 2011, all workers



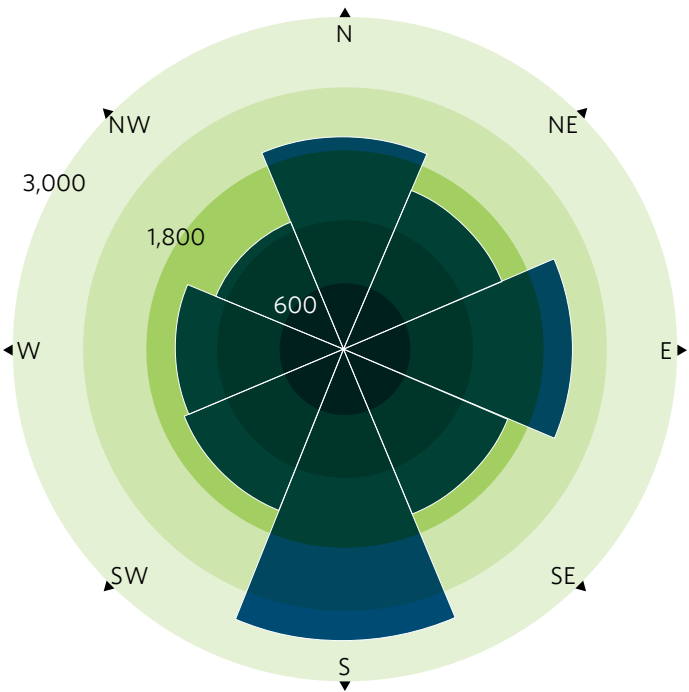
Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 9b. Where Geneva residents work, 2011



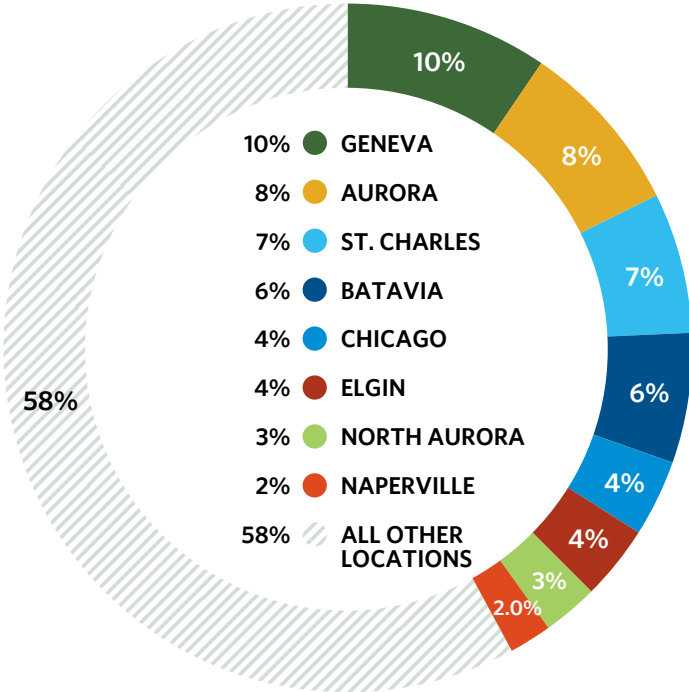
Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 10a. Where Geneva workers live
Job counts by distance/direction in 2011, all workers



Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 10b. Where Geneva workers live, 2011



Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Projected Future Housing Needs

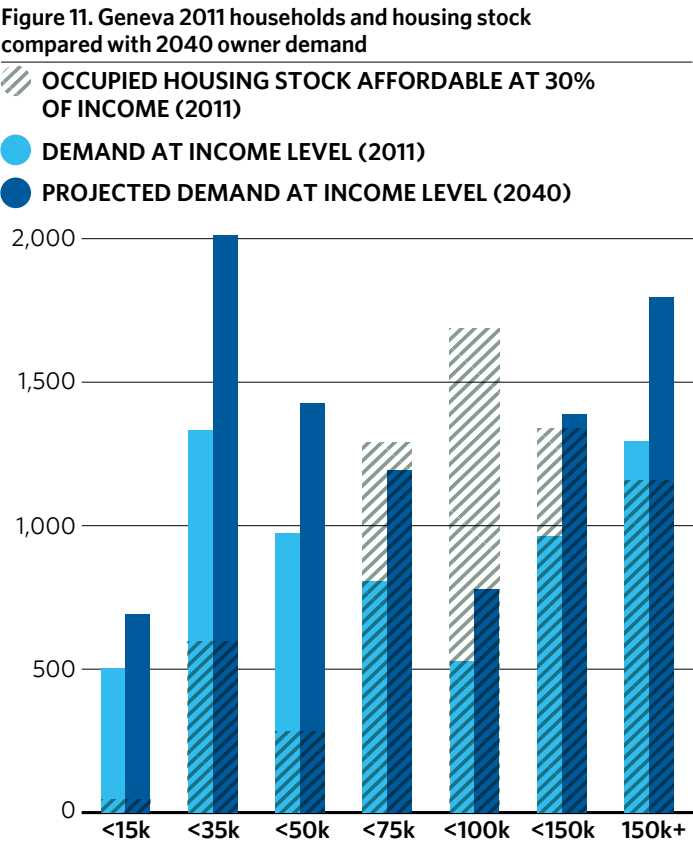
Proactive housing planning needs to take into account those who might live in the community in the future. Merging together U.S. Census data, CMAP's local household and population projections for the year 2040, and national future housing preferences, some realistic estimates can be made about who will want to live in the City over the next 30 years. The following section outlines what types of housing will be necessary to meet the needs of current and future residents.

Future Ownership Needs

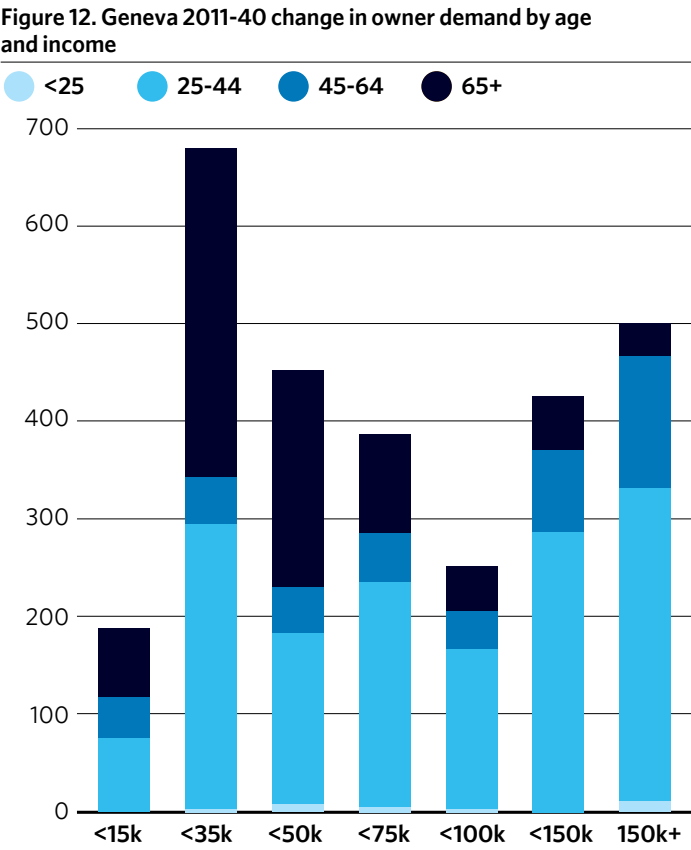
The number of households looking to own in Geneva is projected to grow by almost 2,900 over the next 26 years. The current supply of units affordable to households earning between \$50,000 and \$150,000 would be sufficient to meet projected growth (see Figure 11). However, shortages exist for all other income groups.

Projected shortfalls in supply for low-, moderate-, and middle-income households, particularly for households below \$50,000, could increase the number of cost-burdened owners. For households earning less than \$35,000, the financial realities of property acquisition, construction costs and financing, make development very difficult. Therefore, it is more likely that residents earning less than \$35,000 a year will be renters. The projected shortfall of units for owners earning more than \$150,000 indicates a potential market for upscale housing.

The age groups projected to drive growth play an important role in understanding the types of housing likely to be desired by future owners. Households headed by people over the age of 65 represent 36 percent of the future demand for owner units affordable to households earning below \$50,000 a year (see Figure 12). Managing this increase will require thinking about how to build new housing attractive to seniors and rehabilitate existing units for those who want to remain in their homes. Households headed by people ages 25-44 are a key component of demand across the income spectrum. Most likely, these residents will drive the demand for single-family houses as many of these residents will look to start families.



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

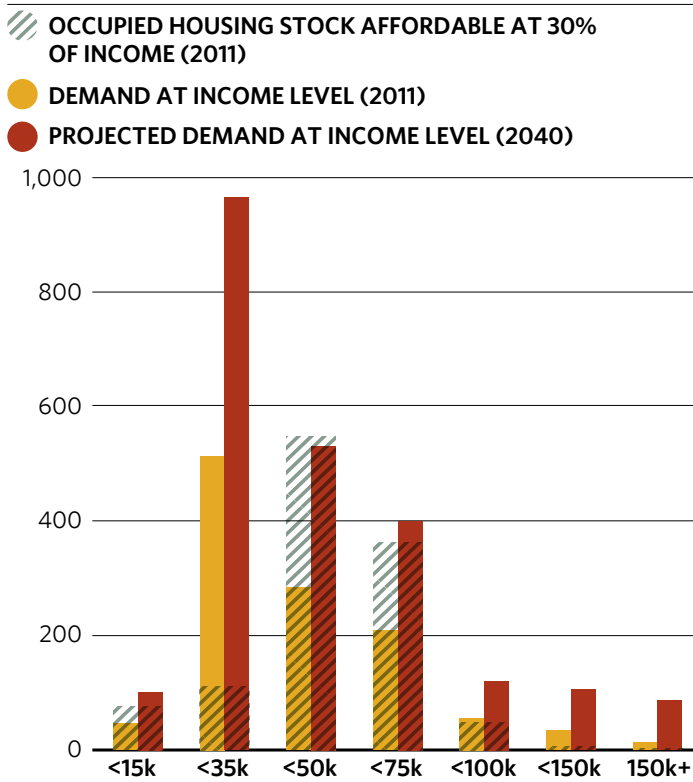


Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Future Rental Needs

The continued increase of rental demand could create shortages of affordable rental housing units in Geneva out to the year 2040 (see Figure 13). The largest potential shortage is for units affordable to households earning between \$15,000 and \$35,000. This data indicates a tremendous opportunity for Geneva as the City can guide development to accommodate the high demand for low- to moderate-income housing. The graph also indicates there may be shortfalls in housing supply for residents with income levels over \$75,000. Proactively planning for high quality rental options can help address the projected unmet demand for income ranges above \$75,000.

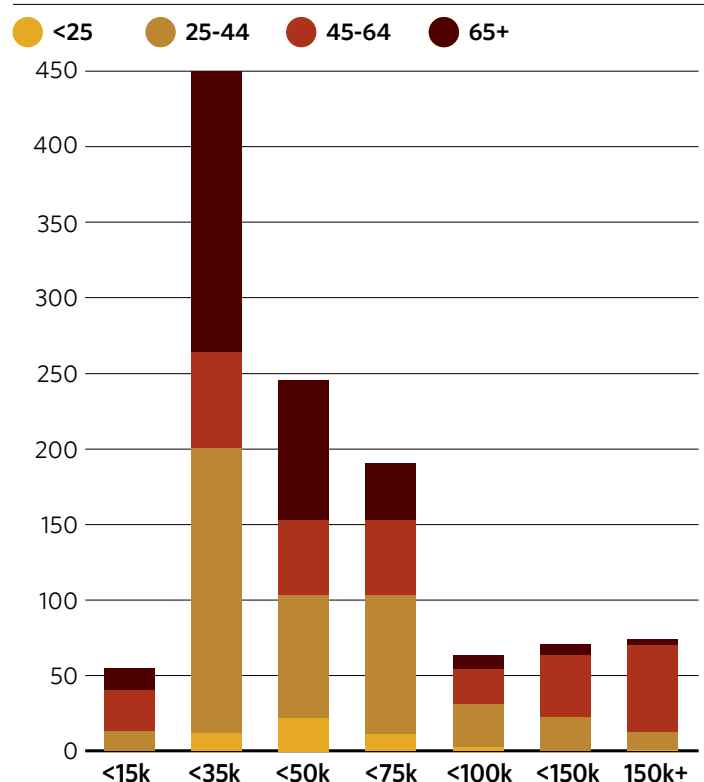
Figure 13. Geneva 2011 households and housing stock compared with 2040 renter demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Eighty-two percent of future rental demand will be driven by residents earning less than \$75,000 annually. Seniors and residents aged 25-44 are primarily responsible for the demand below \$75,000, comprising 76 percent of demand. Residents aged 45-65 are projected to drive rental demand for housing affordable to those earning over \$75,000 annually. Residents of this age typically find themselves as “empty nesters” that are looking to downsize to a smaller property within the community. This population segment is often looking for high-quality rental options.

Figure 14. Geneva 2011-40 change in renter demand by age and income

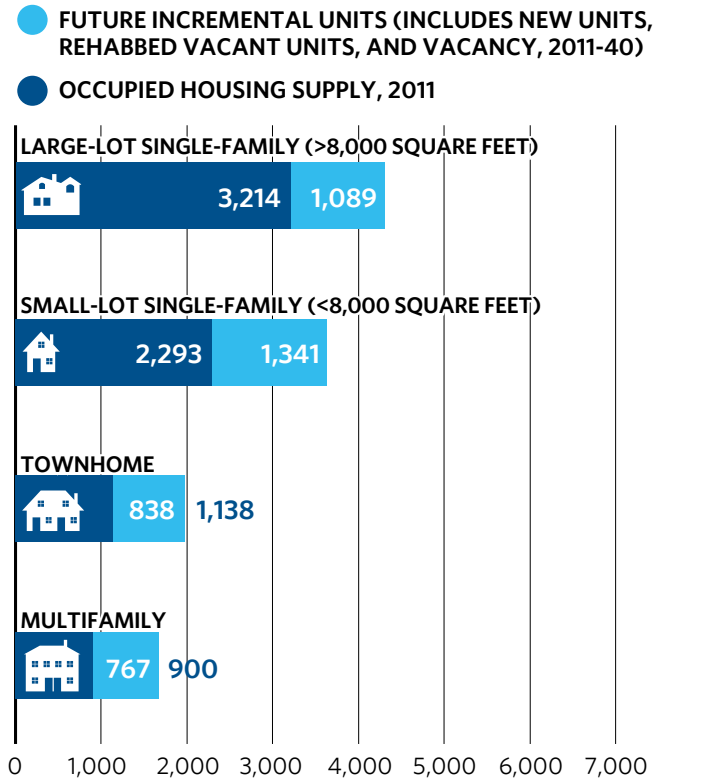


Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Housing Demand by Type of Unit

Based on the breakdown of projected future owners and renters in Geneva, along with national estimates of future demand for four broad housing types, a forecast of demand for additional housing in 2040 arises. This “balanced housing profile” shows demand for 4,035 additional units between now and 2040 (see Figure 15).⁹ Over 2,400 of these new homes would be single-family homes (1,089 large-lot and 1,341 small-lot). It should be noted that a stronger future demand preference is indicated for small-lot, as opposed to large-lot single family homes. This is reflective of national and regional trends. The additional 838 townhome units and 767 multifamily units demonstrate the demand for denser housing types driven by the increasing number of low-, moderate-, and middle-income seniors along with the working age rental population. As part of this project, the Homes for a Changing Region team reached out to residents, community leaders, officials, and others in two ways. On November 7, 2013 the team conducted a community workshop. Throughout the month of November, stakeholders participated in an on-line workshop utilizing a survey tool called MetroQuest. This profile is consistent with the feedback received through both methods.

Figure 15. Geneva future balanced housing profile



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

9. Note that this figure is higher than the projected increase in households between 2011 and 2040 (3,768) because of the inclusion of potential future vacant units. See the Appendix for more information about the methodology.

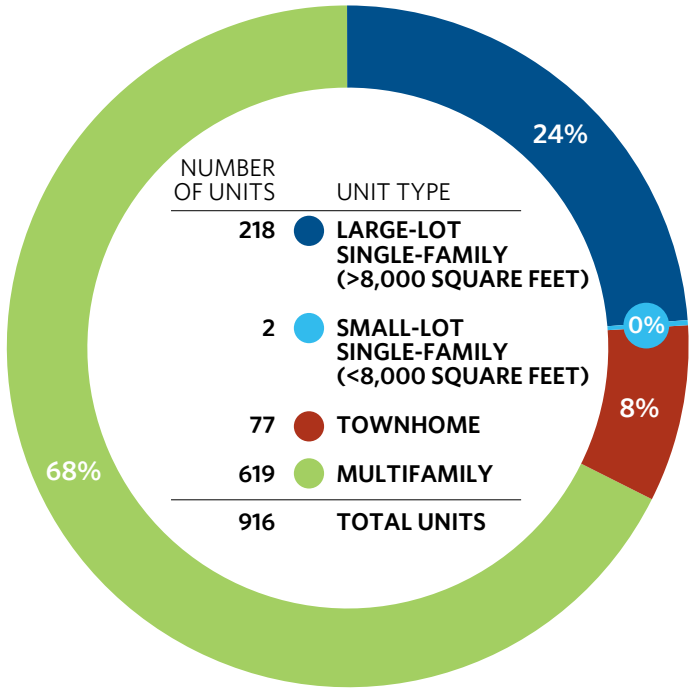
Capacity for Growth

Forecasted population and household growth is only one half of the equation in considering future housing needs. As a community with numerous assets, it is understandable why many people want to live in Geneva currently and in the future. To plan for future households and housing, it is also important to look at capacity. In order to understand the City’s ability to accommodate projected growth, two key sources of capacity were reviewed: development/redevelopment and vacancy.¹⁰

Development/Redevelopment Analysis

The development/redevelopment analysis considers how Geneva could grow over the next 30 years based on current land use regulation, development approvals and key development sites. CMAP, Kane County, and City staff calculated the total square footage of vacant and redevelopable land in the City by reviewing Kane County Assessor data. Then, Geneva’s current zoning and development standards were applied to those figures in order to calculate how many units could be built given the amount of vacant and redevelopable land within the various zoning districts. This analysis did not include the City’s unincorporated land within its planning area.

Figure 16. Geneva maximum capacity by unit type







Source: Chicago Metropolitan Agency for Planning and Kane County analysis of the Geneva zoning ordinance and Kane County assessor data.

10. See the Appendix for more information about the methodology.

Based on this analysis, the City has the capacity for approximately 916 additional dwelling units compared to the 3,768 units that would be needed should the City decide to plan for the estimated increase in its population possible by 2040. This capacity would allow the city to accommodate 24 percent of the forecasted household growth. Figure 16 identifies what unit types Geneva's zoning will allow in terms of a percentage of all units. Table 3 shows the maximum amount of units able to be developed with the current zoning in place.

Table 3. Geneva maximum capacity by unit type with existing zoning in place

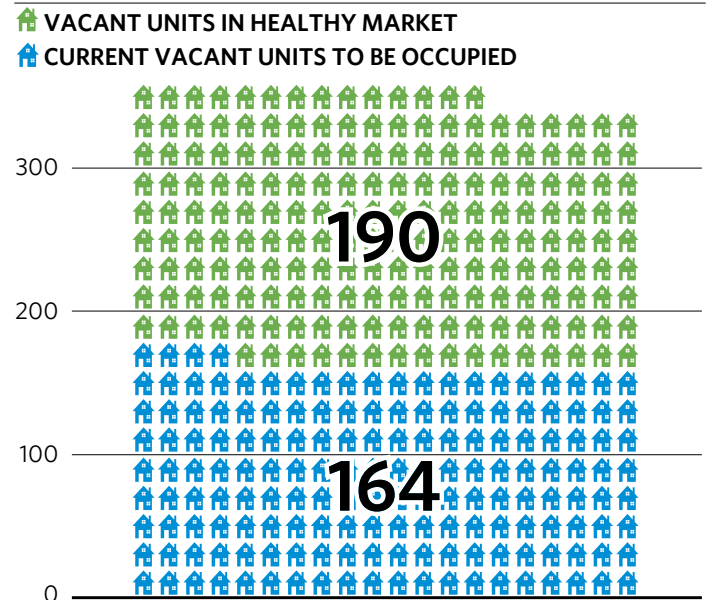
TYPE	UNITS
 Large-lot single-family (>8,000 square feet)	619
 Small-lot single-family (<8,000 square feet)	218
 Townhome	77
 Multifamily	2
TOTAL	916

Source: Chicago Metropolitan Agency for Planning analysis of the Geneva zoning ordinance and Kane County assessor data.

Vacancy Analysis

Partly due to the insecure current housing market, there are many vacant homes in the community. The homes that are now vacant will allow people to move in without requiring the construction of new units. According to 2007-11 American Community Survey estimates, Geneva has approximately 354 vacant units, or about 4.5 percent of all homes in the City. Normal long-term vacancy rates for a strong community are 7.4 percent among rental units and 1.5 percent among owner-occupied units.¹¹ Given the number of local owner and rental units and a healthy housing market, the City should have approximately 190 vacant units, a vacancy rate of approximately 2.4 percent. Geneva has 164 more vacant units than would be considered ideal. Therefore, 164 currently vacant units could be occupied in the future as Geneva grows and the market stabilizes, and Geneva would maintain a healthy number of vacant units (see Figure 17). This capacity would allow the City to accommodate a relatively small share of projected growth (about 4 percent).

Figure 17. Geneva breakdown of current vacant units



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of American Community Survey 2007-11.

11. Belsky, E., Bogardus Drew, R., McCue, D., *Projecting the Underlying Demand for New Housing Units: Inferences from the Past, Assumptions about the Future*. (November, 2007). Joint Center for Housing Studies, Harvard University. <http://tinyurl.com/mlwyddq>.

Urban Design Focus Area

In November 2013, the Homes for a Changing Region team conducted a community workshop in Geneva. Residents, community leaders, officials, and others presented their views on a focus area selected by the City: the land southeast of the intersection of State Street and Illinois Route 25. As a prominent but underutilized corner in the City's downtown area, the community would like to see the adjacent and aging buildings revitalized.

Stakeholders at the meeting discussed a number of different visions for the area. Many of the participants expressed their desire for mixed-use, multifamily development for the majority of the focus area site. Buildings can effectively incorporate both of these uses by having first floor commercial and upper-story residential. Commercial spaces, such as a restaurant, bakery, or coffee shop, could effectively draw foot traffic to the east side of the Fox River. Participants discussed the idea of staggering development to contend with the site's significant slope. Strong consideration will also need to be given to the architecture, as the style of the building or buildings should be consistent with historic downtown Geneva and the immediate surrounding area.

Southeast corner of State Street and Illinois Route 25 (Bennett Street) today.

Source: Solomon Cordwell Buenz.



Southeast corner of State Street and Illinois Route 25 (Bennett Street) in the future.

Source: Solomon Cordwell Buenz.

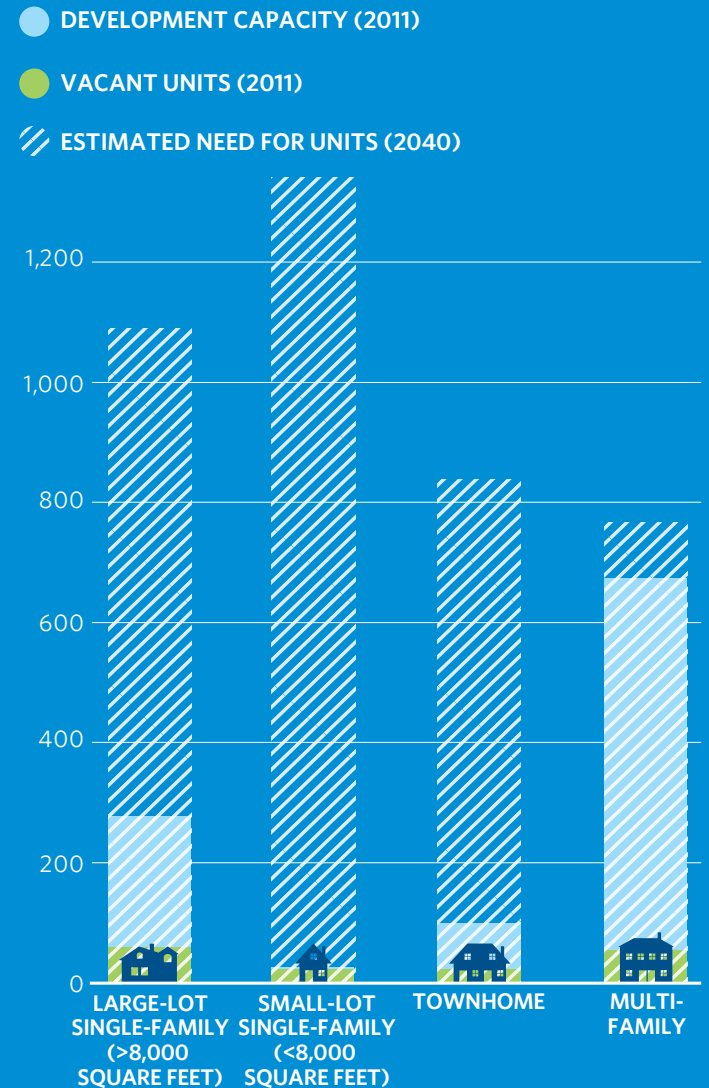


Conclusions & Recommendations

Taking into account the capacity available through development, redevelopment, and vacancy, demand for future housing will outstrip available capacity for new housing construction by almost 2,900 units. Available capacity, with the existing zoning in place, provides little growth for the townhome and large- and small-lot single-family housing likely to be sought in the future (see Figure 17). While forecasts predict continued unmet demand for large lot single family housing, Geneva is already built out. So it will be near impossible to meet this demand without significant annexations. What is the potential for such annexation? Can this demand be met through the development of other products? What will be the impact on existing large-lot home prices? Finally, as will be discussed on the next page, what will be the impact on the availability of homes affordable to low- and moderate income families?

Decisions about if and how to accommodate Geneva's abundant forecasted demand have the potential to drastically change the way the City looks in 20 to 30 years. Regardless of how the City chooses to grow, maintaining existing units and fostering an open housing market will be very important. The following policy recommendations reflect opportunities and challenges facing the City and provide some direction in terms of how to best provide housing for Geneva's aging and diversifying demographics.

Figure 18. Geneva demand vs. vacancy and capacity, by housing type



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model, Kane County Property Assessor data, and U.S. Census Bureau inputs.

Illinois Affordable Housing Planning and Appeals Act Compliance

The Affordable Housing Planning and Appeal Act (AHPAA) was signed into law in 2003 to encourage local governments to incorporate affordable housing into their communities. The act requires that municipalities in which affordable housing represents less than 10 percent of the entire housing stock prepare, approve, and submit affordable housing plans to the Illinois Housing Development Authority (IHDA). It is important to understand that the statute defines affordable housing differently than previously defined in this report. Based on guidance provided by IHDA, under the act a three bedroom rental unit is affordable at no more than \$994 per month while a home valued at no more than \$147,361 is considered affordable to a three-person household.¹²

In December of 2013, IHDA updated the list of municipalities that do not meet the 10 percent threshold. These communities are considered not to be exempt from the act. Geneva was identified as a non-exempt community at that time with 386 out of 7,484 housing units considered affordable. This represents 5.2 percent of the city's total housing stock. The city would need to add an additional 363 affordable units to meet the 10 percent threshold and automatically become exempt from the act.

Once adopted and submitted, this plan will meet Geneva's requirements to comply with AHPAA. However, the act can also be enforced if an affordable development proposal is rejected or approved by the City with conditions that render the project infeasible. In these cases, the developer may appeal to the state Housing Appeals Board. The board can then conduct an appeals process, the result of which may result in dismissing the appeal or affirming, reversing, or modifying the conditions of, the decision made by the local government.

Recommended Housing Strategies

1. Establish a goal that 15 percent of all new housing units will be affordable housing

As noted, forecasted demand indicates a strong preference for the development or redevelopment of single family detached housing. The City will need to act intentionally to diversify its housing stock and comply with AHPAA. The City should establish the goal of having 15 percent of all new housing units designated as affordable housing. The measure of affordable housing would be based on housing that is affordable to households earning a certain percentage of the region's area median income (\$52,150 for a family of three).¹³ This goal would encourage the development of new affordable housing units, thereby making Geneva's entire housing stock more diverse over time. These units will help make living in Geneva possible for those who work in the City, such as public servants, teachers, and first responders, and it will provide the opportunity for many existing residents, who have deep-rooted community ties, to remain in the City they call home. Consider a recent college graduate who has friends and family in the area and wants to purchase their first home; or consider a lifelong resident looking to retire in Geneva, the community to which they are accustomed and have supported. In both of these cases, affordable housing units will be important as they will allow these residents the opportunity to remain in the City as they age and their lifestyles and financial situations change. Strategies 2 through 9 outlined in the remainder of this memorandum, if implemented aggressively and intentionally, can meet this goal.

12. The methodology for calculating the share of affordable housing in each municipality is more complex and based on Area Median Income. To learn more, please read the 2013 Non-Exempt Local Government Handbook at <http://www.ihda.org/government/documents/Final2013AHPAANELGHHandbook.pdf>.

13. Ibid.

2. Amend the zoning ordinance to allow for compact residential development in key areas of the City.

Geneva should begin the process of revising its zoning code to allow for more compact, residential development downtown and in other parts of the city. This recommendation is consistent with the Downtown/Station Area Master Plan and the City's Comprehensive Plan, which identified specific areas for more compact (higher density) residential development. Updating the zoning ordinance will accommodate the density levels that promote housing affordability and will foster the development of the "Opportunity Sites" highlighted in the plans.

Allowing developers to build more units per acre on appropriate sites will decrease the price per unit for the developer, which will result in the provision of lower cost units; the demand for which data show is currently unmet and is expected to grow in the future. Specifically, forecasts predict that millennials and working age families will increasingly seek ownership and rental options in walkable, transit-oriented, downtown areas like Geneva's that are attainable at the moderate incomes more common in the current economy. Strategically locating compact residential development in areas well served by the existing Metra station or along arterials where Pace Routes exist (State Street, Illinois Route 31, Third Street) can provide household cost reductions through providing access to inexpensive travel options. Provisions should be made to ensure aesthetically pleasing, functional, compact residential development fits into the context of Geneva's existing single-family neighborhoods and historic downtown area.

In conjunction with these updates, Geneva should also create zoning regulations that allow more by-right development (along with standards to ensure development quality and compatibility with surrounding areas) and place less reliance on the use of the open-ended planned unit development public hearing review process. By-right development refers to projects that are approved administratively, without requiring a formal plan commission public hearing. Allowing more by-right development would add consistency and punctuality to the entitlement process, saving property owners/developers time and money and ensuring a quality, predictable product for the City of Geneva.

3. Create an incentive-based overlay zoning district that encourages the development of affordable housing.

The City of Geneva should consider creating an incentive-based overlay zoning regulation that provides dwelling unit density bonuses, maximum building height flexibility, and construction-related fee waivers to builders/developers, in return for providing affordable housing units. This incentive will help the City facilitate the construction of affordable housing units by designating a percentage of a new development's units as attainable to persons with low to moderate incomes. Providing compact housing in selected areas of the city will also lower housing related costs for residents by providing them with access to inexpensive mobility options.

The specific geography of the incentive-based affordable housing overlay zone should be determined by an ad hoc advisory committee comprised of aldermen and citizens. The overlay zone should encourage affordable housing at carefully selected sites. Affordable senior housing developments, in particular, should be encouraged along the East State Street corridor extending from the Fox River to the city's eastern boundary. Senior housing along the corridor would not strain the enrollment capacity of Harrison Street (elementary) School. Data show seniors are a major reason for the current and future unmet demand for attainable housing units in Geneva.

Affordable senior housing along the East State Street Corridor would complement the East State Street (Illinois Route 38) Streetscape Enhancement Plan, which will widen East State Street, improve sidewalks, and add both functional and aesthetic features that will enhance traffic and pedestrian flow and add value and desirability to the corridor. The project is part of the Illinois Transportation Enhancement Program, with matching funds provided by the City of Geneva.

The City should also explore the establishment of a tax increment financing (TIF) district as a way to incentivize the construction of affordable senior housing units. The corridor already includes one TIF district, which could be leveraged to support the development of housing for low income seniors. TIF funds can support up to 100 percent of rehabilitation costs for the purpose of housing households earning less than 80 percent of the area median income. The City has also considered expanding the existing TIF district or creating new ones.

4. Commission a downtown parking study.

Geneva should commission a parking study that would analyze the existing zoning ordinance and help determine the ideal parking requirements for residential and mixed-use buildings in the downtown area. The downtown parking space supply/demand relationship is complex as it includes multiple transit options, high-development demand, various business interests, sensitive nearby neighborhoods, and an existing moratorium on requiring additional parking spaces for new commercial uses. The complexity of the downtown parking environment necessitates further analysis. Providing excess parking for downtown residential development can increase development costs while wasting land and other resources. A shortage of parking for downtown residential development can put pressure on commercial parking needs and may produce negative impacts on nearby neighborhoods.

The zoning regulations on parking will be addressed as part of the Downtown Zoning Update, but the City should consider conducting a detailed parking study if major downtown redevelopment projects surface. A detailed parking study, including primary data collection, will ensure Geneva identifies the appropriate parking ratios to provide the most efficient, equitable parking policy for the downtown area. CMAP has also produced a report, “Parking Strategies to Support Livable Communities,” that can help the City conduct its own study.

5. Consider a foreclosure redevelopment program.

Public funding continues to be made available for the acquisition and rehabilitation of foreclosed properties. Geneva should commission a foreclosure study that will identify and map foreclosure activity within the city to inform opportunities for a foreclosure redevelopment program. This study will help Geneva understand foreclosure activity in the city to determine the best course of action for the program. Such a program would involve purchasing foreclosed properties, completing necessary renovations, and selling the properties to income-qualified families. Doing so would provide additional affordable housing units in the city and preserve the character and stability of existing neighborhoods.

As a non-home rule municipality, the revenue streams for funding a foreclosure redevelopment program are limited, so the City will need to explore a wide range of options and grant programs. In the meantime, the City should identify an experienced non-profit partner to administer the foreclosure redevelopment program on its behalf. As the City continues to consider various programs to preserve existing housing stock, it will be increasingly important to identify a partner with the capacity to administer such programs. It should be noted that Geneva will also need to identify sustainable funding streams to build the capacity that such an organization would need to take on program administration on its behalf.

6. Create and market materials to citizens that describe housing trends, data, and related goals.

It is important to provide residents with clear information that demonstrates the importance of supplying a range of housing options that respond to market demand and meet the needs of families and people at all stages of life. Geneva's planning and outreach staff should collaborate with the Kane County Planning Cooperative and local developers to create engaging informational materials that can be posted online and distributed to residents. These materials should include and expand on *Homes* data and recommendations and include private sector input to inform the public on housing trends and local goals. Private developers have expressed interest in communicating the changes in housing demand that they are seeing locally, including the newfound demand for smaller lots, smaller units, and rental. A joint public/private effort would add credibility to these materials and successfully inform residents on the state of the housing market.

7. Register and inspect rental properties.

Over the course of the recession and continuing recovery, the region has seen an increase in both the demand for and supply of rental housing. Local forecasts and national trends show that this will likely continue. To provide for the safety of the City's residents and maintain the quality of the City's housing stock, an inspection program will be important. Geneva could require that landlords register with the City and set requirements for building maintenance that include landlord restrictions. While non-home rule municipalities may not be able to issue and revoke a license from a bad landlord and put him/her out of business in the community, they can monitor, inspect, and fine the landlord for any violations of code. If the landlord has a certain number of violations, then the City could conduct more frequent inspections. The City should start a pilot rental inspection program that will help ensure the program has an effective fee structure — one that is designed to cover inspection costs without overburdening landlords.

8. Reaffirm the City's commitment to be an open community.

A key component for any community seeking to maintain an efficient and effective housing market is ensuring that local housing and service providers show openness to current and future residents of all backgrounds. Vision 3 in the City's adopted Strategic demonstrates Geneva's commitment to these principles. It reads, "promote and amplify community unity and diversity through actions and programs that encourage inclusion, vitality, and wholeness." The following strategies outline ways Geneva can continue fostering openness throughout the City.

The Geneva website provides information to new and existing residents about services available in the city, including information on local, county, and state resources. Geneva should provide such contact information on its website. Moreover, the City should ensure that all of the service information reflects its commitment to openness. This can be done by including a statement of welcome for people of all backgrounds, providing City materials in a variety of languages and ensuring materials are accessible to persons with disabilities, including those with sight or hearing impairments.

As an additional step to foster openness in the City, care should be taken to ensure that multifamily housing meets both the design standards of the Illinois Accessibility Code (IAC) and the Fair Housing Act. Statewide, the IAC requires that new residential housing be accessible to persons with disabilities. Municipalities must evaluate whether designs comply with the IAC prior to issuing permits. However, under the IAC, municipalities are not obligated to assess whether the plans comply with the federal Fair Housing Act. The Fair Housing Act requires that multifamily housing with four or more units include basic attributes of accessibility (e.g., accessible entrances, accessible routes, accessible kitchens and bathrooms, and accessible common areas). By holding new developments to the standards outlined in the Fair Housing Act, the City can ensure its residents have equal access to the housing of their choice.

9. Additional measure: consider creating an inclusionary zoning ordinance.

In addition to setting the goal of providing 15 percent of all new housing units as affordable housing (Recommended Strategy 1), the City could also consider adopting an inclusionary zoning (IZ) ordinance. Both St. Charles and Highland Park have approved IZ ordinances. An IZ ordinance requires that all new developments over a certain threshold number of units (5, for example) set aside a certain percentage as affordable to people earning a certain percentage of the region's area median income (<http://www.huduser.org/portal/datasets/il/il14/il.pdf>). Please note: Most IZ ordinances give the housing developer an option to actually build the required number of affordable units, or pay a fee in-lieu. Since Geneva is a non-home rule municipality under Illinois law, if the city adopted an IZ ordinance, it would not be able to provide a fee in-lieu option.

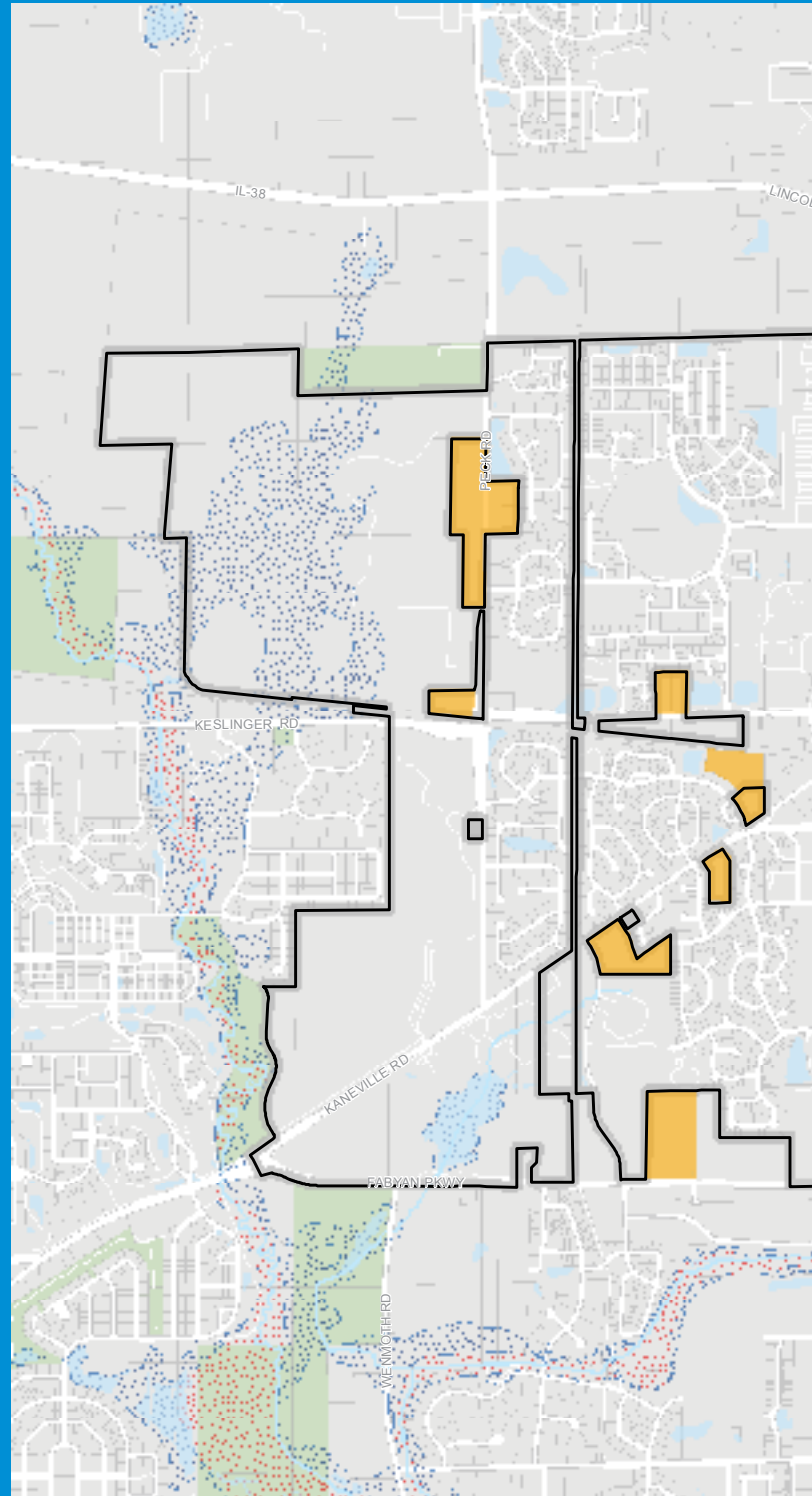
Map of lands and structures appropriate for affordable housing

As a part of the Affordable Housing Plan required for AHPAA compliance, non-exempt local governments are required to identify lands and structures within the jurisdiction that:

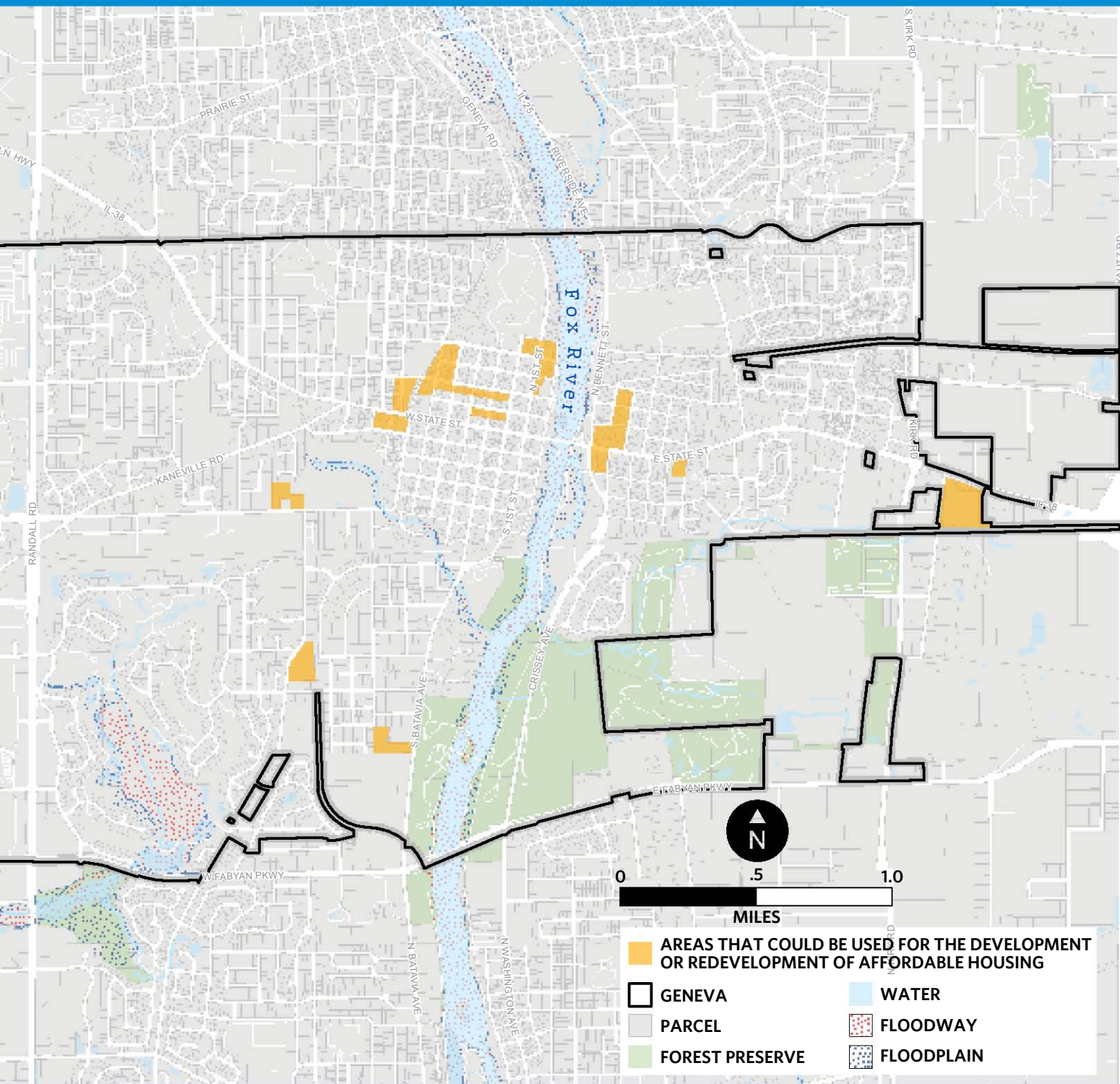
- Are most appropriate for construction of affordable housing
- Are most appropriate for rehabilitation or conversion to affordable housing
- Have been identified by developers who have expressed a commitment to provide affordable housing
- Are publicly owned

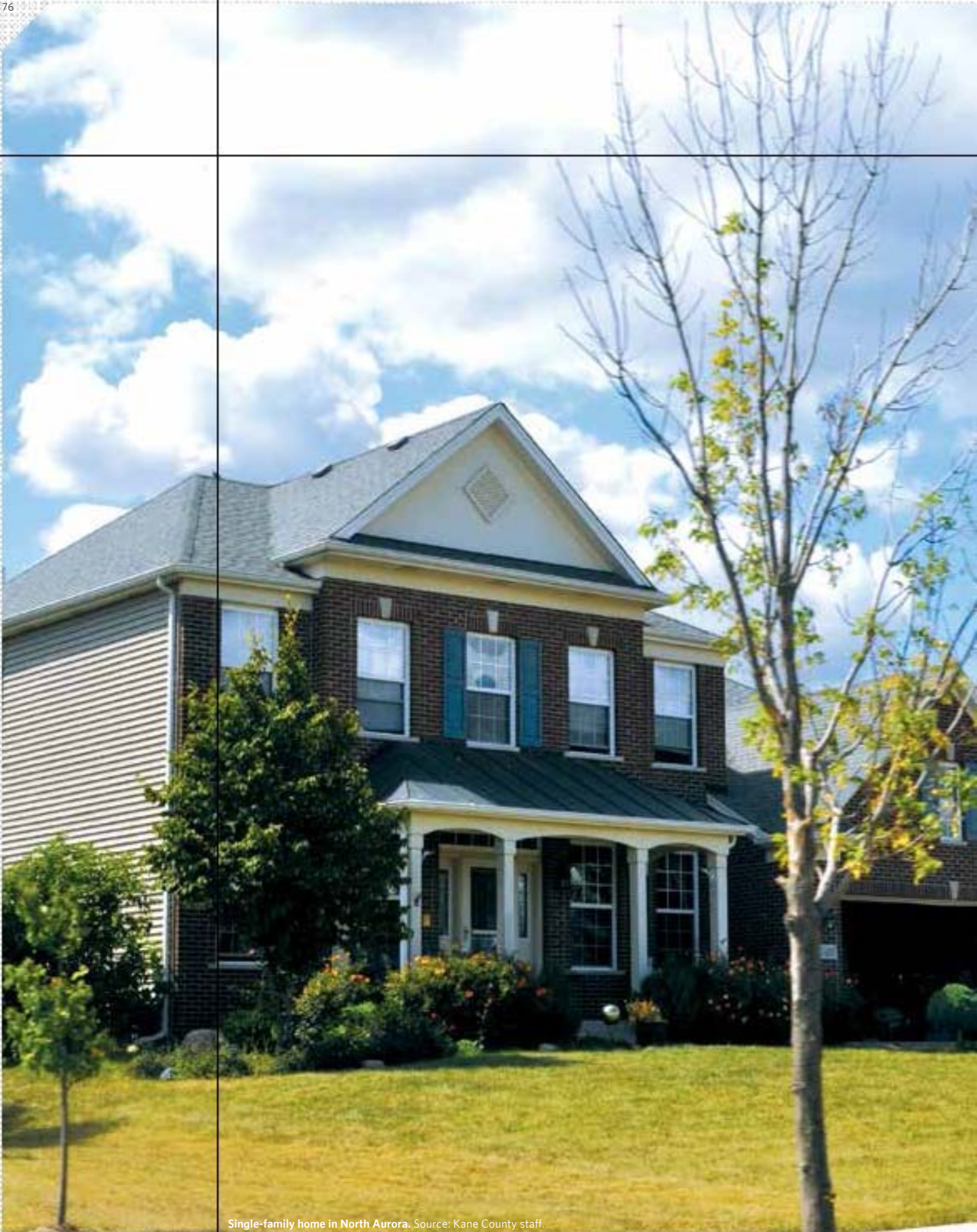
The map on the facing page identifies these lands and structures.

