	<b>AGENDA ITEM EXECUTIVE SUMMARY</b>					
	Title:		Recommendation to approve an Amendment to the Special Use for a Place of Worship for 1710 S. 7 <sup>th</sup> Ave. to include 1202 Pomeroy Ct. – Salvation Army			
	Presenter:		Ellen Johnson			
Please check appropriate box:						
	Government Operations				Government Services	
X	Planning & Development – (5/11/15)				City Council	
	Public Hearing					
Estimated Cost:		N/A		Budgeted:	YES	NO
If NO, please explain how item will be funded:						
<b>Executive Summary:</b>						
<p>The subject property, 1202 Pomeroy Ct., is adjacent to the north of the Salvation Army Tri-City Corps facility at 1710 S. 7<sup>th</sup> Ave. A single-family home is located on the subject property.</p> <p>A Special Use for a Place of Worship was approved for 1710 S. 7<sup>th</sup> Ave. in 1962 by Ordinance No. 1962-34. The Salvation Army purchased the property in 1992 and constructed a new facility at the same location in 2002.</p> <p>The applicant, The Salvation Army Tri-City Corps, is seeking approval of an amendment to the Special Use for a Place of Worship to include 1202 Pomeroy Ct. in order to allow expansion of Salvation Army's parking lot. Details of the proposal are as follows:</p> <ul style="list-style-type: none"> <li>• Demolish the existing single-family home at 1202 Pomeroy Ct.</li> <li>• Construct a parking lot with 20 parking stalls on the property.</li> <li>• Utilize the existing access point off of S. 7<sup>th</sup> Ave. to access both the existing and new portions of the parking lot.</li> <li>• Add required street frontage landscaping along S. 7<sup>th</sup> Ave. and Pomeroy Ct. and extend the existing 6 ft. screen fence along the east property line to provide screening.</li> </ul> <p><b>Plan Commission Recommendation</b></p> <p>The Plan Commission held a public hearing on the Special Use Amendment on 5/5/15. The Plan Commission recommended approval by a vote of 6 to 1, with the following conditions:</p> <ol style="list-style-type: none"> <li>1. No access to the property shall be provided from Pomeroy Court.</li> <li>2. Lighting fixtures shall not exceed 15 ft. in height.</li> <li>3. The applicant shall work with City staff to make an effort to screen the property and maintain the residential character of the neighborhood.</li> <li>4. The parking shall be shifted to the west to allow for additional landscaping on the east side of the property, along the fence.</li> </ol> <p>The applicant has revised the plans in response to conditions #3 and #4, and has expressed agreement to conditions #1 and #2.</p>						
<b>Attachments:</b> (please list)						
Plan Commission Resolution, Staff Report, Application for Special Use						
<b>Recommendation / Suggested Action</b> (briefly explain):						
Recommendation to approve an Amendment to the Special Use for a Place of Worship for 1710 S. 7 <sup>th</sup> Ave. to include 1202 Pomeroy Ct. – Salvation Army, with the conditions as recommended by the Plan Commission.						
For office use only:		Agenda Item Number: 3C				

**City of St. Charles, Illinois**  
**Plan Commission Resolution No. 5-2015**

**A Resolution Recommending Approval of an Amendment to Special Use Ordinance 1962-34 to allow the expansion of the Salvation Army Parking Lot at 1710 S. 7<sup>th</sup> Avenue (1202 Pomeroy Court)**

**Passed by Plan Commission on May 5, 2015**

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

WHEREAS, the Plan Commission held a public hearing and reviewed the Amendment to Special Use Ordinance 1962-34 to allow the Salvation Army Parking Lot, 1710 S. 7th Avenue, to be expanded to the property located at 1202 Pomeroy Court; and,

WHEREAS, the Plan Commission adopts the attached Findings of Fact for Special Use in accordance Section 17.04.330.C of the Zoning Ordinance.

NOW, THEREFORE, be it resolved by the St. Charles Plan Commission to recommend to the City Council approval of an Amendment to Special Use Ordinance 1962-34 to allow the Salvation Army Parking Lot, 1710 S. 7th Avenue, to be expanded to the property located at 1202 Pomeroy Court, pursuant to the attached findings of fact, and subject to the following conditions:

1. No access to the property shall be provided from Pomeroy Court.
2. Lighting fixtures shall not exceed 15 ft. in height.
3. The applicant shall work with City staff to make a genuine effort to screen the property and maintain the residential character of the neighborhood
4. The parking lot shall be shifted to the west to allow for additional landscaping on the east side of the property.

Roll Call Vote:

Ayes: Wallace, Doyle, Holderfield, Schuetz , Pretz, Macklin-Purdy

Nays: Kessler

Absent: Spruth

Motion Carried: 6-1

PASSED, this 5th day of May 2015.