City of Geneva Homes for A Changing Region



Source: City of Geneva, Kane County, Chicago Metropolitan Agency for Planning, 2014.





Single-family home in North Aurora. Source: Kane County staff.

Housing Policy Plan: North Aurora

Project Summary

Centrally located in the Fox Valley and benefiting from excellent transportation access via U.S. Interstate 88, as well as Illinois Routes 25, 30, and 31, North Aurora is a prosperous, fast-growing community. Its peaceful tree-lined residential neighborhoods provide a range of housing options for individuals and families, from small, affordable starter homes to large upscale homes in newer subdivisions. Its strong retail base along Orchard Road provides tax revenue and shopping opportunities for area residents. Neighborhoods along the Fox River offer bike trails and other recreational activities.

This Housing Policy Plan, supported by city leadership and conforming to North Aurora's 2011 Vision Statement, is designed to guide future growth and help city leadership assess development proposals as they come up in the future.

Between now and 2040, North Aurora could add more than 5,000 new residents depending on what the Village chooses to pursue. In the process of charting its future growth, the village must address a number of key issues:

- **What types of new housing should be built in the future?**
- **How can development opportunities in unfinished developments and at the periphery meet the needs of future residents?**
- **What can be done to preserve existing neighborhoods, making them attractive for future residents?**
- **What can be done to address stalled development in newer subdivisions?**
- **How can residents remain in the community through all stages of life?**

This report provides a series of policy recommendations based on a detailed analysis of existing conditions and future needs. As North Aurora embarks on an update of its comprehensive plan, care should be taken to use these findings and recommendations to help the Village plan for the type of residential growth that will meet the needs of current and future residents.

Demographic Trends

Located in southeastern Kane County, the Village of North Aurora is bordered by Batavia and unincorporated Kane County to the north, Aurora to the east and south, and unincorporated Kane County, as well as Kane County Forest Preserve holdings, to the west.

The village's population increased by over 50 percent since 2000 to over 16,000 in 2011, making it the fastest growing community in the Central Fox Valley subregion (see Table 1). This trend reflects westward annexation and subsequent development of new housing that took place in North Aurora during the first decade of the 21st Century. The Chicago Metropolitan Agency for Planning (CMAP) produced population and household projections as part of GO TO 2040, the seven-county region's comprehensive plan for sustainable prosperity for the next 30 years.¹ These figures indicate that if GO TO 2040 is implemented and if the Village works to accommodate growth, its population could increase 33 percent to over 21,000 people.²

Table 1. North Aurora general statistics

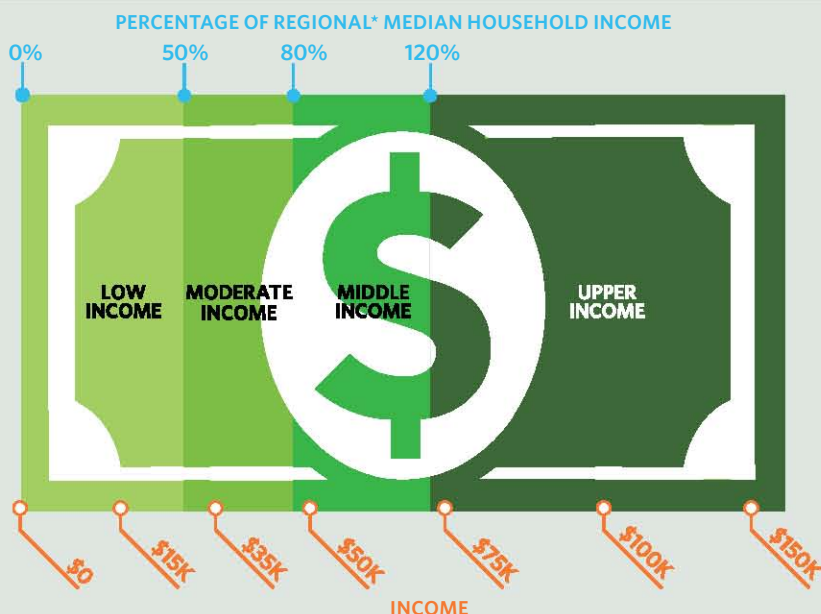
	POPULATION	HOUSEHOLDS
2000 Decennial Census	10,585	4,077
2011 American Community Survey	16,040	5,847
Change, 2000-11	5,455	1,770
Change as %, 2000-11	52%	43%
GO TO 2040 projection, 2040	21,307	7,643
Change, 2011-40	5,267	1,796
Change as %, 2011-40	33%	31%

Source: U.S. Census and Chicago Metropolitan Agency for Planning GO TO 2040 projections.

1. See <http://www.cmap.illinois.gov/2040>.

2. See the Appendix for more information about these projections.

Income



While household income is discussed throughout the Homes for a Changing Region plan, it's important to understand some of the definitions behind phrases like "low-" and "moderate-income." The U.S. Department of Housing and Urban Development (HUD) has established definitions for how the relationship between an area's median income and the income of an individual household can define what is a low (less than 50 percent of regional median income), moderate (50 percent to 80 percent), middle (80 percent to 120 percent), and upper income household (120+ percent). By comparing each income group to the regional* median household income (\$61,045), readers can understand what constitutes low, moderate, middle, and upper income households.

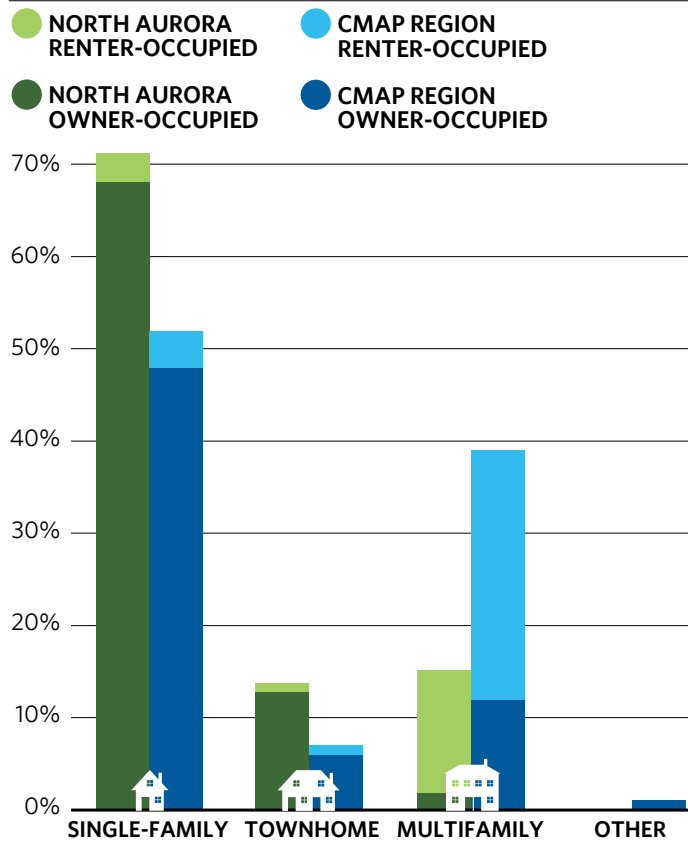
*Region defined as the Chicago-Naperville-Joliet, IL Metropolitan Division.

Source: Chicago Metropolitan Agency for Planning analysis of the American Community Survey 2007-11.

Current Housing Market

A vast majority of North Aurora's housing stock was constructed after 1950 when the village population was just 900 people. Homes built prior to this period are predominately centered on the Fox River and IL Route 56 (Main Street/Butterfield Road), which forms the primary east-west corridor through the village. Housing construction in subsequent decades expanded eastward and westward. The village experienced the most rapid growth in housing during the 1990s and 2000s, during which time multiple annexations shifted Village boundaries west. Much of this development was dominated by neighborhoods of large-lot, single-family homes, such as Tanner Trails.

Figure 1. Housing type by owner/renter, North Aurora and CMAP region

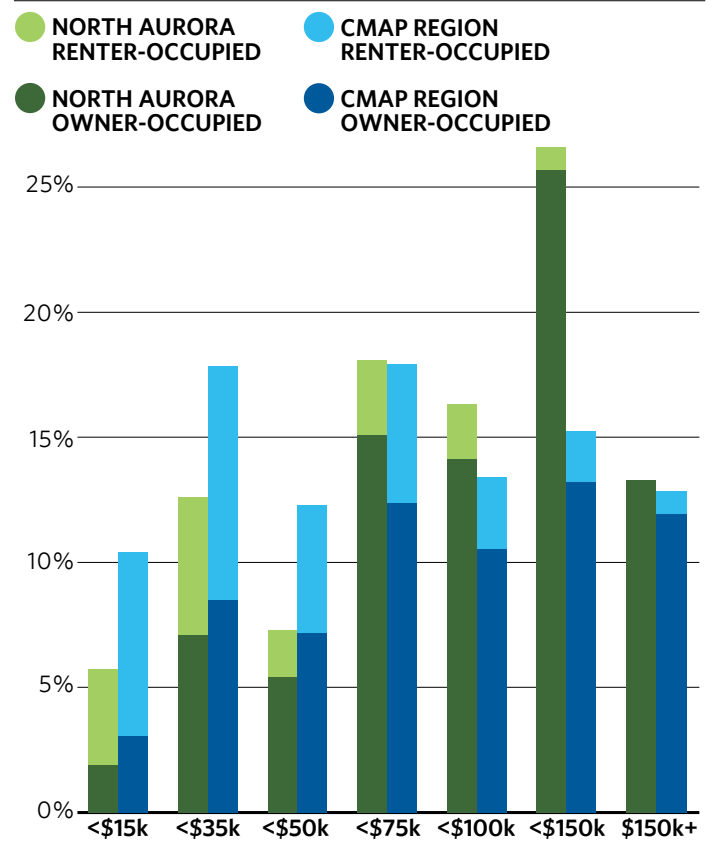


Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

Over 70 percent of North Aurora's housing stock is made up of single-family homes, nearly all of which are owner-occupied (see Figure 1). Most local renters live in multifamily housing units, which make up the next most prevalent housing type. Townhomes, mostly owner-occupied, account for almost 15 percent of the Village's housing stock. Compared to the seven-county CMAP region, the local housing supply is less diverse and contains a greater percentage of homeowners.

Mirroring a regional trend, the percentage of rental households generally falls as income rises, though fewer owners and renters in North Aurora have household incomes at the lower end of the income spectrum (see Figure 2). Over half of North Aurora households make over \$75,000, while over a quarter earn between \$100,000 and \$150,000.

Figure 2. Owner/renter by household income, North Aurora and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

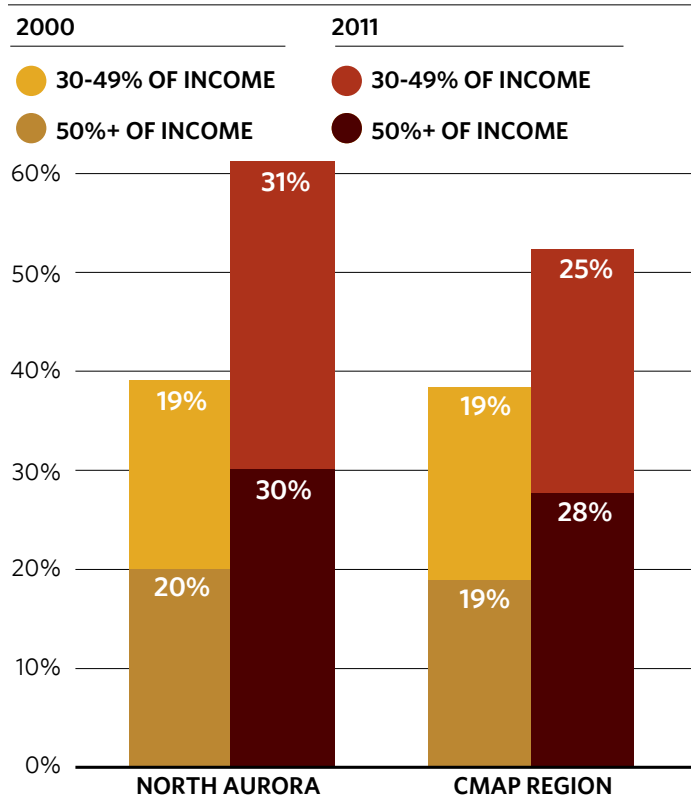
Housing Affordability

One of the most essential elements in understanding local housing dynamics is affordability. What constitutes “affordable housing” varies from household to household, as the measure is relative. An affordable housing unit is one that a family can own or rent for no more than 30 percent of its income. This spending includes both housing (rent or mortgage) and housing-related costs, such as property taxes, insurance, and utilities. This time-tested standard is reflected in everything from the underwriting standards of private lenders to data from the U.S. Census Bureau.

What is “Affordable Housing?”

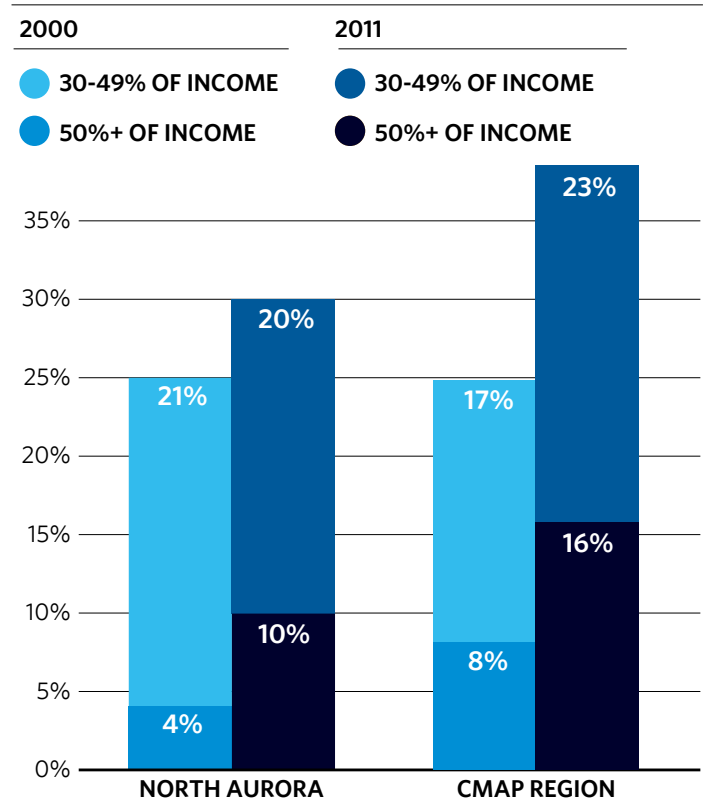
- **“Affordable housing”** is housing that costs no more than 30 percent of household income (including utilities, insurance, and taxes).
- **“Unaffordable housing”** is housing that costs between 30 percent and 50 percent of household income.
- **“Severely unaffordable housing”** is housing that costs more than 50 percent of household income.

Figure 3. Percent of renter-occupied households paying more than 30% of income on gross rent, North Aurora and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

Figure 4. Percent of owner-occupied households paying more than 30% of income on gross rent, North Aurora and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

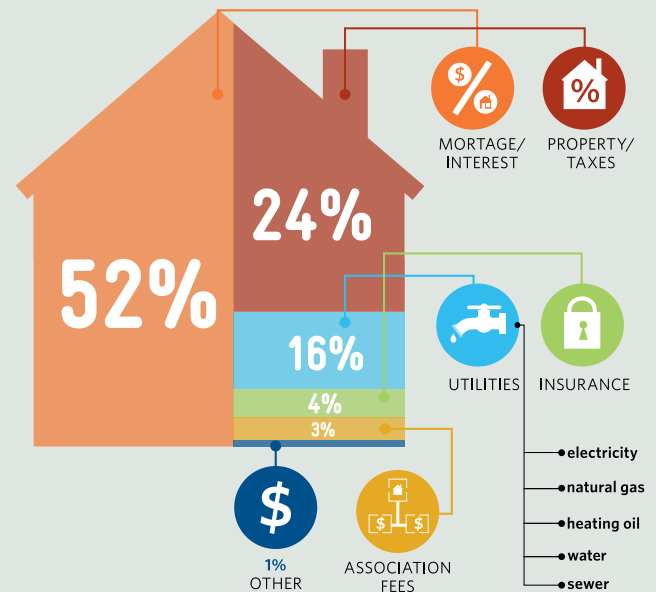
Over the last decade, rapidly rising property values accelerated far faster than incomes in the U.S., increasing the number of cost-burdened households. Since the recession, affordability issues have persisted despite declines in home values and mortgage rates, which was due in part to declining incomes, slow employment growth, and stringent credit requirements.³ As households became renters, supply did not initially keep pace with the sudden spike in demand. Harvard University indicates that currently more than 10 percent of owners and 25 percent of renters in the U.S. pay more than 50 percent of their income on housing costs.⁴

In North Aurora, housing affordability for both renters and owners mirrors regional and national trends of decreasing affordability over the past eleven years. Currently, over 60 percent of renters pay more than 30 percent of their income on gross rent, and about 30 percent pay over half of their income (see Figure 3). The majority of North Aurora's renters struggling with housing costs are low-income. Analysis by Harvard University found that "according to the latest Consumer Expenditure Survey, severely burdened families in the bottom expenditure quartile (a proxy for low incomes) spend a third less on food, half as much on pensions and retirement, half as much on clothes, and three-quarters less on healthcare as families paying affordable shares of their incomes for housing."⁵

The percentage of cost-burdened homeowners is lower than that of renters, with 30 percent of owners paying an unaffordable amount on housing; about 10 percent of these homeowners pay over half their income (see Figure 4). While a greater percentage of North Aurora's renters are cost-burdened than the region as a whole, the opposite is true for the Village's owners; about 10 percent fewer homeowners in North Aurora pay an unaffordable amount on housing compared to the region.

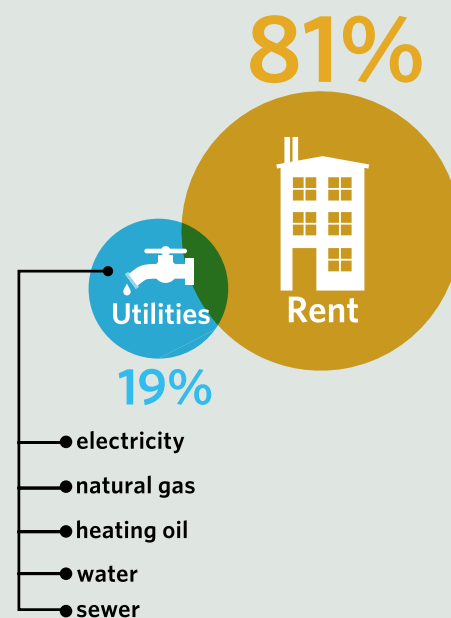
What is included in monthly owner costs?

Average monthly costs for renters in Chicago metropolitan area, 2009



What is included in gross rent?

Average monthly costs for renters in Chicago metropolitan area, 2009



3. Joint Center for Housing Studies. *State of the Nation's Housing 2012*. (June, 2012). Harvard University.

4. Joint Center for Housing Studies. *State of the Nation's Housing 2013*. (June, 2013). Harvard University.

5. Ibid.

Source: Chicago Metropolitan Agency for Planning analysis of the 2009 American Housing Survey (AHS).

The 2009 AHS data includes Cook, DuPage, Grundy, Kane, Kendall, Lake, McHenry, and Will Counties in the metropolitan area.

Utilities and Affordability

Utility costs contribute to gross housing costs and can therefore increase or decrease the number of cost-burdened households in a community. The Kane County 2040 Energy Plan provides 2008 data on energy use in Kane County’s municipalities, including North Aurora. For this report, we will focus on residential energy use by North Aurora’s households compared to Kane County as a whole.

Table 2 highlights residential electricity and natural gas usage in North Aurora and Kane County in 2008. At that time, the average North Aurora household spent \$562 less during the course of the year on energy costs than the average Kane County household, or \$47 less per month. While the average North Aurora household spends less than the County as a whole, energy efficient design as part of rehabilitation and new construction in the coming years can further reduce local energy costs and help decrease the number of cost-burdened households.

Table 2. Residential energy use in North Aurora and Kane County

	NORTH AURORA	KANE COUNTY
Average electricity use per household	9,162 kWh	10,324 kWh
Average annual \$ for electricity per household*	\$1,060	\$1,191
Average natural gas use per household	1,089 Therms	1,518 Therms
Average annual \$ for natural gas per household*	\$1,105	\$1,536
Average annual energy costs	\$2,165	\$2,727

*Calculated using average residential sales per kilowatt hour (kWh) (Illinois Commerce Commission Utility Sales Statistics, 2007).
Source: Kane County 2040 Energy Plan.

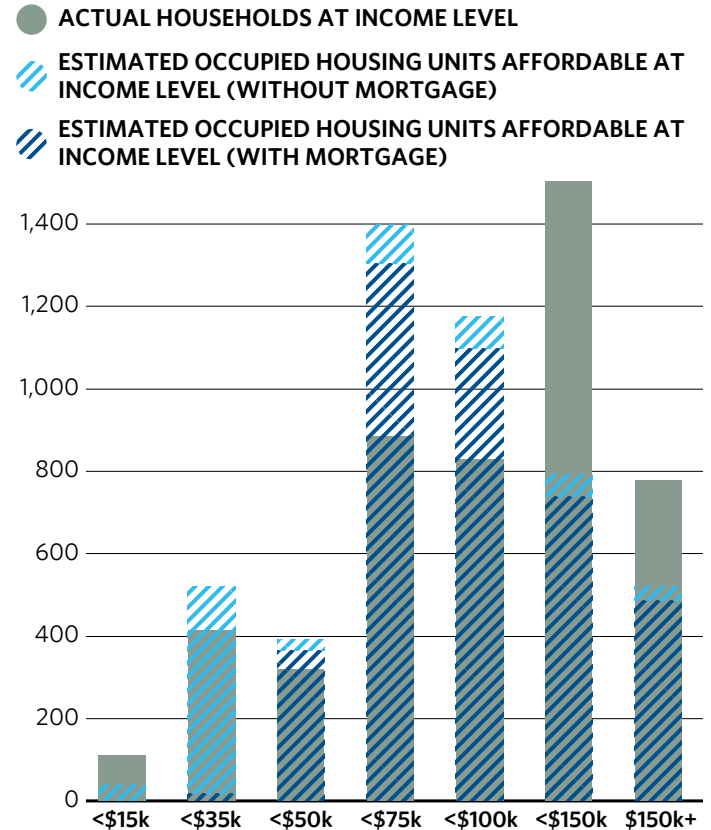
Current Ownership Housing Market

North Aurora has a significant supply of housing units affordable to middle-income homeowners, creating a surplus of housing to meet the needs of families with incomes between \$35,000 and \$100,000 (see Figure 5). The shortage of housing units meeting the needs of families with incomes below \$35,000 is contributing to the 30 percent of North Aurora homeowners that are cost-burdened.

At the higher end of the income spectrum there is an apparent shortage of homes that could be affordable to upper income families. This fact suggests that many North Aurora families choose to save on housing costs and allocate their income for other uses. It also suggests that this income group is inflating demand for housing affordable to middle-income homeowners. It underscores the potential market for upscale homes in the future with the demand coming from existing residents and newcomers to the community.

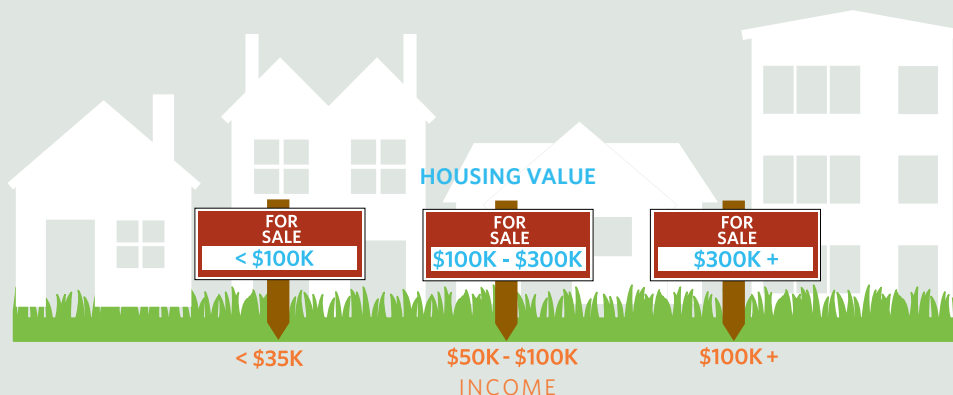
The average household in the region spent 52 percent of monthly homeownership costs on mortgage and interest payments in 2009. Thus housing affordability is greatly impacted on whether or not a home is mortgaged; owners who do not carry a mortgage usually pay less in totally monthly housing costs. In North Aurora, owner-occupied housing units affordable to households earning less than \$50,000 are typically not mortgaged. Most of these units are occupied by seniors, while the working age population typically occupies units affordable to households earning more than \$50,000 per year. As these un-mortgaged units are sold, many will no longer be affordable to low- and moderate-income households.

Figure 5. North Aurora comparison of owner household incomes with occupied units affordable at each income level



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 inputs.

Translating incomes into housing values

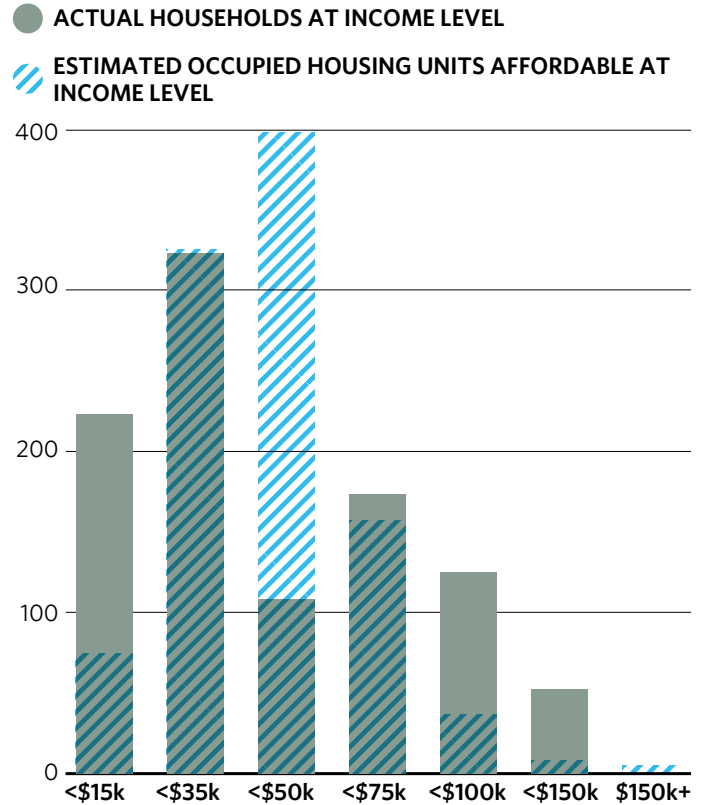


With so many factors influencing what home a household can afford to purchase (housing cost, income, downpayment, credit score, etc.), it can be difficult to figure out how the seven income groups analyzed in the Homes for a Changing Region report correspond to local housing values. A long-standing rule of thumb has been that households should buy units valued at no more than three times their annual income. Using this rough standard, these home values are generally affordable at each of the associated income levels.

Current Rental Housing Market

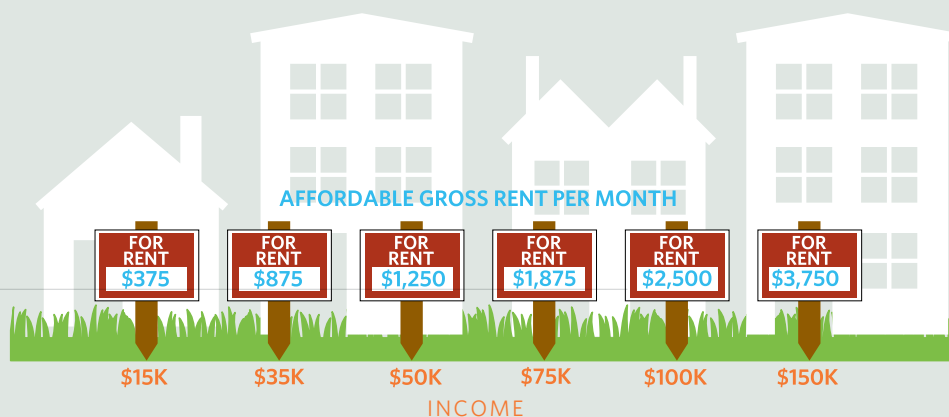
From an affordability standpoint, the rental market in North Aurora currently provides a surplus of rental housing units affordable to households earning between \$35,000 and \$50,000, and a nearly balanced amount of units for households with incomes between \$15,000 and \$35,000 (see Figure 6). A shortage exists for units affordable to families whose incomes are under \$15,000. These lower income families are likely living in more expensive units and paying more than 30 percent of their income on housing costs.

Figure 6. North Aurora comparison of rental household incomes with occupied units affordable at each income level



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 inputs.

Translating incomes into rents



Applying the previously discussed concept that households should spend no more than 30 percent of income on housing costs, these gross rents are generally affordable at each of the associated income levels.

Jobs, Transportation, and Housing

In addition to a mix of housing types, jobs provided within a community contribute significantly to the desirability of that community's housing stock. People employed in North Aurora represent built-in demand for housing. Currently, there are more households than jobs in North Aurora, with local employers providing less than one job for every household. By increasing this ratio, the Village's housing stock would become more desirable due to the fact that housing becomes less costly for a household when it is located in close proximity to a workplace. If a housing unit is located farther away from job centers, the typical occupant will need to spend more time and money commuting, leaving less money for housing and other expenses. Moreover, a mismatch between the location of jobs and affordable housing reduces economic competitiveness as employers experience difficulty with employee recruitment and retention.⁶ This section explores how the local job base impacts the North Aurora housing market.

Jobs

North Aurora's employment base is driven by the manufacturing sector, followed by retail trade, then health care and social assistance (see Figure 7). In total, 4,612 were employed by these industries in the Village as of 2011. Residents tend to be employed across a wider range of industries, though the greatest share work in the manufacturing sector, followed closely by health care and social assistance, retail trade, and educational services. Figure 8 on the following page shows the average earnings in the four-community sub-region for the industries in which most employees or residents work. Local employment opportunities mix lower earning industries like retail trade and better paying industries like manufacturing and health care and social assistance. However, existing gaps between local employment and residents' employment illustrate the opportunity for the Village to have more local workers live in North Aurora.

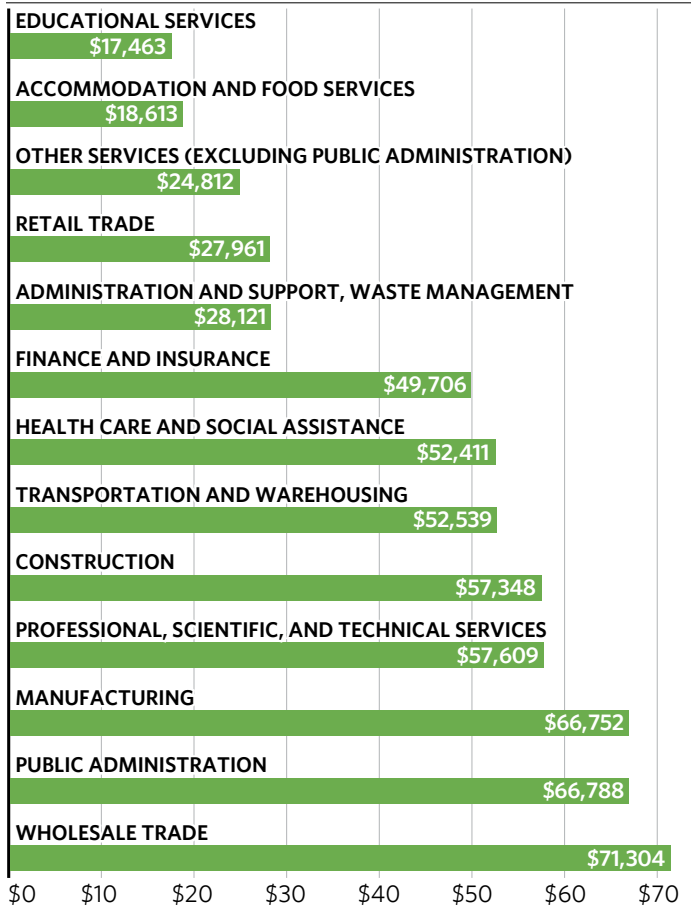
Figure 7. Industries of North Aurora residents and employees, 2011



Source: U.S. Census Bureau, Local Employment Dynamics, On-the-Map data.

6. Pill, Madeleine. *Employer-Assisted Housing: Competitiveness Through Partnership*. (September, 2000). Joint Center for Housing Studies, Neighborhood Reinvestment Corporation. <http://tinyurl.com/n73amvw>.

Figure 8. North Aurora subregion* earnings,
scale in thousands of dollars



*Subregion includes the following ZIP Codes: 60134, 60174, 60175, 60510, and 60542.

**According to EMSI, the reported earnings include hourly wages, employer contributions for employee pensions and insurance funds, and employer contributions for government social insurance.

Source: Economic Modeling Specialists International (EMSI).

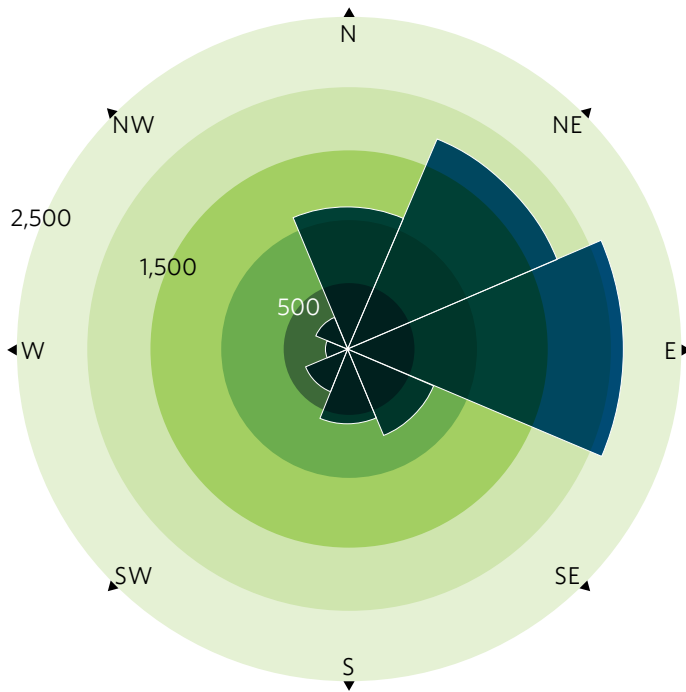
Transportation

The vast majority of North Aurora's working residents work elsewhere (96 percent), while most people employed in North Aurora live elsewhere (95 percent — see Figures 9 and 10). Therefore, most local employees and residents commute to work, often significant distances. This commute adds transportation costs on top of housing costs, decreasing housing affordability for some households. Residents working outside of North Aurora predominately commute to the east and northeast, as well as directly south to Aurora (see Figure 9). Local employees commute in to North Aurora from a wider range of locations. The largest portion comes from Aurora and other locations in Kane and Dupage Counties. (see Figure 10). Less expensive housing options available further out is a likely explanation for this pattern.

Research by Reid Ewing and others in the *Journal of Urban Planning and Development* has shown that the biggest factor in reducing vehicle miles traveled, a major driver of transportation costs, comes from “putting offices, shops, restaurants, residences, and other codependent activities in close proximity to each other.”⁷ In North Aurora, focusing development in close proximity to the Village's existing neighborhoods and places of work can help create the interactions that reduce the number of cost-burdened households. Polling local employees on why they don't live in the Village may provide additional guidance on how to address this imbalance.

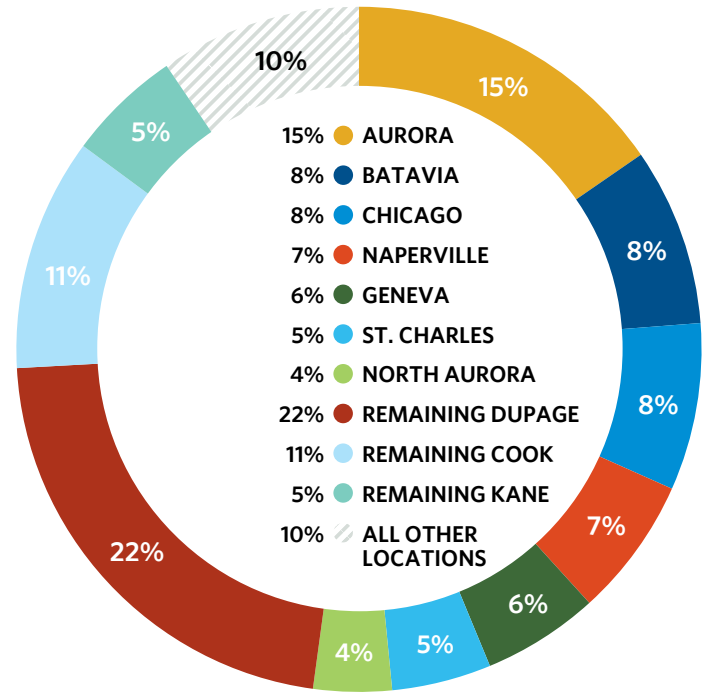
7. ASCE. “Traffic Generated by Mixed-Use Developments - Six-Region Study Using Consistent Built Environmental Measures.” *Journal of Urban Planning*, October 2010.

Figure 9a. Where North Aurora residents work
Job counts by distance/direction in 2011, all workers



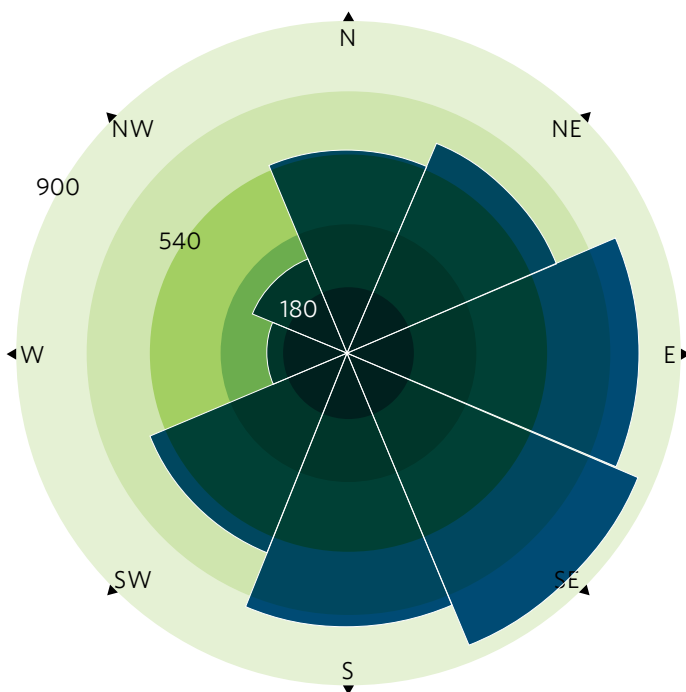
Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 9b. Where North Aurora residents work, 2011



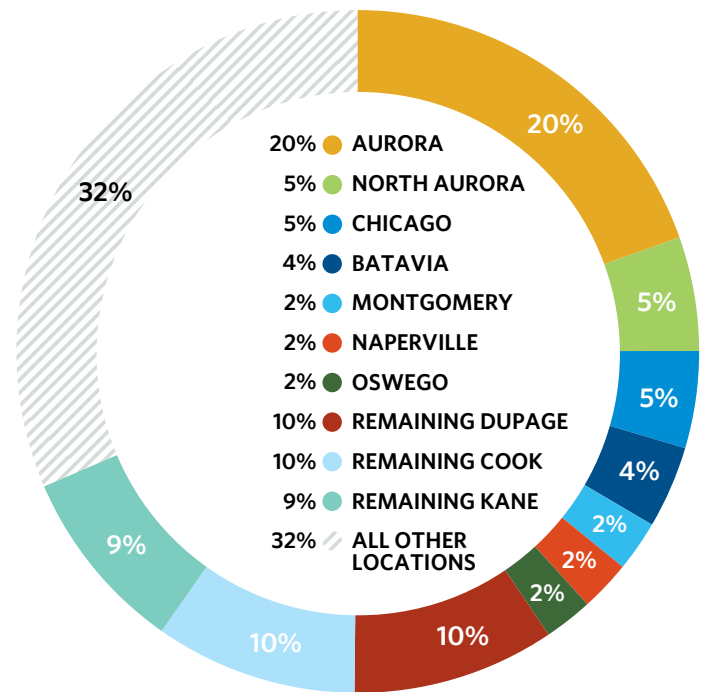
Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 10a. Where North Aurora workers live
Job counts by distance/direction in 2011, all workers



Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 10b. Where North Aurora workers live, 2011



Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Projected Future Housing Needs

Proactive housing planning must take into account those who might live in the community in the future. Blending together U.S. Census data, CMAP's local household and population projections for the year 2040, and national future housing preferences, some realistic estimates can be made of who will want to live in the Village over the next 30 years. Based on these projections, this section identifies the types of housing necessary to meet the needs of current and future residents.

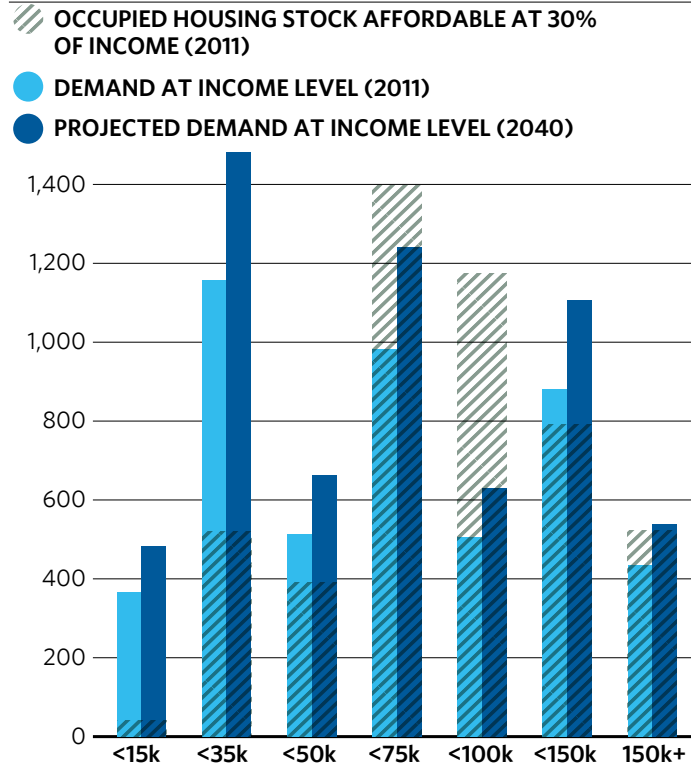
Future Ownership Needs

Out to the year 2040, North Aurora will experience an increase in demand for owner-occupied housing affordable to households at all income levels (see Figure 11). The greatest increase in demand is expected for housing affordable to families whose incomes are between \$15,000 and \$35,000. North Aurora will have a modest surplus of housing affordable for households with incomes between \$50,000 and \$100,000. However, a shortage of affordable housing for families whose incomes are below \$50,000 and above \$100,000 is expected.

Meeting the needs of present and future middle- and upper-income owners will require maintenance of existing units. Projected shortfalls in supply for low- and moderate-income households could further increase the number of cost-burdened owners, as buyers attempt to purchase homes affordable to middle- and upper-income households. For households earning less than \$35,000, the financial realities of property acquisition, construction costs, and financing make development very difficult. In total, about 1,300 additional ownership housing units would be required to meet the anticipated growth in demand.

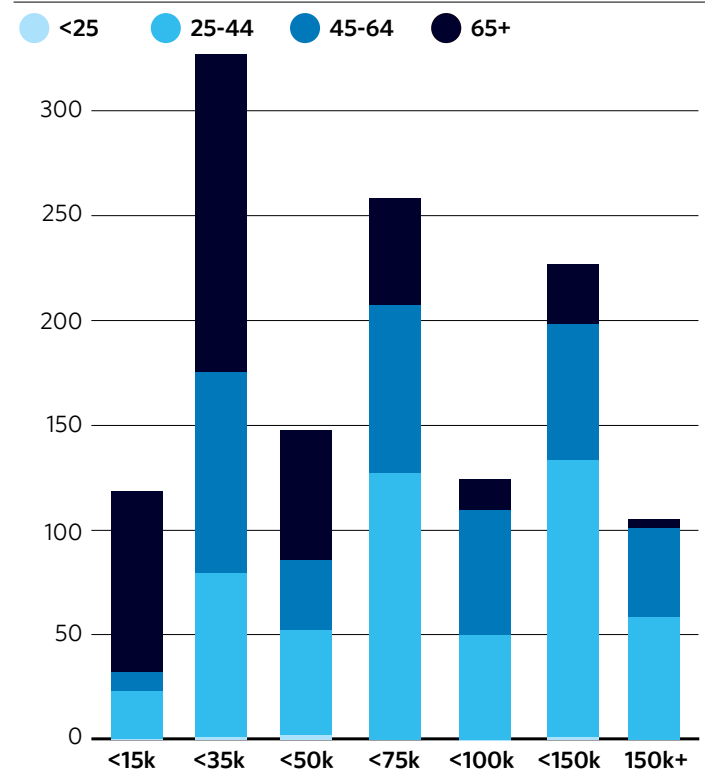
As Figure 12 indicates, seniors are likely to be buyers of moderately priced housing, so long as their assets are sufficient to purchase smaller homes, town homes, or condominiums. Younger adults (ages 25-44) and those in their middle ages (45-64) will also drive much of the increase in demand, particularly at the middle- and higher-income ranges.

Figure 11. North Aurora 2011 households and housing stock compared with 2040 owner demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Figure 12. North Aurora 2011-40 change in owner demand by age and income

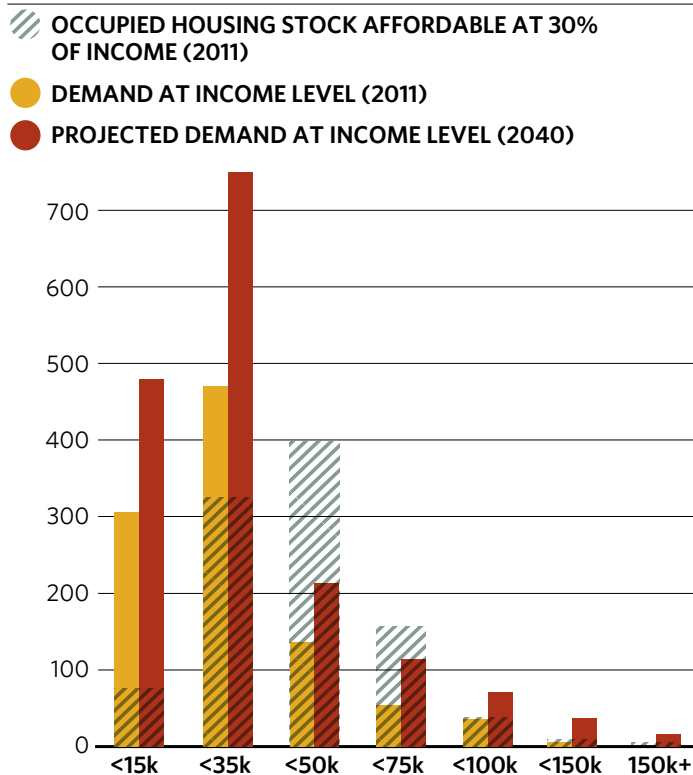


Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Future Rental Needs

Like ownership housing, demand for rental housing is expected to grow across income levels out to 2040. The most growth will be for families whose incomes are under \$50,000 (see Figure 13). A shortage of rental housing supply for housing affordable for the lower income ranges, as well as for incomes over \$100,000 is expected. There will be a moderate surplus in rental housing supply affordable to families with incomes between \$35,000 and \$75,000. Like for ownership

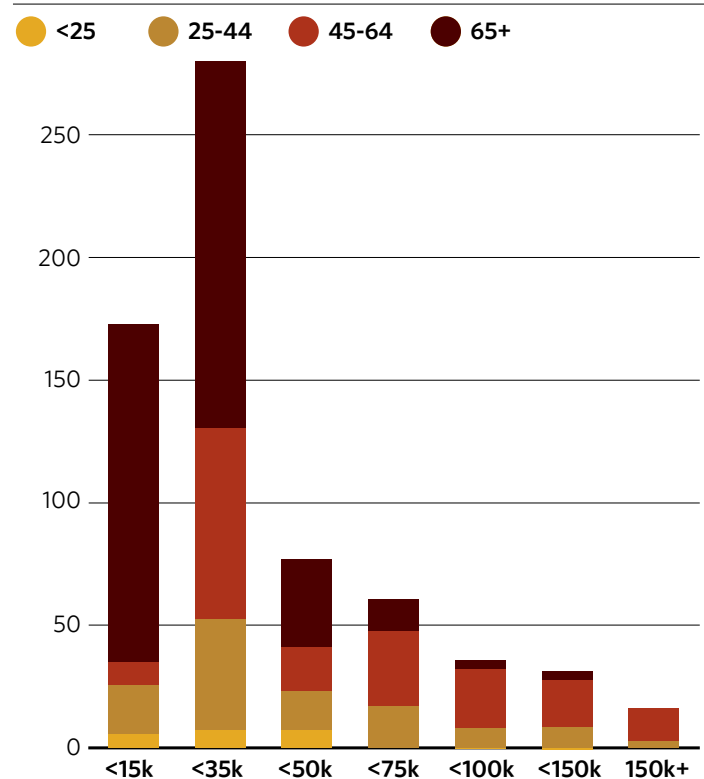
Figure 13. North Aurora 2011 households and housing stock compared with 2040 renter demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

housing, seniors will drive much of the demand at the lower income ranges, while higher end rental demand will come from renters in their middle ages (see Figure 14). In order to accommodate the growth in demand for rental housing, about 670 units would need to be added to the Village. Serious thought should be given to creating several multifamily senior developments.

Figure 14. North Aurora 2011-40 change in renter demand by age and income

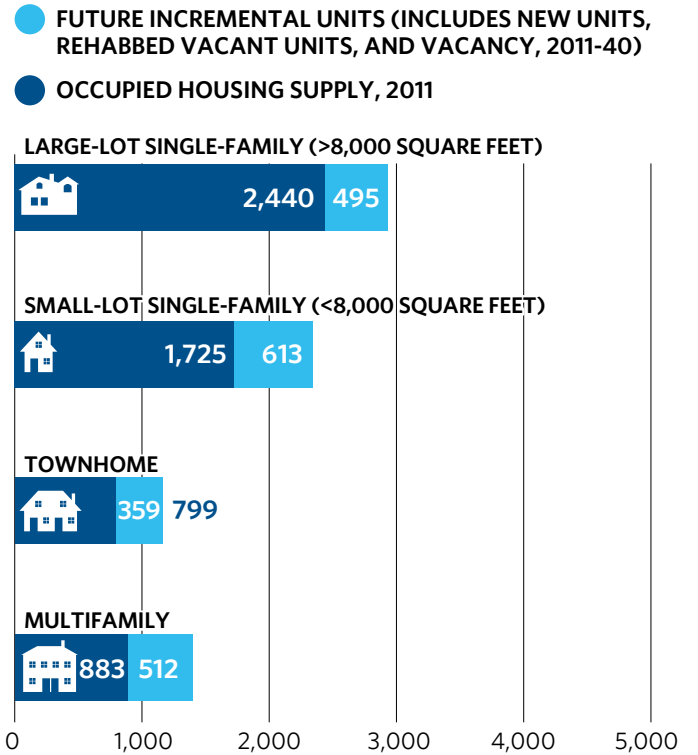


Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Housing Demand by Type of Unit

Based on the breakdown of projected future owners and renters in North Aurora along with national estimates of future demand for four broad housing types, a forecast of demand for additional housing units in 2040 arises. This “balanced housing profile” shows demand for 1,979 additional units between now and 2040 (see Figure 15).⁸ These additional units will be split between housing types, with demand for 495 additional large-lot, single-family homes, 613 small-lot, single-family homes, 359 townhomes, and 512 multifamily units.

Figure 15. North Aurora future balanced housing profile



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

8. Note that this figure is higher than the projected increase in households between 2011 and 2040 (3,231) because of the inclusion of potential future vacant units. See the Appendix for more information about the methodology.

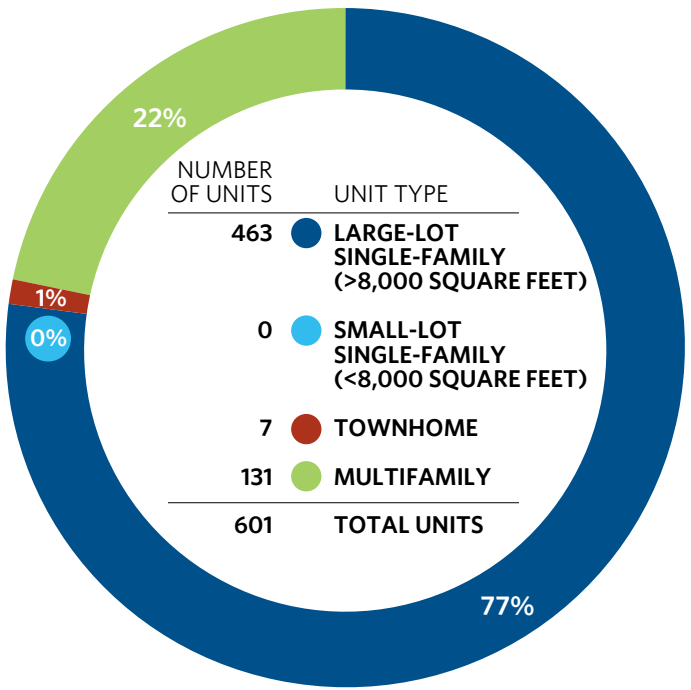
Capacity for Growth

Forecasted population and household growth is only half of the equation when considering a community’s future housing needs. It is also important to look at growth capacity. To understand the Village’s ability to accommodate project growth, two key sources of capacity were reviewed: development/redevelopment and vacancy.⁹

Development/Redevelopment Analysis

The development/redevelopment analysis considers how North Aurora could grow over the next 30 years based on current land use regulations, development approvals, and key development sites. The *Homes* team and Village staff calculated the total square footage of vacant and redevelopable land in the Village by reviewing Kane County assessor data. Then, North Aurora’s current zoning and development standards were applied to those figures to calculate how many units could be built given the amount of vacant and redevelopable land within the various zoning districts. Although Village staff identified land in the Village’s planning area that could be annexed for residential use in the future, this analysis does not include that acreage.

Figure 16. North Aurora maximum capacity by unit type







Source: Chicago Metropolitan Agency for Planning and Kane County analysis of the North Aurora zoning ordinance and Kane County assessor data.

9. See the Appendix for more information about the methodology.





Based on this analysis, the Village has the capacity for approximately 601 additional dwelling units, compared to the 1,979 units that would be needed to meet the projected increase in population possible by 2040, should the Village choose to do so (see Figure 16 and Table 3). Building out to the potential capacity would satisfy 30 percent of the forecasted household growth, meeting nearly all of the projected demand for large-lot, single-family homes and a quarter of the demand for multifamily units, but almost none of the demand for townhomes or small-lot single-family homes.

Table 3. North Aurora maximum capacity by unit type with existing zoning in place

TYPE	UNITS
 Large-lot single-family (>8,000 square feet)	463
 Small-lot single-family (<8,000 square feet)	0
 Townhome	7
 Multifamily	131
TOTAL	601

Source: Chicago Metropolitan Agency for Planning analysis of the North Aurora zoning ordinance and Kane County assessor data.

Table 3.1. North Aurora maximum capacity by unit type with anticipated zoning in place

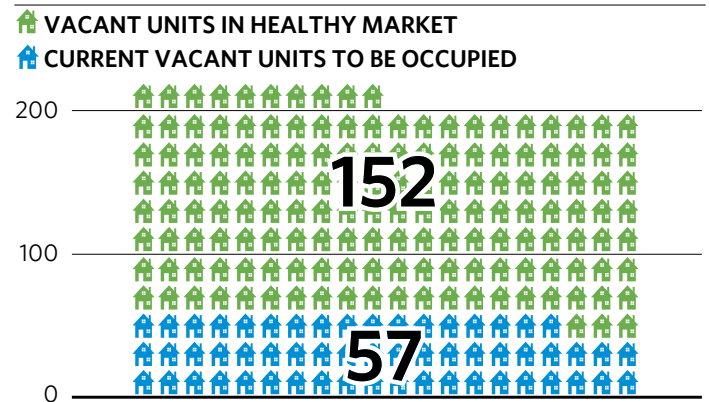
TYPE	UNITS
 Large-lot single-family (>8,000 square feet)	598
 Small-lot single-family (<8,000 square feet)	0
 Townhome	7
 Multifamily	915
TOTAL	1,520

Source: Chicago Metropolitan Agency for Planning analysis of the North Aurora zoning ordinance and Kane County assessor data.

Vacancy Analysis

Because of the current housing market, some homes that are now vacant may not be so in the future, allowing people to move to North Aurora without building new units. The Village has approximately 209 vacant units, or about 3.5 percent of all homes. Normal long-term vacancy rates for a strong community are 7.4 percent among rental units and 1.5 percent among owner-occupied units.¹⁰ Given the number of local owner and rental units and a healthy housing market, the Village should only have approximately 152 vacant units, a vacancy rate of approximately 2.6 percent. Therefore, 57 currently vacant units could be occupied in the future as North Aurora grows and the market stabilizes (see Figure 17). This capacity would allow the Village to accommodate a small share of projected growth (about 3 percent).

Figure 17. North Aurora breakdown of current vacant units



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of American Community Survey 2007-11.

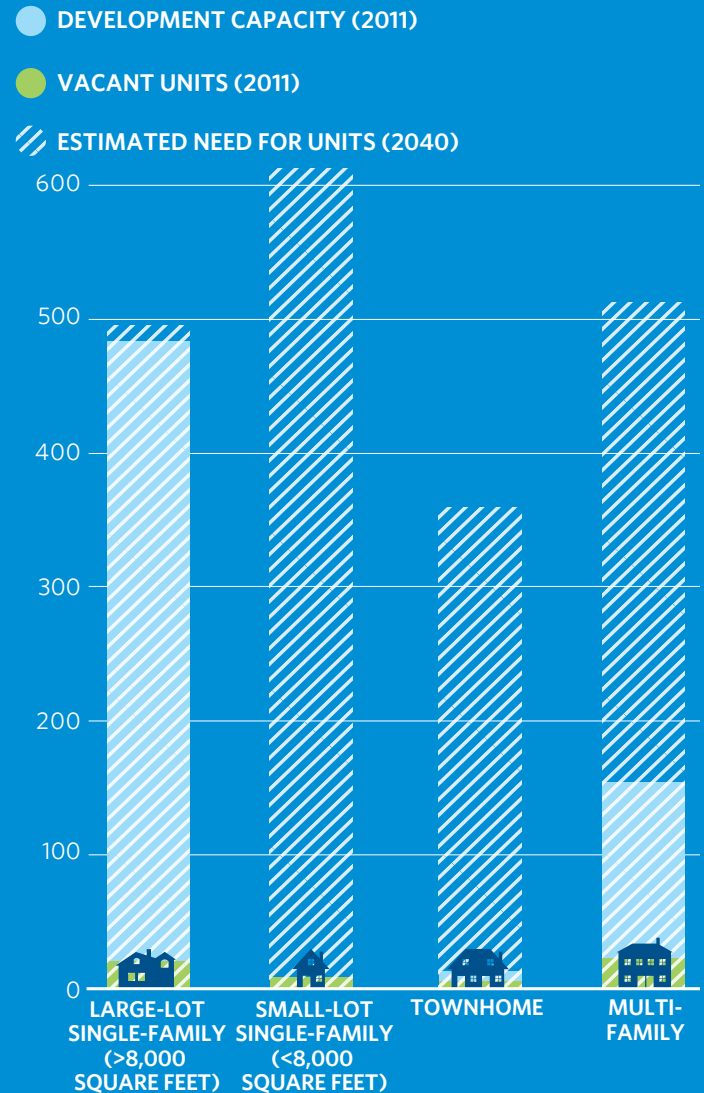
10. Belsky, E., Bogardus Drew, R., McCue, D., *Projecting the Underlying Demand for New Housing Units: Inferences from the Past, Assumptions about the Future*. (November, 2007). Joint Center for Housing Studies, Harvard University. <http://tinyurl.com/mlwyddq>.

Conclusions & Recommendations

Taking into account the capacity available through development, redevelopment, and vacancy, demand for future housing will outstrip available capacity for new housing construction by roughly 1,300 units (see Figure 18). While available capacity will nearly meet projected demand for large-lot, single-family homes, significant gaps are expected for higher-density and lower maintenance housing types that will be desired by a growing senior population.

Decisions regarding whether to grow by annexation or redevelopment will have the biggest impact on the Village's current housing market. Regardless of the route chosen, maintaining existing units and fostering an open housing market will be very important. The following policy recommendations will help the Village meet the housing needs of its current and future residents.

Figure 18. North Aurora demand vs. vacancy and capacity, by housing type



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model, Kane County Property Assessor data, and U.S. Census Bureau inputs.

Recommended Housing Strategies

1. Address stalled subdivision development in recently annexed areas.

The Village should consider a range of options to reduce the number of vacant properties in residential subdivisions located in recently annexed areas of North Aurora. Already, Village planning staff has engaged in a campaign to work directly with developers and potential residents to promote the completion of subdivisions as originally planned. In one case, the Village approved the construction of a 144-unit rental townhome development where an owner-occupied development was originally planned in order to accommodate market demand for rental units. Village staff and elected officials should continue to be flexible in allowing developers to respond to local market demand where it may differ from approved subdivision plans. For example, smaller single-family units or townhomes may be easier to sell in the short term and in higher demand over the long run, as forecasts show.

In subdivisions where multiple vacant parcels are located adjacent to commercially-zoned properties, the Village should consider allowing higher density residential development or mixed-use development that incorporates both commercial and residential uses. For example, the Village could consider multifamily products similar to the Georgetown Quads, located in Batavia. These are modestly priced, four-family, two-story homes separated by vertical walls with separate first-floor entrances. Another option, where land assembly will allow it, would be to consider the development of multifamily rental housing that is affordable to forecasted senior demand.

As this protracted recovery continues into the next five, perhaps ten years, the Village may also want to consider adaptive reuse of vacant parcels in these subdivisions. Community gardens, urban agriculture, playgrounds, community parks, dog parks, and other open space amenities can all have positive impacts on surrounding residential communities. Over the course of the next year, CMAP will be funding the update of North Aurora's comprehensive plan. This will provide an excellent opportunity to reconsider land use configurations and increase housing diversity in each of these subdivisions.

2. Incorporate a variety of housing options on and near the Orchard Road corridor.

The Village should explore options to allow a variety of residential housing types on and near the Orchard Road corridor. Currently, a number of properties along the Orchard Road corridor have underlying entitlement for residential uses. During its upcoming comprehensive planning process, the Village should explore options for transitional residential uses adjacent to commercial uses along Orchard Road, where single-family residential is currently identified. This would be a beneficial strategy to diversify the Village's housing stock. The Village should consider incentivizing the inclusion of a variety of housing types that are attainable to the local workforce on and near Orchard Road through measures such as density bonuses and parking requirement reductions. These incentives could reduce the per-unit cost for the developer, thereby promoting affordability for residents.

The inclusion of residential uses along the Orchard corridor is consistent with Kane County's Randall/Orchard Corridor Bus Rapid Transit Feasibility Study that shows the need for housing developments on transit routes, and particularly on the Randall and Orchard Roads corridors, to reduce traffic congestion and provide affordability for residents. North Aurora should also consider recommendations from the forthcoming joint CMAP/Kane County Primary Transit Network Study. Housing along transit routes promotes affordability indirectly by providing inexpensive transit options. Also, Kane County currently incentivizes the construction of dense housing near Pace bus stops with the Transportation Impact Fee Discount Program which is applicable within North Aurora's Village boundaries.

3. Encourage housing options for seniors.

North Aurora understands the need to provide senior housing options in the community. Supportive senior living facilities including Eden and Asbury Gardens currently exist in the Village. Given the projected increases in the local senior population out to the year 2040, the Village should support additional senior housing developments including independent living, assisted living, and continuum of care facilities. The Village should encourage a mix of senior housing options through the following efforts:

- Actively seek to attract senior housing development(s) by working to market North Aurora as an attractive location for senior development and forming relationships with potential developers.
- Consider creating an incentive package to attract the type of senior housing the Village desires. Incentives could include density bonuses and reduced parking requirements.
- The Village should work with the Central Fox Valley Subregion to develop “aging in place” information for residents, which would identify important modifications needed to improve accessibility, eliminate barriers, and create safer spaces for seniors who wish to remain in their current home.

4. Monitor single-family rental conversions.

North Aurora should review the strategies included in MPC’s “Managing Single Family Rental Homes” white paper. The goal of municipal rental housing regulations should be to protect the rights of tenants and landlords and maintain the quality of the Village’s housing stock and the livability of its neighborhoods overall. North Aurora could require that landlords register and set requirements for building maintenance that include landlord restrictions. While non-home rule municipalities may not be able to issue and revoke a license from a bad landlord and put him/her out of business in the community, the Village can monitor, inspect, and fine the landlord for any violations of code. If the landlord has a certain number of violations, then the Village could conduct more frequent inspections.

Based on analysis of current data and conversations with staff and residents, the Village would benefit from monitoring conversions of single-family owner-occupied housing to rental. This can be done simply using data from the U.S. Census Bureau, but the Village could collect its own data through the registration process. Currently, 21 homeowners associations serve North Aurora’s subdivisions. The Village should also consider coordinating with HOAs to notify new landlords of the registration requirement.

5. Track and monitor foreclosures to proactively address property maintenance issues.

The Village should track foreclosure activity in order to proactively address property maintenance issues. Data indicates that North Aurora has had a slightly higher rate of foreclosures than the other Central Fox Valley communities and a rate about equal to that of the county as a whole. The Kane County Circuit Clerk's office generates a weekly list of new foreclosure cases within Kane County. The Village may be added to the distribution list by request in order to identify new foreclosures within the Village.

By knowing which properties are under foreclosure, Village code enforcement officials can monitor those properties to efficiently enforce property maintenance standards, while also identifying newly vacant properties. This would assist the Police Department in ensuring the required Vacant Property Notification form has been filed for vacancies due to foreclosure.

Over the next few years, CMAP, the Metropolitan Mayors Caucus, and MPC will be working to support Kane County and the Community Foundation of the Fox River Valley to rehabilitate and resell a number of recently foreclosed homes. These efforts were made possible through a grant from the Illinois Attorney General through the National Foreclosure Settlement Awards. One of the goals of this effort is to identify and ultimately build capacity in the county's residential rehabilitation sector.

6. Reaffirm the Village's commitment to be an open community.

A key component for any community seeking to maintain an efficient and effective housing market is ensuring that local housing and service providers show openness to current and future residents of all backgrounds. The following strategies outline ways North Aurora can continue fostering openness throughout the Village.

The Village provides a welcome packet to all new North Aurora residents. This resource is a wonderful method for the Village to demonstrate its interest in community members of all backgrounds. The Village should ensure that this packet reflects the community's commitment to openness by including a statement of welcome for people of all backgrounds. Additionally, this document, along with all other Village materials, should be made available in a variety of languages and should be accessible to persons with disabilities, including those with sight or hearing impairments.

An important part of demonstrating openness is ensuring residents can communicate about local issues. The Village website does not appear to currently provide information about how residents can file complaints about housing discrimination. Therefore, North Aurora should provide such contact information on its website along with including the information in the welcome packet.

Care should be taken to make sure that multifamily housing meets both the design standards of the Illinois Accessibility Code (IAC) and the Fair Housing Act. Statewide, the IAC requires that new residential housing be accessible to persons with disabilities. Under the IAC, prior to issuing permits, municipalities must evaluate whether the designs comply with the IAC. However, municipalities are not obligated to assess whether the plans comply with the federal Fair Housing Act under the IAC. The federal law requires that multifamily housing with four or more units include basic attributes of accessibility (e.g., accessible entrances, accessible routes, accessible kitchens and bathrooms, and accessible common areas).



St. Charles City Hall. Source: Kane County staff.

Housing Policy Plan: St. Charles

Project Summary

Located in eastern Kane County's Fox River Valley, St. Charles is recognized throughout the region for the quality of life its residents enjoy. Known as the *Pride of the Fox*, St. Charles' assets have attracted steady growth and development over its 180 year history. The heart of the City is its historic downtown, centered on Illinois Route 64 and the Fox River, where boutique shopping options, entertainment, and night life opportunities, as well as necessary services for residents and visitors are provided. While the variety of architectural styles and several buildings listed on the National Register of Historic Places are vital to the downtown's character, redevelopment projects in recent years have helped maintain its vitality, including the addition of new housing units.

Another of St. Charles' many assets is its accessibility to major arterial roadways, including Illinois Routes 64, 25, and 31, Randall Road, and Kirk Road. This regional connectivity has attracted large employers, including those located in the thriving East Gateway Industrial Park. Residents also benefit from convenient connections to nearby communities and the Chicago region through these major arterials, as well as the Metra rail station in neighboring Geneva.

Contributing to the City's family-oriented reputation is the plethora of outdoor recreation opportunities and large network of parks, trails, and open space, as well as the strong local school district that provides the educational opportunities young families seek.

Without a diverse range of well-maintained housing options however, the community's assets would not be sufficient to attract and retain residents. St. Charles boasts a diverse housing stock of historic homes, modest single-family homes, upscale residential subdivisions, townhomes, apartment complexes, and senior housing that accommodates residents through all stages of life. In order to maintain the city's reputation as a great place to live, work, and play, its housing stock must continue to meet the needs of current and prospective residents.

"Preserving our heritage, fostering opportunity, building community, and enhancing quality of life for all" is the mission statement of the City of St. Charles. The City's recently updated comprehensive plan is meant to uphold this mission, and those efforts are further supported through this *Homes for a Changing Region* study.

Between now and 2040, St. Charles could add almost 9,000 new residents. The City must address a number of key issues to determine the best way to address such potential growth, while preserving and enhancing quality of life.

- **What types of new housing should be built in the future?**
- **How can development at the periphery meet the needs of future residents?**
- **What can be done to preserve and upgrade existing neighborhoods, making them attractive for future residents?**
- **How can existing neighborhoods be modified to accommodate changing demand?**
- **How can residents remain in the community through all stages of life?**

This report provides a series of policy recommendations based on a detailed analysis of existing conditions and future needs. St. Charles should use these recommendations to prepare for projected population growth and changing housing demand.

Demographic Trends

The City of St. Charles is located in eastern Kane County, with a small portion in western DuPage County. The City is bordered by Wayne to the north, West Chicago to the east, and Geneva to the south. Mostly unincorporated land borders St. Charles to the west, though a small portion of Campton Hills abuts the City’s far western boundary.

St. Charles’ population grew moderately over the first decade of the 21st century, with a 2010 population of nearly 33,000 residents (see Table 1). The Chicago Metropolitan Agency for Planning (CMAP) produced population and household projections as part of GO TO 2040, the seven-county region’s comprehensive plan for sustainable prosperity for the next 30 years.¹ These projections indicate that if GO TO 2040 is implemented and the City permits new development, the City’s population could increase by over 8,900 residents by 2040, to nearly 41,800, an increase of almost 30 percent. This rise in population would add roughly 4,000 new households, increasing the need for housing units. How should St. Charles address this potential growth, now and in the future?

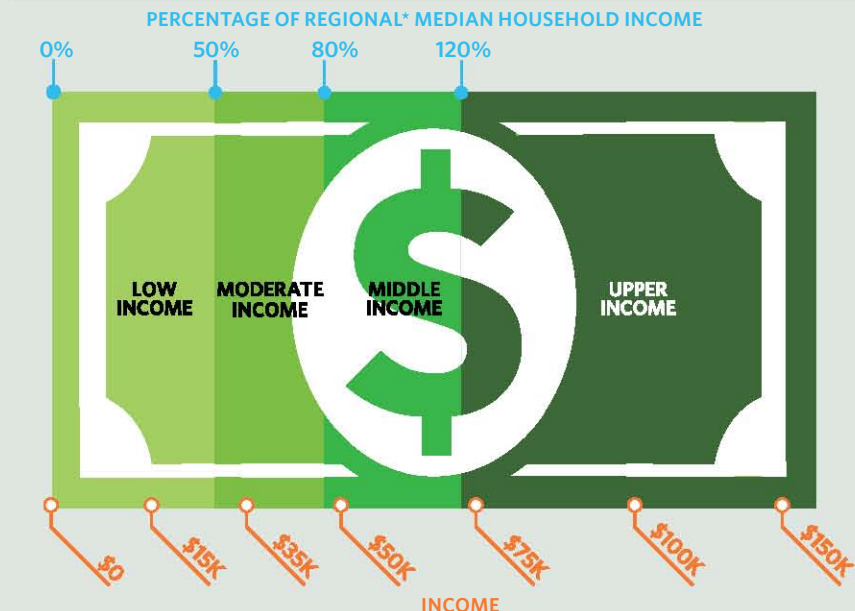
Table 1. St. Charles general statistics

	POPULATION	HOUSEHOLDS
2000 Decennial Census	27,896	12,424
2011 American Community Survey	32,792	10,351
Change, 2000-11	4,896	2,073
Change as %, 2000-11	17.6%	20.0%
GO TO 2040 projection, 2040	41,726	16,211
Change, 2011-40	8,934	4,010
Change as %, 2011-40	27.2%	32.9%

Source: U.S. Census and Chicago Metropolitan Agency for Planning GO TO 2040 projections.

1. See <http://www.cmap.illinois.gov/2040>.

Income



While household income is discussed throughout the Homes for a Changing Region plan, it’s important to understand some of the definitions behind phrases like “low-” and “moderate-income.” The U.S. Department of Housing and Urban Development (HUD) has established definitions for how the relationship between an area’s median income and the income of an individual household can define what is a low (less than 50 percent of regional median income), moderate (50 percent to 80 percent), middle (80 percent to 120 percent), and upper income household (120+ percent). By comparing each income group to the regional* median household income (\$61,045), readers can understand what constitutes low, moderate, middle, and upper income households.

*Region defined as the Chicago-Naperville-Joliet, IL Metropolitan Division.
Source: Chicago Metropolitan Agency for Planning analysis of the American Community Survey 2007-11.

Current Housing Market

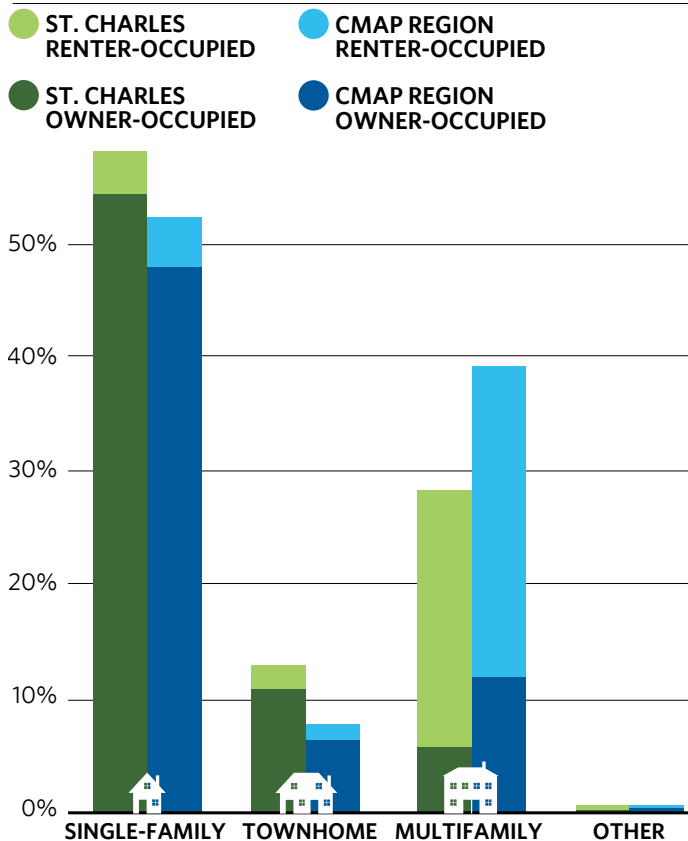
Incorporated in 1834, early residential growth in St. Charles centered on Illinois Route 64 and the Fox River. The City's population grew slowly but steadily until the middle of the 20th century when the creation of three manufacturing districts, which located outside of downtown, resulted in more rapid population growth. In the 1980s and 1990s, residential development became more intensive, moving westward towards Randall Road and north of Illinois Route 64.

Today, St. Charles' housing stock reflects its history. Older, historic homes make up the traditional grid pattern neighborhoods on both the east and west sides of the river adjacent to downtown. Moving out from these core neighborhoods, housing styles reflect the periods in which they were built, with the newest homes forming the western-most portion of St. Charles.

Currently, single-family homes, which are predominately occupied by owners, constitute almost 60 percent of St. Charles' housing units (see Figure 1). Multifamily units are the next most prevalent housing type, making up almost 30 percent of housing units. Most local renters live in multifamily buildings. St. Charles also has a significant supply of townhomes, most of which are owner-occupied. St. Charles' housing supply and owner/renter split is similar to the seven-county CMAP region, although the city has a slightly higher percentage of single-family homes and townhomes and lower percentage of multifamily units than the region as a whole.

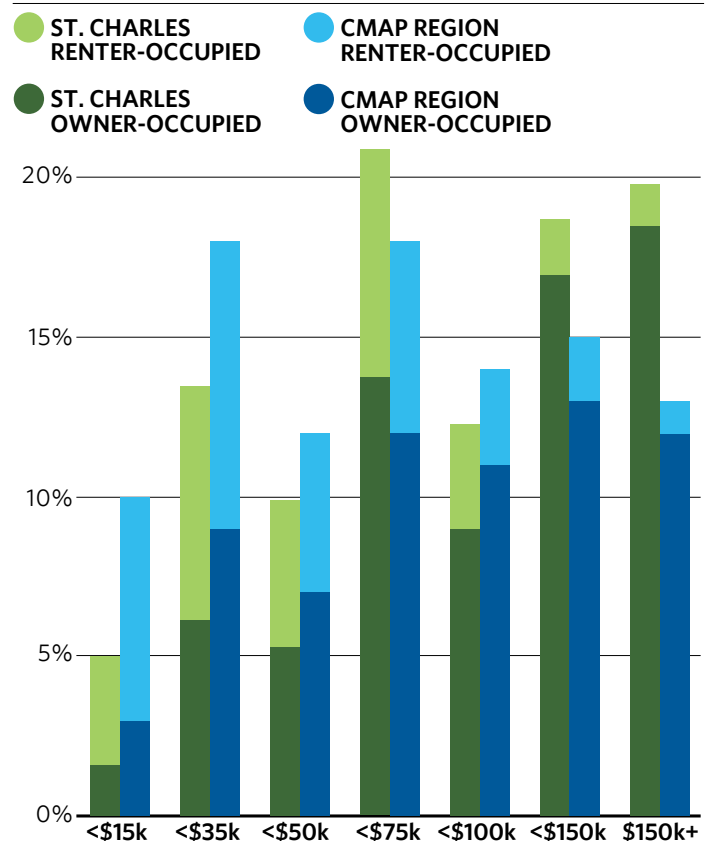
Almost three-quarters of St. Charles' households earn greater than \$50,000 per year (see Figure 2), making the City more affluent than the CMAP region as a whole. However, like the region, the percentage of rental households falls as income rises. While only 37 percent of homeowners households earn less than \$75,000, 79 percent of renter households earn less than that amount.

Figure 1. Housing type by owner/renter, St. Charles and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

Figure 2. Owner/renter by household income, St. Charles and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

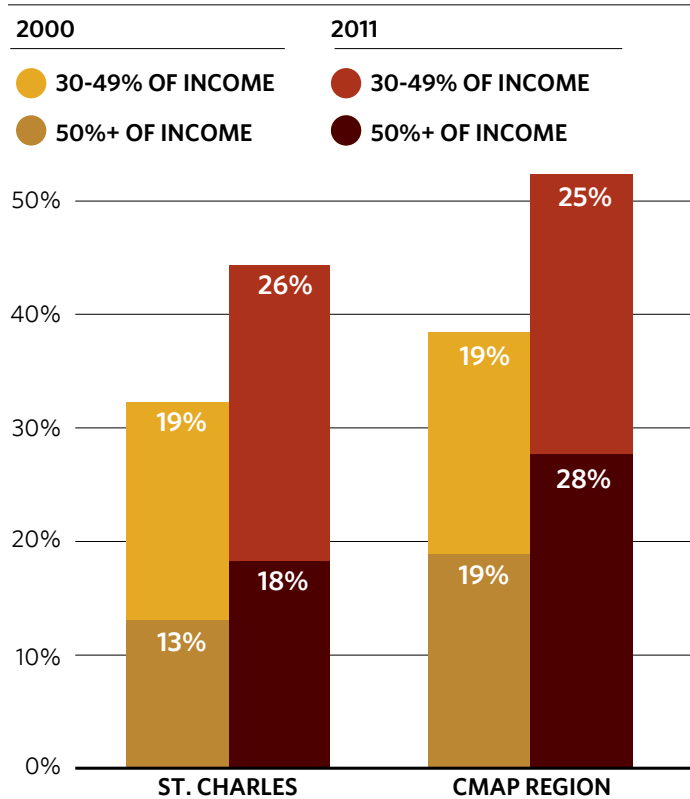
Housing Affordability

One of the most essential elements in understanding local housing dynamics is affordability. What constitutes “affordable housing” varies from household to household, as the measure is relative. An affordable housing unit is one that a family can own or rent for no more than 30 percent of its income. This spending includes both housing (rent or mortgage) and housing-related costs, such as property taxes, insurance, and utilities. This time-tested standard is reflected in everything from the underwriting standards of private lenders to data from the U.S. Census Bureau.

What is “Affordable Housing?”

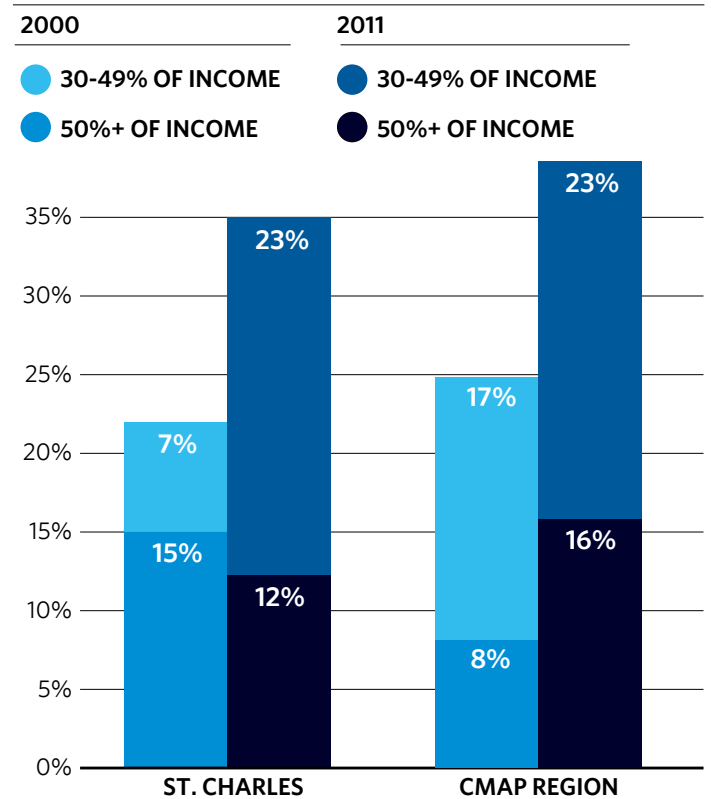
- **“Affordable housing”** is housing that costs no more than 30 percent of household income (including utilities, insurance, and taxes).
- **“Unaffordable housing”** is housing that costs between 30 percent and 50 percent of household income.
- **“Severely unaffordable housing”** is housing that costs more than 50 percent of household income.

Figure 3. Percent of renter-occupied households paying more than 30% of income on gross rent, St. Charles and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

Figure 4. Percent of owner-occupied households paying more than 30% of income on gross rent, St. Charles and CMAP region



Source: U.S. Census Bureau (2000 Census and 2007-11 American Community Survey).

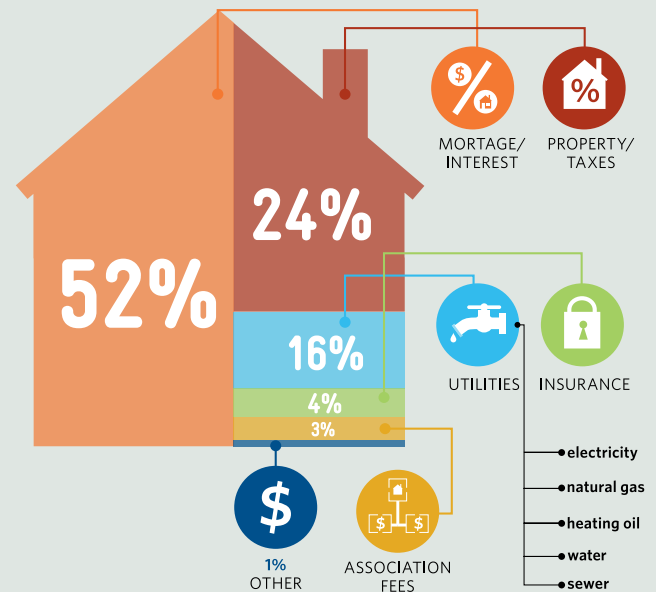
Over the last decade, rapidly rising property values accelerated far faster than incomes in the U.S., increasing the number of cost-burdened households. Since the recession, affordability issues have persisted despite declines in home values and mortgage rates due in part to declining incomes, slow employment growth, and stringent credit requirements.² As more households became renters, supply did not initially keep pace with the sudden spike in demand. Harvard University indicates that currently more than 10 percent of owners and 25 percent of renters in the U.S. pay more than 50 percent of their income on housing costs.³

In St. Charles, housing affordability for both renters and owners mirrors regional and national trends of decreasing affordability over the past eleven years. More than half of renters in the seven-county CMAP region currently pay over 30 percent of their income on gross rent, while about 42 percent of St. Charles renters are similarly cost burdened (see Figure 3). Many St. Charles renters burdened by housing costs are lower-income. Analysis by Harvard University found that “according to the latest Consumer Expenditure Survey, severely burdened families in the bottom expenditure quartile (a proxy for low incomes) spend a third less on food, half as much on pensions and retirement, half as much on clothes, and three-quarters less on healthcare as families paying affordable shares of their incomes for housing.”⁴

Like within the greater CMAP region, fewer owners in St. Charles pay over 30 percent of their income on housing costs than renters (see Figure 4). Currently 35 percent of St. Charles owners are cost-burdened, compared to the region’s average of 39 percent. Future sections of this report will look at those income groups among owners and renters that are most burdened by housing costs.

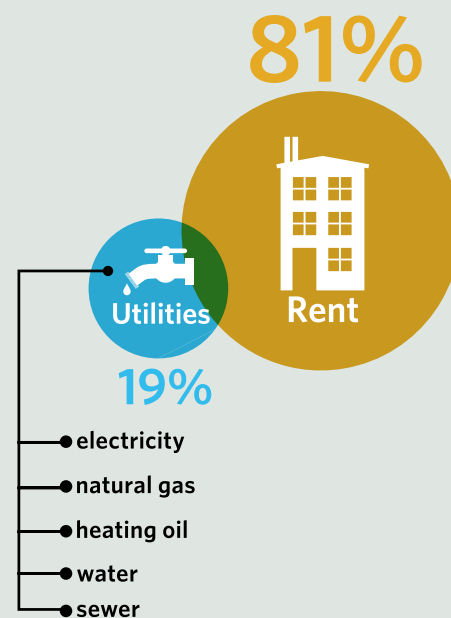
What is included in monthly owner costs?

Average monthly costs for renters in Chicago metropolitan area, 2009



What is included in gross rent?

Average monthly costs for renters in Chicago metropolitan area, 2009



2. Joint Center for Housing Studies. *State of the Nation's Housing 2012*. (June, 2012). Harvard University.

3. Joint Center for Housing Studies. *State of the Nation's Housing 2013*. (June, 2013). Harvard University.

4. Ibid.

Source: Chicago Metropolitan Agency for Planning analysis of the 2009 American Housing Survey (AHS).

The 2009 AHS data includes Cook, DuPage, Grundy, Kane, Kendall, Lake, McHenry, and Will Counties in the metropolitan area.

Utilities and Affordability

Utility costs contribute to gross housing costs and can therefore increase or decrease the number of cost-burdened households in a community. The Kane County 2040 Energy Plan provides 2008 data on energy use in Kane County’s municipalities, including St. Charles. For this report, we will focus on residential energy use by St. Charles’ households compared to Kane County as a whole.

Table 2 highlights residential electricity and natural gas usage in St. Charles and Kane County in 2008. At that time, the average St. Charles household spent \$91 less during the course of the year on energy costs than the average Kane County household, or \$7.58 less per month. The City of St. Charles operates as an electric utility, providing electric services to residential and business customers on a not-for-profit basis. Implementing energy efficient design as part of rehabilitation and new construction in the coming years can further reduce local energy costs and help decrease the number of cost-burdened households.

Table 2. Residential energy use in St. Charles and Kane County

	ST. CHARLES	KANE COUNTY
Average electricity use per household	10,053 kWh	10,324 kWh
Average annual \$ for electricity per household*	\$1,163	\$1,191
Average natural gas use per household	1,451 Therms	1,518 Therms
Average annual \$ for natural gas per household*	\$1,473	\$1,536
Average annual energy costs	\$2,636	\$2,727

*Calculated using average residential sales per kilowatt hour (kWh) (Illinois Commerce Commission Utility Sales Statistics, 2007).
Source: Kane County 2040 Energy Plan.

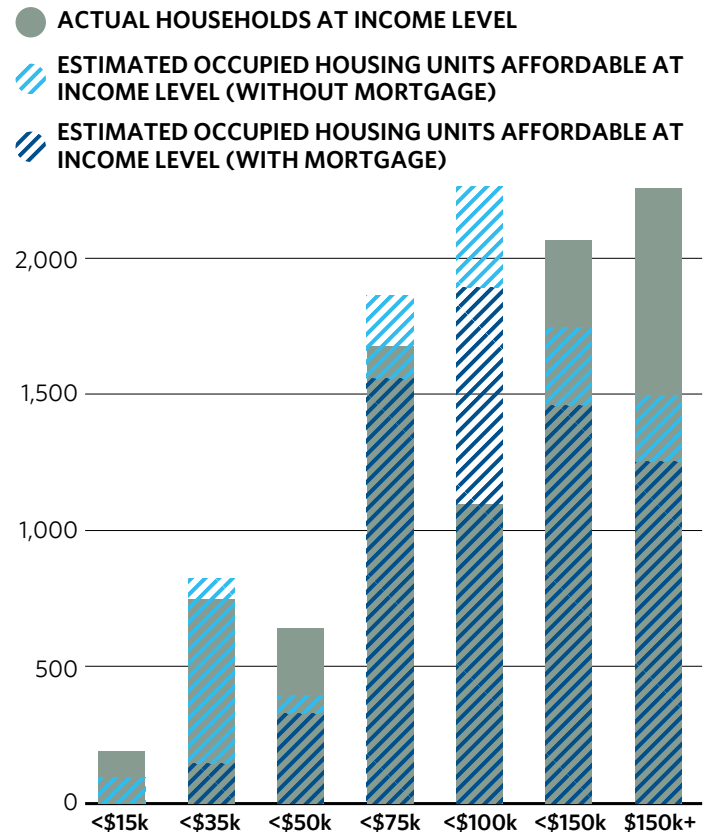
Current Ownership Housing Market

St. Charles currently has a surplus in supply of housing units affordable to middle-income homeowners with household incomes between \$50,000 and \$100,000 (see Figure 5). However, shortages of housing units affordable to families with incomes under \$50,000 is contributing to the 35 percent of St. Charles homeowners that are cost-burdened.

At the higher end of the income spectrum, there is an undersupply of housing units that would require households with incomes over \$100,000 to pay at least 30 percent of their income. This means families that could afford a more expensive mortgage are purchasing housing well under their price range, decreasing affordable buying opportunities for middle-income families.

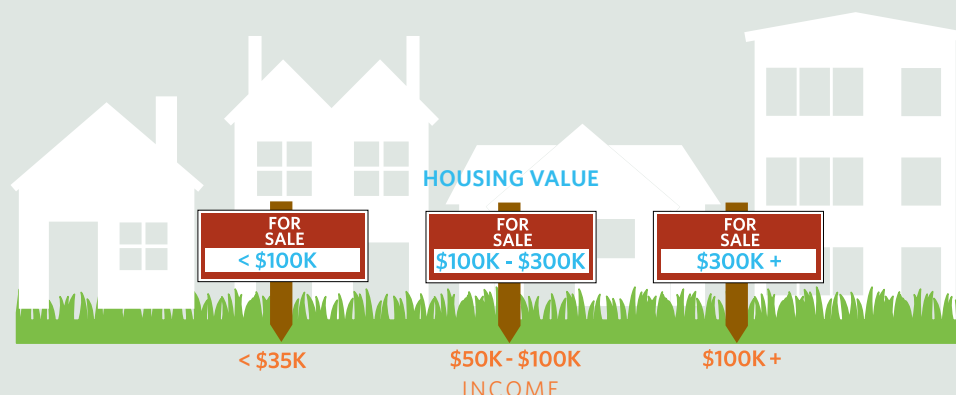
The average household in the region spent 52 percent of monthly homeownership costs on mortgage and interest payments in 2009. This means that housing affordability is greatly impacted on whether or not a home is mortgaged. In St. Charles, ownership units affordable to households earning less than \$35,000 are typically not mortgaged. Owners who do not carry a mortgage usually pay less in total monthly housing costs. Most local owner units affordable to households earning less than \$35,000 per year are occupied by seniors, while the working age population typically occupies units affordable to households earning more than \$35,000 per year. As these un-mortgaged units are sold, many will no longer be affordable to low- and moderate-income households.

Figure 5. St. Charles comparison of owner household incomes with occupied units affordable at each income level



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 inputs.