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Chairman  
St. Charles Plan Commission

# **FINDING OF FACT**

## **A. Public Convenience**

Parking at the Salvation Army HQ is limited and is hindering the further development of needed programs especially around the holidays. Dinners and other special events require shuttle vehicles to move people from other parking locations.

## **B. Sufficient Infrastructure**

The property on which we would like to add additional parking is an existing residential lot accessed by city streets. Once the structure has been torn down, the parking lot will meet all the required codes of the City of St Charles.

## **C. Effect on nearby property.**

Little effect should be felt by nearby property in that traffic from the existing Salvation Army lot will be directed within the proposed parking and not allowed to go through to Pomeroy Ct.

## **D. Effect on Development of Surrounding Property.**

As this is an existing, built out subdivision, there should be no adverse effect on the normal and orderly development of the surrounding area.

## **E. Effect on General Welfare**

The proposed development will be separated from the other properties in the area by fencing and landscaping. Maintenance and operation will be a continuation of that done in the existing Salvation Army lot.

## **F. Conformance with Codes:**

All improvements will be per City of St. Charles codes as indicated in the Title 17 Building and Zoning regulations

Charles Peterson, RLA

Community & Economic Development  
Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



**Staff Report**

**TO:** Chairman Todd Bancroft  
And the Members of the Planning & Development Committee

**FROM:** Ellen Johnson, Planner

**CC:** Russell Colby, Planning Division Manager

**RE:** Special Use Amendment – 1202 Pomeroy Ct. (Salvation Army)

**DATE:** May 8, 2015

**I. APPLICATION INFORMATION:**

**Project Name:** 1202 Pomeroy Ct. – Salvation Army

**Applicant:** The Salvation Army Tri-City Corps

**Purpose:** Review the Special Use application to amend the existing Special Use for a Place of Worship that was previously approved for 1710 S. 7<sup>th</sup> Ave. to include 1202 Pomeroy Ct., for the purpose of expanding the Salvation Army facility's parking lot.

**General Information:**

Site Information	
Location	1202 Pomeroy Ct.
Acres	0.25 acre

Applications	<b>1) Special Use</b>
Applicable Ordinances and Zoning Code Sections	17.04 Administration 17.12 Residential Districts 17.24 Off Street Parking, Loading & Access

Existing Conditions	
Land Use	Residential; single-family home
Zoning	RS-4 Suburban Single-Family Residential

Zoning Summary		
North	RS-4 Suburban Single-Family Residential	Single-family homes
East	RS-4 Suburban Single-Family Residential	Single-family homes
South	RS-4 & Special Use for a Place of Worship	The Salvation Army Tri-City Corps facility
West	RS-4 Suburban Single-Family Residential	Single-family homes

Comprehensive Plan Designation	
Single-Family Detached Residential	

**Aerial Photo**



**Zoning**



## **II. BACKGROUND**

### Property History

A Special Use for a Place of Worship was approved for the property located at 1710 S. 7<sup>th</sup> Ave. in 1962 by Ordinance No. 1962-34. At that time, the Church of the Fox Valley First Church of the Nazarene owned the property. The Salvation Army purchased the property in 1992 and constructed the existing building in 2002. The Salvation Army Tri-City Corps offers a variety of services and programs at this facility.

1202 Pomeroy Court is directly adjacent to the north of the Salvation Army facility. A single-family home was constructed on the property in 1973, after the property was platted in 1972 as part of the Seventh Avenue Addition Unit 5.

### Proposal

The applicant, The Salvation Army Tri-City Corps, represented by Charles Peterson, is proposing to expand the Special Use for a Place of Worship to include the property addressed as 1202 Pomeroy Ct., in order to allow expansion of Salvation Army's parking lot. Details of the proposal are as follows:

- Demolish the existing single-family home at 1202 Pomeroy Ct.
- Construct a parking lot with 20 parking stalls on the property.
- The existing access point off of S. 7<sup>th</sup> Ave. will be used to access both the existing and new portions of the parking lot.
- Add required street frontage landscaping along S. 7<sup>th</sup> Ave. and Pomeroy Ct.
- The existing 6 ft. fence along the property line shared with the residential property to the east will remain and be extended the length of the parking lot to provide required screening.

## **III. PLAN COMMISSION RECOMMENDATION**

The Plan Commission held a public hearing on the Special Use Amendment on 5/5/15. The Plan Commission recommended approval with a vote of 6 to 1, with the following conditions intended to minimize the impact of the parking lot on the residential character of the neighborhood:

1. No access to the property shall be provided from Pomeroy Court.
2. Lighting fixtures shall not exceed 15 ft. in height.
3. The applicant shall work with City staff to make an effort to screen the property and maintain the residential character of the neighborhood.
4. The parking shall be shifted to the west to allow for additional landscaping on the east side of the property, along the fence.