Translating incomes into housing values

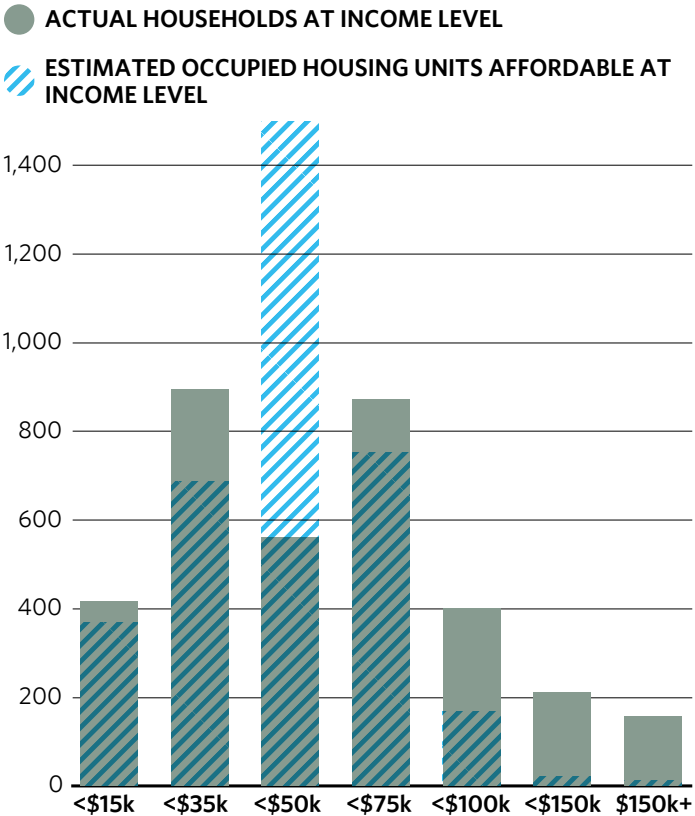


With so many factors influencing what home a household can afford to purchase (housing cost, income, downpayment, credit score, etc.), it can be difficult to figure out how the seven income groups analyzed in the Homes for a Changing Region report correspond to local housing values. A long-standing rule of thumb has been that households should buy units valued at no more than three times their annual income. Using this rough standard, these home values are generally affordable at each of the associated income levels.

Current Rental Housing Market

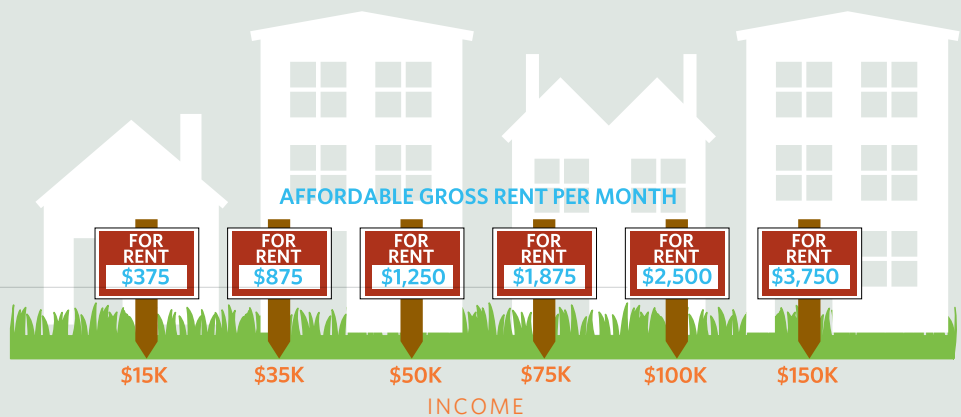
St. Charles' rental market currently provides a plethora of units affordable to households earning between \$35,000 and \$50,000 (see Figure 6). A shortage of affordable units for families whose incomes are under \$35,000 exists. It is likely that these lower income families are living in more expensive units and paying more than 30 percent of their incomes on housing.

Figure 6. St. Charles comparison of rental household incomes with occupied units affordable at each income level



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 inputs.

Translating incomes into rents



Applying the previously discussed concept that households should spend no more than 30 percent of income on housing costs, these gross rents are generally affordable at each of the associated income levels.

Source: Chicago Metropolitan Agency for Planning.

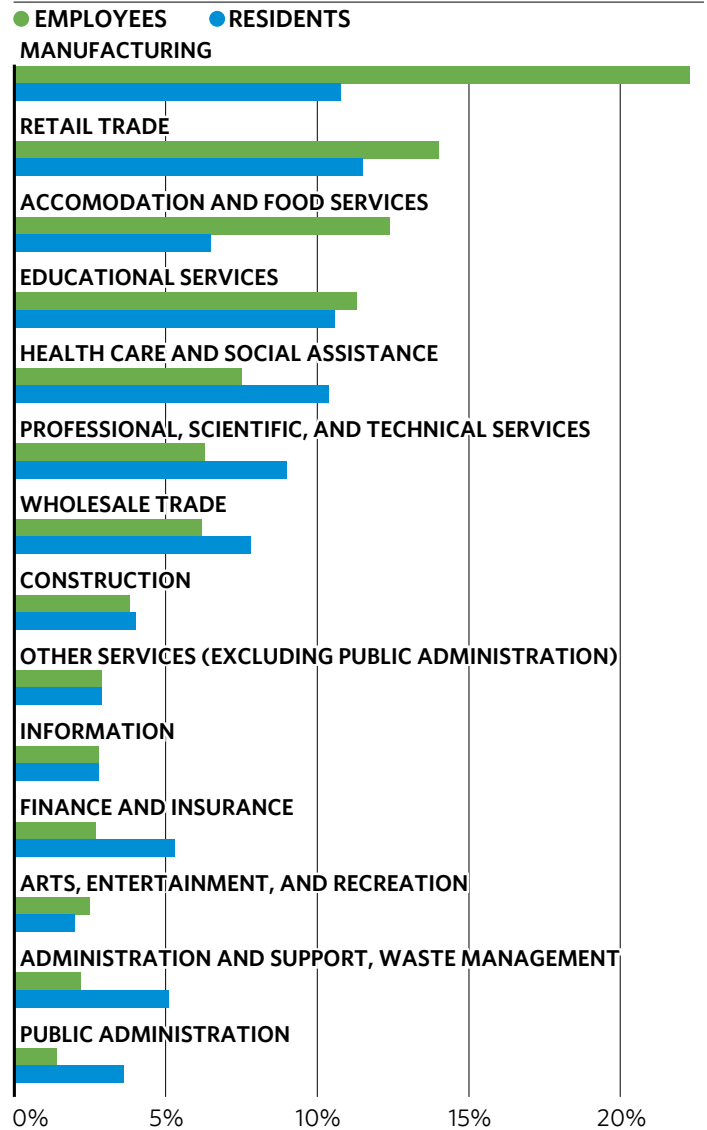
Jobs, Transportation, and Housing

St. Charles offers a mix of single-family, townhome, and multifamily units, as well as a large number of jobs. People working in St. Charles represent built-in demand for housing. There are currently more jobs in the community (20,686) than households (12,201), meaning there are nearly two jobs per household in St. Charles. This may be one reason why St. Charles has been and continues to be an attractive place for households to locate. However, data show that most people employed in St. Charles live elsewhere, and most residents of St. Charles work elsewhere. If a housing unit is located farther away from jobs, the typical occupant will need to spend more time and money on commuting, leave less money for housing and other expenses. This section explores how the local job base impacts the St. Charles housing market.

Jobs

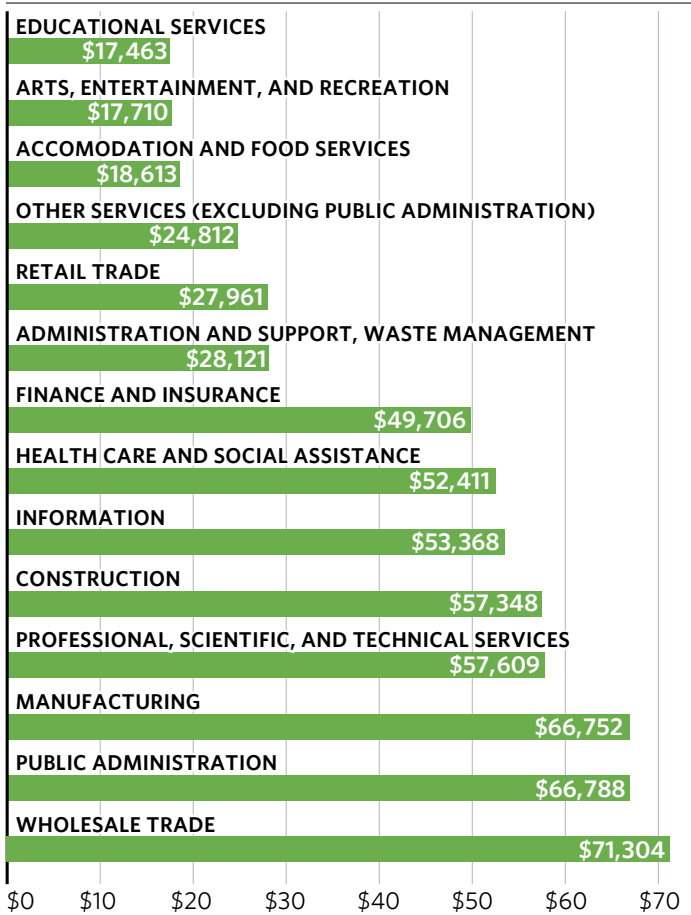
St. Charles offers a large, diverse employment base. Manufacturing, retail trade, and accommodation and food services make up the three largest local industries (see Figure 7), contributing to the total of 20,686 jobs provided in St. Charles. Residents tend to be employed across a wider range of industries, the largest being retail trade, followed by manufacturing and educational services. Figure 8 on the following page shows the average earnings in the four-community subregion for the industries in which most residents or employees work. Local employment opportunities include a mixture of lower earning occupations like retail trade and accommodation and food services and better paying industries like manufacturing and health care. Existing gaps between local employment and residents' employment illustrate the opportunity to have more local residents employed within St. Charles, and more local employees living in the community.

Figure 7. Industries of St. Charles residents and employees, 2011



Source: U.S. Census Bureau, Local Employment Dynamics, On-the-Map data.

Figure 8. St. Charles subregion* earnings,
scale in thousands of dollars



*Subregion includes the following ZIP Codes: 60134, 60174, 60175, 60510, and 60542.

**According to EMSI, the reported earnings include hourly wages, employer contributions for employee pensions and insurance funds, and employer contributions for government social insurance.

Source: Economic Modeling Specialists International (EMSI).

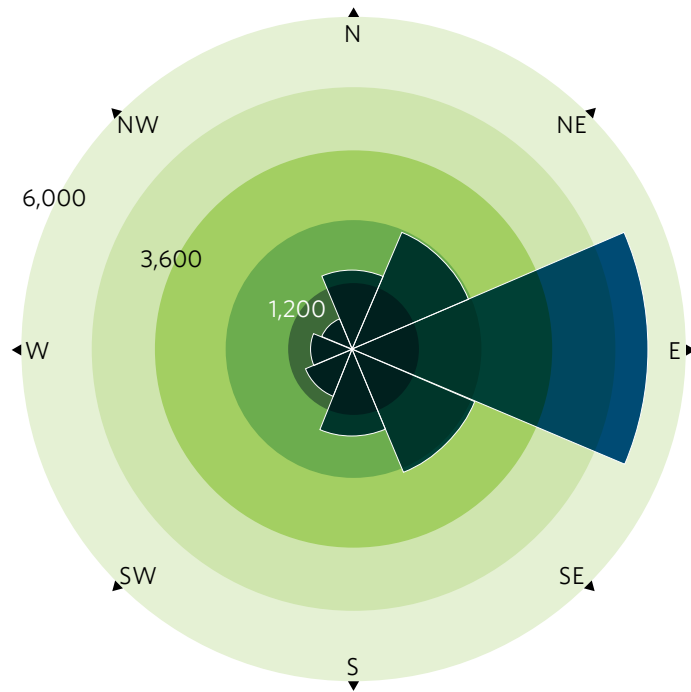
Transportation

The fact that a majority of people employed in St. Charles live elsewhere (87 percent) and a majority of St. Charles' working residents work elsewhere (84 percent) means that most local employees and residents commute to work, sometimes long distances (see Figures 9 and 10). This commute adds transportation costs on top of housing costs, increasing housing unaffordability for some households. Residents working outside of St. Charles predominately commute to the east, including a large portion in DuPage County and Chicago (see Figure 9). Local employees are drawn from a wider range of locations. Employees commute in nearly equally from all directions, and a large portion (28 percent) commute from outside of Kane, Cook, and DuPage Counties (see Figure 9). Less expensive housing options available in areas further out may be one reason for this pattern.

Research by Reid Ewing and others in the *Journal of Urban Planning and Development* has shown that the biggest factor in reducing vehicle miles traveled, a major driver of transportation costs, comes from "putting offices, shops, restaurants, residences, and other codependent activities in close proximity to each other."⁵ The existing mixture of land uses within St. Charles create the interactions that allow those living and working in the city to drive relatively little to meet their daily needs. However, the fact that so many local employees chose not to, or are not able to, live where they work points to the opportunity for pursuing strategies to incorporate more housing in the city that is attainable to the local workforce, therefore reducing vehicle miles traveled and promoting housing affordability.

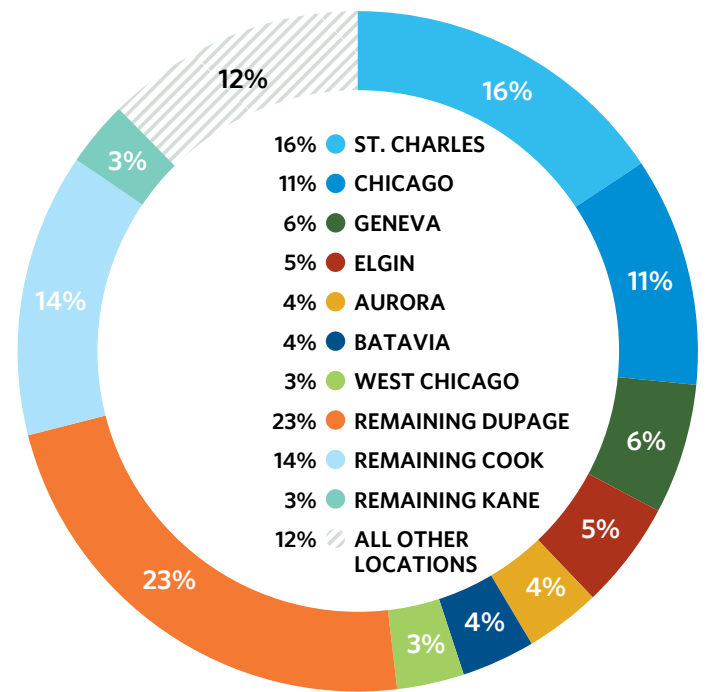
5. ASCE. "Traffic Generated by Mixed-Use Developments - Six-Region Study Using Consistent Built Environmental Measures." *Journal of Urban Planning*, October 2010.

Figure 9a. Where St. Charles residents work
Job counts by distance/direction in 2011, all workers



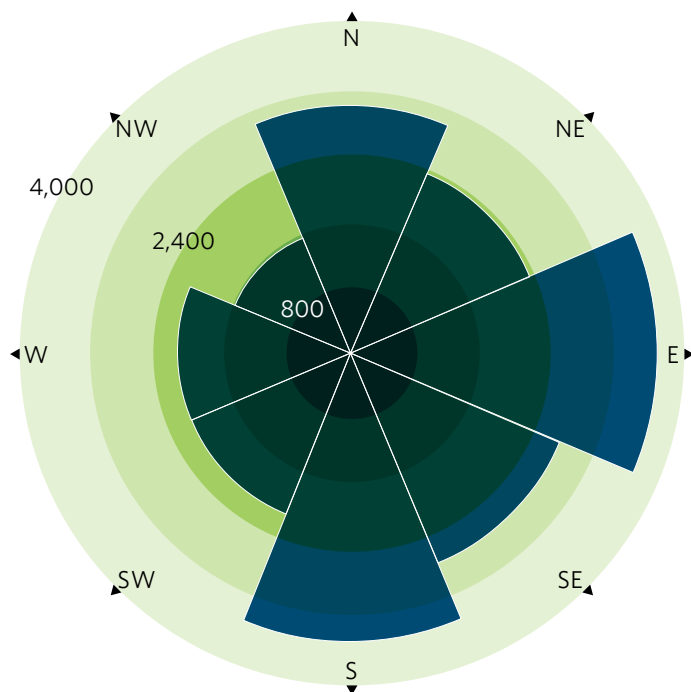
Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 9b. Where St. Charles residents work, 2011



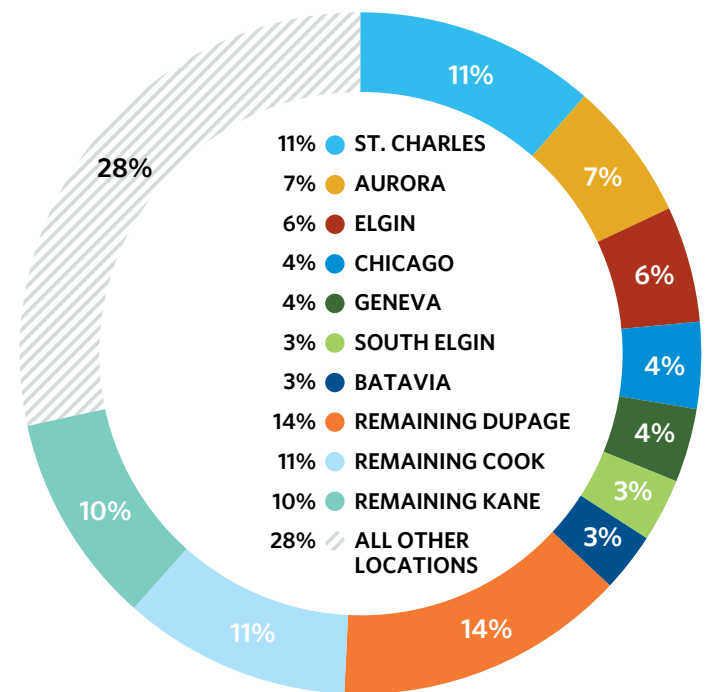
Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 10a. Where St. Charles workers live
Job counts by distance/direction in 2011, all workers



Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Figure 10b. Where St. Charles workers live, 2011



Source: U.S. Census Bureau, Local Economic Dynamics, On-the-Map data.

Projected Future Housing Needs

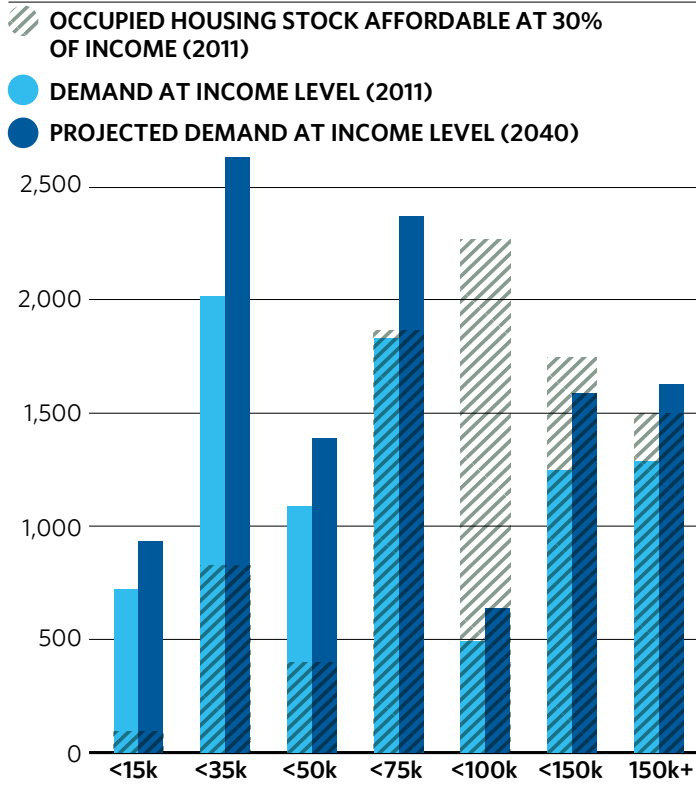
Proactive housing planning needs to take into account those who might live in the community in the future. Blending together U.S. Census data, CMAP's local household and population projections for the year 2040 and national future housing preferences, some realistic estimates can be made of who will want to live in the city over the next 30 years. What types of housing would be necessary to meet the needs of current and future residents?

Future Ownership Needs

Demand for owner-occupied housing in St. Charles is expected to increase across income levels out to 2040 (see Figure 11). St. Charles will have a shortage of owner-occupied housing units affordable to families with incomes below \$75,000, while a surplus of affordable units for families with incomes between \$75,000 and \$150,000 is expected. Projected shortfalls in supply for low-, moderate-, and middle-income households could further increase the number of cost-burdened owners, as buyers attempt to purchase the surplus of homes affordable to middle- and upper-income households. For households earning less than \$35,000, the financial realities of property acquisition, construction costs, and financing make development very difficult. In total, approximately 2,500 additional ownership housing units would be required to meet the growth in demand out to 2040.

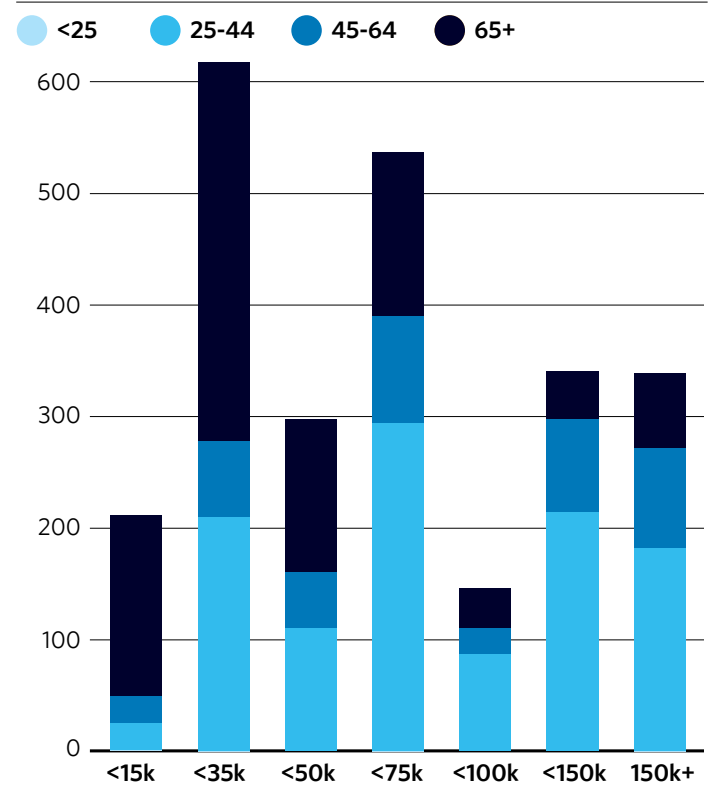
Across income levels, seniors (age 65+) are expected to drive a significant portion of future demand, particularly at the lower income levels (see Figure 12). This growth signifies the importance of new senior-oriented development in the city, as well as resources for seniors to comfortably age in place. Younger adults (ages 25-44) will drive much of the growth in demand at the middle to upper income levels, signifying that the community will continue to attract households with families.

Figure 11. St. Charles 2011 households and housing stock compared with 2040 owner demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Figure 12. St. Charles 2011-40 change in owner demand by age and income

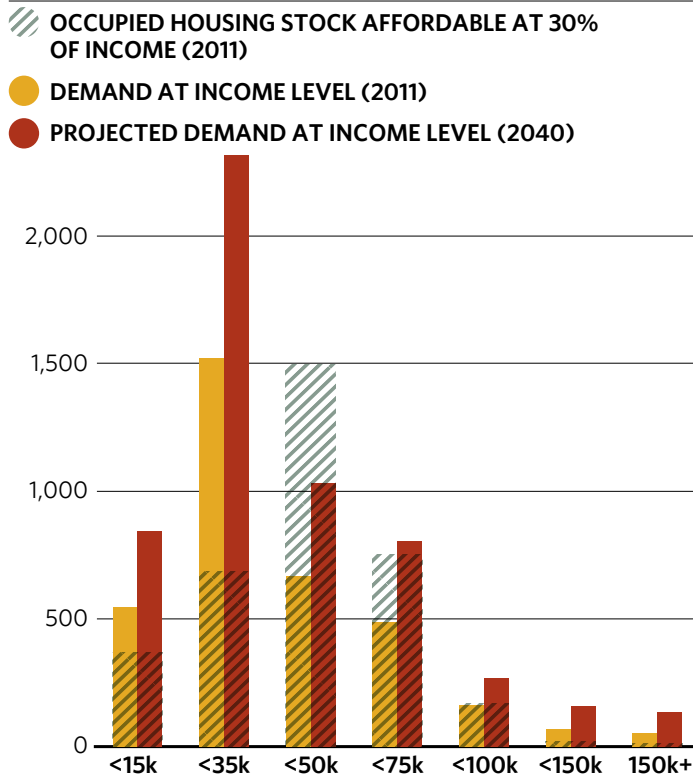


Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Future Rental Needs

Like for ownership housing, rental housing demand is expected to grow for all income levels (see Figure 13). The most growth will be for rentals affordable to lower-income households with incomes between \$15,000 and \$35,000. A shortage of supply for housing affordable for that income range is anticipated, as well as for all incomes other than those falling between \$35,000 and \$50,000. Much like with

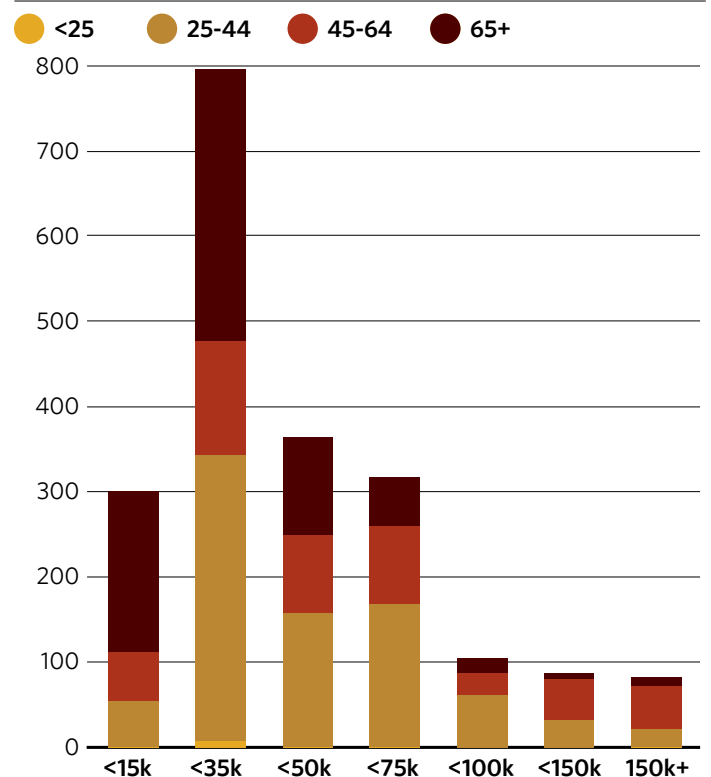
Figure 13. St. Charles 2011 households and housing stock compared with 2040 renter demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

owners, the age groups driving the growth in demand will be predominantly seniors and younger adults (see Figure 14). Accommodating this growth would require approximately 2,000 additional units in St. Charles. Without the development of additional housing for low-income renters, the number of cost-burdened renters has the potential to increase further.

Figure 14. St. Charles 2011-40 change in renter demand by age and income



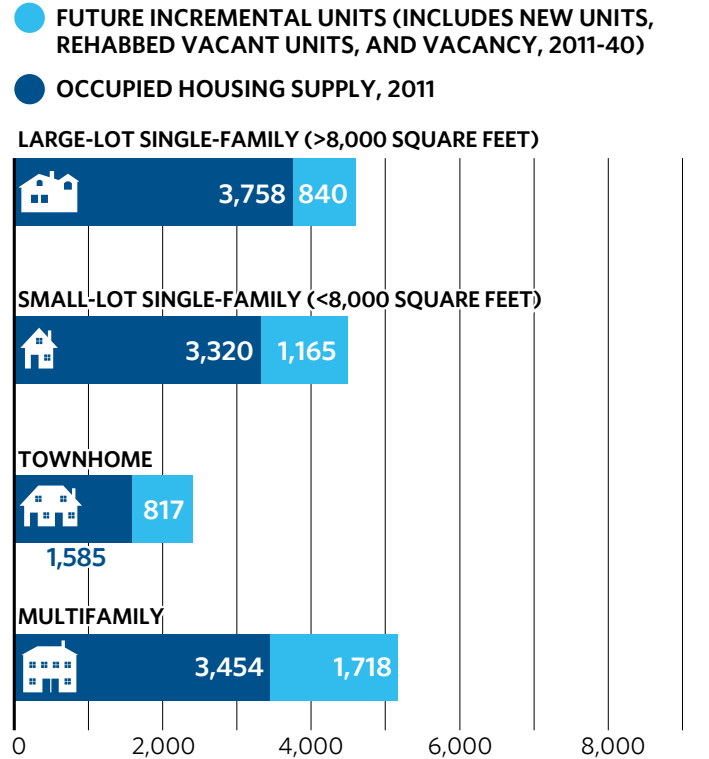
Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Housing Demand by Type of Unit

Based on the breakdown of projected future owners and renters in St. Charles along with national estimates of future demand for four broad housing types (large- and small-lot, single-family, townhome, multifamily), a forecast of demand for additional housing units in 2040 arises. This “balanced housing profile” shows demand for 4,540 additional units between now and 2040 (see Figure 15).⁶

Much of these additional units will be for denser unit types, influenced by strong senior demand (1,640 of the 4,540 additional units), and by changing housing preferences. By unit type, there will be demand for 840 large-lot single-family homes, 1,165 small-lot single-family homes, 817 townhomes, and 1,718 multifamily units between now and 2040.

Figure 15. St. Charles future balanced housing profile



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

6. Note that this figure is higher than the projected increase in households between 2011 and 2040 (3,231) because of the inclusion of potential future vacant units. See the Appendix for more information about the methodology.

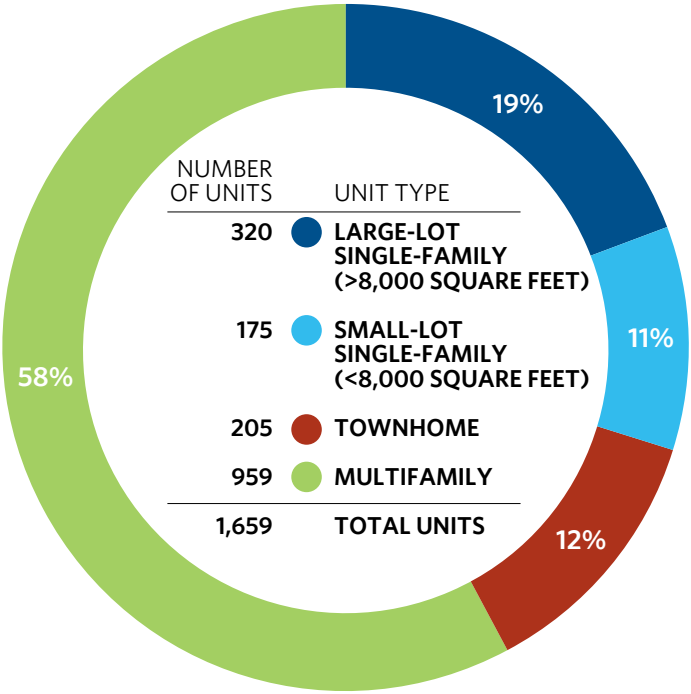
Capacity for Growth

Forecasted population and household growth is only one half of the equation when considering future housing needs. To plan for future households and housing, it is imperative to consider St. Charles’ capacity to add additional units. To understand the City’s ability of accommodate projected growth, two key sources of capacity were reviewed: development/redevelopment and vacancy.⁷

Development/Redevelopment Analysis

The development/redevelopment analysis considers how St. Charles could grow over the next 30 years based on current land use regulations, development approvals, and key development sites. Kane County and City staff calculated the total square footage of vacant and redevelopable land in the City by reviewing Kane County Assessor data. After that, the City’s current zoning and development standards were applied to those figures to calculate how many units could be built, given the amount of vacant and redevelopable land within the various zoning districts. While this analysis did not include the capacity to develop land in the City’s planning area that could be later annexed, City staff identified between 53 and 103 undeveloped acres adjacent to the City’s current boundary that could be annexed in the short term.

Figure 16. St. Charles maximum capacity by unit type







Source: Chicago Metropolitan Agency for Planning and Kane County analysis of the North Aurora zoning ordinance and Kane County assessor data.

7. See the Appendix for more information about the methodology.

Based on this analysis, St. Charles has the capacity to add approximately 1,659 additional dwelling units (see Figure 16). Should the City decide to plan for the estimated increase in its population possible by 2040, this would account for 36 percent of the 4,540 additional units needed to meet demand. By unit type, maximum capacity would not be sufficient to meet the increase in demand for any of the four housing types.

Table 3. St. Charles maximum capacity by unit type with existing zoning in place

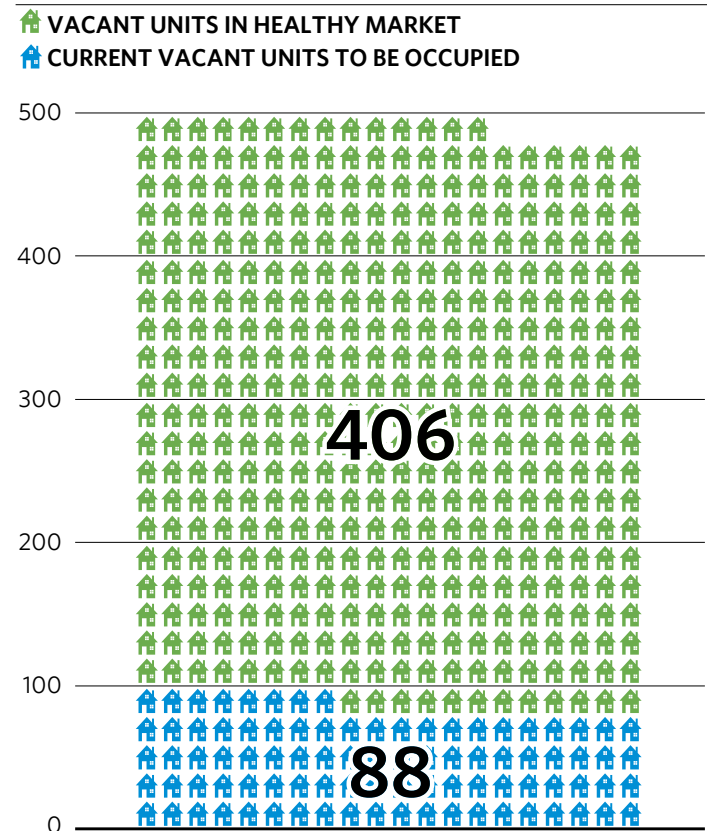
TYPE	UNITS
 Large-lot single-family (>8,000 square feet)	320
 Small-lot single-family (<8,000 square feet)	175
 Townhome	205
 Multifamily	959
TOTAL	1,659

Source: Chicago Metropolitan Agency for Planning analysis of the St. Charles zoning ordinance and Kane County assessor data.

Vacancy Analysis

Because of the current housing market, many homes now vacant may not be in the future, allowing people to move in without building new units. According to 2007-11 American Community Survey (ACS) estimates, St. Charles has approximately 494 vacant units, making up about 3.9 percent of the City's housing stock. Normal long-term vacancy rates for a strong community are 7.4 percent among rental units and 1.5 percent among owner-occupied units.⁸ Given the number of local owner and rental units and a healthy housing market, the City should only have approximately 406 vacant units, a vacancy rate of approximately 3.2 percent. Therefore, 88 currently vacant units could be occupied in the future as St. Charles grows and the market stabilizes (see Figure 17). This capacity would allow the City to accommodate a small share of projected growth (about 2 percent).

Figure 17. St. Charles breakdown of current vacant units



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of American Community Survey 2007-11.

8. Belsky, E., Bogardus Drew, R., McCue, D., *Projecting the Underlying Demand for New Housing Units: Inferences from the Past, Assumptions about the Future*. (November, 2007). Joint Center for Housing Studies, Harvard University. <http://tinyurl.com/mlwyddq>.

Urban Design Focus Area

In November 2013, the Homes for a Changing Region team conducted a community workshop in St. Charles where residents, community leaders, officials, and others shared their views on five sites that make up the focus area selected by the City (see Figure 18). These five sites are located on and near Randall Road in St. Charles and present the opportunity

to incorporate residential uses along the commercial-dominated corridor. The sites include the vacant former St. Charles Mall site, a commercial area, an apartment complex, acreage currently used for agriculture, and a large vacant area that includes parking for the Kane County Fairgrounds.

Figure 18. St. Charles urban design focus area



Figure 19. Charles urban design focus area visualization 1

Source: Solomon Cordwell Buenz.

At the workshop, stakeholders discussed a number of development options for the five areas. A mixture of uses was identified for most sites, incorporating single and multifamily housing, large- and small-scale commercial uses, and a multitude of amenities like bike paths, community gardens, and parks, as well as the use of landscape buffering between adjacent uses.

Based on this feedback, a potential development layout was created which incorporates a variety of uses on the focus area sites while adding significantly to the City's housing stock (see Figures 19-21). The following image shows potential mixed-use development layouts on each of the five sites. Single-family and/or multifamily residential uses are incorporated on each site, with landscape buffering between the residential uses and mixed-use/commercial structures fronting Route 38, where applicable.

Figure 20. Charles urban design focus area visualization 2

Source: Solomon Cordwell Buenz.

Figure 21. Charles urban design focus area visualization 3

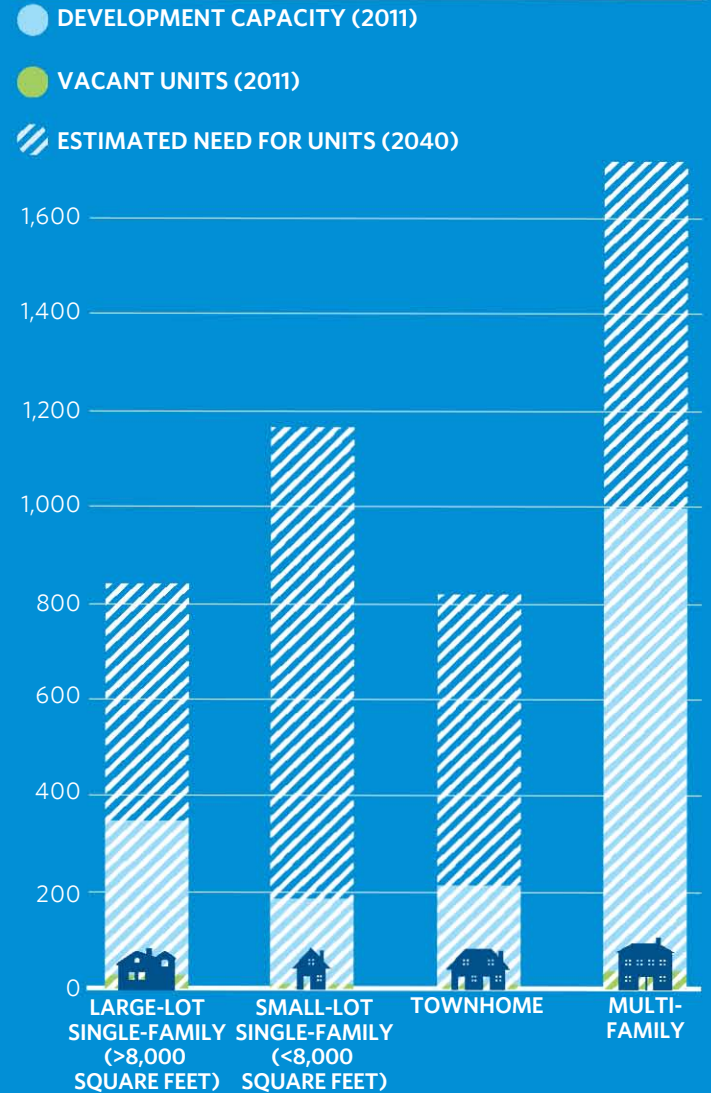
Source: Solomon Cordwell Buenz.

Conclusions & Recommendations

Taking into account the capacity available through development, redevelopment, and vacancy, demand for future housing will outstrip available capacity for new housing construction by roughly 2,800 units (see Figure 22). Available capacity will not be sufficient to meet demand for any of the housing types, though the greatest gap is expected for small-lot single-family homes, followed by multifamily units.

Decisions regarding whether to grow by annexation or redevelopment will have the biggest impact on the City's current housing market. Regardless of the route chosen, maintaining existing units and fostering an open housing market will be very important. The following policy recommendations will help the City meet the housing needs of its current and future residents.

Figure 22. St. Charles demand vs. vacancy and capacity, by housing type



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model, Kane County Property Assessor data, and U.S. Census Bureau inputs.

Recommended Housing Strategies

1. Consider zoning and rezoning redevelopable and newly annexed land to accommodate current and future housing demand.

St. Charles staff and *Homes* data have identified multiple parcels that may be suitable for annexation and redevelopment within the City's planning area. These areas present the opportunity for the development of diverse housing types within and directly adjacent to the city's current boundary. City staff has identified up to 103 acres that could be annexed in the short-term. This acreage is immediately adjacent to St. Charles' existing municipal boundary and is within the city's planning area.

Additionally, the *Homes* capacity analysis identified 98 acres of currently redevelopable land within the City's incorporated area. Data indicates that there is, and will continue to be, high demand for a variety of housing types in the city, affordable to a range of incomes. The most significant unmet demand is expected for multifamily units, including mixed-use development, and for small-lot, single-family units. The zoning of any newly annexed land and the rezoning of redevelopable parcels can help accommodate anticipated gaps in the city's housing supply.

2. Consider options to increase residential density in downtown St. Charles through context and design-sensitive development.

The City of St. Charles should consider zoning code amendments and policies to encourage increased residential density in the downtown. The existing downtown infrastructure, including retail stores, services, entertainment destinations, restaurants, jobs, and mobility options, makes the downtown area an ideal location to increase population density. Increasing the downtown population would also result in more foot traffic to support downtown businesses. Through the First Street Redevelopment Planned Unit Development, progress has been made to add housing to the downtown area. This has resulted in the construction of new apartment and townhome units, with subsequent phases anticipated to add more housing. Additional policies to encourage downtown residential development will expand on this success.

Methods to consider include creating a downtown building height overlay district, reducing parking standards, and amending per unit area requirements. Special attention should be given to architectural and public space design.

- A downtown building height overlay district could cover all or parts of the CBD-1 (Central Business District) and CBD-2 zoning districts, as deemed appropriate, without impairing important sightlines and harming the historic character of the downtown. Currently, the highest permitted multifamily structures in the downtown area are five stories. Allowing for the development of slightly taller buildings would decrease the price per unit for the developer, resulting in the provision of lower cost multifamily units, the demand for which data show is currently unmet and is expected to grow in the future. Increasing the height of downtown St. Charles would create the potential for increased mixed use development, including restaurants and entertainment, and multifamily housing, which appeals to the younger population the City wishes to attract. The City of Batavia has adopted a building height overlay district in their downtown and can be used as a resource.
- The City should also consider examining its parking standards for residential development in the CBD-1 and CBD-2 zoning districts to determine whether the existing standards could be revised to meet parking demand while avoiding unnecessary costs to developers, which in turn increases per-unit prices to renters and owners. CMAP has developed “Parking Strategies to Support Livable Communities,” a toolkit to help communities address their parking concerns, which may be a good starting point for exploring changes to parking requirements. The City may consider applying to CMAP for completion of a parking study. This study would help the City analyze the existing zoning code and determine the ideal parking requirements for the downtown area.
- The City should explore options for reducing the lot size requirements for residential units in the CBD-1 and CBD-2 zoning districts in order to provide new opportunities for higher density residential development. The lot size requirement for the CBD-1 district, 1,000 sq. ft. per residential unit, results in a maximum density of 43 units per acre. For the CBD-2 district, 2,200 sq. ft. per residential unit is required, for a maximum density of 19 units per acre. Reducing the per unit lot size requirements would allow for increased residential density, create new opportunities for adding residential units, encourage the adaptive reuse of existing buildings, and would help developers to reduce per-unit costs, dropping the unit price or rent for consumers.
- While encouraging new downtown residential and mixed-use development, the City should ensure the architecture of new structures is compatible with the historic character of the downtown, taking cues from architectural elements present among the City’s iconic downtown buildings. While architectural design itself is important, elements of surrounding public spaces should be given special consideration. This includes supporting open space, particularly along and connecting to the riverfront, and sidewalk width able to accommodate outdoor café seating, inviting benches, and increased foot traffic and street life. Through good urban design that creates a “living room” of sorts for residents and patrons of downtown, the area will become a more attractive place to live, work, play, and invest.

3. Explore options for employer-assisted housing programs.

The City should educate St. Charles employers about opportunities for employer-assisted housing (EAH). Through EAH, companies provide financial counseling and assistance to their employees to purchase or rent homes in close proximity to where they work. In St. Charles, where demand for housing affordable to moderate-income households exceeds supply, and where many of the jobs provided in the community pay moderate wages, EAH benefits could help those working in St. Charles to obtain affordable housing within the community.

EAH not only benefits employees; employers benefit, as employers can attest to lower turnover rates and increased success in recruitment, while communities reap the benefits of the subsequent investment made by homebuyers. An additional employer benefit is the significant reductions in employee travel times to work, creating a workforce that is more invested in their workplace and the communities in which they now live (which are typically the communities that the employers sought to impact in the first place).

St. Charles has a strong base of manufacturing jobs, with 4,613 (22.3 percent) of jobs provided in St. Charles in the manufacturing sector, as well as a large percentage of jobs in educational services (2,331; 11.3 percent). Employers working in these sectors generally earn modest incomes, and may have difficulty finding attainable housing within St. Charles. EAH can help bridge the housing affordability gap faced by this sector.

Metropolitan Planning Council (MPC) recommends that employers connect with nonprofit housing counselors to assist in starting and managing EAH programs. MPC is currently developing an EAH guide that the City could reference to administer the program.

4. Incorporate attainable workforce housing along major transportation corridors.

St. Charles should consider residential uses as a component of redevelopment projects along primary transportation corridors within the city. Developers should be encouraged to utilize the density bonus provisions established in Chapter 17.18 “Inclusionary Housing” for providing affordable housing units, as well as Kane County’s Transportation Impact Fee Discount Program for dense housing constructed near Pace bus stops within St. Charles’ city limits. Along the Randall Road corridor in particular, the inclusion of residential uses is consistent with Kane County’s Randall/Orchard Corridor Bus Rapid Transit (BRT) Feasibility Study that shows the need for housing developments on transit routes to reduce traffic congestion and provide affordability for residents through decreased transportation costs. St. Charles should also consider recommendations from the forthcoming joint CMAP/Kane County Primary Transit Network Study. Long-term plans for BRT on Randall Road will lead to increased pressure for residential development along the corridor.

5. Encourage housing options for seniors.

St. Charles understands the need to provide senior housing options in the community. A variety of senior housing options currently exist in the City, such as Hunt Club Village, Carriage Oaks, and Carol Towers independent living apartments, as well as Delnor Glen which offers independent living townhomes, memory care, and assisted living. Given the projected increases in the local senior population out to the year 2040, the City should continue to support senior housing developments, including continuum of care facilities. These facilities offer a range of housing types and services for seniors depending on need. The City should continue to encourage a mix of senior housing options through the following efforts:

- Actively seek to attract senior housing development, particularly a continuum of care facility, by working to market St. Charles as an attractive location for senior development and forming relationships with potential developers. Special consideration should be given to affordable senior housing/continuum of care developments.
- Consider creating an incentive package to attract the type of senior housing the City desires. Incentives could include density bonuses, reduced permitting fees, and reduced parking requirements.
- The City should work with the Central Fox Valley subregion to develop “aging in place” information for residents, which would identify important modifications needed to improve accessibility, eliminate barriers, and create safer spaces for seniors who wish to remain in their current home.

6. Reexamine options for establishing a residential rental licensing and inspection program

The City in the past has considered creating a residential rental licensing and inspection program to ensure rental units comply with housing standards and City ordinances and to enable the enforcement of such standards. A proposed ordinance mandated owners of rental properties to receive an annual license. Rental unit inspections would be required prior to issuing the initial license and would cover exterior, interior, and common areas. Subsequent inspections would occur every four years. Annual license and inspection fees would be set at levels sufficient to cover program costs.

St. Charles should revisit the proposed ordinance or a modified version thereof. Licensing and inspections of rental units would ensure that all rental housing in the City is safe for occupants and well-maintained so as to protect the long term viability of the unit as well as surrounding property values.

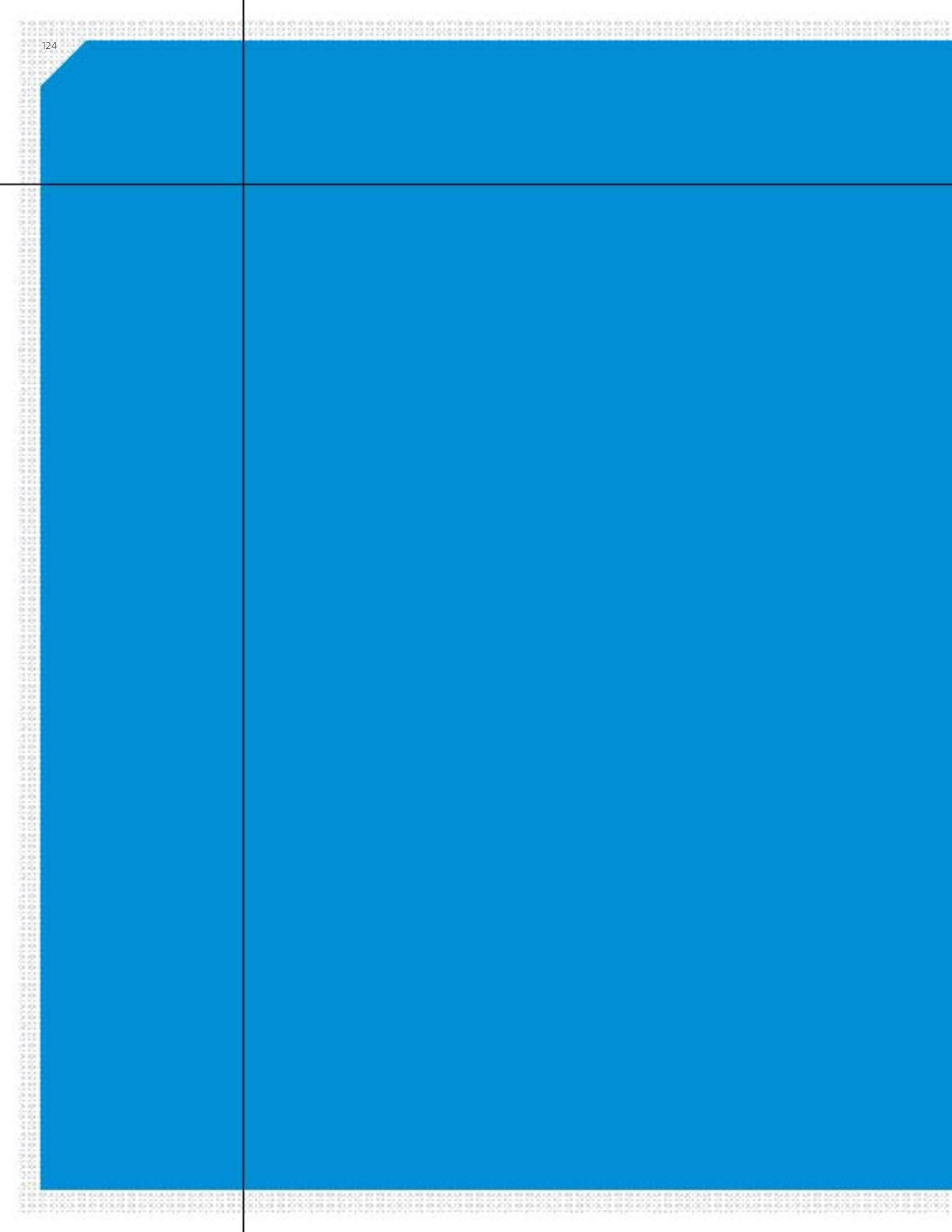
7. Reaffirm the City's commitment to be an open community.

A key component for any community seeking to maintain an efficient and effective housing market is ensuring that local housing and service providers show openness to current and future residents of all backgrounds. The following strategies outline ways St. Charles can continue fostering openness throughout the City.

The St. Charles website provides information to new and existing residents about services available in the City, including information on local, county, and state resources. The City's website does not appear to currently provide information about how residents can file complaints about housing discrimination. St. Charles should provide such contact information on its website. Moreover, the City should ensure that all of the service information reflects its commitment to openness by including a statement of welcome for people of all backgrounds. The City should also consider installing a translation widget like Google Translate to its website to provide a variety of language options in which City materials can be viewed. City materials should also be accessible to persons with disabilities, including those with sight or hearing impairments.

Care should be taken to make sure that multifamily housing meets both the design standards of the Illinois Accessibility Code (IAC) and the Fair Housing Act. Statewide, the IAC requires that new residential housing be accessible to persons with disabilities. Under the IAC, prior to issuing permits, municipalities must evaluate whether the designs comply with the IAC. However, municipalities are not obligated to assess whether the plans comply with the federal Fair Housing Act under the IAC. The federal law requires that multifamily housing with four or more units include basic attributes of accessibility (e.g., accessible entrances, accessible routes, accessible kitchens and bathrooms, and accessible common areas).

The City should make a concerted effort to actively partner with non-profit organizations that assist lower-income individuals and households obtain, retain, and maintain housing in the community. Partnerships with organizations serving St. Charles, including Habitat for Humanity of Northern Fox Valley, Mercy Housing, Lazarus House, and Community Contacts, Inc. should be pursued and supported.



Appendix

Approach and Methodology

The analysis in this report is based, in part, on a model that helps project future housing needs in studied communities. The *Homes* model is part of a suite of open source regional planning tools (*Envision Tomorrow*) created by Fregonese Associates, a consulting firm based in Portland, Oregon.¹ As described by Fregonese Associates, the model “is a tool that leverages demographic data and the power of scenarios to estimate a community’s future housing needs.” Since becoming involved in the project in 2010, CMAP has made modifications to the open source version, in particular the addition of CMAP’s population and household growth projections. This technical appendix provides an overview of the three analytical components of the model used in this report to determine housing needs for the four communities individually and combined: a housing needs analysis, a capacity analysis, and a future housing type analysis.

1. See <http://www.frego.com/services/envision-tomorrow/>.

Housing Analysis

Housing needs are driven by a combination of current housing choices and projected future demographic trends. In many areas around the country, housing planning builds future recommendations off existing housing needs, simply extrapolating current conditions into the future. This process often fails to address larger population and household dynamics (and by extension the true housing “needs”) not immediately obvious from a review of the most recent Census tables.

The model’s approach was based on research showing that two variables — age of head of household (Age=A) and household income (Income=I) — demonstrated significantly stronger correlation with housing tenure than other variables, including household size. Fregonese Associates selected these two variables as the primary demographic components of the model. As expected, data gathered during research showed that different Age/Income (AI) cohorts make significantly different housing tenure choices. For example, a household headed by a 53 year-old and earning \$126,000 is likely to make a different housing choice than one headed by a 29 year-old and earning \$43,000.

Beyond age and income for the current and future projected population, the model also focuses on the issue of “affordability.” This concept does not refer to low-income housing, but rather to the relationship between incomes and housing costs. The “30 percent rule” assumes that housing is only affordable for a household if it spends less than 30 percent of its gross income on housing expenses. The model is built around the assumption that households should spend no more than 30 percent of their income on housing costs. In reality, many owners and renters spend less than 30 percent of their income on housing, particularly higher income households. Therefore, the model includes an adjustment that reflects this reality.

- The model is first used to calculate the total number of housing units needed for the planning period based on:
- CMAP GO TO 2040 population and household projections for the year 2040.
 - The current number of people in group quarters.
 - The current number of occupied housing units (number of households).
 - The current average household size.
 - An assumed long-term vacancy rate for the study area in a healthy housing market.

The data sources for the population estimates, people in group quarters, and occupied housing units come from the U.S. Census Bureau’s most recent 5-year American Community Survey (ACS) data. The households in each AI cohort are calculated by utilizing ACS data to determine the percentage of households that are in the 28 AI cohorts (4 age cohorts and 7 income cohorts).

Age and income cohorts for analysis

AGE COHORT	INCOME COHORT
<25	<\$15K
25-44	<\$15K<\$35K
45-64	\$35K<\$50K
65+	\$75K<\$75K
	\$100K<\$100K
	\$150K<\$150K
	\$150K+

Future Housing Demand by Type

The ACS-generated tenure parameters used in the model represent the probability of being a renter or homeowner for each of the 28 AI cohorts. Based on these tenure parameters, the model allocates those households in each AI cohort to an indicated number of rental and ownership units that is affordable for the income range for that cohort. The model then aggregates the units demanded within each income range to show the total units that could be afforded at each income range by tenure. To estimate the future AI cohorts, the current AI percentages were adjusted to reflect demographic forecasts for the nation by the U.S. Census Bureau.

CMAP GO TO 2040 Population and Household Projections

A key component of the model is the projected population and households for each of the studied municipalities in 2040. The Chicago Metropolitan Agency for Planning 2040 *Forecast of Population, Households and Employment* was developed in support of the GO TO 2040 comprehensive regional plan adopted on October 13, 2010. This forecast was developed through the creation of a “reference scenario” based on current population and land use trends. Mathematical modeling techniques were then employed to evaluate how the distribution of population and employment would change in response to different planning strategies that might increase or dampen the amount of socioeconomic activity within a given area. The data in this forecast reflect the CMAP Preferred Regional Scenario, which was developed in part through a series of Invent the Future workshops held throughout the region between May and September 2009. Because of the connection between the projections and the Preferred Regional Scenario, the projections reflect a region where the GO TO 2040 plan has been successfully implemented.

The age and income projections that come out of the housing analysis were translated into a future balanced housing profile for each community using national projections of future residential preference for single-family, townhome, and multi-family units. The surveys, compiled by the University of Utah’s Dr. Arthur C. Nelson, include information from the Robert Charles Lesser and Company (RCLCO) and Dr. Nelson’s own projections from his recent book *Reshaping Modern America: Development Trends and Opportunities to 2030*.² These surveys are then compared to the current national housing type distribution from the U.S. Census Bureau’s 2011 American Housing Survey (AHS). The change between the AHS data and average of the future housing type projections was then applied to each community’s current housing type distribution and the estimated increase households from the housing analysis section.

2. Nelson, Arthur C. *Reshaping Modern America: Development Trends and Opportunities to 2030*. Island Press, 2013.

Capacity Analysis

While the housing analysis section provides information on demand by future housing by age, income, and housing type, a complete analysis must compare these figures to the present capacity for growth in each community. A capacity analysis was conducted for Batavia, Geneva, North Aurora, and St. Charles. The capacity analysis contained two major components.

- An estimate of the amount of development potential remaining under the existing zoning based on developable and/or redevelopable land or long-term planning. This approach uses Geographic Information Systems (GIS) and the calculated development capacity of land is based on standardized buildable land assumptions.
- The number of currently vacant housing units that may be occupied by future households as the local housing markets stabilize. This approach is based on both nationwide research on the vacancy rates typically associated with rental and owner housing along with ACS data on the current local vacancy rate.

When these sources of capacity are combined, they illustrate each community's ability to accommodate projected future growth without adjustments to local zoning ordinances.

Geographic Information Systems

GIS was used to calculate vacant and redevelopable land, after environmentally constrained lands were removed. The basic GIS process involved several steps.

- Kane County and Cook County Assessor parcel data was used to summarize vacant acres of land by zone (this includes removal of environmentally constrained land – e.g. wetlands, flood plains, and steep slopes).
- Kane County and Cook County Assessor parcel data was used to summarize redevelopable acres of land by zone, based on the ratio of land value to improvement value, with redevelopable acres being those with a land value greater than the improvement value.
- The maximum density allowed in the zoning code for each zone was calculated using municipal zoning codes.
- The development potential of vacant land by zone was calculated by multiplying maximum density by vacant acres.
- The development potential of redevelopable land by zone was calculated by multiplying maximum density by non-vacant acres.
- The initial capacity estimates were submitted to the municipalities for review and refinement.
- Based on municipal input, necessary adjustments were made.

Advisory Group: CMAP Housing Committee

Alan Banks	Office of Congresswoman Robin Kelly
Nora Boyer	Village of Arlington Heights
Rob Breymaier	Oak Park Regional Housing Center
Sarah Ciampi	Lake County Community Development Division
Allison Clements	Metropolitan Mayors Caucus
Paul Colgan	PSColgan & Co.
Spencer Cowan	Woodstock Institute
Adam Dontz	LakeStar Advisors
Nancy Firfer	Metropolitan Planning Council
Andy Geer	Enterprise Community Partners
Becca Goldstein	Neighborhood Housing Services of Chicago, Inc.
Sharon Gorrell	Illinois Association of Realtors
Adam Gross	Business and Professional People for the Public Interest (BPI)
Tammie Grossman	Village of Oak Park

Calvin Holmes	Chicago Community Loan Fund
Jane Hornstein	Cook County Bureau of Economic Development
Kevin Jackson	Chicago Rehab Network
Paul Leder	Manhard Consulting, Ltd.
Anthony Manno	Regional Transportation Authority
Thomas Moes	Chicago House
Janice Morrissy	South Suburban Housing Collaborative
Lisa Pugliese	Affordable Housing Corporation of Lake County
Carrol Roark	DuPage County Community Development
Geoff Smith	DePaul University Institute for Housing Studies
Andrea Traudt	Illinois Housing Council
Aisha Turner	Illinois Housing Development Authority
Kim Ulbrich	McHenry County Planning and Development
Stacie Young	The Preservation Compact

Central Fox Valley Subregion Housing Factsheet

Estimated 2040 Housing Demand by Income

The tables in this section compare the number of dwelling units in 2011 (ACS data) that were “affordable” to households within an income category with the projected demand for such units in 2040. A unit is defined as “affordable” if a household can live in it by allocating no more than 30% of its income for housing-related costs (rent, mortgage payments, utilities, etc.). If the 2011 housing stock for an income category exceeds the 2040 demand projections, it means that a municipality may already have units beyond its forecasted need. If, however, 2040 demand is higher than the 2011 housing stock, additional units may be needed to meet projected demand.

Central Fox Valley Subregion population and household forecast 2007/2011-40

	2007-11 ACS	2040 CMAP	% CHANGE
Households	34,861	48,010	38%
Population	96,210	126,898	32%

Source: U.S. Census American Community Survey and Chicago Metropolitan Agency for Planning GO TO 2040 projections.

The data for 2007-11 average comes directly from the U.S. Census Bureau’s American Community Survey. The projections for 2040 reflect a forecast of each community’s potential population and household growth if CMAP’s GO TO 2040 plan is implemented.

Central Fox Valley Subregion rental housing

	<\$15k	<\$35k	<\$50k	<\$75k	<\$100k	<\$150k	\$150k+	TOTAL
Occupied housing stock affordable at 30% of income (2011)	878	1,545	3,171	1,602	402	89	54	7,740
Demand at income level (2011)	1,559	3,460	1,425	813	257	152	73	7,740
Projected demand at income level (2040)	2,470	5,607	2,338	1,456	486	420	310	13,087
<i>Target units needed to meet projected demand by income</i>	1,593	4,063	n/a	n/a	84	331	256	5,347
<i>Additional units beyond forecasted need within this income range</i>	n/a	n/a	833	146	n/a	n/a	n/a	n/a

Please note that housing units may not add up exactly to 100 percent due to rounding.

Source: Chicago Metropolitan Agency for Planning analysis of Fregonese Envision Tomorrow Balanced Housing model using 2007-11 American Community Survey and GO TO 2040 household growth projections as inputs.

Central Fox Valley Subregion owner housing

	<\$15k	<\$35k	<\$50k	<\$75k	<\$100k	<\$150k	\$150k+	TOTAL
Occupied housing stock affordable at 30% of income (2011)	259	2,411	1,506	6,103	7,355	5,296	4,191	27,121
Demand at income level (2011)	2,442	6,124	3,337	4,483	2,214	4,283	4,237	27,121
Projected demand at income level (2040)	3,266	8,375	4,491	5,997	2,971	5,740	5,498	36,338
<i>Target units needed to meet projected demand by income</i>	3,007	5,964	2,985	n/a	n/a	444	1,307	9,217
<i>Additional units beyond forecasted need within this income range</i>	n/a	n/a	n/a	106	4,384	n/a	n/a	n/a

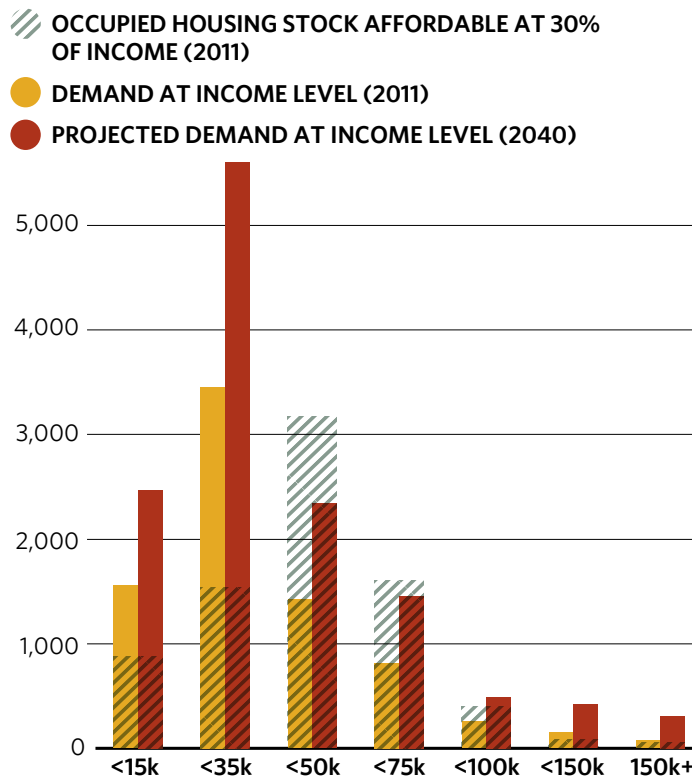
Please note that housing units may not add up exactly to 100 percent due to rounding.

Source: Chicago Metropolitan Agency for Planning analysis of Fregonese Envision Tomorrow Balanced Housing model using 2007-11 American Community Survey and GO TO 2040 household growth projections as inputs.

Estimated 2040 Affordable Housing Demand Compared to 2007-11 Housing Stock

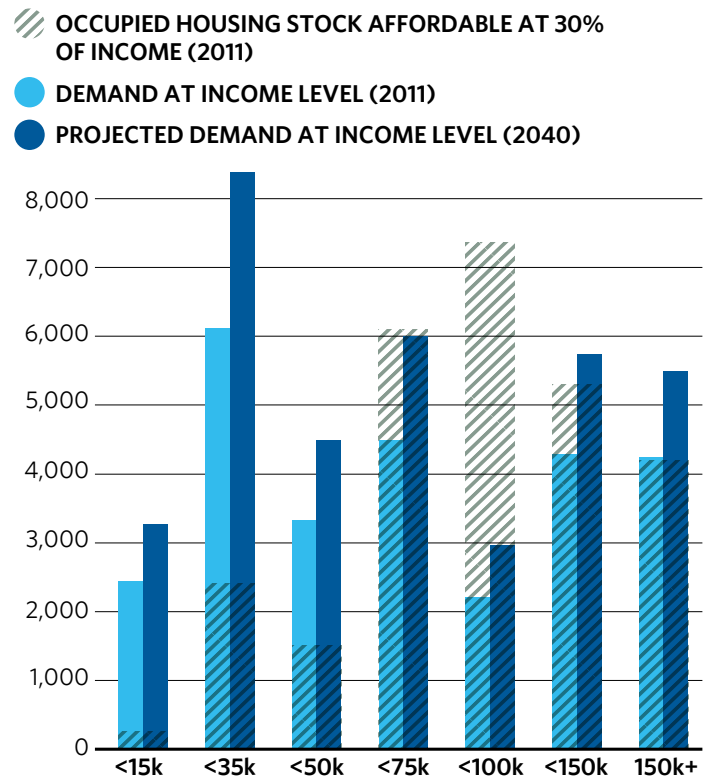
This section contains the charts that illustrate the data from the preceding tables.

Central Fox Valley 2011 households and housing stock compared with 2040 renter demand, by income



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Central Fox Valley 2011 households and housing stock compared with 2040 owner demand, by income



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Batavia Housing Factsheet

Batavia population and household forecast 2007/2011-40

	2007-11 ACS	2040 CMAP	% CHANGE
Households	11,178	14,409	29%
Population	37,480	49,334	32%

Source: U.S. Census American Community Survey and Chicago Metropolitan Agency for Planning GO TO 2040 projections.

Batavia rental housing

	<\$15k	<\$35k	<\$50k	<\$75k	<\$100k	<\$150k	\$150k+	TOTAL
Occupied housing stock affordable at 30% of income (2011)	358	421	730	328	148	51	31	2,066
Demand at income level (2011)	617	957	337	95	14	35	12	2,066
Projected demand at income level (2040)	970	1,589	580	179	53	111	79	3,561
<i>Target units needed to meet projected demand by income</i>	612	1,169	n/a	n/a	n/a	60	48	1,495
<i>Additional units beyond forecasted need within this income range</i>	n/a	n/a	150	149	95	n/a	n/a	n/a

Please note that housing units may not add up exactly to 100 percent due to rounding.

Source: Chicago Metropolitan Agency for Planning analysis of Fregonese Envision Tomorrow Balanced Housing model using 2007-11 American Community Survey and GO TO 2040 household growth projections as inputs.

Batavia owner housing

	<\$15k	<\$35k	<\$50k	<\$75k	<\$100k	<\$150k	\$150k+	TOTAL
Occupied housing stock affordable at 30% of income (2011)	77	474	416	1,518	2,222	1,434	1,045	7,187
Demand at income level (2011)	819	1,564	762	833	706	1,215	1,288	7,187
Projected demand at income level (2040)	1,102	2,257	1,055	1,027	939	1,604	1,645	9,629
<i>Target units needed to meet projected demand by income</i>	1,025	1,783	639	n/a	n/a	170	600	2,442
<i>Additional units beyond forecasted need within this income range</i>	n/a	n/a	n/a	491	1,283	n/a	n/a	n/a

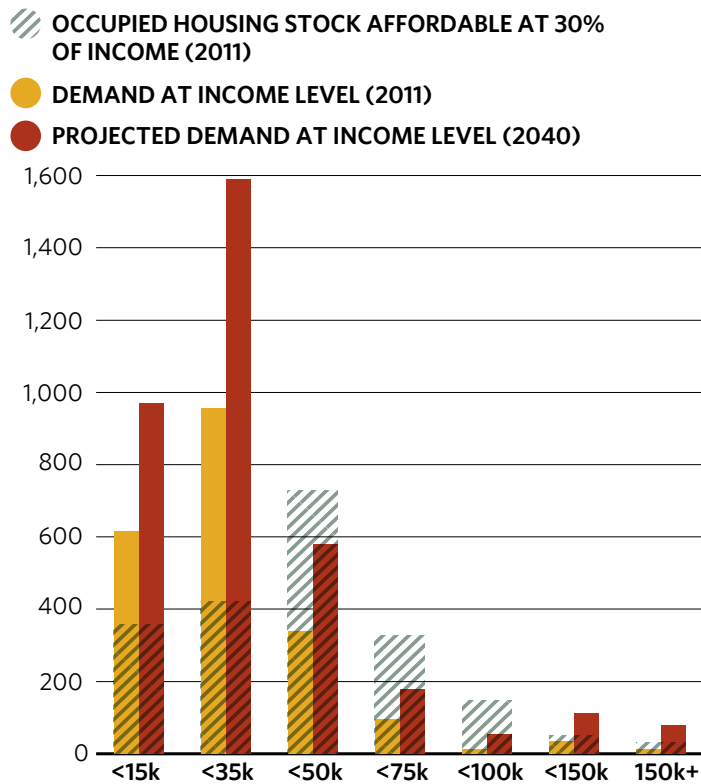
Please note that housing units may not add up exactly to 100 percent due to rounding.

Source: Chicago Metropolitan Agency for Planning analysis of Fregonese Envision Tomorrow Balanced Housing model using 2007-11 American Community Survey and GO TO 2040 household growth projections as inputs.

Estimated 2040 Affordable Housing Demand Compared to 2007-11 Housing Stock

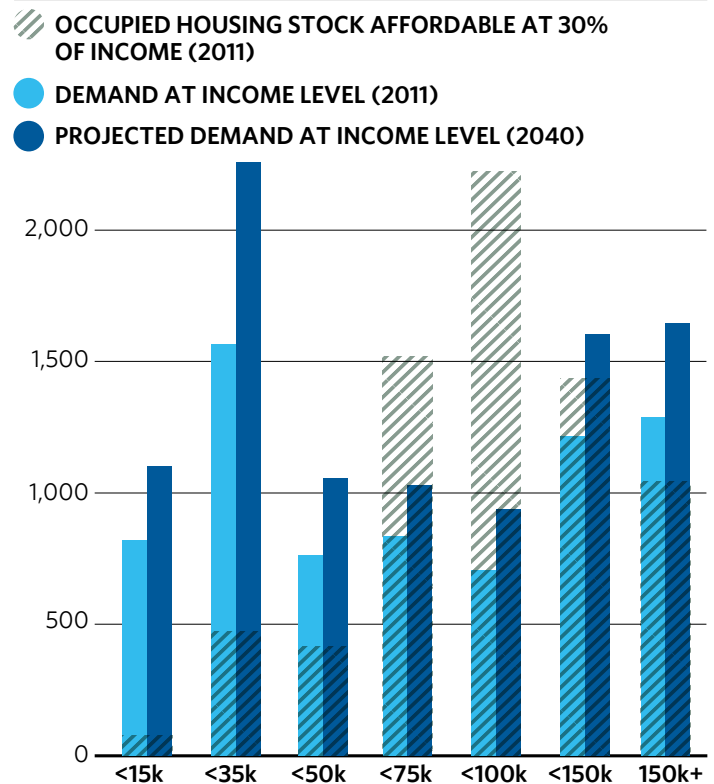
This section contains the charts that illustrate the data from the preceding tables.

Batavia 2011 households and housing stock compared with 2040 renter demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Batavia 2011 households and housing stock compared with 2040 owner demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Geneva Housing Factsheet

Batavia population and household forecast 2007/2011-40

	2007-11 ACS	2040 CMAP	% CHANGE
Households	7,560	11,328	50%
Population	21,550	29,998	39%

Source: U.S. Census American Community Survey and Chicago Metropolitan Agency for Planning GO TO 2040 projections.

Geneva rental housing

	<\$15k	<\$35k	<\$50k	<\$75k	<\$100k	<\$150k	\$150k+	TOTAL
Occupied housing stock affordable at 30% of income (2011)	76	111	546	363	49	7	4	1,156
Demand at income level (2011)	46	513	284	209	56	35	13	1,156
Projected demand at income level (2040)	101	963	530	399	120	106	87	2,306
<i>Target units needed to meet projected demand by income</i>	25	852	n/a	36	71	99	83	1,150
<i>Additional units beyond forecasted need within this income range</i>	n/a	n/a	16	n/a	n/a	n/a	n/a	n/a

Please note that housing units may not add up exactly to 100 percent due to rounding.

Source: Chicago Metropolitan Agency for Planning analysis of Fregonese Envision Tomorrow Balanced Housing model using 2007-11 American Community Survey and GO TO 2040 household growth projections as inputs.

Geneva owner housing

	<\$15k	<\$35k	<\$50k	<\$75k	<\$100k	<\$150k	\$150k+	TOTAL
Occupied housing stock affordable at 30% of income (2011)	47	596	285	1,290	1,689	1,339	1,158	6,404
Demand at income level (2011)	504	1,332	974	808	528	963	1,296	6,404
Projected demand at income level (2040)	692	2,011	1,427	1,195	779	1,389	1,796	9,289
<i>Target units needed to meet projected demand by income</i>	645	1,415	1,142	n/a	n/a	50	638	2,885
<i>Additional units beyond forecasted need within this income range</i>	n/a	n/a	n/a	95	910	n/a	n/a	n/a

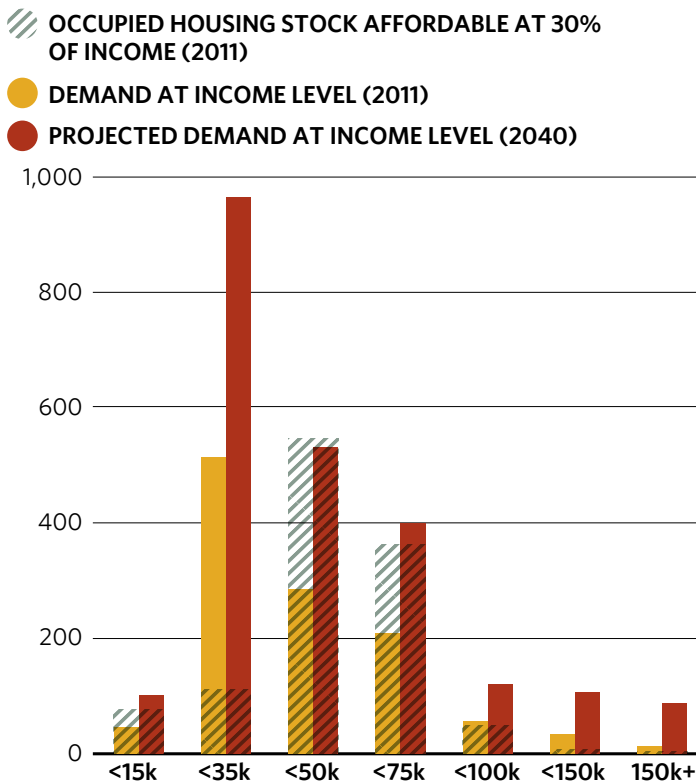
Please note that housing units may not add up exactly to 100 percent due to rounding.

Source: Chicago Metropolitan Agency for Planning analysis of Fregonese Envision Tomorrow Balanced Housing model using 2007-11 American Community Survey and GO TO 2040 household growth projections as inputs.

Estimated 2040 Affordable Housing Demand Compared to 2007-11 Housing Stock

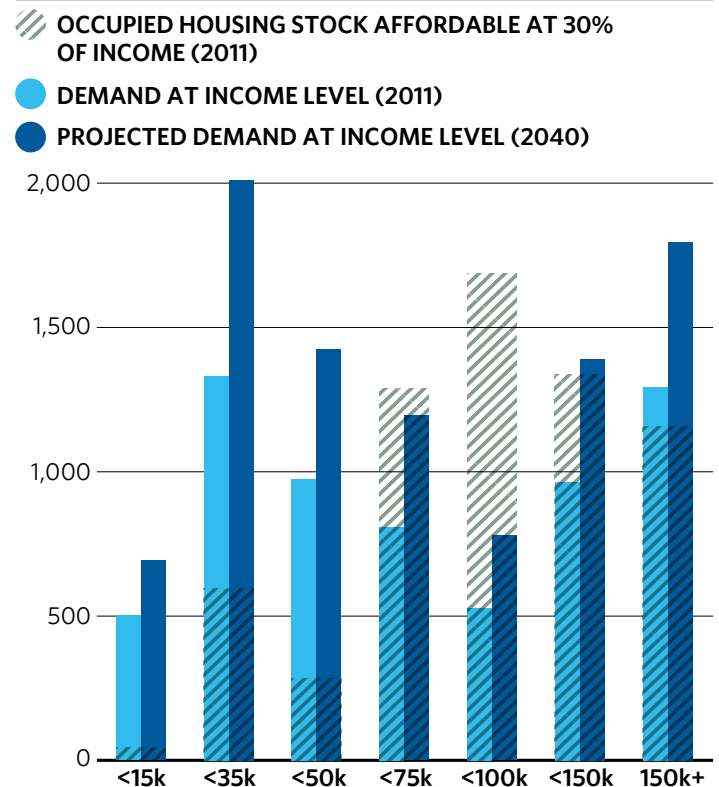
This section contains the charts that illustrate the data from the preceding tables.

Geneva 2011 households and housing stock compared with 2040 renter demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

Geneva 2011 households and housing stock compared with 2040 owner demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

North Aurora Housing Factsheet

North Aurora population and household forecast 2007/2011-40

	2007-11 ACS	2040 CMAP	% CHANGE
Households	5,847	7,643	31%
Population	16,040	21,307	33%

Source: U.S. Census American Community Survey and Chicago Metropolitan Agency for Planning GO TO 2040 projections.

North Aurora rental housing

	<\$15k	<\$35k	<\$50k	<\$75k	<\$100k	<\$150k	\$150k+	TOTAL
Occupied housing stock affordable at 30% of income (2011)	76	326	398	157	37	9	6	1,008
Demand at income level (2011)	306	470	136	54	36	6	0	1,008
Projected demand at income level (2040)	479	750	213	114	71	37	16	1,680
<i>Target units needed to meet projected demand by income</i>	404	424	n/a	n/a	34	28	10	672
<i>Additional units beyond forecasted need within this income range</i>	n/a	n/a	185	43	n/a	n/a	n/a	n/a

Please note that housing units may not add up exactly to 100 percent due to rounding.

Source: Chicago Metropolitan Agency for Planning analysis of Fregonese Envision Tomorrow Balanced Housing model using 2007-11 American Community Survey and GO TO 2040 household growth projections as inputs.

North Aurora owner housing

	<\$15k	<\$35k	<\$50k	<\$75k	<\$100k	<\$150k	\$150k+	TOTAL
Occupied housing stock affordable at 30% of income (2011)	40	520	391	1,398	1,176	792	522	4,839
Demand at income level (2011)	366	1,156	514	983	506	880	434	4,839
Projected demand at income level (2040)	484	1,483	662	1,241	630	1,107	539	6,146
<i>Target units needed to meet projected demand by income</i>	445	964	271	n/a	n/a	315	17	1,307
<i>Additional units beyond forecasted need within this income range</i>	n/a	n/a	n/a	157	546	n/a	n/a	n/a

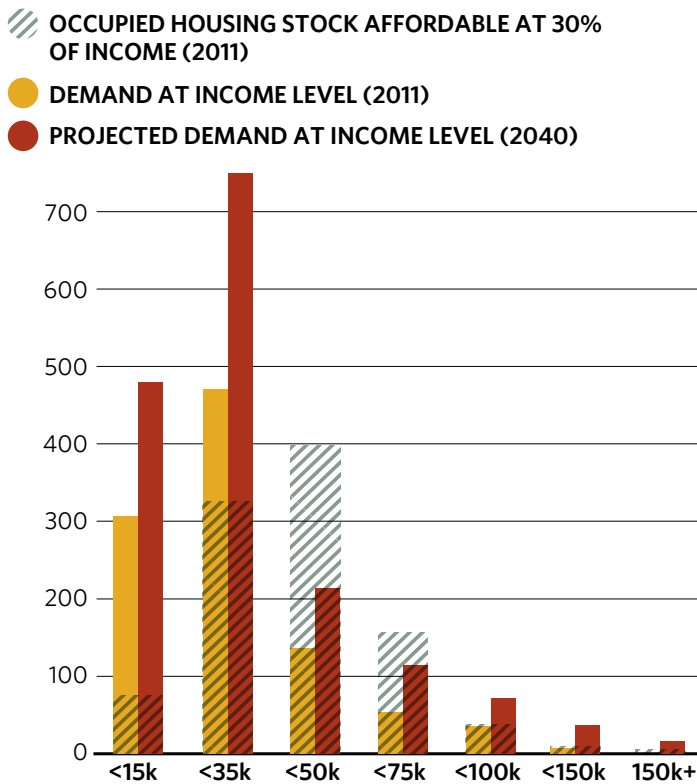
Please note that housing units may not add up exactly to 100 percent due to rounding.

Source: Chicago Metropolitan Agency for Planning analysis of Fregonese Envision Tomorrow Balanced Housing model using 2007-11 American Community Survey and GO TO 2040 household growth projections as inputs.

Estimated 2040 Affordable Housing Demand Compared to 2007-11 Housing Stock

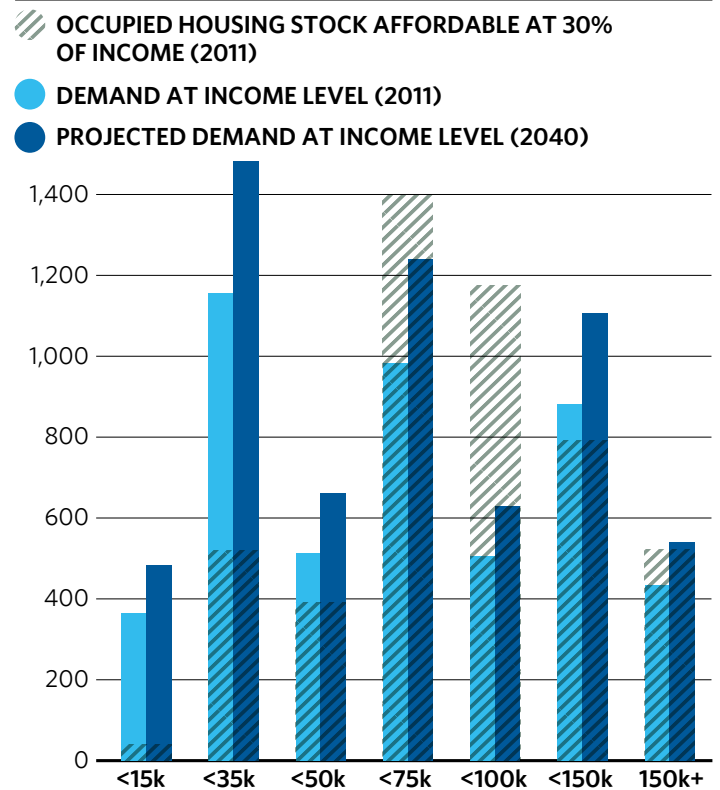
This section contains the charts that illustrate the data from the preceding tables.

North Aurora 2011 households and housing stock compared with 2040 renter demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

North Aurora 2011 households and housing stock compared with 2040 owner demand



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

St. Charles Housing Factsheet

St. Charles population and household forecast 2007/2011-40

	2007-11 ACS	2040 CMAP	% CHANGE
Households	12,201	16,211	33%
Population	32,792	41,726	27%

Source: U.S. Census American Community Survey and Chicago Metropolitan Agency for Planning GO TO 2040 projections.

St. Charles rental housing

	<\$15k	<\$35k	<\$50k	<\$75k	<\$100k	<\$150k	\$150k+	TOTAL
Occupied housing stock affordable at 30% of income (2011)	368	687	1,498	754	168	22	13	3,510
Demand at income level (2011)	544	1,521	670	487	164	70	54	3,510
Projected demand at income level (2040)	845	2,316	1,034	803	268	158	136	5,560
<i>Target units needed to meet projected demand by income</i>	477	1,629	n/a	50	100	136	123	2,050
<i>Additional units beyond forecasted need within this income range</i>	n/a	n/a	464	n/a	n/a	n/a	n/a	n/a

Please note that housing units may not add up exactly to 100 percent due to rounding.

Source: Chicago Metropolitan Agency for Planning analysis of Fregonese Envision Tomorrow Balanced Housing model using 2007-11 American Community Survey and GO TO 2040 household growth projections as inputs.

St. Charles owner housing

	<\$15k	<\$35k	<\$50k	<\$75k	<\$100k	<\$150k	\$150k+	TOTAL
Occupied housing stock affordable at 30% of income (2011)	96	826	397	1,863	2,264	1,747	1,498	8,691
Demand at income level (2011)	724	2,014	1,091	1,832	492	1,248	1,289	8,691
Projected demand at income level (2040)	935	2,632	1,389	2,369	638	1,589	1,628	11,180
<i>Target units needed to meet projected demand by income</i>	840	1,806	992	506	n/a	n/a	130	2,489
<i>Additional units beyond forecasted need within this income range</i>	n/a	n/a	n/a	n/a	1,626	158	n/a	n/a




Please note that housing units may not add up exactly to 100 percent due to rounding.

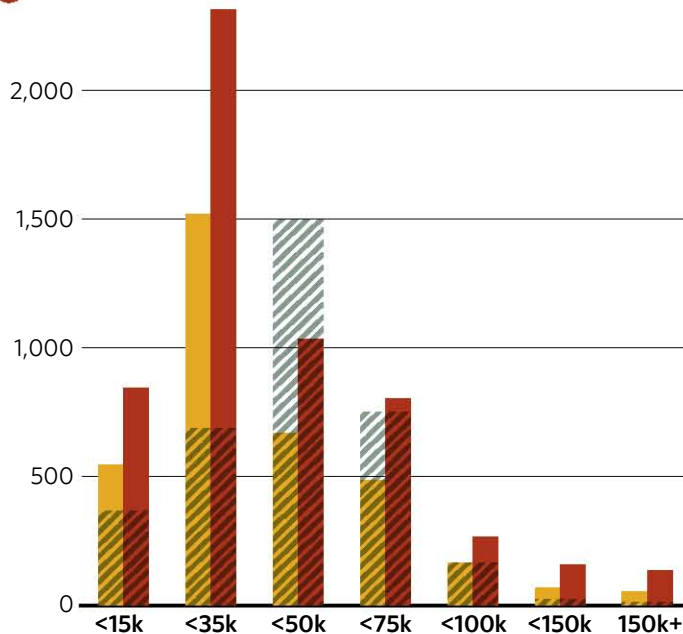
Source: Chicago Metropolitan Agency for Planning analysis of Fregonese Envision Tomorrow Balanced Housing model using 2007-11 American Community Survey and GO TO 2040 household growth projections as inputs.

Estimated 2040 Affordable Housing Demand Compared to 2007-11 Housing Stock

This section contains the charts that illustrate the data from the preceding tables.




St. Charles 2011 households and housing stock compared with 2040 renter demand

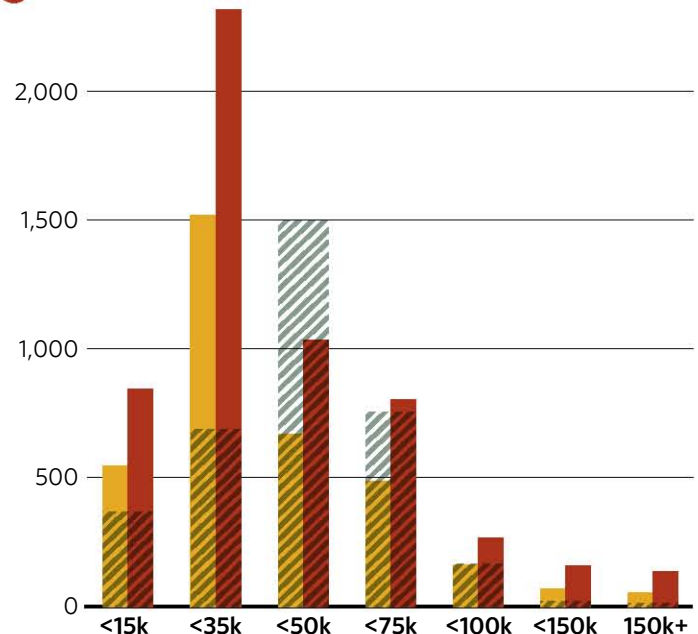
-  OCCUPIED HOUSING STOCK AFFORDABLE AT 30% OF INCOME (2011)
-  DEMAND AT INCOME LEVEL (2011)
-  PROJECTED DEMAND AT INCOME LEVEL (2040)



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

St. Charles 2011 households and housing stock compared with 2040 renter demand

-  OCCUPIED HOUSING STOCK AFFORDABLE AT 30% OF INCOME (2011)
-  DEMAND AT INCOME LEVEL (2011)
-  PROJECTED DEMAND AT INCOME LEVEL (2040)



Source: Chicago Metropolitan Agency for Planning and Kane County analysis of Fregonese Envision Tomorrow Balanced Housing Model using American Community Survey 2007-11 and CMAP GO TO 2040 household forecast inputs.

List of Acronyms

ACS	American Community Survey	IAC	Illinois Accessibility Code
AHS	American Housing Survey	IHDA	Illinois Housing and Development Authority
AI	Analysis of Impediments	LTA	Local Technical Assistance
A/I	Age/Income	kWh	Kilowatt hour
BDD	Business Development District	MAPC	Metropolitan Area Planning Council
CDBG	Community Development Block Grant	MEPP	Municipal Energy Profile Project
CHAS	Comprehensive Affordable Housing Strategy	MMC	Metropolitan Mayors Caucus
CMAP	Chicago Metropolitan Agency for Planning	MPC	Metropolitan Planning Council
CNT	Center for Neighborhood Technology	NHS	Neighborhood Housing Services
CoC	Continuum of Care	PIT	Point in Time Count
CRC	Community Relations Commission	PUD	Planned Unit Development
EECBG	Energy Efficiency and Conservation Block Grant	RCLCO	Robert Charles Lessor and Company
EMSI	Economic and Modeling Specialists International	TIF	Tax Increment Financing
ESRI	Environmental Systems Research Institute	ULI	Urban Land Institute
GIS	Geographic Information System		
HOME	Home Investment Partnership Program		
HUD	U.S. Department of Housing and Urban Development		

Chicago Metropolitan Agency for Planning

233 South Wacker Drive, Suite 800

Chicago Illinois 60606

312-454-0400


info@cmap.illinois.gov

www.cmap.illinois.gov

The following funders made this project possible:

The Chicago Community Trust, Illinois Housing and Development Authority, and the Harris Family Foundation.

This project was supported through CMAP's Local Technical Assistance (LTA) program, which is funded by the Federal Highway Administration, Federal Transit Administration, U.S. Department of Housing and Urban Development, Illinois Department of Transportation, and the Chicago Community Trust.

 ST. CHARLES SINCE 1834	AGENDA ITEM EXECUTIVE SUMMARY					
	Title:		Recommendation to approval an Amendment to the Foxfield Commons PUD to permit Motor Vehicle Rental (2650-2778 E. Main St.)			
	Presenter:		Russell Colby			
<i>Please check appropriate box:</i>						
	Government Operations				Government Services	
X	Planning & Development – (9/8/14)				City Council	
	Public Hearing					
Estimated Cost:		N/A		Budgeted:	YES	NO
If NO, please explain how item will be funded:						
Executive Summary:						
Background <p>The subject property, 2650-2778 E. Main St., was developed as part of the Foxfield Commons PUD. Two multi-tenant retail buildings were constructed on the property in 1991. The PUD ordinance from 1991 establishes the uses permitted in the subject portion of the Foxfield Commons PUD; motor vehicle rental was not among the permitted uses.</p> <p>A 2001 ordinance added outdoor sales area for parking, storage and display of rental vehicles as a permitted accessory use to an automobile rental office within the subject property. This ordinance placed several conditions on motor vehicle rentals, including limiting the type of rental vehicles to cars, minivans, and light trucks (under 6,500 lbs.).</p>						
Proposal <p>William F. Bochte, representing owners Foxfield Partners II, is proposing to amend the 1991 PUD ordinance to permit motor vehicle rental in the subject portion of the PUD. Details of the proposal are as follows:</p> <ul style="list-style-type: none"> Amend Section 1.01 of Exhibit V of Ordinance No. 1991-Z-4 to add Motor Vehicle Rental as a permitted use on the subject portion of the Foxfield Commons PUD. This change is consistent with the existing underlying BC Community Business District zoning. The proposed amendment would nullify Ordinance No. 2001-Z-36 and the restrictions that ordinance placed upon motor vehicle rentals. 						
Plan Commission Recommendation <p>The Plan Commission held a public hearing on 9/2/2014 on the Amendment to Special Use for PUD to permit Motor Vehicle Rental on the subject portion of the Foxfield Commons PUD. The Commission recommended approval by unanimous vote at the 9/2/2014 meeting.</p>						
Attachments: <i>(please list)</i>						
Plan Commission Resolution, Staff Report, Application for Special Use, received 8/7/2014; Excerpt from Ordinance No. 1991-Z-4; Ordinance No. 2001-Z-36						
Recommendation / Suggested Action <i>(briefly explain):</i>						
Recommendation to approve the Amendment to Special Use for PUD to permit Motor Vehicle Rental on the subject portion of the Foxfield Commons PUD.						
<i>For office use only:</i>		<i>Agenda Item Number:</i>				

City of St. Charles, Illinois
Plan Commission Resolution No. 13-2014

**A Resolution Recommending Approval of Applications for an Amendment to a
Special Use for PUD, Ordinance No. 1991-Z-4 and Ordinance No. 2001-Z-36,
regarding Motor Vehicle Rental for 2650-2778 E. Main St. (Bochte)**

Passed by Plan Commission September 2, 2014

WHEREAS, it is the responsibility of the St. Charles Plan Commission to hold public hearings and review requests for Special Uses; and

WHEREAS, the Plan Commission held a public hearing and has reviewed the petitions for an Amendment to a Special Use for PUD, regarding Motor Vehicle Rental for 2650-2778 E. Main St. (Bochte) and;

WHEREAS, the Plan Commission finds approval of said petitions to be in the public interest of the City of St. Charles based up on the following findings of fact:

FINDINGS OF FACT FOR SPECIAL USE

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

The public will have convenient access to truck rentals and accessory uses without the necessity of traveling outside the immediate area as is somewhat recognized by the fact that this is currently a permitted use in the zoning district within which the property is located.

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

The car/truck rental facility and outdoor accessory use areas will utilize existing utilities, access roads, drainage and other facilities that are already in place.

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.

Similar types of retail and outdoor sales uses exist in the shopping center. The requested amendment will have no effect on property values in the neighborhood. The addition of truck rentals and accessory uses will in no way detract from the enjoyment of the property, but will complement the shopping center, be a convenience for residents. The request is for uses that are provided in the current Zoning Ordinance.

Resolution 13-2014

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 outdoor accessory use areas will utilize existing parking spaces and will have no effect on the surrounding property and therefore will not impede the normal and ordinary development of the surrounding property for uses permitted in the district.

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 addition of truck rentals to the existing vehicle rental facilities will continue to be a low impact, office type use with normal operating hours from approximately 7 AM to 6 PM Monday through Saturday. The requested amendment will in no way endanger the public health, safety, comfort or 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 special use amendment conforms to all existing Federal, State and local legislation and regulation and meets all applicable provisions of this Title. The property is located in a BC Community District in which the rental of vehicles including trucks and accessory uses are currently allowed.

FINDINGS OF FACT FOR SPECIAL USE FOR A PLANNED UNIT DEVELOPMENT (PUD)

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

The PUD is already established and the proposed amendment does not in any way adversely or negatively impact the purposes that are advanced by its creation in the first instance.

ii. 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:

This section does not appear applicable to the requested Special Use amendment in that no plans are being submitted and no changes of any kind are being made to the land or improvements.

Resolution 13-2014

- iii. The proposed PUD conforms with the standards applicable to Special Uses (section 17.04.330.C.2).**

Submit responses on form: "Findings of Fact Sheet - Special Use"

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

The shopping center located at 2650- 2778 E Main Street, St. Charles Illinois is in a BC Community Business District which allows for Motor Vehicle Rental and Accessory Uses. Avis now Avis/Budget is and has been a tenant in the center. Since the merger of Avis and Budget, truck rental is a service offered by Avis/Budget nationwide. The proposed amendment to the Special Use Ordinance 2001-Z-36 will allow for a use that is currently permitted in a BC Community Business District namely the rental and outside storage of u-haul type moving trucks. The requested amendment does not in any way detract from the initial purpose of the PUD but furthers the promotion of economic development and efficient use of the land and provides a needed service to residents and businesses on the east side of St. Charles which is currently unavailable.

- v. The proposed PUD conforms to the purposes and intent of the Comprehensive Plan.**

The shopping center located at 2650- 2778 E Main Street, St. Charles Illinois is in a BC Community Business District which allows for Motor Vehicle Rental and Accessory Uses. The requested amendment will allow a use that is currently provided in a BC Community Business District and therefore conforms to the purposes and intent of the Comprehensive Plan.

NOW, THEREFORE, be it resolved by the St. Charles Plan Commission to recommend to City Council approval of an Amendment to a Special Use for PUD, regarding Motor Vehicle Rental for 2650-2778 E. Main St. – (Bochte) based upon the above Findings of Fact and subject to:

Roll Call Vote:

Ayes: Doyle, Kessler, Schuetz, Gaugel, Holderfield, Pretz, Macklin-Purdy, Amatangelo

Nays:

Absent: Wallace

Motion carried: 8-0

PASSED, this 2nd day of September 2014.

Chairman
St. Charles Plan Commission

Community & Economic Development Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



Staff Report

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

FROM: Ellen Johnson, Planner

CC: Russell Colby, Planning Division Manager

RE: Amendment to Special Use for Planned Unit Development – Foxfield Commons PUD
(2650-2778 E. Main Street)

DATE: September 8, 2014

I. APPLICATION INFORMATION

Project Name: Foxfield Commons PUD Amendment- Motor Vehicle Rental

Applicant: William F. Bochte

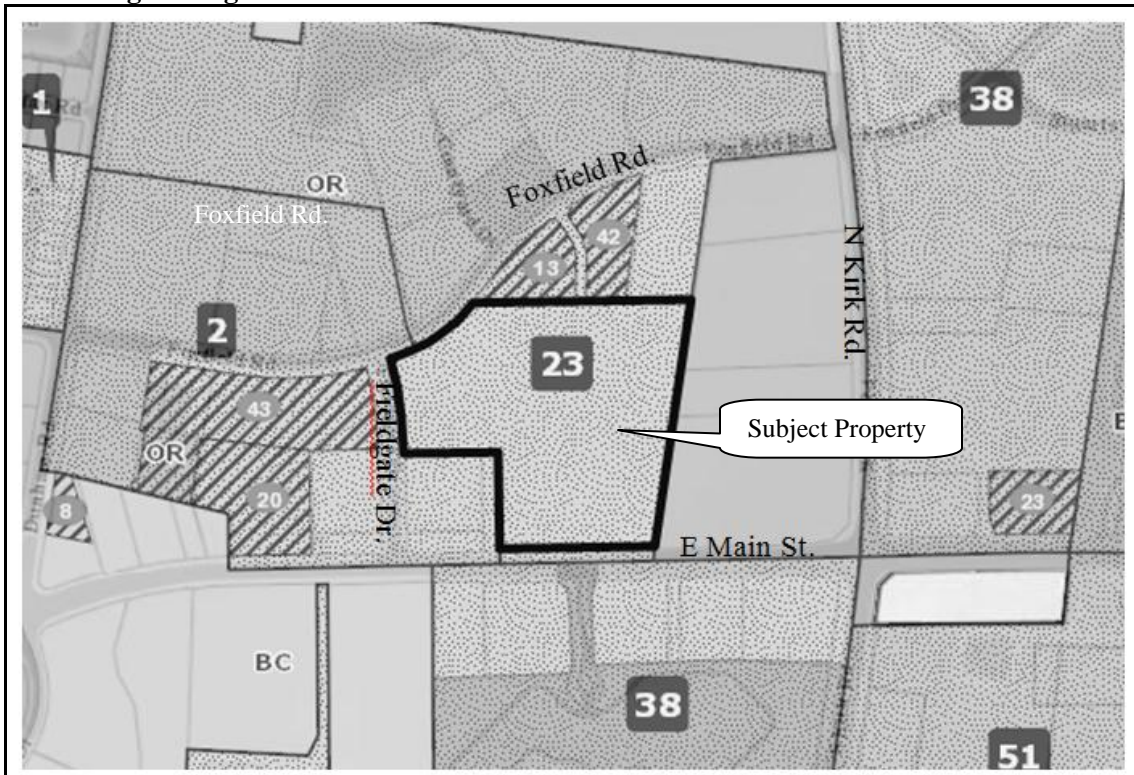
Purpose: Amend the Foxfield Commons PUD to allow motor vehicle rental, replacing the existing PUD ordinance language that limits the scope of vehicle rentals to cars and light trucks.

General Information:		
Site Information		
Location	2650-2778 E. Main St.	
Acres	13.3 acres	
Applications	1) Special Use for a Planned Unit Development	
Applicable Ordinances and Zoning Code Sections	17.04 Administration Ordinance No. 1991-Z-4 “An Ordinance Amending Ordinance No. 1975-Z-16 and Ordinance No. 1990-Z-11 (Foxfield PUD Amendments)” Ordinance No. 1993-Z-21 “An Ordinance Amending Ordinance No. 1991-Z-4 (Foxfield PUD – Automobile Laundries)” Ordinance No. 2001-Z-36 “An Ordinance Amending Special Use Ordinance No. 1991-Z-4 (Foxfield Commons PUD – Outdoor Sales Area for Storage of Rental Vehicles)”	
Existing Conditions		
Land Use	Multi-tenant shopping center	
Zoning	BC- Community Business District (Foxfield Commons PUD)	
Zoning Summary		
North	OR- Office/Research & BC- Community Business Districts (Foxfield Commons PUD)	Existing businesses
East	OR- Office/Research District	St. John Neumann Catholic Church
South	BC- Community Business District (Stuarts Crossing PUD)	Existing businesses
West	BC- Community Business & OR- Office/Research Districts (Foxfield Commerce Center PUD)	Existing businesses
Comprehensive Plan Designation		
Neighborhood Commercial		

Aerial



Surrounding Zoning



II. BACKGROUND

The subject property, 2650-2778 E. Main St., was developed as part of the Foxfield Commons PUD. Two multi-tenant retail buildings were constructed on the property in 1991. Current tenants of the building on the eastern portion of the property include Sears Appliance Showroom, Subway, Butera Market, and Goodwill. DG Ace Hardware, Dollar Tree, and Avis Car Rental are among the businesses located in the building on the western portion of the property.

Ordinance No. 1991-Z-4 “An Ordinance Amending Ordinance No. 1975-Z-16 and Ordinance No. 1990-Z-11 (Foxfield PUD Amendments)” established the permitted uses in the commercial portion of the Foxfield Commons PUD, within which the subject property is located. In addition to the subject property, the commercial portion of the Foxfield Commons PUD includes three additional parcels directly north of the subject property, which front on Foxfield Rd. Motor vehicle rentals were not among the permitted uses listed in the 1991 ordinance.

In 2001, outdoor sales area for parking, storage and display of rental vehicles was added as a permitted accessory use to an automobile rental office within the subject property, under Ordinance No. 2001-Z-36. This ordinance placed several conditions on motor vehicle rentals, including limiting the type of rental vehicles to cars, minivans and light trucks (under 6,500 lbs.).

Plan Commission Recommendation

The Plan Commission held a public hearing on the Amendment to Special Use for PUD on September 2, 2014. The Commission questioned the applicant about where the rental trucks would be parked. The applicant stated that, subject to approval from the landlord, up to three trucks will be parked in the main parking lot of the shopping center in front of the Avis store while the rest will be parked behind the shopping center’s easterly building.

The Commission also raised questions regarding the conditions the 2001 ordinance placed on motor vehicle rentals and whether those conditions would still apply. Staff clarified that the requirement that rental vehicles not take up required parking spaces would still apply. Other conditions imposed by the 2001 ordinance would not come into play from a practical standpoint. For example, fueling of vehicles is not possible because there is no gas station permitted on the property.

The Plan Commission voted to recommend approval of the application at the September 2, 2014 meeting by unanimous vote.

III. PROPOSAL:

William F. Bochte, representing owners Foxfield Partners II, is proposing to amend the 1991 Foxfield Commons PUD Ordinance to permit motor vehicle rental in the subject portion of the PUD. Details of the proposal are as follows:

- Amend Section 1.01 of Exhibit V of Ordinance No. 1991-Z-4 to add Motor Vehicle Rental as a permitted use on the subject portion of the Foxfield Commons PUD.
- The proposed amendment would nullify Ordinance No. 2001-Z-36 which placed restrictions on motor vehicle rental.

IV. ANALYSIS

A. PROPOSED USE

The applicant is proposing that the following use, as defined in **Chapter 17.30 Definitions** of the Zoning Ordinance, be permitted on the subject property:

Motor Vehicle Rental. *An establishment that offers motor vehicles, trucks, vans, recreational vehicles, trailers, or other similar motorized transportation vehicles for rent to the general public.*

This category is a permitted use in the underlying zoning district: BC- Community Business. The Zoning Ordinance does not specify any use standards applicable to Motor Vehicle Rental.

B. PUD AMENDMENT LANGUAGE

Below is the proposed addition to Section 1.01 “Permitted Uses” of Exhibit V of Ordinance No. 1991-Z-4, which adds Motor Vehicle Rental as a permitted use only within the subject property:

(C). The following use is permitted on that portion of the Subject Realty legally described in Exhibit 1:

1. Motor Vehicle Rental

IV. RECOMMENDATION

Staff recommends approval of the application.

V. ATTACHMENTS

- Application for Special Use (with findings of fact); received 8/7/14
- Excerpt from Ordinance No. 1991-Z-4
- Ordinance No. 2001-Z-36

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

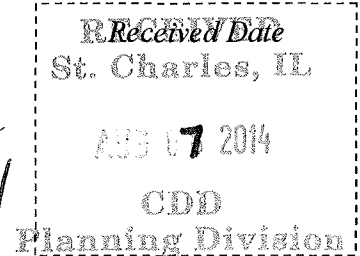


COMMUNITY DEVELOPMENT/PLANNING DIVISION

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

SPECIAL USE APPLICATION

CITYVIEW
Project Name: <u>Foxfield Commons PUD-Amend.-Motor Vehicle Rental</u>
Project Number: <u>2014 -PR- 017</u>
Application Number: <u>2014 -AP- 030</u>



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): 09-25-152-005	
	Street Address (or common location if no address is assigned): 2650-2778 E. Main Street, St. Charles, IL 60174	
2. Applicant Information:	Name William F. Bochte	Phone 630-377-7770
	Address Bochte, Kuzniar & Navigato, LLP 2580 Foxfield Road, Suite 200 St. Charles, IL 60174	Fax 630-377-3479
		Email wbochte@bknlaw.com
3. Record Owner Information:	Name Chicago Title Land Trust Company as Successor Trustee U/T/N 8467	Phone 312-223-4110
	Address 10 South LaSalle Street, Suite 2750 Chicago, IL 60603-1108	Fax 312-223-4139
		Email ctltc@ctt.com
4. Billing: <i>To whom should costs for this application be billed?</i>	Name William F. Bochte	Phone 630-377-7770
	Address Bochte, Kuzniar & Navigato, LLP 2580 Foxfield Road, Suite 200 St. Charles, IL 60174	Fax 630-377-3479
		Email wbochte@bknlaw.com

Information Regarding Proposed Special Use:

Comprehensive Plan designation of the property: _____

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

What is the property's current zoning? _____

What is the property currently used for? _____

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.

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

For Special Use Amendments only:

What Special Use ordinance do you want to amend? Ordinance No. 2001-Z-36

Why is the proposed change necessary?

To be able to rent vehicles including trucks and accessory uses as provided in BC Community District Zoning in which the subject property is currently located.

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

See attached (Proposed Amendment Language Exhibit)

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.

FOX FIELD PARTNERSHIP II
b. _____ Date *8/7/14*

Record Owner

Date

Applicant or Authorized Agent

8/7/14
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.

Foxfield Commons PUD Amendment

Project Name or Address

Date

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

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

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

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

The public will have convenient access to truck rentals and accessory uses without the necessity of traveling outside the immediate area as is somewhat recognized by the fact that this is currently a permitted use in the zoning district within which the property is located.

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

The car/truck rental facility and outdoor accessory use areas will utilize existing utilities, access roads, drainage and other facilities that are already in place.

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.

Similar types of retail and outdoor sales uses exist in the shopping center. The requested amendment will have no effect on property values in the neighborhood. The addition of truck rentals and accessory uses will in no way detract from the enjoyment of the property, but will complement the shopping center, be a convenience for residents. The request is for uses that are provided in the current Zoning ordinance

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 outdoor accessory use areas will utilize existing parking spaces and will have no effect on the surrounding property and therefore will not impede the normal and ordinary development of the surrounding property for uses permitted in the district.

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 addition of truck rentals to the existing vehicle rental facilities will continue to be a low impact, office type use with normal operating hours from approximately 7 AM to 6 PM Monday through Saturday. The requested amendment will in no way endanger the public health, safety, comfort or 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 special use amendment conforms to all existing Federal, State and local legislation

And regulation and meets all applicable provisions of this Title. The property is located in a BC Community District in which the rental of vehicles including trucks and accessory uses are currently allowed.

FINDINGS OF FACT SHEET – SPECIAL USE FOR A PLANNED UNIT DEVELOPMENT (PUD)



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 Planned Unit Development meets the applicable standards. Therefore, you need to “make your case” by explaining specifically how the project meets each of the following standards.

Foxfield Commons PUD Amendment

PUD Name

Date

From the St. Charles Zoning Ordinance, Section 17.04.410.3:

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:

i. 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.
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

The PUD is already established and the proposed amendment does not in any way adversely or negatively impact on the purposes that are advanced by its creation in the first instance.

ii. 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.
2. The PUD will preserve open space, natural beauty and critical environmental areas in excess of what is required by ordinance or other regulation.
3. The PUD will provide superior landscaping, buffering or screening.
4. The buildings within the PUD offer high quality architectural design.
5. The PUD provides for energy efficient building and site design.
6. The PUD provides for the use of innovative stormwater management techniques.
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.
8. The PUD provides affordable dwelling units in conformance with, or in excess of, City policies and ordinances.
9. The PUD preserves historic buildings, sites or neighborhoods.

This section does not appear applicable to the requested Special Use Amendment in that no Plans are being submitted and no changes of any kind are being made to the land or improvements.

iii. The proposed PUD conforms with the standards applicable to Special Uses (section 17.04.330.C.2).

Submit responses on form: "Findings of Fact Sheet – Special Use"

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

The shopping center located at 2650- 2778 E Main Street, St. Charles Illinois is in a BC Community Business District which allows for Motor Vehicle Rental and Accessory Uses. Avis now Avis/ Budget is and has been a tenant in the Center. Since the merger of Avis and Budget truck rental is a service offered by Avis/ Budget nationwide. The proposed amendment to the Special Use Ordinance 2001-Z-36 will allow for a use that is currently permitted in a BC Community Business District namely the rental and outside storage of u-haul type moving trucks. The requested amendment does not in any way detract from the initial purpose of the PUD but furthers the promotion economic development and efficient use of the land and provides a needed service to residents and businesses on the east side of St. Charles which is currently unavailable.

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

The shopping center located at 2650- 2778 E Main Street, St. Charles Illinois is in a BC Community Business District which allows for Motor Vehicle Rental and Accessory Uses.

The requested amendment will allow a use that is currently provided in a BC Community Business District and therefore conforms to the purposes and intent of the Comprehensive Plan.

OWNERSHIP DISCLOSURE FORM LAND TRUST

STATE OF ILLINOIS)
WILL) SS.
KANE COUNTY)

I, Patricia L. Alvarez, being first duly sworn on oath depose and say that I am

Trust Officer of Chicago Title Land Trust Company, and that the following persons are all of
the beneficiaries of Land Trust No. 8467:

Foxfield Partners II 100%

888 Fox Glenn Drive

St. Charles, IL 60174

By: Phil Womack, Trust Officer

Subscribed and Sworn before me this 5th day of

August, 20 14.

Maureen Paige
Notary Public



**OWNERSHIP DISCLOSURE FORM
PARTNERSHIPS**

STATE OF ILLINOIS)
) SS.
KANE COUNTY)

I, Keith J. Kotche, being first duly sworn on oath depose and say that I am a
General Partner of Foxfield Partners II, an Illinois
(General) (Limited) Partnership and that the following persons are all of the partners thereof:

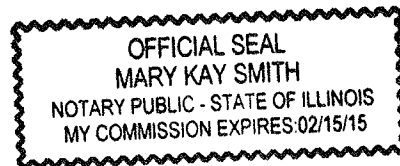
<u>Hudson Harrison</u>	(General) (Limited) Partner
<u>Edward N. Levato</u>	(General) (Limited) Partner
<u>Keith J. Kotche</u>	(General) (Limited) Partner
_____	(General)(Limited) Partner
_____	(General)(Limited) Partner
_____	(General)(Limited) Partner

By:  (General)(Limited) Partner

Subscribed and Sworn before me this 1st day of

August, 20 14.


Notary Public



AUTHORIZATION

KNOWN ALL MEN BY THESE PRESENTS THAT, Foxfield Partners BY THESE PRESENTS does grant authority **William F. Bochte** of the law firm of **Bochte, Kuzniar & Navigato, LLP** for us and in our names place, and stead to present an Application for a Special Use Amendment to amend City of St. Charles Ordinance No. 2001-Z-36 which amended Special Use Ordinance 1991-Z-4 to allow for Motor Vehicle Rental and Accessory Uses as currently permitted in the BC Community Business District as provided in Chapter 17.14 *et. seq.* of the City of St Charles Municipal Ordinance as additional permitted uses to be added as No. 73 and No. 74 respectively to Section 1.01 (B) Exhibit "V" Ordinance 1991-Z-4 and to delete Section 1.01(C) previously added by Ordinance No. 2001-Z-36 in all respects as we could do personally, giving and granting unto him, **WILLIAM F. BOCHTE**, full power and authority to do and perform all and every act and thing whatsoever, requisite and necessary to be done to effectuate the aforesaid amendment, as fully, to all intents and purposes, as we might or could do if personally present at the doing thereof.

Dated this 1st day of August, 2014.

FOXFIELD PARTNERS II

By: 

EXHIBIT A

LEGAL DESCRIPTION

LOT 1 OF UNIT NO. 1, FOXFIELD COMMONS, ST. CHARLES, KANE COUNTY,
ILLINOIS, IN THE CITY OF ST. CHARLES, KANE COUNTY, ILLINOIS.

EXHIBIT "V"

1.00 Property Contained on Exhibit III -- Commercial

This phase of the PUD is designed to accommodate the needs of a much larger consumer population than is served by the Neighborhood Business District; thus a wider range of uses is permitted for both daily and occasional shopping.

1.01 Permitted Uses

A. Uses permitted in this Phase are subject to the following conditions:

- (1) All business establishments shall be retail or service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail on the premises where produced.
- (2) All business, servicing, processing, except off-street parking and loading, shall be conducted within completely enclosed buildings.
- (3) Establishments of the "drive-in" type offering goods or services directly to customers waiting in parked motor vehicles are allowed only by special use permit in accordance with the provisions of Chapter 17.42 of the St. Charles Municipal Code.
- (4) The unenclosed parking of trucks as an accessory use, when used in the conduct of a permitted business listed hereafter in this section, shall be limited to vehicles of not over 1-1/2 tons of capacity when located within 75 feet of a residential lot in a residential zoning district.

*

B. Any use permitted in the present B-1 District of Title 17 of the St. Charles Municipal Code, as amended, shall be permitted herein; and in addition, the following uses shall be permitted:

1. Antique Shops.
2. Apartment hotels.
3. Art shops or galleries, but not including auction rooms.
4. Automobile accessory stores.

0355 0455

91K29741

5. Banks and financial institutions.
6. Bicycle sales, rental and repair stores.
7. Bowling Alleys
8. Business machine sales and service.
9. Camera and photographic supply stores.
10. Carpet and rug stores.
11. Catering establishments.
12. China and glassware stores.
13. Clothing and costume rental.
14. Clubs and lodges, non-profit and fraternal.
15. Coin and philatelic stores.
16. Custom dressmaking.
17. Department stores.
18. Dry-cleaning establishments, employing not more than four persons.
19. Electrical and household appliance store, including radio and television sales.
20. Employment agencies.
21. Florist shops.
22. Frozen food stores, including locker rental in conjunction therewith.
23. Furniture stores, including upholstering when conducted as part of the retail operations, and accessory to the principal use.
24. Furrier shops, including incidental storage and conditioning of furs.
25. Garden supply, tool and seed stores.
26. Gift shops.
27. Interior decorator shops, including upholstering and making of draperies, slipcovers and other similar articles, when conducted as part of the retail operation and accessory to the principal use.
28. Jewelry stores, including watch repair.
29. Leather goods and luggage stores.
30. Locksmith shops.
31. Medical and dental clinics and offices.
32. Meeting halls.
33. Millinery shops.
34. Musical instrument sales and repair.
35. Office machine sales and servicing.
36. Office supply stores.
37. Optical sales, rental.
38. Orthopedic and medical appliance stores.
39. Paint and wallpaper stores.
40. Phonograph record and sheet music stores.
41. Photography studios, including the developing of film and pictures, when conducted either as part of the retail business on the premises or off-site.
42. Picture framing, when conducted for retail trade on the premises only.

91K29741

0355 0456

43. Radio and television stations and studios.
44. Radio and television sales, service, and repair shops.
45. Restaurants, including the serving of alcoholic beverages if incidental to the serving of food as the principal activity.
46. Schools - music, dance and business.
47. Sewing machine sales and service - household appliances only.
48. Shoe stores.
49. Sporting goods stores.
50. Tailor shops.
51. Telegraph offices.
52. Theaters, indoor.
53. Ticket agencies, amusement.
54. Toy shops.
55. Travel bureaus and transportation ticket offices.
56. Undertaking establishments and funeral parlors.
57. Wearing apparel shops.
58. Bakeries.
59. Book and stationery stores.
60. Currency exchanges.
61. Haberdasheries.
62. Hardware stores.
63. Hotels - including dining and meeting rooms, provided that business uses, other than those which are commonly incidental to a hotel business, shall not occupy space fronting on a hotel hall or lobby.
64. Laundries - automatic self-service type or by hand, employing not more than two persons in addition to the owner or manager.
65. Loan offices.
66. Locksmith shops.
67. Mail order service stores.
68. Newspaper offices - but not including printing.
69. Offices - business, professional and public.
70. Physical culture and health services, gymnasiums, reducing salons, masseurs, and public baths.
71. Post offices.
72. Restricted production and repair limited to the following: art needlework, clothing, custom manufacturing and alterations for retail only of jewelry from precious metals and watches.

Requirements

City of St. Charles, Illinois

Ordinance No. 2001-Z-36

**An Ordinance Amending Special Use Ordinance 1991-Z-4
(Foxfield Commons PUD – Outdoor Sales Area for
Storage of Rental Vehicles)**

**Adopted by the
City Council
of the
City of St. Charles
November 5, 2001**

**Published in pamphlet form by
authority of the City Council
of the City of St. Charles,
Kane and Du Page Counties,
Illinois, November 9, 2001**


City Clerk

(S E A L)

ORDINANCE NO. 2001-Z-36

PRESENTED AND PASSED BY THE
CITY COUNCIL ON November 5, 2001

AN ORDINANCE AMENDING SPECIAL USE ORDINANCE 1991-Z-4
(Foxfield Commons PUD – Outdoor sales area for storage of rental vehicles)

WHEREAS, a petition to amend Ordinance 1991-Z-4 entitled “An Ordinance Amending Ordinance No. 1975-Z-16 and Ordinance No.1990-Z-11 (Foxfield PUD Amendments)” (hereinafter, the “Ordinance”) has been filed by LaSalle Bank NA Successor Trustee U/T/N 8467, record owner; and

WHEREAS, the Plan Commission has held a public hearing on said petition in accordance with law; and

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

WHEREAS, the City Council of the City of St. Charles hereby makes the following findings of fact:

FINDINGS OF FACT:

1. **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 car rental facility will be a low impact, office type use with normal operating hours from approximately 7 am to 6 pm Monday thru Saturday. The requested amendment to the special use will in no way endanger the public health, safety, comfort or general welfare of the community.

2. **That the special use will not be injurious to the use and enjoyment of the property in the immediate vicinity for the purposes already permitted, nor substantially diminish or impair property values within the neighborhood.**

Similar type of retail and office uses exist in the shopping center.

The special use will not substantially diminish or impair property values within the neighborhood. The amendment to the special use to include the outdoor

sales area for storage of rental vehicles will not be injurious to the use or enjoyment of the property, but will complement the shopping center.

- 3. 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 outdoor sales area will utilize existing parking spaces and will not impede the normal and orderly development and improvement of the surrounding property.

- 4. That adequate utilities, access roads, drainage and/or necessary facilities have been, or being, provided.**

The car rental facility and the outdoor sales area will utilize existing utilities, access roads, drainage and other facilities that are already in place.

- 5. That adequate measures have been, or will be taken to provide ingress and egress so designed as to minimize traffic congestion in public streets.**

Points of ingress and egress that have already been constructed will be used for access to and from the car rental facility.

- 6. That the Special Use shall, in all other respects, conform to the applicable regulations of the district in which it is located except as such regulations may in each instance be modified by the City Council pursuant to recommendations of the Plan Commission.**

The amendment to the special use shall conform to all applicable regulations.

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

SECTION 1. That the Ordinance, as amended be and is hereby further amended as follows:

- 1). Add the following paragraph "C" to Section 1.01 "Permitted Uses" of Exhibit "V" to the Ordinance as follows:

"C. The following use is permitted on that portion of the Subject Realty legally described in "Exhibit I-a":

Outdoor sales area for parking, storage and display of rental vehicles (subject to the following conditions):

1. Only one automobile rental facility shall be permitted.
2. Parking, storage and display of rental vehicles shall be located only within the area designated on the site plan attached hereto as Exhibit E-1, and shall be limited to cars, mini-vans and light trucks (under 6,500 lbs).
3. Parking, storage and display of rental vehicles shall be permitted only as an accessory use to an automobile rental office located within a building on the Subject Realty.
4. The number of rental vehicles located within the Subject Realty at one time shall not exceed the number of "extra" parking spaces available within the Subject Realty. "Extra spaces" are defined as the total number of existing parking spaces, minus the number of parking spaces required for all of the uses located within the Subject Realty. In no event, shall there be more than 22 rental vehicles on site at any one time.
5. No signage shall be displayed on or near the rental vehicles except for an identification logo of not more than one square inch on the rental vehicles.
6. There shall be no servicing, cleaning, washing, repairing or fueling of rental vehicles within the Subject Realty.
7. There shall be no sales of vehicles on the Subject Realty."

2). The legal description attached hereto as "Exhibit I-a" is hereby incorporated into said ordinance as Exhibit I-a.

SECTION 2. That Ordinance 1991-Z-4 and its amendments known as Ordinance Nos. 1993-Z-21, 1993-Z-23, 1994-Z-14, 1997-Z-15, 1998-Z-14, 1998-Z-6 and any other subsequent amendments as hereby amended shall remain in full force and effect.

SECTION 3. That this Ordinance shall become effective from and after its passage and approval in accordance with law.

PRESENTED to the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this 5 day of November, 2001.

PASSED by the City Council of the City of St. Charles, Kane and DuPage Counties, Illinois this 5 day of November, 2001.

APPROVED by the Mayor of the City of St. Charles, Kane and DuPage Counties, Illinois this 5 day of November, 2001.



/Susan L. Klinkhamer, Mayor

Attest:


City Clerk/Recording Secretary

Voice Vote:

Ayes: 7

Nays: 0

Absent: 1

Abstain: 0

APPROVED AS TO FORM:

City Attorney

Date: Timothy J. O'Neil

EXHIBIT I-a

Legal description of property

Lot 1 of Unit No.1, Foxfield Commons, St. Charles, Kane County, Illinois, in the City of St.
Charles, Kane County, Illinois.

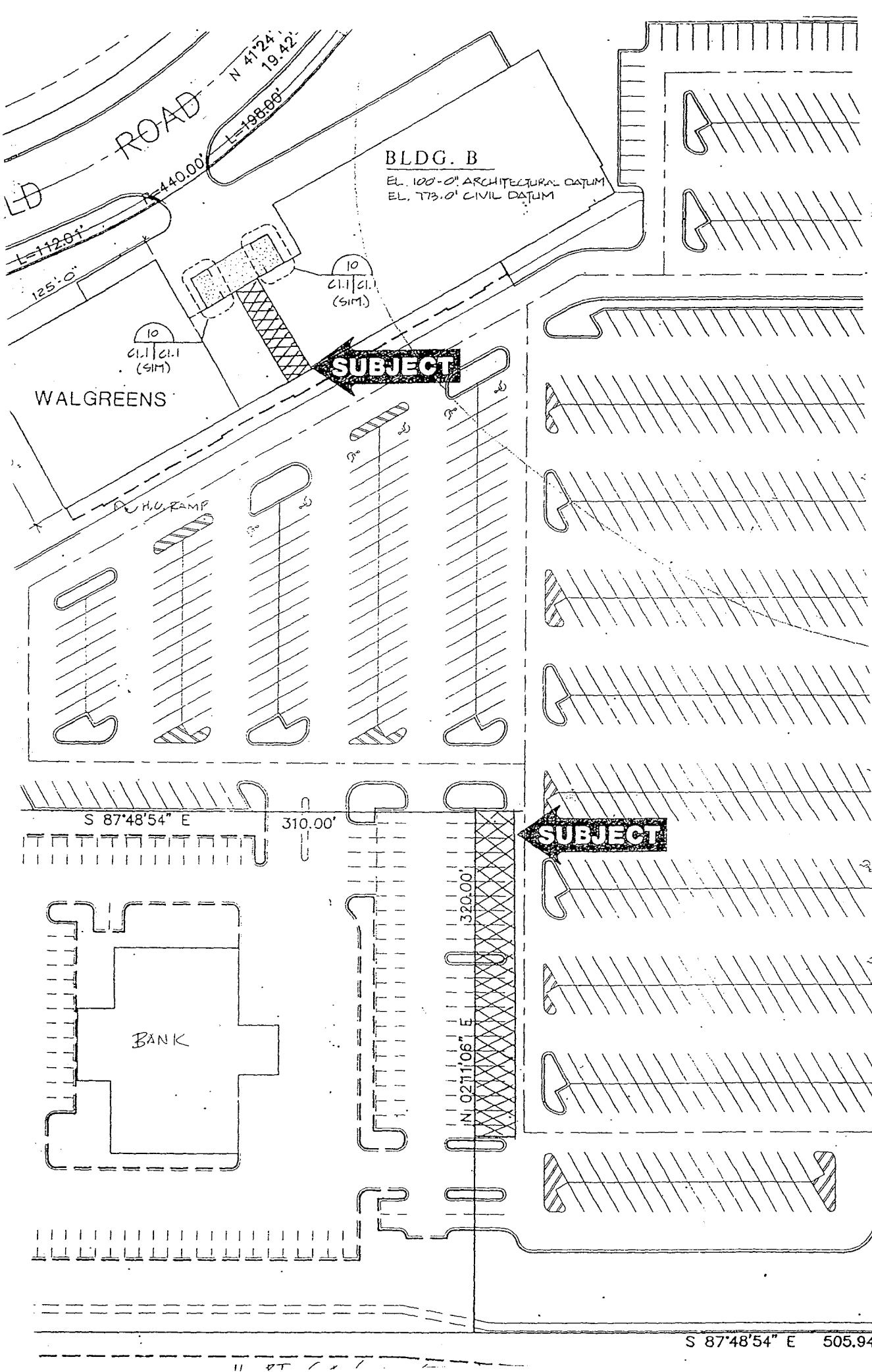


EXHIBIT E-1

State of Illinois

)

)

ss.

Counties of Kane and DuPage

)

Certificate

I, KRISTIE A. NEPHEW, certify that I am the duly elected and acting municipal clerk of the City of St. Charles, Kane and DuPage Counties, Illinois.

I further certify that on November 5, 2001, the Corporate Authorities of such municipality passed and approved Ordinance No. 2001-Z-36, entitled

"An Ordinance Amending Special Use Ordinance 1991-Z-4 (Foxfield Commons PUD – Outdoor Sales Area for Storage of Rental Vehicles)

",


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

The pamphlet form of Ordinance No. 2001-Z-36, 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 9, 2001, 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 7th day of November, 2001.


Municipal Clerk

(SEAL)

	AGENDA ITEM EXECUTIVE SUMMARY						
	Title:	Recommendation to approve a Façade Improvement Grant Agreement for 201 S. 2 nd St. (Kevin's Auto Service)					
	Presenter:	Russell Colby					
Please check appropriate box:							
	Government Operations		Government Services				
X	Planning & Development (9/8/14)		City Council				
Estimated Cost:	\$2,500	Budgeted:	YES	X	NO		
If NO, please explain how item will be funded:							
Executive Summary:							
<p>Kevin's Auto Service has requested a Façade Improvement Grant to assist with funding recovering of the metal fascia on the service station building canopy (currently painted red). The existing material is deteriorated due to many past surface coverings and no longer holds paint. The proposed replacement material is a similar metal panel with vertical grooves. The color will remain red.</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 14-15 is \$40,000.</p> <p>The Historic Preservation Commission reviewed the grant and recommend approval on 9/3/14.</p> <p>The cost of the work is estimated at \$5,000 and the grant would cover up to \$2,500.</p>							
Attachments: (please list)							
Façade Improvement Grant Application, Grant Agreement							
Recommendation / Suggested Action (briefly explain):							
Recommendation to approve a Façade Improvement Grant Agreement for 201 S. 2 nd St. (Kevin's Auto Service)							
For office use only:	Agenda Item Number: 5c						

Received 9-3-14

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: Kevin Davis
(Name)

Home Address: _____

Business Address: 201 South Second ST. CHARLES MO 63114 (630) 584-2144
(Street) (City/State/Zip) (Phone)

Federal Tax ID Number: 36-411-4047

2) Building or establishment for which the reimbursement grant is sought

201 South Second Street
(Street Address)
09-34-114-010 parcel #
(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):

- | | |
|---|---|
| <input checked="" type="checkbox"/> Canopy/Awning | <input type="checkbox"/> Signage |
| <input type="checkbox"/> Windows/Doors | <input type="checkbox"/> Exterior Lighting |
| <input type="checkbox"/> Tuck pointing/Masonry Repair | <input type="checkbox"/> Restoration of Architectural Features |
| <input type="checkbox"/> Masonry Cleaning | <input type="checkbox"/> Rear Entrance Improvements(Please specify below) |
| <input type="checkbox"/> Painting | |
| <input type="checkbox"/> Other(Please Specify) _____ | |

Describe the scope and purpose of the work to be done:

REMOVE CANOPY FACIA - BECAUSE CANNOT BE
PAINTED ANY MORE NOT COST EFFECTIVE

Preliminary Cost Estimate: \$ 5000.⁰⁰ City's Grant Amount: \$ 2500.⁰⁰

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 201. South Second 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

Owner

Date

9-3-14



New Homes

Bathrooms

Remodeling



Additions

Roofing

Custom Decks

630-965-8101

No. ①

Date 9-3-2014

Sheet No. _____

Proposal Submitted To:

Name Kevin Davis
Street _____
City _____
State _____
Phone _____

Work To Be Performed At:

Kevin's Service
Street _____
City _____ State _____
Date of Plans _____
Architect _____

We hereby propose to furnish the materials and perform the labor necessary for the completion of

New fascia on existing canopy - Install new J channel - bottom pro rib 4 panel fascia - center. Coping with drip edge and curb-top. Brite Red Color - 20 year finish warranty

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of

Dollars (\$ 5000.00).

with payments to be made as follows: \$2500.00 dollar deposit for material & labor with balance due on completion of \$2500.00

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on the above work to be taken out by

Franks Custom Carpentry

Respectfully submitted

Per

Frank W. Suissini
F.C.C.

Note-This proposal may be withdrawn by us if not accepted within 30 days

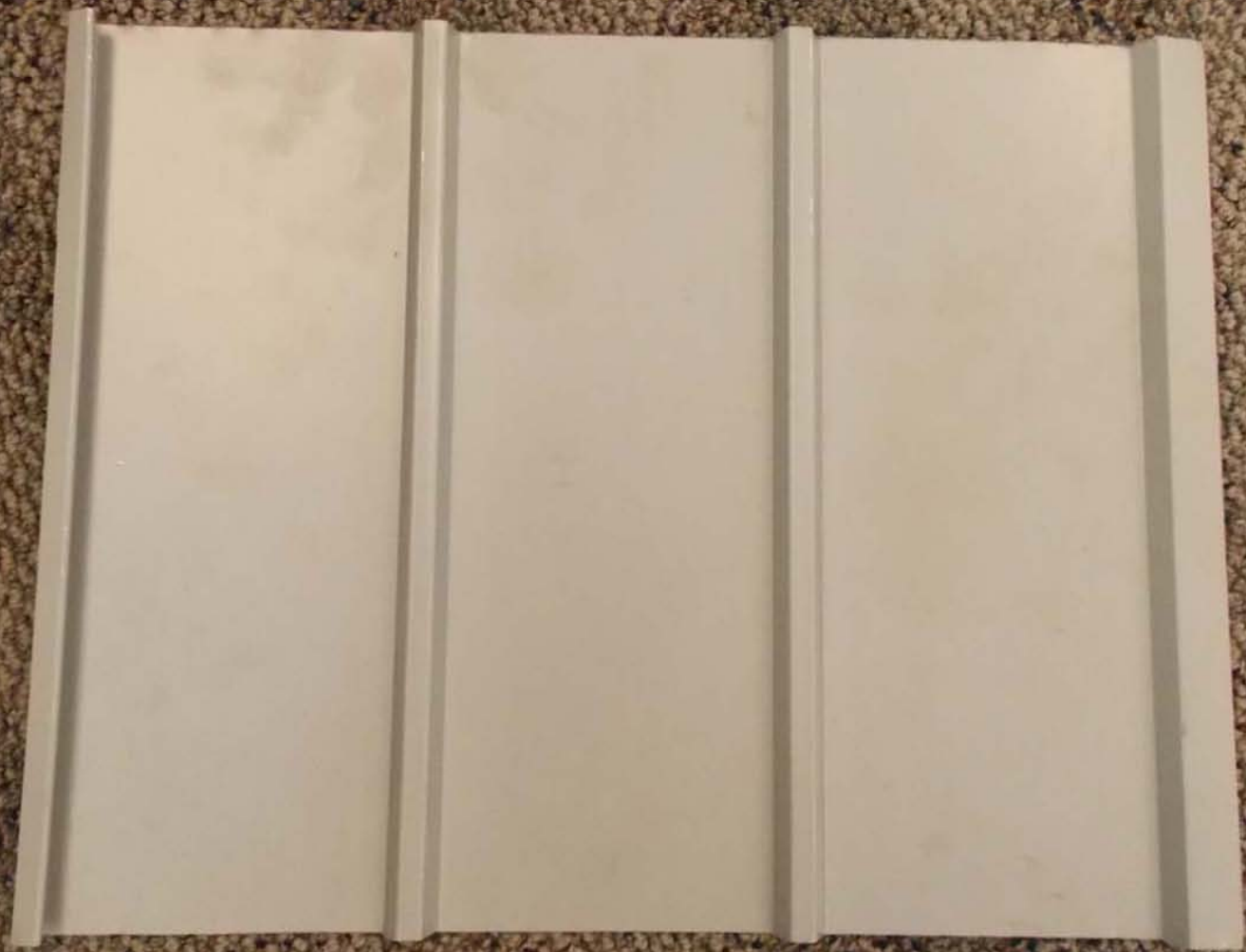
ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date _____

Signature _____





**City of St. Charles
Facade Improvement Agreement**

THIS AGREEMENT, entered into this ____th day of _____, 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:	Kevin Davis
Name of Business:	Kevin's Auto Service
Tax ID#/Social Security #	36-4114047
Address of Property to be Improved:	201 S. 2 nd St., St. Charles, IL 60174
PIN Number:	09-34-114-010

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 **\$2,500** 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 Frank’s Custom Carpentry dated 9/3/14: \$5,000 (estimate)

Total Estimated Cost:	\$5,000
Maximum Grant:	\$2,500

	AGENDA ITEM EXECUTIVE SUMMARY							
	Title:	Recommendation to Approve a Corridor Improvement Grant for 521 W. Main Street (McDowell Remodeling, Inc.)						
	Presenter:	Matthew O'Rourke						
<i>Please check appropriate box:</i>								
	Government Operations				Government Services			
X	Planning & Development (9/8/14)				City Council			
	Public Hearing							
Estimated Cost:	\$3,435.00			Budgeted:	YES	X	NO	
If NO, please explain how item will be funded:								
Executive Summary:								
<p>Sue and Bob McDowell of McDowell Remodeling, Inc., are the owners of the commercial building located at 521 W. Main Street and have requested a Corridor Improvement Grant for landscape and sign improvements. The applicant is replacing their existing freestanding sign per the conditions of the upcoming sign amortization. The applicant is proposing to install new landscape features and a new freestanding sign with decorative masonry pillars for the sign along W. Main Street.</p> <p>The Corridor Improvement Commission reviewed the design and recommended approval of the grant on August 6, 2014. The City's share of the total project cost will be a maximum of \$1,435.00 for landscape materials and a maximum of \$2,000 for decorative masonry elements of the new freestanding sign. The total grant amount will be \$3,435.00.</p>								
Attachments: <i>(please list)</i>								
Draft Corridor Improvement Agreement. CIC Resolution 4-2014								
Recommendation / Suggested Action <i>(briefly explain):</i>								
Recommendation to approve a Corridor Improvement Grant for 521 W. Main Street (McDowell Remodeling, Inc.).								
<i>For office use only:</i>		<i>Agenda Item Number:</i> 5d						

City of St. Charles
CORRIDOR IMPROVEMENT AGREEMENT

521 W. Main Street
McDowell Remodeling

THIS AGREEMENT, entered into this 15th day of September, 2014, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated APPLICANT, to wit:

APPLICANT Name: **McDowell Remodeling Inc.**

Address of Property to be Improved: **521 W. Main Street**

PIN Number(s): **09-34-102-005**

Property Owner's Name: **McDowell Remodeling Inc.**

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, McDowell Remodeling Inc., 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 right-of-way on parcels with the following PIN(s) **09-34-102-005**, 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:	\$2,868.19	City’s Share @50%	\$1,435.00
Decorative Sign Base Assistance:			
Total Sign Cost	\$6,600.00	City’s Share max of	\$2,000.00

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 & Economic 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 & Economic 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 & Economic

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.



July 24, 2014

McDowell Inc.
521 W. Main St
St. Charles, IL 60174

Proposal: 14 02
Landscape for Sign
521 W. Main St
St. Charles, IL 60174

EVERGREEN LANDSCAPE ASSOCIATES LLC proposes to supply and install the following:

01. Plant Material

Quantity	Size/Units	Description	
14	1 Gal. Cnt	Lady's Mantle	
5	# 1 Cont.	Blue Ice Blue Star	
8	3" - 24/Ft	Jenny Stonecrop Mixed with John Creech Sedum	
6	1 Gal. Cnt	Summer Beauty Lavender Globe Lily	
1	4 1/2"-12	Emerald Pink Moss Phlox	
6	2 1/4"-24	Bertram Anderson Hybrid Stonecrop	
4	# 5 Cont.	Invincibelle Spirit Smooth Hydrangea	
0.50 cu yd		Premium Blended Mulch	
1.00		Move Daylily, and 3 hydrangeas	
Subtotal:			\$1,699.53

02. Fondulac-12" wall

Quantity	Size/Units	Description	
20.00 fcft		Drywall: Fond Du Lac 8" deep x 3-4" thick	
0.50 cu yd		Limestone Screening	
15.00 lnft		Production Work Retaining Wall - Base	
Subtotal:			\$1,168.66
Contract Total:			\$2,868.19

Terms and Conditions:

Plant Warranty: (3) year warranty on trees and shrubs from date of installation.
 (1) year warranty on spaded trees, perennials, shrub roses, bulbs, groundcover, and aquatic plants.

There will be no warranty on seed, sod, or transplanted materials.

These warranties are in effect providing that the owner supplies proper care, watering, and maintenance. There

EVERGREEN LANDSCAPE ASSOCIATES LLC

DESIGN • CONSTRUCTION • MAINTENANCE

48W811 MELMS ROAD, HAMPSHIRE, IL 60140
(847) 683-9933 FAX: (847) 683-9991



McDowell Inc. : 14 02 - Landscape for Sign

will be a one time replacement only during the warranty period on plant material.

Hardscape Warranty: (5) year warranty on workmanship of hardscapes.

(1) year warranty on hardscapes installed in the overdig of the foundation if settlement occurs.

This warranty does not extend to damage resulting from vandalism, rodents, owner's neglect, and other factors beyond the control of EverGreen Landscape.

Lighting:

- Lighting cable quantity is estimated and shall be invoiced as actually used to complete the project.
- Power sources may need to be upgraded by a licensed electrician which is not a part of this proposal.
- Homeowner is responsible for village or city permit fees above and beyond contract amount.
- EverGreen Landscape is not responsible for damage to unmarked irrigation lines or underground dog fences.
- If a specific plant is unavailable, we reserve the right to substitute with comparable plant material.
- We take precautions to prevent damage to driveways, but minor surface blemishes may result from construction.
- Any deletions or additions to this proposal will alter final amount. Deletions will be credited on the final invoice.

Additions will also be shown on the final invoice and will be due upon receipt. Owner is responsible for any additional charges they have incurred.

- A fuel surcharge of 5% will be added to the cost of this proposal if fuel prices are \$4.00 per gallon or higher at the time of service.

Payment:

- Owner shall pay EverGreen Landscape 30% of the proposal amount upon the execution of this agreement and balance in full upon issuance of the final invoice.
- Visa and Mastercard accepted up to \$2500. Any charges above this amount placed on a credit card will be charged a 3% processing fee.
- If final payment is not received as described above, the warranty will be null and void and the owner will pay interest on the balance due at the rate of 1.5% per month, an annual rate of 18%. Owner also agrees to pay expenses incurred in collecting unpaid balances, including but not limited to, court costs and attorney's fees.

To accept this agreement, please sign, date, and return the enclosed duplicate of this contract with your deposit. Work will be scheduled upon receipt of deposit and signed contract.

Thank you for the opportunity to submit this proposal,

Rebecca LaBarre

EverGreen Landscape Associates LLC

ACCEPTED: _____ DATE: _____

This proposal is valid for 30 days.



McDowell Inc. of St. Charles
521 West Main Street
St. Charles, Illinois 60174
P. 630-584-2255
F. 630-584-2271
mcdowellinc@sbcglobal.net
www remodelwithmcdowell.com

August 28, 2014

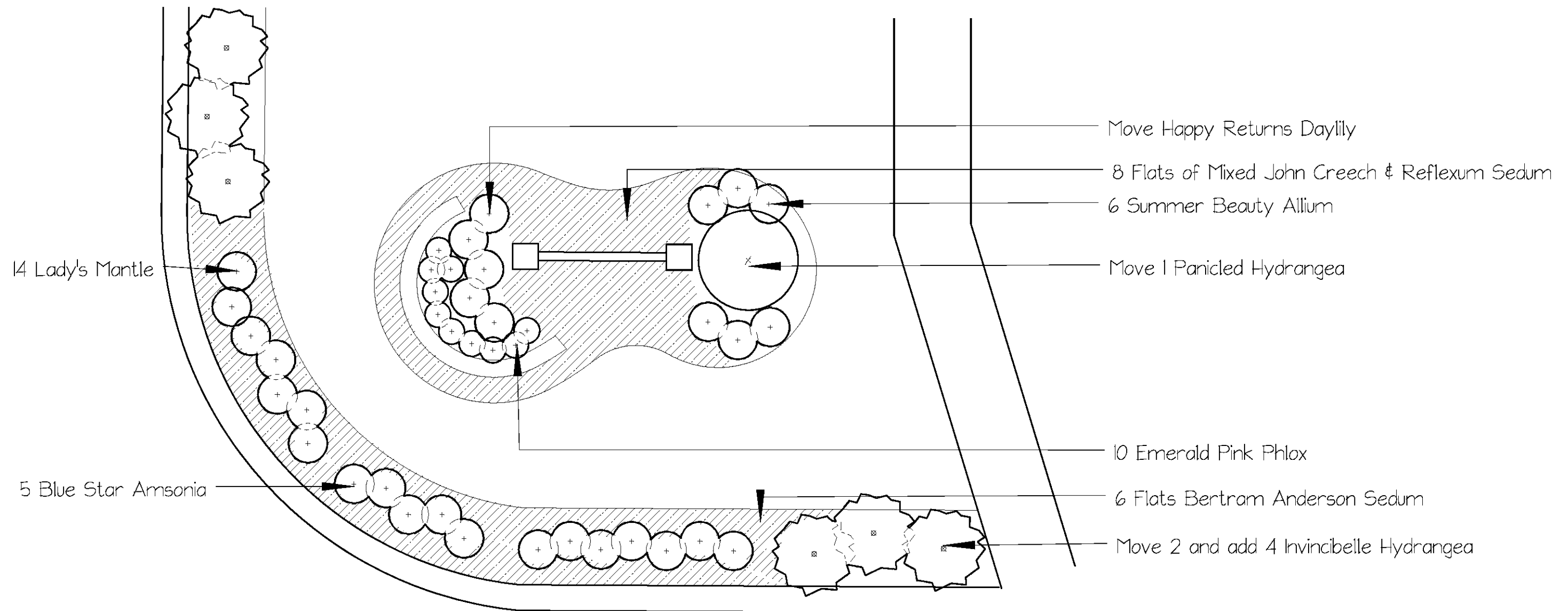
TO: Mr. Matt O'Rourke
City of St. Charles
St. Charles, Illinois

FROM: Bob McDowell
McDowell Remodeling

RE: New Sign Estimates / McDowell Remodeling

The following is a total of the cost of the new signage at 521 West Main Street as required by City of St. Charles Sign Ordinance.

Demo existing sign	\$ 650.00
Cut iron, haul away, cut existing electric	
Excavate Two (2) 42" X 12" holes for new piers	\$ 400.00
To include new concrete	
Install Two (2) Brick Columns with Stone caps	\$1,600.00
Install Solid sign material between columns	\$2,200.00
To include Business Name and Logo	
Install new Electric service	\$1,500.00
To include Two (2) ground LED Lights and GFI Outlets	
Clean up and removal of any addtl. debris from site	<u>\$ 250.00</u>
Total for new sign structure	\$6,600.00
Landscape plan provided by Evergreen Landscape Assoc.	<u>\$2,800.00</u>
Total for entire sign and landscape project.....	\$9,400.00



EverGreen
Landscape Associates, LLC
48W811 Melrose Rd.
Hampshire, IL 60140
(847) 683-4433 Fax: (847) 683-9991
email: info@evergreenlandscape.net
www.evergreenlandscape.net
St. Charles Phone: (630) 584-1889



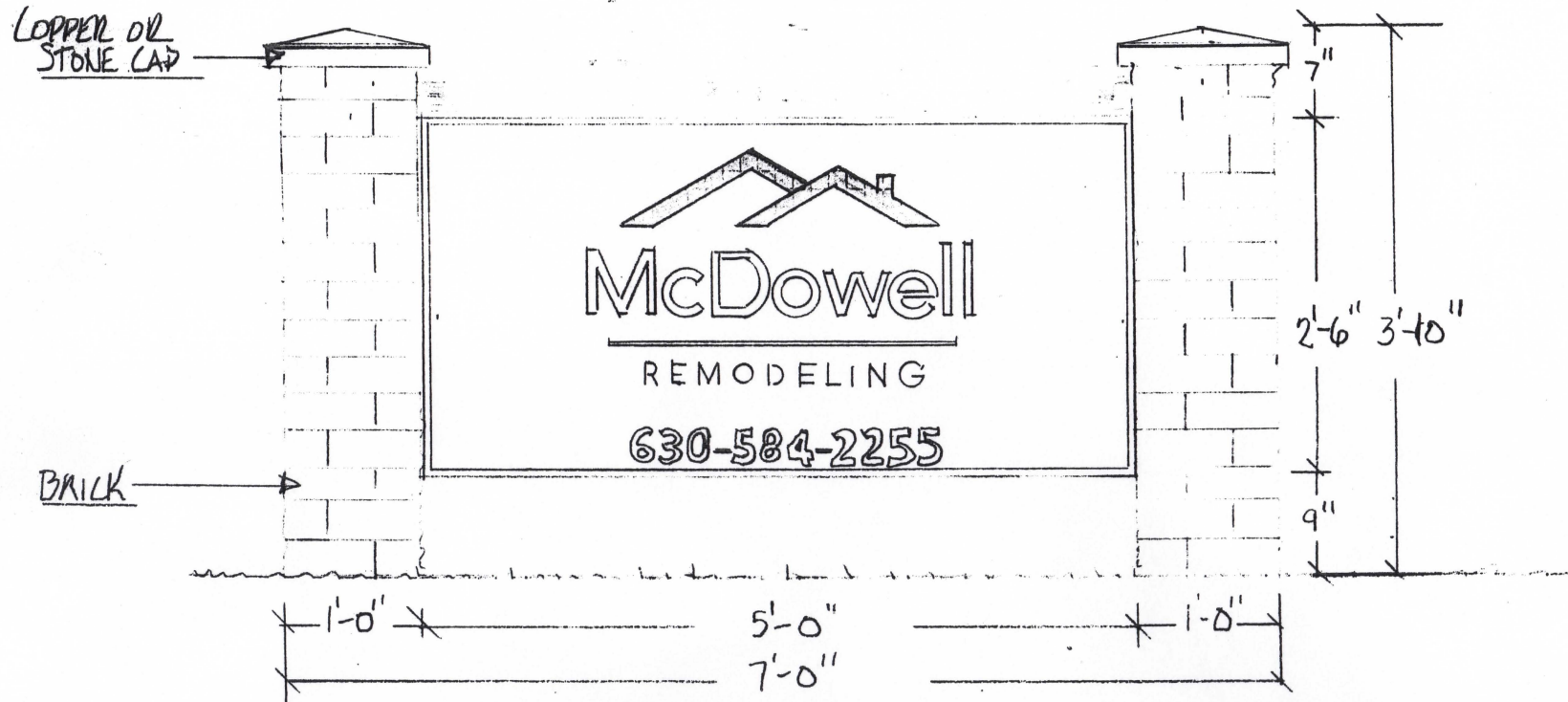
Copyright © 2014 by EverGreen Landscape Associates, LLC

McDowell Sign Planting

All measurements shown are approximate and not necessarily to scale. Location and size of decks, patios, walks, hardscapes, plants and other items may vary and are subject to change without notice.

Revised Date: _____ Date: 7-17-14
 _____ Drawn By: RL
 _____ File Name: _____

Scale: 1" = 4'0"



CONCEPT SIGN
SCALE 1"=1'-0"

MCDOWELL INC 7.2.
521 W. MAIN ST
ST. CHARLES, IL
630.584.2255

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 & Economic 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.

City of St. Charles, Illinois

Corridor Improvement Commission Resolution No. 4-2014

**A Resolution Recommending Approval of
A Corridor Improvement Grant Application**

521 W. Main Street – (McDowell Remodeling, Inc.)

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 521 W. 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, Kane, Dechene, Potts, Hauser, and Pietryla

Nays: None

Abstain: None

Absent: Schuetz

Motion Carried.

PASSED, this 6th day of August, 2014.

Chairman

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 Corridor Improvement Grant for 2580 E. Main Street (SavWay Fine Wines & Spirits)						
	Presenter:	Matthew O'Rourke						
<i>Please check appropriate box:</i>								
	Government Operations				Government Services			
X	Planning & Development (9/8/14)				City Council			
	Public Hearing							
Estimated Cost:	\$2,975.00			Budgeted:	YES	X	NO	
If NO, please explain how item will be funded:								
Executive Summary:								
<p>Mary Claire Malloy, part owner of the SavWay Fine Wines and Spirits liquor store chain, located at 2580 E. Main Street has requested a Corridor Improvement Grant for landscape improvements. The applicant is proposing to install new landscape features around the SavWay freestanding sign and parallel to E. Main Street. The applicant is also proposing to replace landscaping along the front wall of the SavWay building. These features will enhance the E. Main Street corridor along a portion of the road that does not have abundant amounts of landscaping.</p> <p>The Corridor Improvement Commission reviewed the design and recommended approval of the grant on September 3, 2014. The City's share of the total project cost will be a maximum of \$2,900.00 for landscape materials and \$75.00 for design fees. The total grant amount will be \$2,975.00.</p>								
Attachments: <i>(please list)</i>								
Draft Corridor Improvement Agreement. CIC Resolution 6-2014								
Recommendation / Suggested Action <i>(briefly explain):</i>								
Recommendation to approve a Corridor Improvement Grant for 2580 E. Main Street (SavWay Fine Wines & Spirits).								
<i>For office use only:</i>		<i>Agenda Item Number:</i> 5e						

City of St. Charles
CORRIDOR IMPROVEMENT AGREEMENT

2580 E. Main Street
SavWay Fine Wines and Spirits (Mary Claire Malloy)

THIS AGREEMENT, entered into this 15th day of Septmeber, 2014, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated APPLICANT, to wit:

APPLICANT Name: **Mary Claire Malloy**

Address of Property to be Improved: **2580 E. Main Street**

PIN Number(s): **09-26-276-017, 09-26-276-035**

Property Owner's Name: **E M ENTERPRISES INC (represented by Mary Claire Malloy)**

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, Lincoln Hwy, and Special Service Tax District SSA-1B corridors of the CITY; and

WHEREAS, Mary Claire Malloy, 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 right-of-way on parcels with the following PIN(s) **09-26-276-017 and 09-26-276-035** and landscape design fees associated with those improvements, shall be considered reimbursable as shown in Exhibit II. 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:	\$100.00	City’s Share @75%	\$75.00
Landscape improvements cost:	\$5,800.00	City’s Share @50%	\$2,900.00

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 & Economic 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 & Economic 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 & Economic 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, Lincoln Highway, 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.

Sav-way Liquors
2580 East Main St.
Saint Charles, IL 60174

\$4800
FOR
THIS
PORTION
OF PROJECT

\$100
Drawing Fee

5

Main

Drawn By: Hugo Arroyo
Arroyo Landscapes

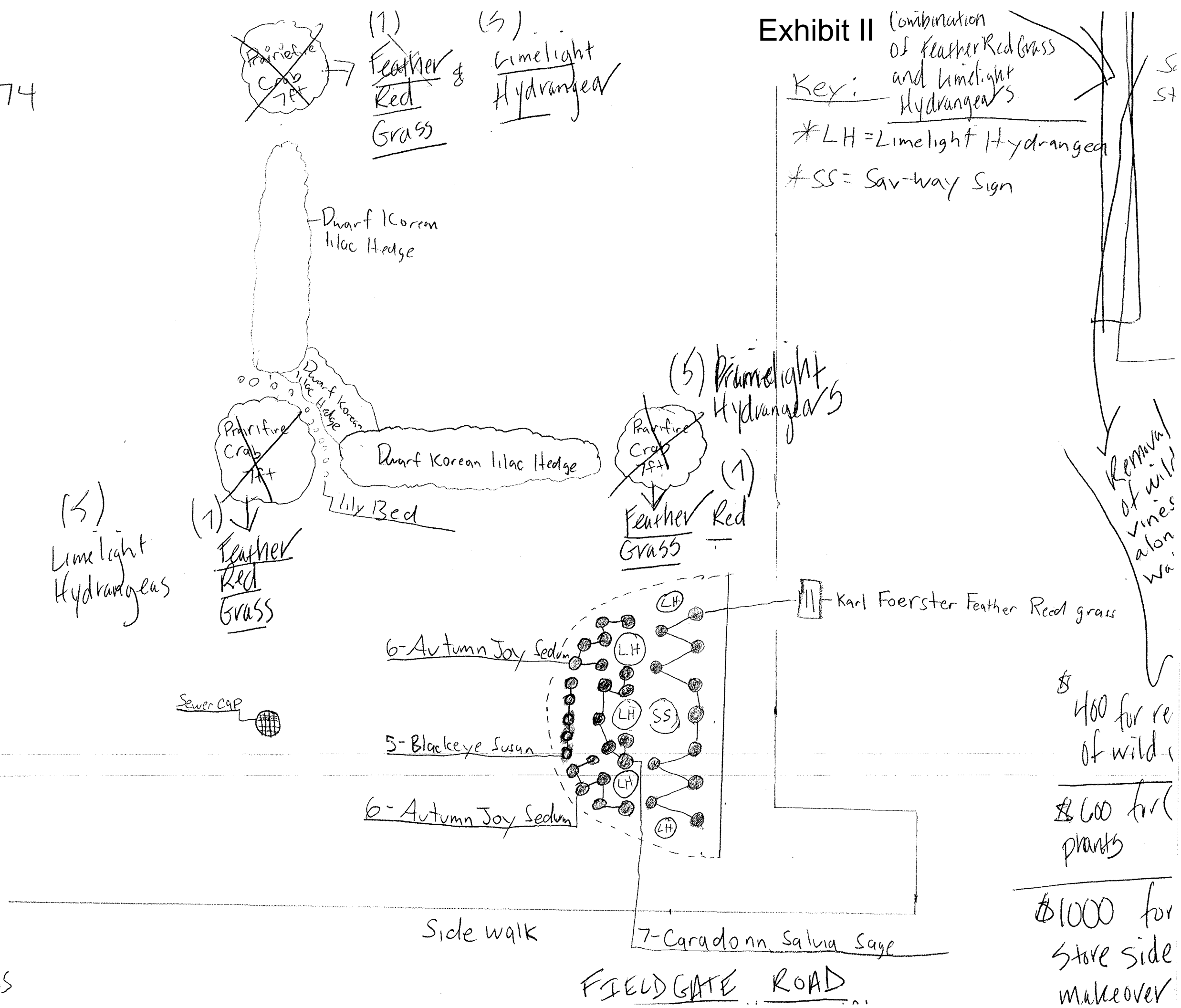


Exhibit II

(Combination of Feather Red Grass and Lime Light Hydrangeas)

Key:

*LH = Lime Light Hydrangeas

*SS = Sav-way Sign

St

Removal of wild vines along wa

Exhibit III
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 & Economic 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.

City of St. Charles, Illinois

Corridor Improvement Commission Resolution No. 6-2014

**A Resolution Recommending Approval of
A Corridor Improvement Grant Application**

2580 E. Main Street – (SavWay Fine Wines and Spirits)

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 2580 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, Kane, Dechene, Hauser, and Pietryla

Nays: None

Abstain: None

Absent: Schuetz and Potts

Motion Carried.

PASSED, this 3rd day of September, 2014.

Chairman

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 Corridor Improvement Grant for 4200 E. Main Street (Baltria Classic Auto)						
	Presenter:	Matthew O'Rourke						
<i>Please check appropriate box:</i>								
	Government Operations				Government Services			
X	Planning & Development (9/8/14)				City Council			
	Public Hearing							
Estimated Cost:	\$11,000.00			Budgeted:	YES	X	NO	
If NO, please explain how item will be funded:								
Executive Summary:								
<p>Ben Grigaliunas, part owner of the Baltria Classic Auto Dealership, located at 4200 E. Main Street has applied for a Corridor Improvement Grant for landscape improvements. The applicant is proposing to install new landscape features along the front facade of their new storage structure. The new landscaping will be interspersed with for-sale auto displays and visible from E. Main Street. These features will enhance the E. Main Street corridor along a portion of the road that does not have abundant amounts of landscaping.</p> <p>The Corridor Improvement Commission reviewed the design and recommended approval of the grant on September 3, 2014. The City's share of the total project cost will be a maximum of \$11,000.00 for landscape materials.</p>								
Attachments: <i>(please list)</i>								
Draft Corridor Improvement Agreement. CIC Resolution 5-2014								
Recommendation / Suggested Action <i>(briefly explain):</i>								
Recommendation to approve a Corridor Improvement Grant for 4200 E. Main Street (Baltria Classic Auto).								
<i>For office use only:</i>		<i>Agenda Item Number:</i> 5f						

City of St. Charles
CORRIDOR IMPROVEMENT AGREEMENT

4200 E. Main Street
Ben Grigaliunas (Baltia Classic Auto)

THIS AGREEMENT, entered into this 15th day of Septmeber, 2014, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated APPLICANT, to wit:

APPLICANT Name: **Ben Grigaliunas**

Address of Property to be Improved: **4200 E. Main Street**

PIN Number(s): **01-30-201-002**

Property Owner's Name: **ST CHARLES NORTH AVE LLC.**

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, Lincoln Highway, and Special Service Tax District SSA-1B corridors of the CITY; and

WHEREAS, Ben Grigaliunas, 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 right-of-way on parcels with the following PIN(s) **01-30-201-002** and landscape design fees associated with those improvements, shall be considered reimbursable as shown in Exhibit II and Exhibit 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 improvements cost: \$22,000.00 City's Share @ 50% up to a maximum of \$11,000.00

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 & Economic 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 & Economic 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 & Economic 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, Lincoln Highway, 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.

Jim George & Sons, LLC
PO BOX 247
Sycamore, IL 60178
815 899 3594
jimgeorgeandsons@gmail.com

Date: 7-8-14

Exhibit II

Proposed improvements to the landscape of:

Baltia Corporation
4200 E Main St
St Charles, IL 60174

Estimated cost of improvements: ~~\$22,000.00~~

LIGHTING NOT INCLUDED

\$22,500

DISPLAY RAMPS
PAVERS

MULCH

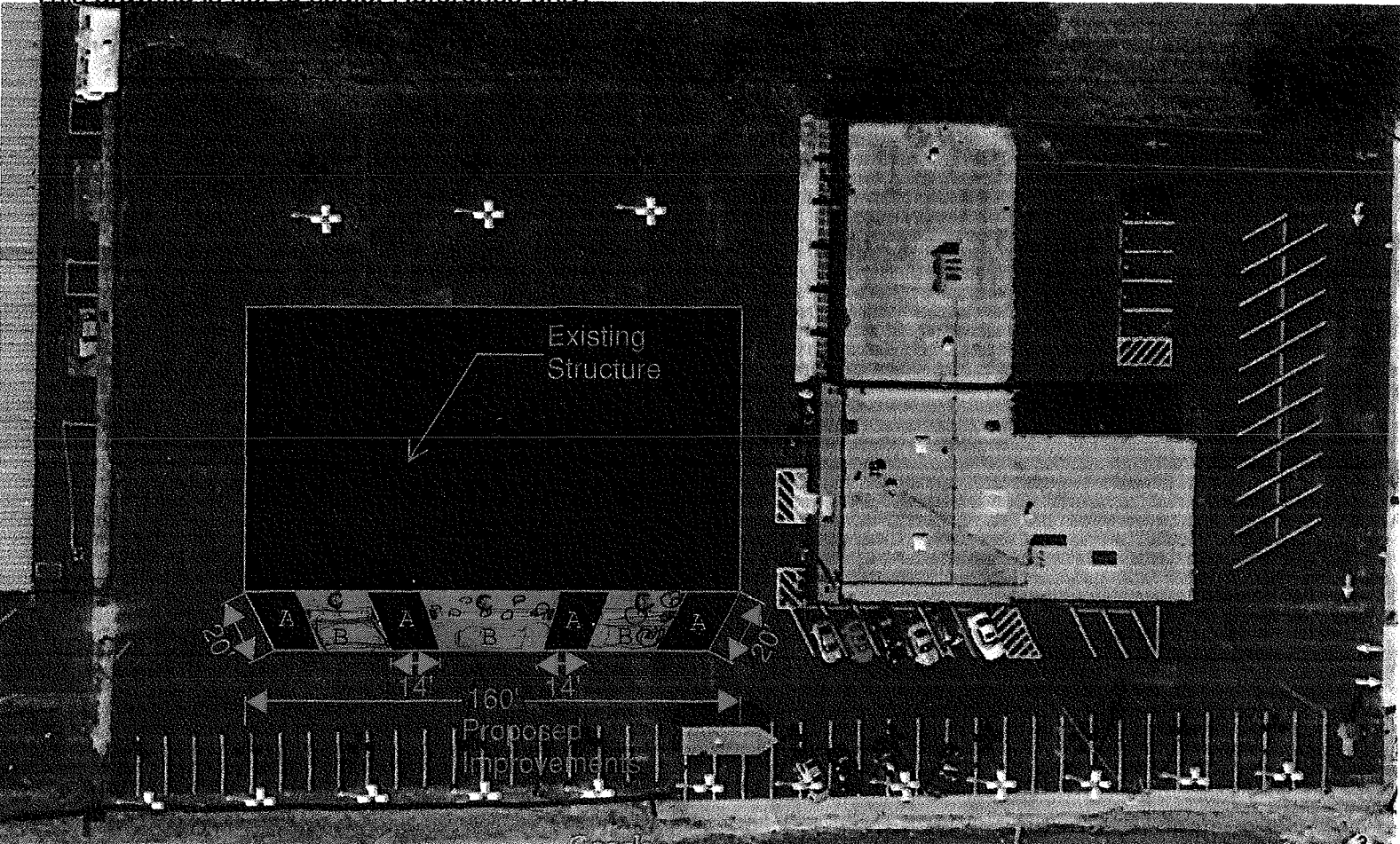
EVERGREEN
BUSHES

Proposed Improvements consist of Parts A and B and C.

A: Build display ramps consisting of gravel base and 3" asphalt surface. Ramps will be 14' wide and 20' deep.

B: Landscape with top soil and evergreen bushes, mulch may be added for beautification and weed retention.

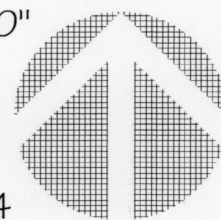
*This drawing is not to scale. Reference only.



Baltia Auto
4200 E. Main Street
Saint Charles, IL

1"=8'-0"

North

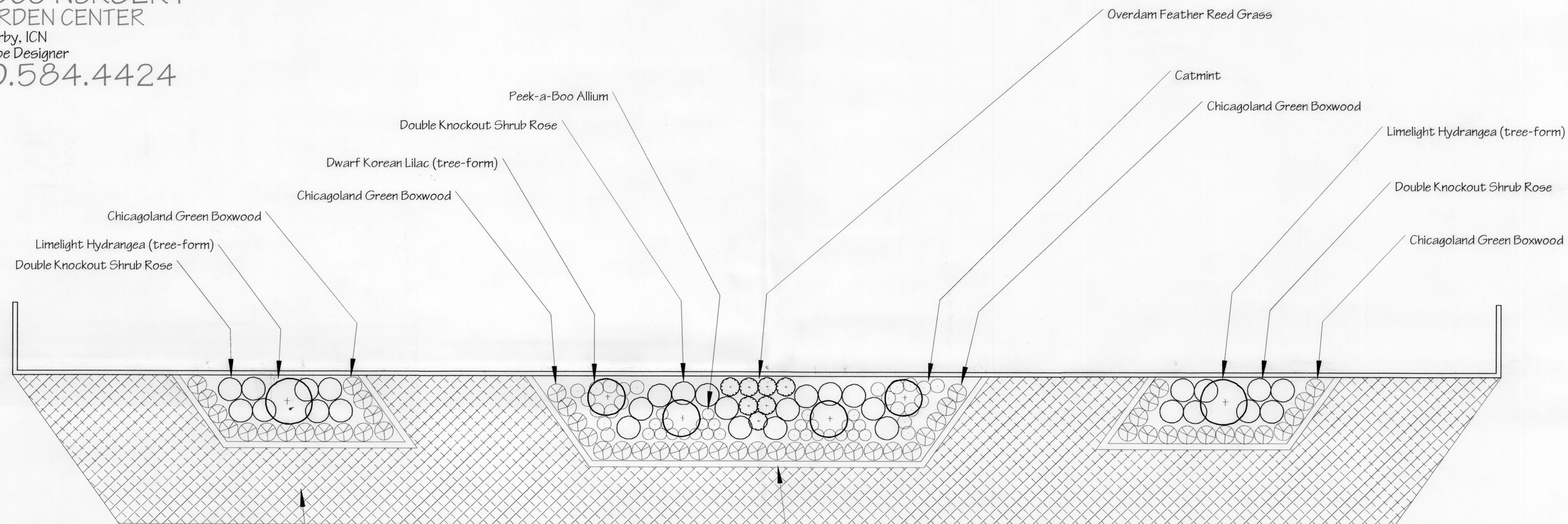


July '14

WASCO NURSERY
& GARDEN CENTER

Matt Zerby, ICN
Landscape Designer

630.584.4424



Plant List

Trees:

2 Limelight Hydrangea (tree-form)
4 Dwarf Korean Lilac (tree-form)

Shrubs:

55 Chicagoland Green Boxwood
30 Double Knockout Shrub Rose

Perennials:

22 Catmint
26 Peek-a-Boo Allium
7 Overdam Feather Reed Grass

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 & Economic 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.

City of St. Charles, Illinois

Corridor Improvement Commission Resolution No. 5-2014

**A Resolution Recommending Approval of
A Corridor Improvement Grant Application**

4200 E. Main Street – (Baltia Classic Auto)

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 4200 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, Kane, Dechene, Hauser, and Pietryla

Nays: None

Abstain: None

Absent: Schuetz and Potts

Motion Carried.

PASSED, this 3rd day of September, 2014.

Chairman

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 amortization of nonconforming signs and Historic Sign designation
Staff:	Russell Colby, Planning Division Manager

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (9/8/14)		City Council

Estimated Cost:	N/A	Budgeted:	YES		NO	
-----------------	-----	-----------	-----	--	----	--

If NO, please explain how item will be funded:

Executive Summary:

In October 2006 a complete revision of the Zoning Ordinance was adopted. Included in the revision was a provision that all nonconforming freestanding and wall-mounted signs be brought into compliance with the applicable requirements of Title 17 after a 3-year period (October 16, 2009). This provision was modified in 2009, 2011, and 2013 to provide extensions of the amortization period due to economic uncertainty and construction on Rt. 64. The amortization period currently ends on October 16, 2014.

Staff has been periodically updating the P&D Committee on progress to meet the amortization deadline. At the August meeting, the Committee recommended staff look at extending the amortization deadline for a short period to assist property owners to come into compliance, and research broadening the Historic Sign provisions.

Staff is presenting a General Amendment for an eight-month extension of the amortization of nonconforming signs and a change in the date standard for historic sign designation by ten years (see table below).

Plan Commission Recommendation:

The Plan Commission held a public hearing to discuss this application at their September 2, 2014 meeting. The Commission recommended approval of the General Amendment with two conditions (see table below).

Staff Proposal vs. Plan Commission Recommendation:

	Staff Proposal	Plan Commission Recommendation
Section 17.08.060 Nonconforming Signs	Extend the amortization of nonconforming signs deadline by 8 months, to June 16, 2015	Require property owners to submit a written request for the 8 month extension, or else current deadline applies
Section 17.28.070 Historic Signs	Change the historic sign designation date standard from January 1, 1966 to January 1, 1976 (40 years)	Eliminate the date standard and substitute with 40 years from the year of application

Attachments: *(please list)*

Proposed General Amendment Language Memo, Plan Commission Resolution, Staff Report, General Amendment Application

Recommendation / Suggested Action *(briefly explain):*

Recommendation to approve a General Amendment to Title 17 of the City Code (Zoning Ordinance) regarding amortization of nonconforming signs and historic signs. The Committee may recommend approval of the staff proposal, the Plan Commission recommendation, or recommend approval with other modifications.

For office use only: *Agenda Item Number:*

Community & Economic Development Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



Memo

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

FROM: Ellen Johnson, Planner

CC: Russell Colby, Planning Division Manager

RE: Proposed Language for General Amendment to Section 17.08.060 Nonconforming Signs (amortization of nonconforming signs) & Section 17.28.070 Historic Signs (standards for Historic Sign designation)

DATE: September 8, 2014

At the Plan Commission public hearing and meeting on September 2, 2014, the Commission recommended approval of the General Amendment to change the amortization of nonconforming signs deadline and the date standard for the designation of historic signs. The table below summarizes staff's proposal and the Plan Commission recommendation:

	Staff Proposal	Plan Commission Recommendation
Section 17.08.060 Nonconforming Signs	Extend the amortization of nonconforming signs deadline by 8 months, to June 16, 2015	Require property owners to submit a written request for the 8 month extension, or else current deadline applies
Section 17.28.070 Historic Signs	Change the historic sign designation date standard from January 1, 1966 to January 1, 1976 (40 years)	Eliminate the date standard and substitute with 40 years from the year of application

Based on the Plan Commission recommendation, the following language for the applicable sections of Title 17 is proposed; changes are underlined:

Section 17.08.060 Nonconforming Signs

- A. Where a freestanding sign mounted on a pole, pylon, foundation, or other supporting structure is nonconforming, the sign and its supporting structure shall be removed or otherwise modified to conform to the provisions of this Title by October 16, 2014, or within fifteen (15) years after its initial construction, whichever is later.
- B. Prior to October 16, 2014 or the end of the fifteen (15) year period as defined in paragraph A, the owner of a nonconforming freestanding sign mounted on a pole, pylon, foundation, or other supporting structure may submit a written request to the Community and Economic Development Director for an extension of eight (8) months to come into compliance with the provisions of this Title. The written request must explain how the nonconformity(s) will be resolved within the extension period.

- C. Where a sign other than a freestanding sign is nonconforming, it shall be removed or otherwise modified to conform to the provisions of this Title by October 16, 2014, or within eight (8) years after its initial construction, whichever is later.
- D. Prior to October 16, 2014 or the end of the eight (8) year period as defined in paragraph C, the owner of a nonconforming sign other than a freestanding sign may submit a written request to the Community and Economic Development Director for an extension of eight (8) months to come into compliance with the provisions of this Title. The written request must explain how the nonconformity(s) will be resolved within the extension period.
- E. No nonconforming sign shall be changed to another nonconforming sign except that the copy, message or graphic of a nonconforming sign may be changed by replacing nonstructural components on which the copy, message or graphic is displayed, such as a plastic or metal panel or insert. No part of a nonconforming sign's supporting structure, electrical, or lighting equipment shall be replaced or modified so as to extend the life of the sign.
- F. Where a nonconforming freestanding sign including its structural components is removed, the pole, pylon, foundation or other structure that supported the sign shall also be removed.
- G. Except as specifically provided in this Section, nonconforming signs shall be regulated in conformance to the provisions of this Title applicable to nonconforming structures.

Section 17.28.070 Historic Signs

A small number of existing signs in the City may be closely identified with a cultural or commercial entity or building that forms a part of the character or history of the community. Such signs, however, may have been erected under a previous code and may not conform to all of the provisions of this Chapter. The intent of this Section is to permit such signs to be maintained. Therefore, a sign erected at least forty (40) years prior to the year of application for Historic Sign designation that does not conform to one or more provisions of this Chapter may continue to be maintained and shall not be subject to the amortization provisions of this Title, if the City Council determines, upon the recommendation of the Historic Preservation Commission, that all of the following standards have been met:

- A. The sign was lawfully erected at least forty (40) years prior to the year of application for Historic Sign designation and has been continuously maintained in the same location since that year.
- B. The sign:
 - 1. Is attached to a significant historic building or landmark, and has come to be identified with that building or landmark, whether or not it is original to it; or
 - 2. Is located on a site that has been continuously operated for the same business use for at least 40 years prior to the year of application for Historic Sign designation.
- C. The sign is of a unique shape or type of design representative of its era, and that is not commonly found in contemporary signs.
- D. The sign identifies a building or business that is associated with a family, business or organization that was noteworthy in the history of the St. Charles community.
- E. The sign does not violate Section 17.28.080, Prohibited Signs.

Please see the Staff Report for the proposed amendment language based on staff's proposal.

City of St. Charles, Illinois
Plan Commission Resolution No. 14-2014

**A Resolution Recommending Approval of a General Amendment to Chapter 17.08
“Nonconformities”, Section 17.08.060 “Nonconforming Signs” and
Chapter 17.28 “Signs”, Section 17.28.070 “Historic Signs”**

Passed by Plan Commission on September 2, 2014

WHEREAS, it is the responsibility of the St. Charles Plan Commission to hold public hearings and review requests for amendments to Title 17, “Zoning”; and

WHEREAS, the Plan Commission held a public hearing and has reviewed the petition for a General Amendment to Chapter 17.08 “Nonconformities”, Section 17.08.060 “Nonconforming Signs” and Chapter 17.28 “Signs”, Section 17.28.070 “Historic Signs”; and

WHEREAS, the Plan Commission finds approval of said amendment to be in the best interest of the City of St. Charles based upon the following findings:

FINDINGS FOR GENERAL AMENDMENT

AMORTIZATION OF NONCONFORMING SIGNS

Application for a General Amendment

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

N/A

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

The amendment is simply an extension of the time period for the existing amortization of nonconforming sign requirement to provide additional time for signs to come into compliance and therefore does not alter the original intent of the Zoning Ordinance.

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 of policy.

The amendment is more workable than the existing text. The first three extensions to the amortization period were approved by Council due to uncertainties regarding IDOT construction projects along Rt. 64 and the incompleteness of said projects. This amendment will grant property/business owners who have not yet come into compliance additional time to determine how to bring their sign into compliance, including those seeking a variation from the Zoning Board of Appeals.

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 additional eight month extension granted by the amendment will give the property/business owners currently in the process of coming into compliance time to do so within the allowable timeframe.

5. The extent to which the proposed amendment creates non-conformities.

The amendment requires that nonconforming signs be brought into compliance with Chapter 17.28 Signs of the Zoning Ordinance by June 16, 2015. The intent of this amortization, to eliminate existing nonconformities, will not be altered.

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

The amendment will apply to all properties that are affected by the amortization requirement, regardless of zoning district.

HISTORIC SIGNS

Application for a General Amendment

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

N/A

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

The amendment will not change any of the standards for historic sign designation listed in the applicable section of the Zoning Ordinance, other than the date before which the sign must be erected. The extension of the date will permit a select number of existing signs that are important to the community's character and history to remain.

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 of policy.

The amendment is more workable than the existing text, due to the change of date for the amortization of nonconforming signs. The amendment also reflects a change of policy to allow additional historic signs.

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

The amendment will serve the public interest by allowing additional longtime St. Charles businesses to retain their original, well-recognized signs, which add to the character and history of the community.

5. The extent to which the proposed amendment creates non-conformities.

The amendment will not create additional nonconformities, but rather will continue to permit nonconforming signs that meet specified historic standards to be exempt from the amortization provision for nonconforming signs.

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

The amendment will apply to all properties, regardless of zoning district.

NOW, THEREFORE, be it resolved by the St. Charles Plan Commission to recommend to City Council approval of a General Amendment to Chapter 17.08 “Nonconformities”, Section 17.08.060 “Nonconforming Signs” and Chapter 17.28 “Signs”, Section 17.28.070 “Historic Signs”, subject to the following conditions:

1. 17.08.060: The owner of a nonconforming sign shall be required to submit a written request to the Community and Economic Development Director for an eight (8) month extension to come into compliance with the provisions of the Zoning Ordinance. The written request must explain how the nonconformity(s) will be resolved. Without a written request for extension, the existing amortization deadline shall apply.
2. 17.28.070: All proposed reference to January 1, 1976 shall be replaced with language requiring signs to have been erected at least forty (40) years prior to the year of application for historic sign designation.

Roll Call Vote:

Ayes: Schuetz, Doyle, Kessler, Gaugel, Amatangelo, Holderfield, Pretz, Macklin-Purdy

Nays:

Absent: Wallace

Motion Carried: 8-0

PASSED, this 2nd day of September 2014.

Chairman
St. Charles Plan Commission

Community & Economic Development Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



Staff Report

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

FROM: Ellen Johnson, Planner

CC: Russell Colby, Planning Division Manager

RE: Application for a General Amendment to Section 17.08.060 Nonconforming Signs (amortization of nonconforming signs) & Section 17.28.070 Historic Signs (standards for Historic Sign designation)

DATE: September 8, 2014

I. APPLICATION INFORMATION

Project Name: General Amendments to Title 17 of the City Code (Zoning Ordinance) regarding a date extension for the amortization of nonconforming signs provision and standards for Historic Sign designation

Applicant: City of St. Charles

Purpose: To extend the amortization of nonconforming signs requirement by eight months, to June 16, 2015 and to change the Historic Sign date standard by 10 years, to prior to January 1, 1976.

II. BACKGROUND

AMORTIZATION OF NONCONFORMING SIGNS

A complete revision of the Zoning Ordinance was adopted on October 16, 2006. Included in the revised Ordinance was a provision that all nonconforming freestanding and wall-mounted signs be brought into compliance with the applicable requirements of Title 17 after a 3-year period (October 16, 2009).

In 2009 and 2011, the City Council approved two-year extensions of the amortization period. Both times, the Council stated that in consideration of economic uncertainty and construction of Rt. 64 by IDOT that the sign amortization period would be extended. In 2013, Council approved an additional one-year extension of the amortization period.

The amortization period currently ends on October 16, 2014, meaning that nonconforming signs will have to be brought into compliance with the Zoning Ordinance by that date.

At the August 11, 2014 meeting of the P&D Committee, staff provided an update regarding the sign amortization. Staff explained they have been working with business and property owners to come into compliance with the Zoning Ordinance and have been processing applications for zoning variations through the Zoning Board of Appeals process.

Staff advised the Committee that another eight month extension would allow more time for the remaining properties to come into compliance. The Committee directed staff to proceed with a General Amendment to extend the sign amortization deadline to June 16, 2015.

HISTORIC SIGNS

The Zoning Ordinance allows signs that meet certain criteria to be designated as “historic signs.” This designation allows nonconforming signs that meet the applicable criteria to remain in place after the amortization deadline. When the Zoning Ordinance was adopted in 2006, existing signs for the Arcada Theatre and Zimmerman Ford were designated as historic signs. In August 2014, City Council approved a historic sign designation for St. Charles Bowl.

One of the standards that must be met for historic sign designation is that the sign was erected prior to January 1, 1966 and has been maintained in the same location since that date. Through discussions with business owners regarding the amortization of nonconforming signs, it has come to staff’s attention that certain signs connected to longtime St. Charles businesses meet all of the standards required of a historic sign designation, other than the date cutoff. P&D Committee expressed an interest in seeing if the historic sign requirements could be expanded to accommodate signs that are close to meeting the standards. Staff is proposing to extend the date by 10 years, to January 1, 1976, to accommodate those signs while still meeting the intent of the Historic Sign provision of the Zoning Ordinance.

When the Zoning Ordinance was adopted in 2006, the historic sign date standard was set at 40 years prior to 2006. With the amortization deadline proposed to be extended to June 2015, staff is recommending the historic sign date standard be amended to 40 years prior to the extended amortization deadline. Staff believes the January 1, 1976 date is appropriate to provide for signs constructed during the 1975 calendar year or earlier.

Plan Commission Recommendation

The Plan Commission held a public hearing on the General Amendment on September 2, 2014. The Commission discussed the importance of encouraging property owners to comply with the amortization requirement and strategies to do so. Regarding historic signs, the Commission questioned the choice of the 1976 date and expressed a preference for a set number of years rather than a date.

Based on their discussion, the Commission voted to recommend approval of the General Amendment at the September 2, 2014 meeting, but placed conditions on the approval. For the amortization of nonconforming signs, the Commission recommended a condition that property owners be required to submit a written request for the eight-month extension to June 16, 2015. Failure to do so by October 16, 2014 will cause that date to remain the compliance deadline. For historic signs, the Commission recommended a condition that all proposed reference to January 1, 1976 be replaced with language requiring signs to have been erected at least 40 years from the date of application.

III. PROPOSAL

AMORTIZATION OF NONCONFORMING SIGNS

Staff has filed an application for a General Amendment for an extension of the amortization provisions of **Section 17.08.060 Nonconforming Signs**, to June 16, 2015 (an eight month extension). Currently the Ordinance requires all nonconforming signs be removed within eight years of the effective date of the Zoning Ordinance (October 16, 2014). The section states:

- A. *Where a freestanding sign mounted on a pole, pylon, foundation, or other supporting structure is nonconforming, the sign and its supporting structure shall be removed or otherwise modified to conform to the provisions of this Title within eight (8) years of the effective date of this Title, or within fifteen (15) years after its initial construction, whichever is later.*
- B. *Where a sign other than a freestanding sign is nonconforming, it shall be removed or otherwise modified to conform to the provisions of the Title within eight (8) years of the effective date of this Title, or within eight (8) years after its initial construction, whichever is later.*

The proposed amendment requires that all nonconforming signs be removed by June 16, 2015. The General Amendment is as follows:

- A. *Where a freestanding sign mounted on a pole, pylon, foundation, or other supporting structure is nonconforming, the sign and its supporting structure shall be removed or otherwise modified to conform to the provisions of this Title by June 16, 2015, or within fifteen (15) years after its initial construction, whichever is later.*
- B. *Where a sign other than a freestanding sign is nonconforming, it shall be removed or otherwise modified to conform to the provisions of this Title by June 16, 2015, or within eight (8) years after its initial construction, whichever is later.*

HISTORIC SIGNS

Staff has filed an application for a General Amendment to change the historic sign designation date standard of **Section 17.28.070 Historic Signs** to prior to January 1, 1976. Currently the Ordinance requires that signs be erected prior to January 1, 1966 to be considered for historic sign designation. The section states:

A small number of existing signs in the City may be closely identified with a cultural or commercial entity or building that forms a part of the character or history of the community. Such signs, however, may have been erected under a previous code and may not conform to all of the provisions of this Chapter. The intent of this Section is to permit such signs to be maintained. Therefore, a sign erected prior to January 1, 1966 that does not conform to one or more provisions of this Chapter may continue to be maintained and shall not be subject to the amortization provisions of this Title, if the City Council determines, upon the recommendation of the Historic Preservation Commission, that all of the following standards have been met:

- A. *The sign was lawfully erected prior to January 1, 1966, and has been continuously maintained in the same location since that date.*
- B. *The sign:*
 - a. *Is attached to a significant historic building or landmark, and has come to be identified with that building or landmark, whether or not it is original to it; or*
 - b. *Is located on a site that has been continuously operated for the same business use since January 1, 1966 or earlier.*
- C. *The sign is a unique shape or type of design representative of its era, and that is not commonly found in contemporary signs.*
- D. *The sign identifies a building or business that is associated with a family, business or organization that was noteworthy in the history of the St. Charles community.*
- E. *The sign does not violate Section 17.28.080 Prohibited Signs.*

The proposed amendment requires that, among the other existing standards, the sign must have been erected prior to January 1, 1976 to be designated a historic sign. The General Amendment is as follows:

...Therefore, a sign erected prior to January 1, 1976 that does not conform to one or more provisions in this Chapter may continue to be maintained and shall not be subject to the amortization provisions of this Title, if the City Council determines, upon the recommendation of the Historic Preservation Commission, that all of the following standards have been met:

- A. *The sign was lawfully erected prior to January 1, 1976, and has been continuously maintained in the same location since that date.*
- B. *The sign:*
 - a. *Is attached to a significant historic building or landmark, and has come to be identified with that building or landmark, whether or not it is original to it; or*
 - b. *Is located on a site that has been continuously operated for the same business use since January 1, 1976 or earlier.*
- C, D, E. *(Same as above)*

IV. ANALYSIS

AMORTIZATION OF NONCONFORMING SIGNS

Staff has surveyed and compiled a list of nonconforming signs (attached). The majority of these signs exist along Main Street. In total, there are approximately 35 remaining nonconforming signs. One variation has been applied for and issued by the Zoning Board of Appeals, and another variation request will be considered at the Board's September meeting. Additional property/business owners have expressed interest in seeking a variation, although applications have yet to be filed.

HISTORIC SIGNS

Staff has identified a couple nonconforming signs that may meet the historic sign designation standards, if the proposed amendment is adopted. These businesses are Kevin's Service Station (201 S. 2nd St.) and Salerno's (320 N. 2nd St.).

In order for the signs connected to these businesses to be designated historic signs and therefore be permitted to remain, the business owners would need to request the designation from the City. The Historic Preservation Commission would make a recommendation to City Council regarding whether the sign meets the applicable standards. City Council would then either approve or deny the historic sign designation. This designation does not prevent the sign from being removed or changed in the future.

V. RECOMMENDATION

Staff recommends approval of the General Amendments. The findings of fact to support that recommendation have been provided by staff below as part of the General Amendment application.

If the Commission believes it is appropriate to close the hearing and is satisfied with the information provided, it may make a recommendation.

VI. FINDINGS OF FACT

AMORTIZATION OF NONCONFORMING SIGNS

Application for a General Amendment

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

N/A

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

The amendment is simply an extension of the time period for the existing amortization of nonconforming sign requirement to provide additional time for signs to come into compliance and therefore does not alter the original intent of the Zoning Ordinance.

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 of policy.

The amendment is more workable than the existing text. The first three extensions to the amortization period were approved by Council due to uncertainties regarding IDOT construction projects along Rt. 64 and the incompleteness of said projects. This amendment will grant property/business owners who have not yet come into compliance additional time to determine how to bring their sign into compliance, including those seeking a variation from the Zoning Board of Appeals.

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 additional eight month extension granted by the amendment will give the property/business owners currently in the process of coming into compliance time to do so within the allowable timeframe.

5. The extent to which the proposed amendment creates non-conformities.

The amendment requires that nonconforming signs be brought into compliance with **Chapter 17.28 Signs** of the Zoning Ordinance by June 16, 2015. The intent of this amortization, to eliminate existing nonconformities, will not be altered.

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

The amendment will apply to all properties that are affected by the amortization requirement, regardless of zoning district.

HISTORIC SIGNS

Application for a General Amendment

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

N/A

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

The amendment will not change any of the standards for historic sign designation listed in the applicable section of the Zoning Ordinance, other than the date before which the sign must be erected. The extension of the date will permit a select number of existing signs that are important to the community's character and history to remain.

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 of policy.

The amendment is more workable than the existing text, due to the change of date for the amortization of nonconforming signs. The amendment also reflects a change of policy to allow additional historic signs.

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

The amendment will serve the public interest by allowing additional longtime St. Charles businesses to retain their original, well-recognized signs, which add to the character and history of the community.

5. The extent to which the proposed amendment creates non-conformities.

The amendment will not create additional nonconformities, but rather will continue to permit nonconforming signs that meet specified historic standards to be exempt from the amortization provision for nonconforming signs.

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

The amendment will apply to all properties, regardless of zoning district.

Amortization of Signs					
Address	Business Name	Sign Brought Into Compliance	Sign Permit Submitted/Issued	Non-Conforming Signs Remaining	Notes
1001 E Main Street	Multi Tenant Office Building	Yes			Sign Removed - Permit to be submitted
1302 E Main Street	Valvoline Oil Change	Yes			
1350 E Main Street	Partners in Mortgage	Yes			
1400 W Main Street	Ray's Evergreen	Yes			
1405-1625 W Main Street	Valley Shopping Center	Yes			
1502 W Main Street	Midas	Yes			
1525 W Main Street	Fifth/Third Bank	Yes			
1635 E Main Street	Best Western	Yes			
1645 E Main Street	Firestone	Yes			
1650 W Main Street	Gabby's (Spring View)	Yes			
1711 W Main Street	Dunkin Donuts	Yes			
1825 W Main Street	Kabob's (Old KFC)	Yes			
2010 E Main Street	Heinz Bros Greenhouse	Yes			
2010 W Main Street	Pep Boys	Yes			
3795 E Main Street	Chili's	Yes			
540 S Randall Road	Circuit Clerks Office	Yes			
716 E Main Street	Dance Academy	Yes			
818 E Main Street	Tastee Freeze	Yes			
904 E Main Street	Reber & Foley	Yes			
1660 W Main Street	BP Gas Station		Yes		
1915 W Main Street	McDonalds	Yes			
116 E Main Street	Life Church			Yes	Working with property owner on new sign.
1023 W Main Street	Mobile Gas Station			Yes	
1121 E Main Street	Office Building			Yes	Future meeting with new owner to be scheduled. Meeting scheduled for 09-03-2014.
1301 E Main Street	Cyndirella's Academy			Yes	
1303 W Main Street	Fox Valley Travel			Yes	Spoke with owner Dr. Baginski on 06/12/2014 - Working to find scrap contractor to remove sign - building is for sale.
1317 E Main Street	Rex's Cork & Fork	Yes		Yes	Spoke with owners on 08/25/2014 on new sign.
1421 E Main Street	GMC Car Dealer				
1434 E Main Street	Office Building	Yes			
1520 E Main Street	Super 8 Motel			Yes	
1545 W Main Street	Rookie's			Yes	
1546-1590 E Main Street	Tin Cup Pass (6 Signs)			Yes	Six-6 signs
1625 E Main Street	Colonial Café			Yes	Met with property owner on 06/20/2014 on new sign and possible setback variation.
1640 W Main Street	St Charles Memorial			Yes	Variation is scheduled to be heard on 07/2014. Variation Granted/Approved.
2015 E Main Street	McCue Chevrolet			Yes	Conference call with the sign manufacturer held on 06/11/2014. Provided zoning information to sign company on 08/04/2014.
2115 W Main Street	Beef Shack			Yes	

2125 W Main Street	Los Burritos					Discussion on new sign held on 06/10/2014 - site meeting to be scheduled for setback variation. Second site meeting with sign contractor scheduled for 08/07/2014.	Yes
2425 W Main Street	Old Deck Yard					Sign will be removed with demolition of building in August/September 2014.	Yes
2500 E Main Street	Circle K (Shell Gas Station)					Provided information on sign requirements on 08/04/2014.	Yes
2520 E Main Street	Corfu Restaurant					Met with property owner and discussion took place with business owner on options.	Yes
2520 W Main Street	St. Charles Bowl					Discussion with business manager on sign requirements. Discussion with staff on possible historic sign designation. Future meeting in July with Historic Commission. Proceeding with historic sign designation.	Yes
2536 E Main Street	BOSA Donuts				Yes	Met with property owner on sign regulations. Working with sign contractor on possibility of using existing sign. They will be applying for a variation for the sign.	
2701 W Main Street	Cada Pool & Spa						Yes
300 N Randall Road	Illinois Central Bus					Discussion with sign contractor held in January of 2014 in regard to using existing sign - just lowering down to be compliant.	Yes
521 W Main Street	McDowell					Met with property/business owner on 06/09/2014 to review new sign drawings. Owner is scheduling to meet with the Corridor Commission for grant funding. Applied for Grant.	Yes
605 W Main Street	Amerprise					Discussions held with property/business owner throughout 2013 and 2014 on sign. Owner planning on requesting grant funding through Corridor Commission.	Yes
619 W Main Street	Premier Interiors					Discussion with property/business owner on 06/13/2014 regarding sign regulations. Sign must come into compliance by 2016.	Yes
614 E Main Street	Lundeen Liquors					Discussion with property owner held on 07/18/2014. Reviewing possibility of using one existing sign for entire property/business.	Yes
620 E Main Street	State Bank					Discussion with property owner held on 07/18/2014. Reviewing possibility of using one existing sign for entire property/business.	Yes
713 E Main Street	Sheen & Associates					Site meeting with property/business owner held on 06/10/2014. New location and size - possible variation.	Yes
801 E Main Street	Catella Building					Meeting at the site held 06/20/2014 with sign contractor and owner. Reviewed new sign and discussed setback variation.	Yes
824 W Main Street	Bob Dorr Plumbing					Owner lowered sign in compliance in 2012. Discussion took place on setback variation. Applying for Variation.	Yes
201 S 2nd Street	Kevin's Service Station					Met with owner in April 2014. Staff can recommended Façade Grant for new building sign. Met with property owner 08/04/2014 - possibility of historic designation on existing sign.	Yes
320 N 2nd Street	Salerno's					Met with owner in April 2014. Staff can recommended Façade Grant for new building sign. Met with property owner 08/04/2014 - possibility of historic designation on existing sign.	Yes
305 N 2nd Street	(Old Art Studio (Fireplace Store))						Yes

303 N 2nd Street	Multi-tenant	Yes	Met with property owner. Will schedule for setback variation.
221 S 2nd Street	Mark's 2nd Street Tavern	Yes	Last site meeting with property and business owner was in summer of 2013 on possible location. Met with business on owner on 08/25/2014 to discuss plans to lower sign.
420 S 3rd Street	Robbin's Flowers	Yes	
214 S 3rd Street	Law Office	Yes	
200 S 2nd Street	Francesca's	Yes	Discussion with business manager in January 2014 on possible sign locations.
415 S 1st Street	Vacant		Met with property owners on 06/11/2014. Will be removing sign prior to October 2014.
602 Geneva Road	Jalapeno Grill	Yes	Sign removed.

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

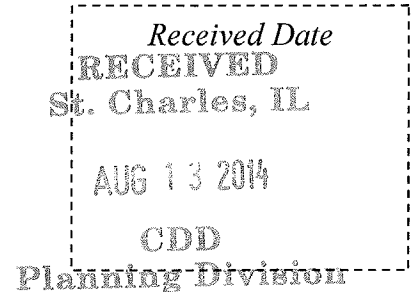


COMMUNITY DEVELOPMENT/PLANNING DIVISION

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

GENERAL AMENDMENT APPLICATION

CITYVIEW	
Project Name:	<u>G.A. - Non-Conforming Signs</u>
Project Number:	<u>2014</u> -PR- <u>018</u>
Application Number:	<u>2014</u> -AP- <u>031</u>



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	City of St. Charles	Phone	(630)377-4443
	Address	2 E. Main Street St. Charles, IL 61074	Fax	(630)762-6924
			Email	ejohnson@stcharesil.gov
2. Billing: <i>Who is responsible for paying application fees and reimbursements?</i>	Name	City of St. Charles	Phone	(630)377-4443
	Address	2 E. Main Street St. Charles, IL 61074	Fax	(630)762-6924
			Email	ejohnson@stcharesil.gov

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.

Ellen Johnson 8/13/14
Applicant Date


Chapter 17.08.060 Nonconforming Signs

- A. Where a freestanding sign mounted on a pole, pylon, foundation, or other supporting structure is nonconforming, the sign and its supporting structure shall be removed or otherwise modified to conform to the provisions of this Title by June 16, 2015, or within fifteen (15) years after its initial construction, whichever is later.
- B. Where a sign other than a freestanding sign is nonconforming, it shall be removed or otherwise modified to conform to the provisions of this Title by June 16, 2015, or within eight (8) years after its initial construction, whichever is later.

Chapter 17.28.070 Historic Signs

...Therefore, a sign erected prior to January 1, 1976 that does not conform to one or more provisions in this Chapter may continue to be maintained and shall not be subject to the amortization provisions of this Title, if the City Council determines, upon the recommendation of the Historic Preservation Commission, that all of the following standards have been met:

- A. The sign was lawfully erected prior to January 1, 1976, and has been continuously maintained in the same location since that date.
- B. The sign:
 - 1. Is attached to a significant historic building or landmark, and has come to be identified with that building or landmark, whether or not it is original to it; or
 - 2. Is located on a site that has been continuously operated for the same business use since January 1, 1976 or earlier.

		AGENDA ITEM EXECUTIVE SUMMARY					
		Title:		Recommendation to Approve an Ordinance Amending Title 8, “Health and Safety” Chapter 8.30 “Tree Preservation on Property” of the St. Charles Municipal Code			
		Presenter:		Christopher Tiedt			
Please check appropriate box:							
	Government Operations				Government Services		
X	Planning & Development (9/8/2014)				City Council		
Estimated Cost:		N/A		Budgeted:	YES		NO
If NO, please explain how item will be funded:							
Executive Summary:							
<p>The purpose of Chapter 8.30 “Tree Preservation on Private Property” is to maintain existing trees within the City to the greatest extent possible, while allowing for reasonable development of private property. In an effort to keep this Chapter of code up to date with current practices and be less onerous on the residents, staff is proposing amendments to Chapter 8.30 “Tree Preservation on Private Property” that will:</p> <ul style="list-style-type: none"> • Add criteria to allow for the waiver of the Tree Preservation Plan requirement for the Preliminary Plan Submittal. • Update Section 8.30.040 “Tree Preservation Requirements for Building Lots” to reflect current practices and procedures. • Revise Emergency Removal procedures to allow removal of trees without first receiving approval from City. • Allow maintenance and corrective measures to be performed within a Tree Conservation Area per the Tree Conservation Area guidelines without approval from the City. • Require approval from the governing HOA, if one exists, prior to maintenance and corrective measures being performed within a Tree Conservation Area. <p>Legal Counsel has reviewed the proposed amendments.</p>							
Attachments: (please list)							
<ul style="list-style-type: none"> • Proposed Amendments for Chapter 8.30 “Tree Preservation on Private Property” 							
Recommendation / Suggested Action (briefly explain):							
Staff recommends approval of the Ordinance amending Title 8, “Health and Safety” Chapter 8.30 “Tree Preservation on Private Property” of the St. Charles Municipal Code							
For office use only:		Agenda Item Number: 5h					

TREE PRESERVATION ON PRIVATE PROPERTY

Chapter 8.30

TREE PRESERVATION ON PRIVATE PROPERTY

Sections:

8.30.010	Purpose
8.30.020	Definitions
8.30.030	Tree Preservation Requirements for Land Development
8.30.040	Tree Preservation Requirements for Building Lots
8.30.050	Tree Conservation Areas
8.30.060	Emergency Removal
8.30.070	Requirements for Tree Preservation Plans
8.30.080	Practices During Construction
8.30.090	Penalties

8.30.010 Purpose

The purpose of this Chapter is to maintain existing trees within the City to the greatest extent possible, while allowing for reasonable development of private property. Trees are assets to the community in many ways, including contributing to its character and scenic beauty, clean air, reducing noise, preventing erosion of topsoil, reducing the rate of stormwater runoff, providing nesting areas for birds and habitat for other wildlife, conserving energy, and providing shade and windbreaks. The health and general welfare of the community, as well as its tax base, are enhanced when trees are preserved. (Ord. 2001-M-73 § 1.)

8.30.020 Definitions

Approved Trees: Approved trees are those species described in Chapter 12.20 of this Code as being suitable street trees in the City of St. Charles, and shall not include restricted species listed in Chapter 12.20.

Building Lot: A lot for which application has been made for a building permit to construct a new building or structure, or to demolish or move an existing building or structure.

Construction Zone: The area of a site where construction of buildings and other site improvements may occur.

DBH (diameter at breast height): The diameter of a tree measured at a height of four and a half feet above the ground.

Land Development: The process of developing a parcel of land, starting with the submittal of a preliminary plan of subdivision or Planned Unit Development and concluding with the completion and acceptance of site improvements. Land development may involve unimproved vacant land, or land improved with buildings and/or site improvements that is proposed to be redeveloped, but does not include review and issuance of a building permit.

Lot: A parcel of land which is designated by its owner at the time of application for a building permit as a tract all of which is to be developed and used as one parcel under single ownership. A lot may consist of (a) a single lot of record or (b) a combination of contiguous lots of record.

Remove or removal: The actual physical removal of a tree, or the effective removal through damaging, cutting, poisoning, or other direct or indirect action resulting in, or likely to result in, the death of a tree.

Tree Preservation Plan: A plan identifying existing trees, designating areas where trees will be preserved and removed, and detailing the location and type of tree protection measures to be undertaken during

TREE PRESERVATION ON PRIVATE PROPERTY

and/or after construction. An easement for tree and/or natural area preservation established in a subdivision or Planned Unit Development approved prior to November 19, 2001, including but not limited to the Tree Conservation Areas listed in Section 8.30.050 § 1 hereof, shall constitute an approved Tree Preservation Plan where the Tree Preservation Zone is the area within the easement, and the Construction Zone is all areas outside the easement.

Tree Preservation Zone: The area of a site that is not necessary for construction of buildings and other site improvements and within which trees shall be preserved.

(Ord. 2001-M-73 § 1.)

8.30.030 Tree Preservation Requirements for Land Development

- A. No live tree(s) with a trunk size of six inches (6") or more DBH shall be removed from any parcel undergoing Land Development except as permitted by an approved Tree Preservation Plan.
- B. In addition to the other requirements of this Chapter, where a Site Development Permit is required by Title 18 of the St. Charles Municipal Code no trees shall be removed from a site undergoing Land Development unless a Site Development Permit has been issued and remains valid.
- C. Where trees six inches (6") or more DBH exist on the property to be developed or redeveloped, a Tree Preservation Plan shall be submitted with the preliminary plan of subdivision or planned unit development. If the preliminary plan stage is omitted or is combined with final engineering plans, the Tree Preservation Plan shall be submitted with the final engineering plans, ~~and shall be subject to approval of the City Council at the time of approval of the Final Plat.~~
The requirement to provide a Tree Preservation Plan as a part of an initial preliminary plan submittal may be waived by the City Administrator or their designee where 1) existing vegetation on the parcel is comprised primarily of undesirable species and/or low quality specimens that do not warrant preservation, or 2) the area of the parcel identified for land development will be substantially modified such that any existing vegetation is unlikely to be successfully preserved. The City Administrator or their designee may require information demonstrating that a parcel meets the criteria prior to waiving the requirement. Notwithstanding the waiver of the requirement, the Plan Commission or City Council may require a Tree Preservation Plan prior to approval of a preliminary plan.
- D. The removal of trees six inches (6") or more DBH proposed as part of a Tree Preservation Plan shall be permitted only to the extent necessary to accommodate the construction of public and private site improvements, buildings and structures in conformance with the standards of 8.30.070 § 2 hereof. Submittal of a separate Tree Preservation Plan for each Building Lot shall not be required for Building Lots within a subdivision or Planned Unit Development if all areas where trees are to be removed are identified in the approved Tree Preservation Plan.
- E. Where an easement for tree and/or natural area preservation has been established in a subdivision or Planned Unit Development approved prior to November 19, 2001, including but not limited to the Tree Conservation Areas listed in Section 8.30.050 ~~§ 1~~ hereof, no additional Tree Preservation Plan approval shall be required to remove existing trees located outside of the established easement areas.

(Ord. 2001-M-73 § 1.)

8.30.040 Tree Preservation Requirements for Building Lots

- A. This section shall apply to Building Lots where a Tree Preservation Plan has previously been approved or where a Tree Preservation Plan for the Building Lot is required as a part of the approved preliminary plan of subdivision or planned unit development.
- B. No live tree(s) of six inches (6") or more DBH shall be removed from any Building Lot except as permitted by an approved Tree Preservation Plan.
- ~~BC.~~ C. A proposed Tree Preservation Plan shall be submitted with the application for a building permit where trees six inches (6") or more DBH exist on the Building Lot if (a) no Tree Preservation Plan has been approved for the ~~property~~ Building Lot or (b) the applicant proposes to alter the approved Tree Preservation Plan.

TREE PRESERVATION ON PRIVATE PROPERTY

- ~~C. Where a Site Development Permit is required (refer to Section 18.36.040 of this Code), a Tree Preservation Plan for a Building Lot shall be approved only if a Site Development Permit has been issued and remains valid.~~
- D. The City Administrator or his designee shall approve a Tree Preservation Plan (or amendment thereto) for a Building Lot if the application complies with the provisions of this Chapter and in particular the standards of Section 8.30.070 § 1.
- E. Appeals: A property owner may appeal the denial of a Tree Preservation Plan to the City Council by submitting a written request. If the City Council finds that the standards of Section 8.30.070 § 2 have been met, it may approve the Tree Preservation Plan and may include conditions it deems necessary to ensure compliance with this Chapter.
- (Ord. 2001-M-73 § 1.)

8.30.050 Tree Conservation Areas

- A. The Tree Conservation Areas listed in this section are hereby found to be unique community assets that, if protected, will enhance the value of the property encumbered by said covenants and easements as well as other property within the community. These Tree Conservation Areas shall be maintained in conformance with the provisions of their respective covenants and easements, and in conformance with the Tree Conservation Area Guidelines set forth in Exhibit “A” hereto (the “TCA Guidelines”).
- Tree Conservation Areas:
- Red Gate Units 4, 5 and 7: Tree Preservation Area
- Red Gate Units 2 and 8: Natural Area Easement
- Tradition of St. Charles: Tree Conservation Easement
- Woods of Crane Road: Natural Area Easement
- Kingswood, and Kingswood Unit II and III: Tree Conservation Zone, Natural Area Easement
- Majestic Oaks: Tree Conservation Easement
- Willowgate: Drainage and Conservation Easement
- Woods of Delnor: Conservation Area
- Woods of Fox Glen Units 1 and 2: Natural Area Easement
- The Royal Fox: Natural Area Easement
- B. A property owner who proposes to make changes or alterations within a Tree Conservation Area that are not in conformance with the TCA Guidelines shall submit a written request to the City. Such request shall clearly describe the type of work to be undertaken, the locations, quantities, and specifications of materials and equipment, and the name and licensing of any contractor performing the work. Written approval from the City must be received before proceeding with any alterations, ~~even if such alterations are not in conformance with~~ allowed by the TCA Guidelines.
- C. Any encroachment in the Tree Conservation Area that has not been previously authorized by the City Administrator or their designee and is not in conformance with the TCA Guidelines, must be removed immediately by the property owner and at their expense. The property owner may however submit a written request to the City Administrator or their designee requesting that the encroachment be allowed to remain. Each request will be reviewed individually by the City Administrator or their designee, and on a case-by-case basis taking the TCA Guidelines and the following criteria into consideration:
1. The length of the time the encroachment has been installed and whether it was installed by a previous owner.
 2. The quality/condition of the vegetation in the area prior to the installation of the encroachment.
 3. Whether the encroachment can be easily relocated outside of the easement.
 4. Potential for further damage to vegetation caused by removal of the encroachment.
- The final determination shall be made by the City Administrator or their designee and shall be final. If any encroachment in the Tree Conservation Area is authorized to remain, it shall not be expanded, enlarged, or enhanced during its usable lifespan. At such a point that the encroachment

TREE PRESERVATION ON PRIVATE PROPERTY

is no longer usable or functional for its original purpose, it shall be completely removed at the property owner's expense. Removal shall include all above and below grade improvements, including, but not limited to, foundations, footings, utilities. The encroachment area shall be restored to its original condition. If the original condition is unknown, then the encroachment area shall be restored to match the conditions of the surrounding area.

- D. When active restorative measures such as planting or vegetation removal are necessary to bring a property into compliance with the TCA Guidelines, the owner shall submit a restoration plan within 60 days of written notification that the property is in violation of the TCA Guidelines. If the City Administrator or his designee determines the following proposed restoration plan will restore the area to a condition that conforms with the TCA Guidelines, he shall approve it. The owner shall restore the disturbed area in conformance with the approved restoration plan within twelve months following its approval.

(Ord. 2013-M-79 § 1; Ord. 2001-M-73 § 1.)

8.30.060 Emergency Removal

Notwithstanding other provisions of this Chapter, ~~a Tree Preservation Plan or other approval is not required when removal of a tree is necessary due to an emergency situation posing an immediate danger to a person, property or the community, and where such emergency renders compliance with the permit process unreasonable.~~ The individual who proposes to remove the tree(s) shall notify the City Administrator or their designee or designee in writing after the emergency removal has occurred. Such notice shall include documentation that clearly describes the time, location, quantites, and types of trees removed in the emergency situation. ~~contact the City Administrator or his designee to receive permission for emergency removal of the tree(s). If the contact is not during business hours, the individual shall leave a voicemail message indicating name, time, tree location, and phone number, and may then proceed with emergency removal.~~

(Ord. 2001-M-73 § 1.)

8.30.070 Requirements for Tree Preservation Plans

1. A proposed Tree Preservation Plan shall include the following written and graphic information:
 - 1.1 A survey of existing trees six inches (6") or more DBH within the entire site or lot, identifying their locations, size and species, and a plan overlaid on the survey or at the same scale showing proposed Construction Zones and Tree Preservation Zones.
 - 1.2 The proposed Tree Preservation Zone shall encompass all of the property having six inch (6") DBH or larger trees that will not be disturbed by construction activities. All buildings, structures, parking areas, driveways, stormwater management facilities, utilities, and other site improvements shall be located to minimize tree damage and removal; preference shall be given to tree preservation when reasonable alternatives are available for the location of buildings and other site improvements.
 - 1.3 The proposed Construction Zone shall include only the areas to be directly affected by buildings, site improvements and grading activities related to the approved construction. The Construction Zone shall be as small as possible, considering factors such as the depth of excavation, necessary spoil areas, and space required for access to construction activity.
 - 1.4 The location and description of protective fencing, root pruning, canopy pruning and other protective and conservation measures necessary to protect the trees within the Tree Conservation Zone shall be indicated.
2. Standards: Removal of trees shall be authorized by Tree Preservation Plans only when one or more of the following conditions exist, as determined by the City:
 - 2.1 The tree is diseased, dead or dying.
 - 2.2 The tree is damaged or injured to the extent that it is likely to die or become diseased, or such that it becomes a hazard.
 - 2.3 Removal of the tree is consistent with good forestry practices, that is, consideration is given to the species of the tree, location, conditions, age, safety, and the historic and aesthetic value of the tree to be removed.

TREE PRESERVATION ON PRIVATE PROPERTY

- 2.4 Removal of the tree will enhance the health of remaining trees within the immediate vicinity.
- 2.5 Removal of the tree is required to repair a sewer line or water main, or excavation for such repair will damage the tree to the extent that it is likely to die or become diseased.
- 2.6 All reasonable efforts have been undertaken in the land planning, architectural and engineering design of the proposed building, building addition, development or site improvement to minimize tree damage and/or removal, and the tree or trees must be removed to provide adequate space for the permitted construction.

(Ord. 2001-M-73 § 1.)

8.30.080 Practices During Construction

- A. All Tree Preservation Zones shall be maintained free of all construction activity, construction equipment, material or spoils storage, compaction, fill, and debris.
- B. Crushed limestone, hydrocarbons, or other materials detrimental to trees shall not be dumped within the root zone of any tree to be preserved nor at any higher elevation where drainage toward the tree could affect its health.
- C. No attachments, signs, fences, or wires, other than those approved for bracing, guying or wrapping trees, shall be attached to trees during the construction period.
- D. Unless otherwise authorized by an approved Tree Preservation Plan, no soil shall be removed or added within the root zone of any tree to be preserved.
- E. The boundary between the Construction Zone and the Tree Preservation Zone shall be fenced during the course of construction in a manner that clearly identifies where construction activity is prohibited. ~~The City Building and Zoning Commissioner and City Engineer~~ shall have the authority to issue a stop work order until adequate fencing is provided or repaired.

(Ord. 2001-M-73 § 1.)

8.30.090 Penalties

- A. Any violation of this Chapter shall be punishable by a fine of not more than \$500.00 for each violation.
- B. Unauthorized removal of trees: If a tree is removed prior to approval of a Tree Preservation Plan or other approval, and the City Administrator or his designee determines the removed tree was of a species or condition that would have justified approval of a Tree Preservation Plan or other approval to remove it if application had been made, the penalties hereof shall not apply.
- C. Replacement Trees. In addition to any fine that may be assessed, each tree of six inches or more DBH which is removed in violation of this Chapter shall be replaced with trees of at least a three inch (3") caliper selected from the list of Approved Trees according to the following schedule. The diameter of removed trees shall be determined by the average stump diameter where cut at six inches (6") from surrounding ground level.

Existing Tree's Stump Diameter	Number of replacement trees
36 inches or more	One for each inch of stump diameter
More than 30 but less than 36 inches	11
More than 24 but less than 30 inches	9
More than 18 but less than 24 inches	7
More than 12 but less than 18 inches	5
At least 6 but less than 12 inches	3

- €D. Location of replacement trees. The location of replacement trees shall be as determined by the City Administrator or his designee. If it is determined that an insufficient onsite area exists to support some or all of the replacement trees, then prior to issuance of any building permit, site development permit or approval of a plat of subdivision or planned unit development the property owner shall

TREE PRESERVATION ON PRIVATE PROPERTY

pay the cost of the replacement trees that cannot be accommodated onsite to the City. The funds collected from such payments shall be used for the sole purpose of planting trees at other locations determined by the City.

~~D. Financial Guarantee for onsite replacement trees: Prior to issuance of a building permit, site development permit, or approval of a plat of subdivision or planned unit development the property owner shall submit a financial guarantee subject to the approval of the City Administrator or his designee in the amount of 115% of the estimated cost to install the required onsite replacement trees. If replacement trees are not installed within the next planting season (spring or fall) after the prohibited tree removal, the City may use the proceeds of the financial guarantee to plant the replacement trees. If the property owner does not permit planting of the replacement trees onsite, the City may plant trees at other locations as determined by the City.~~

~~E. Suspension of Permits: The Building and Zoning Commissioner~~ City may suspend any and all building permits issued by the City and issue stop work orders with respect to any parcel of land where ~~he~~ it has been determined ~~determines~~ that the provisions of this ordinance are not being complied with.

~~F. Removal of undesirable trees: If a tree is removed prior to approval of a Tree Preservation Plan or other approval, and the City Administrator or his designee determines the removed tree was of a species or condition that would have justified approval of a Tree Preservation Plan or other approval to remove it if application had been made, the penalties hereof shall not apply.~~

(Ord. 2001-M-73 § 1.)

TREE PRESERVATION ON PRIVATE PROPERTY

Exhibit A Tree Conservation Area Guidelines

Intent

The intent of these Guidelines is to protect and enhance the diversity, health and vigor of the tree, shrub, herbaceous plant, forb and grass species within the designated Tree Conservation Areas in order to protect wildlife habitat as well as enhance the aesthetic qualities and value of the properties adjacent to them.

The conservation of existing plant material is to be achieved primarily through restricting access to and limiting activities within the Tree Conservation Areas. However, intervention to perform maintenance and corrective measures is appropriate, must be approved by the appropriate Homeowner's Association (HOA), and does not require approval from the City in the following circumstances:

1. The presence of invasive plant species including noxious weed or alien plant species that may threaten the health of indigenous plants in the Tree Conservation Areas.
2. The presence of damaged, diseased or dead trees which may constitute a hazard to persons or property.
3. Where the City has approved a plan to re-establish trees, shrubs, and other plants that are indigenous to the Tree Conservation Zone.
4. Emergency removal as described in 8.30.060.

Definitions

1. Alien: a plant native to one region but brought to another as a result of human activity.
2. Forb: a non-grassy herbaceous plant, primarily referring to broad-leaved plants of prairies and savannas.
3. Herbaceous: pertaining to or characteristic of a plant that has a fleshy stem, as distinguished from a woody plant.
4. Indigenous: occurring or living naturally in an area, not introduced; native.
5. Noxious weed: a weed specified by law as being especially undesirable, troublesome, and difficult to control.
6. Other plants: all vegetation, woody or otherwise, except lawn grass and flowers less than 24 inches in height.
7. Overstory trees: deciduous trees that generally grow to a height in excess of 30 feet.
8. Shrub: a woody perennial smaller than a tree, usually having permanent stems branching from or near the ground.
9. Savanna: a transitional zone between grasslands and forests, on which there are scattered individual trees and/or clumps of trees and shrubs.
10. Transitional Border: a strip of land within a Tree Conservation Area along its edge which has been disturbed and which may provide a visual and functional transition between the Tree Conservation Area and the remainder of the lot.

Guidelines

- A. Removal of vegetation: The following activities are permitted within the Tree Conservation Zone, ~~but only with the specific approval of the City.~~
 1. No healthy woody vegetation shall be removed except for the restricted species listed in Chapter 12.20 of the City Code and with the specific approval of the City.
 2. Where permission has been granted to remove woody vegetation, it shall be sawed or cut down to existing grade. No removal or disturbance shall occur below grade.
 3. If the City has approved a plan to re-establish the growth of indigenous plants, noxious weeds and alien herbaceous vegetation may be removed by: (a) applying a three (3) inch layer of organic hardwood mulch, or (b) herbicide application by a licensed professional.
 4. Dead or fallen trees and limbs shall remain, except where a standing dead tree is located so that it could fall upon a building or structure.

TREE PRESERVATION ON PRIVATE PROPERTY

- B. Planting: The following plantings are permitted within the Tree Conservation Zone, ~~but only with the specific approval of the City.~~ Appendix I lists some native, non-native and weedy plants as a reference. Additional lists and guides to native plants are found in references such as Swink and Wilhelm's *Plants of the Chicago Region*, and Dick Young's *Kane County Wild Plants and Natural Areas*, 2nd Edition.
1. Indigenous grasses, flowers and other herbaceous plants may be planted by hand installation of plugs or by seeding. Prairie forbs and grasses shall be restricted to those areas/lots with limited scattered trees. Commercial prairie mixes may contain non-native and non-hardy species, so consulting a native plant supplier or prairie restoration specialist is recommended.
 2. Planting common turf grass such as Kentucky bluegrass, ryegrass, and fescue is not permitted except in transitional borders with specific approval of the City. The soil preparation typically required damages the root system of trees, and the nutrient and pH requirements for mowed turf grasses are not optimally compatible with those of most woody plants.
 3. Non-native plant material is not permitted. Some non-native plants reseed aggressively and become invasive, crowding out indigenous species.
 4. Indigenous container perennials, woody shrubs, and trees are permitted if planted in compliance with the following guidelines:
 - a. All digging and planting shall be performed by hand. No vehicles, augurs or rototillers are permitted.
 - b. Only minimal digging shall be allowed within the tree's critical root zone, i.e., the area equivalent to one foot of radius per inch of the tree's trunk caliper, measured out from the center of the tree. Plant type and size should be limited within this area to minimize damage to tree roots.
 - c. No overstory tree shall be planted directly under the drip-line of an existing tree.
 - d. Areas disturbed by planting must be thoroughly watered immediately after planting and periodically for one month following planting to reduce stress to existing trees. Do not overwater.
 - e. A three (3) inch layer of organic hardwood mulch in a dish or saucer pattern may be used around the base of newly planted trees and shrubs during the first growing season to conserve moisture in the soil.
 - f. If proper installation methods are used, additional plant material can reduce or control access into Tree Conservation Areas and will provide wildlife food and habitat.
- C. Transitional Border:
1. A transitional border may be delineated at the common boundary of the Tree Conservation Area and the remainder of the lot. The transitional border may extend into the Tree Conservation Area a maximum of three (3) feet, or within one (1) foot of existing trees within the Tree Conservation Area, whichever dimension is less. (See Appendix II)
 2. Due to disturbances caused by utility installation, restoration of the transitional border may include turf grasses and non-indigenous plant materials. However, restoration with indigenous plant materials is strongly encouraged.
 3. Yard accessories are permitted in the transitional border area as described below in D-1.
 4. Organic hardwood mulch is permitted to minimize the encroachment of indigenous plants into an adjoining managed plant material area such as turf or perennials.
 5. In order to preserve the health and vigor of the Tree Conservation Area, invasive plants or vegetation that is difficult to control shall not be permitted in the transitional border. (Refer to Appendix I for a list of invasive and difficult to control plants.)
- D. Installation of Yard Accessories:
1. Small yard accessories such as benches, bird baths, bat houses, butterfly houses, and bird feeders are permitted within the transitional border, only. Yard accessories shall be limited to

TREE PRESERVATION ON PRIVATE PROPERTY

- not more than one (1) per fifty (50) square feet of transitional border. No yard accessories are permitted in the balance of the Tree Conservation Area.
2. Permanent or temporary structures, play equipment, paths, paving, structures attached to trees such as tree houses, and any items requiring footings are prohibited.
- E. Prohibited Activities: The following activities and uses are specifically prohibited within Tree Conservation Areas:
1. Composting or dumping of lawn waste, Christmas trees, potted plants, or similar organic waste.
 2. Stacking or firewood.
 3. Dumping of any materials.
 4. Mowing.
 5. Fire pits and barbecues.
 6. Tree swings.
 7. Dog waste.
 8. Vegetable or flower gardens.
 9. Lawn irrigation systems.
 10. Yard accessories.
 11. Fences.
 12. Any other similar uses determined by the City to be detrimental to the protection of the Tree Conservation Area.
- F. Miscellaneous: The following activities are not permitted unless approved by the City in conjunction with a plan to remove and/or restore plant material in accordance with these guidelines:
1. The use of motorized vehicles such as garden tractors and mowers.
 2. The use of fertilizers, herbicides and pesticides.
 3. Alteration of existing grade elevation.

TREE PRESERVATION ON PRIVATE PROPERTY

Appendix I Representative Species of Plant Material

Indigenous (native) plants:

Overstory Trees

<i>Acer nigrum</i>	Black maple
<i>Acer saccharum</i>	Sugar maple
<i>Carya cordiformis</i>	Bitternut hickory
<i>Carya ovata</i>	Shagbark hickory
<i>Fraxinus americana</i>	White ash
<i>Juglans cinerea</i>	Butternut
<i>Juglans nigra</i>	Black walnut
<i>Quercus alba</i>	White oak
<i>Quercus macrocarpa</i>	Bur oak
<i>Quercus muhlenbergii</i>	Chinquapin oak
<i>Quercus rubra</i>	Northern red oak
<i>Tilia americana</i>	American linden

Understory Trees

<i>Amelanchier arborea</i>	Serviceberry; shadbush
<i>Amelanchier laevis</i>	Allegheny shadblow serviceberry
<i>Cercis canadensis</i>	Redbud
<i>Cornus alternifolia</i>	Alternate-leaved dogwood
<i>Cornus florida</i>	Flowering dogwood
<i>Corylus americana</i>	Hazelnut
<i>Dirca palustris</i>	Leatherwood
<i>Hamamelis virginiana</i>	Witch hazel
<i>Ostrya virginiana</i>	Hop hornbeam
<i>Prunus americana</i>	American plum
<i>Prunus virginiana</i>	Chokecherry

Shrubs

<i>Euonymus atropurpureus</i>	Eastern wahoo
<i>Lindera benzoin</i>	Spicebush
<i>Ribes cynosbati</i>	Prickly wild gooseberry
<i>Ribes missouriense</i>	Wild gooseberry
<i>Sambucus canadensis</i>	Elderberry
<i>Viburnum acerifolium</i>	Mapleleaf viburnum
<i>Viburnum lentago</i>	Nannyberry viburnum
<i>Viburnum prunifolium</i>	Blackhaw viburnum
<i>Viburnum rafinesquianum</i>	Downy arrowwood viburnum

Ground Layer

Common Plants

<i>Allium tricoccum</i>	Wild leek
<i>Anemonella thalictroides</i>	Rue anemone
<i>Arisaema triphyllum</i>	Jack-in-the-pulpit

TREE PRESERVATION ON PRIVATE PROPERTY

Carex plantaginea	Plaintain-leaved sedge
Carex rosea	Sedge Caulophyllum
thalictroides	Blue cohosh
Claytonia virginica	Spring beauty
Dentaria laciniata	Cut-leaved toothwort
Desmodium glutinosum	Tick trefoil
Dryopteris spinulosa	Spinulose wood fern
Erythronium albidum	White trout lily
Galium aparine	Shining bedstraw
Geranium maculatum	Wild geranium
Osmorhiza claytoni	Hairy sweet cicely
Parthenocissus quinquefolia	Virginia creeper
Podophyllum peltatum	Mayapple
Prenanthes alba	Lion's foot
Sanicula gregaria	Clustered black snakeroot
Smilacina racemosa	False Solomon's seal
Uvularia grandiflora	Large-flowered bellwort
Viola eriocarpa	Smooth yellow violet
Others	
Actaea pachypoda	White baneberry
Adiantum pedatum	Maidenhair fern
Allium tricoccum	Wild leek
Anemone cylindrical	Thimbleweed
Anemone quinquefolia	Wood anemone
Apocynum androsaemifolium	Spreading dogbane
Aralia racemosa	Spikenard
Arisaema draconitum	Green dragon
Asarum canadense	Wild ginger
Aster sagittifolius	Arrowleaf aster
Aster shortii	Short's aster
Athyrium filix-femina	Lady fern
Blephilia hirsute	Wood mint
Botrychium virginianum	Rattlesnake fern
Cardamine douglassii	Purple cress
Carex hirtifolia	Hairy sedge
Carex pennsylvanica	Pennsylvania sedge
Celastrus scandens	Bittersweet
Dicentra cucullaria	Dutchman's breeches
Eupatorium rugosum	White snakeroot
Eupatorium purpureum	Purple Joe-Pye weed
Euphorbia corollata	Flowering spurge
Fragaria virginiana	Wild strawberry
Galium circaeazans	Wild licorice
Geum canadense	Wood avens
Helianthus strumosus	Pale-leaved sunflower
Hepatica acutiloba	Hepatica
Hydrophyllum appendiculatum	Great waterleaf
Hydrophyllum virginianum	Virginia waterleaf
Hystrix patula	Bottlebrush grass

TREE PRESERVATION ON PRIVATE PROPERTY

<i>Impatiens pallida</i>	Pale touch-me-not
<i>Isopyrum biternatum</i>	False rue anemone
<i>Jeffersonia diphylla</i>	Twinleaf
<i>Lactuca biennis</i>	Tall blue lettuce
<i>Lonicera prolifera</i>	Yellow honeysuckle
<i>Menispermum canadense</i>	Moonseed
<i>Mitella diphylla</i>	Bishop's cap
<i>Monarda fistulosa</i>	Bergamot
<i>Osmorhiza longistylis</i>	Sweet cicely
<i>Panicum latifolium</i>	Broad-leaved panic grass
<i>Phlox divaricata</i>	Woodland phlox
<i>Phryma leptostachya</i>	Lopseed Pilea pumila
	Clearweed
<i>Polygonatum canaliculatum</i>	Large Solomon's seal
<i>Potentilla simplex</i>	Common cinquefoil
<i>Prenanthes altissima</i>	Tall white lettuce
<i>Rosa</i> spp.	Rose
<i>Sanguinaria canadensis</i>	Bloodroot
<i>Smilacina stellata</i>	Starry Solomon's plume
<i>Smilax ecirrhata</i>	Upright carrion flower
<i>Smilax taminoides</i>	Bristly greenbrier
<i>Solidago flexicaulis</i>	Broad-leaved goldenrod
<i>Solidago ulmifolia</i>	Elm-leaved goldenrod
<i>Thalictrum dioicum</i>	Early meadow rue
<i>Trillium grandiflorum</i>	Large-flowered trillium
<i>Trillium recurvatum</i>	Prairie trillium
<i>Trillium sessile</i>	Toad trillium
<i>Veronicastrum virginicum</i>	Culver's root

Aggressive non-native species that should be removed such as:

<i>Alliaria officinalis</i>	Garlic mustard
<i>Berberis vulgaris</i>	European barberry
<i>Celastrus orbiculatus</i>	Oriental bittersweet
<i>Elaeagnus umbellata</i>	Olive bush
<i>Lonicera maackii</i>	Amur honeysuckle
<i>Lonicera tatarica</i>	Tatarian honeysuckle
<i>Morus alba</i>	White mulberry
<i>Populus alba</i>	White poplar
<i>Rhamnus cathartica</i>	Common buckthorn
<i>Rhamnus frangula</i>	Glossy buckthorn
<i>Solanum dulcamara</i>	Nightshade bittersweet
<i>Viburnum opulus</i>	European cranberrybush viburnum

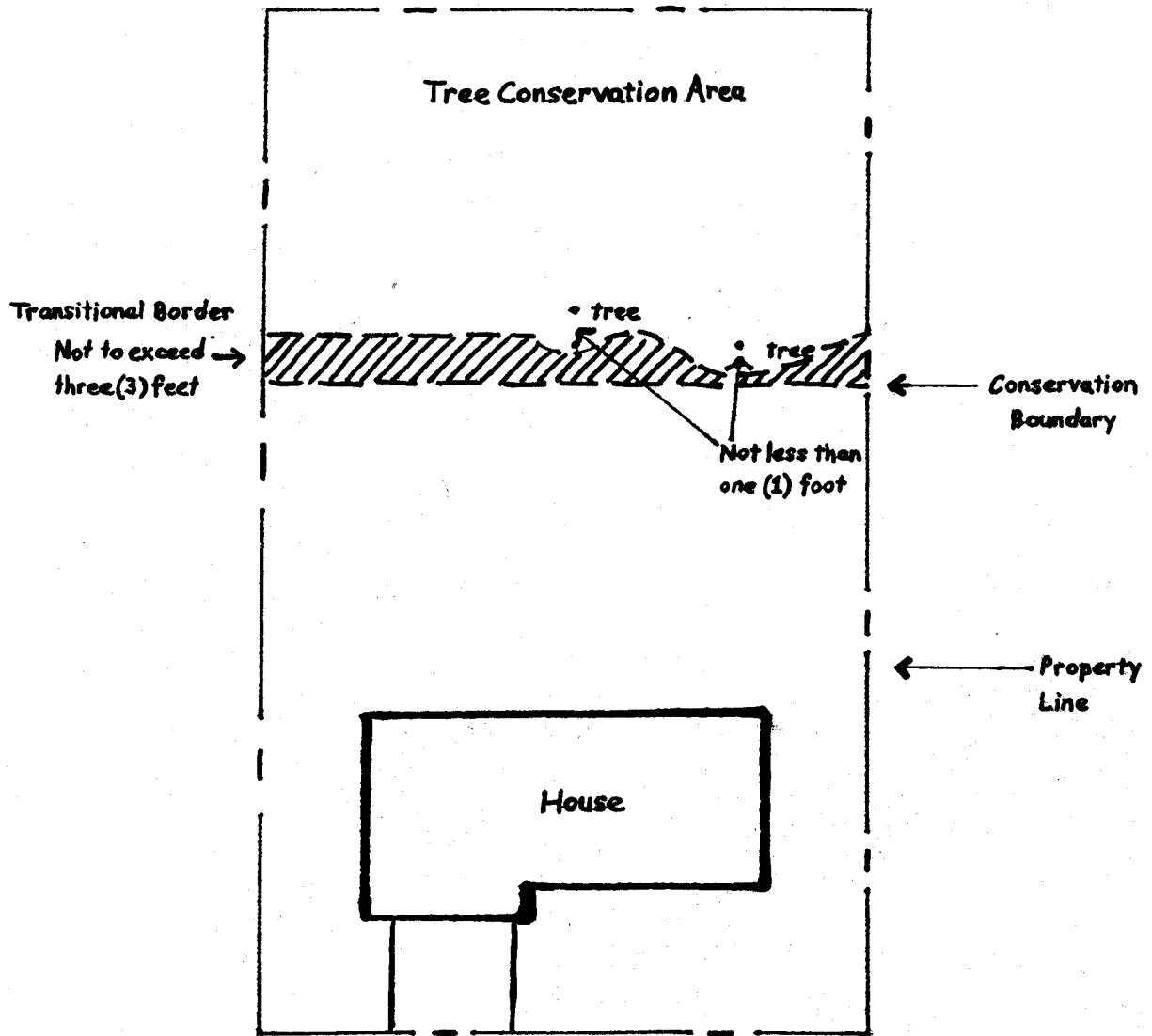
Native weedy species that should be controlled such as:

<i>Acer negundo</i>	Boxelder
<i>Parthenocissus quinquefolia</i>	Virginia creeper
<i>Rhus radicans</i>	Poison ivy
<i>Robinia pseudo-acacia</i>	Black locust
<i>Rubus occidentalis</i>	Black raspberry
<i>Vitis riparia</i>	Riverbank grape


TREE PRESERVATION ON PRIVATE PROPERTY

Appendix I

LOCATION OF TRANSITIONAL BORDER



(Ord. 2001-M-73 § 1.)

	AGENDA ITEM EXECUTIVE SUMMARY												
	Title:	Recommendation to Approve a Plat of Easement for Stormwater Detention between the St. Charles Partners, LLC and the City of St. Charles.											
	Presenter:	Christopher Tiedt											
<i>Please check appropriate box:</i>													
	Government Operations				Government Services								
X	Planning & Development (9/8/2014)				City Council								
<table border="1" style="width: 100%;"> <tr> <td>Estimated Cost:</td> <td>N/A</td> <td>Budgeted:</td> <td>YES</td> <td></td> <td>NO</td> <td></td> </tr> </table>							Estimated Cost:	N/A	Budgeted:	YES		NO	
Estimated Cost:	N/A	Budgeted:	YES		NO								
If NO, please explain how item will be funded:													
Executive Summary:													
<p>The demolition and construction of a new building and associated parking lot, located at 1405 W. Main Street, required that a stormwater management system also be constructed to comply with the Kane County Stormwater Ordinance. This stormwater detention easement being granted will give the City of St. Charles the rights, but not the obligation, to access or maintain the constructed stormwater facility should the property owner fail to do so at any point in the future.</p> <p>Staff has reviewed the attached Plat of Easement and finds it acceptable.</p>													
Attachments: <i>(please list)</i>													
Grantor approved and executed Plat of Easement for Stormwater Detention													
Recommendation / Suggested Action <i>(briefly explain):</i>													
Staff recommends approval of a plat of easement between the St. Charles Partners, LLC. and the City of St. Charles and authorize the Mayor and Clerk to execute the same.													
<i>For office use only:</i>		<i>Agenda Item Number:</i> 5i											