The applicant has revised the plans in response to the Plan Commission recommendation. The revised plans reflect conformance with conditions #3 and #4:

- Additional landscaping has been added to the north side of the parking lot (Pomeroy Ct. frontage). This landscaping will screen the parking lot to a height of at least 5 ft.
- The parking lot has been shifted 2 ft. to the west. Landscaping, including shade trees, was added along the fence on the east side of the property.

The applicant also expressed agreement to conditions #1 and #2 regarding limitation on access to Pomeroy Ct. and lighting fixture height.

#### IV. STAFF ANALYSIS

##### A. PROPOSED USE

The Zoning Ordinance defines a “Place of Worship” as:

*A church, temple, synagogue, mosque or other religious place of assembly, which may or may not include schools and/or meeting facilities and accessory uses such as a parish house, recreational facilities, and other non-profit organizations that serve members of the religious organization.*

A Place of Worship is a Special Use in the RS-4 Zoning District, within which the existing Salvation Army facility and 1202 Pomeroy Ct. are located. An Amendment to the existing Special Use for 1710 S. 7<sup>th</sup> Ave. is necessary to permit the Salvation Army to expand its parking lot to 1202 Pomeroy Ct.

For reference, the applicant has provided a list of the programming and services offered at this Salvation Army facility (see attached).

##### B. ZONING STANDARDS

Staff has reviewed the proposed parking lot expansion in accordance with the relevant Zoning Ordinance standards. This review is summarized in the table below.

Note that per Section 17.24.070.2.a., the new portion of the parking lot must meet the setback requirements applicable to buildings in the RS-4 Zoning District. The landscape requirements of Ch. 17.26 Landscaping and Screening are applicable only to the new portion of the parking lot.

Category	Zoning Ordinance Standard	Proposed
<b>Setbacks</b>		
<i>Front (Pomeroy Ct.)</i>	20 ft.	25 ft.*
<i>Interior Side</i>	5 ft.	7 ft.
<i>Exterior Side (S. 7<sup>th</sup> Ave.)</i>	15 ft.	25 ft.
<i>Rear</i>	30 ft.; no limitation on paved areas in rear yards.	Approx. 1 ft.
<b>Parking Stall Size</b>	9 x 18 ft. (2 ft. overhang allowed where stalls abut green space)	9 x 16 ft. with 2 ft. overhang
<b>Drive-Aisle Width</b>	24 ft.	24 ft.
<b>Minimum Percentage of Landscape Area</b>	20%	42%
<b>Screening from Public Streets</b> (Pomeroy Ct. and S. 7 <sup>th</sup> Ave.)	50% screening of parking stalls	Appears to meet; 30 in. height requirement to be confirmed by Landscape Plan required at time of building permit.
<b>Screening from Residential Use</b> (east property line)	Buffer of 6 ft. in height	6 ft. fence
<b>Interior Parking Lot Landscaping</b>	10%	Approx. 12%

\*The main portion of the parking lot is set back 25 ft. from the front property line. The drive aisle portion is 14 ft. from the front property line to allow space for vehicles backing out. This portion would be considered a driveway, for which there is no setback requirement.

### Parking Requirement

Per Ch. 17.24 Off-Street Parking, Loading & Access, the parking requirement for a Place of Worship is one (1) space per three (3) seats based on the maximum capacity in the main place of worship. The Salvation Army chapel seats 167 people. The table below summarizes the parking requirement, existing parking, and proposed parking:

<b>Off-Street Parking Requirement</b>	<b>Parking Required for Salvation Army</b>	<b>Existing Off-Street Parking</b>	<b>Additional parking proposed</b>	<b>Total Proposed Parking</b>
1 space per 3 seats in main place of worship	56 spaces	34 spaces	20 spaces	54 spaces

The current parking lot does not meet the 56 space requirement. The applicant has stated that Salvation Army patrons also park on S. 13<sup>th</sup> Ave. However, the Zoning Ordinance does not provide a credit for on-street parking in this zoning district.

When the facility was constructed in 2002, the Zoning Ordinance at that time required one (1) space per four (4) seats. Thus at the time the building was constructed, 42 spaces were required. The City does not have records as to how only 34 spaces were permitted at that time. However, the Zoning Ordinance does not require nonconforming off-street parking counts to come into compliance with current requirements.

### ***Staff Comments***

- A landscape plan specifying the types and sizes of plantings will be required at the time of building permit.
- Parking lot lighting is shown. A photometric plan which meets the requirements of Section 17.22.040 Site Lighting will be required at the time of building permit. The purpose of these requirements is to minimize the impact of lighting on neighboring properties.
  - While the Zoning Ordinance allows a lighting fixture height of 34 ft., the Plan Commission has recommended limiting fixture height to 15 ft.

## **C. ENGINEERING REVIEW**

Detailed engineering comments have been provided to the applicant. The following information may be relevant to the Special Use application:

- The existing sidewalk connection along Pomeroy Ct. must remain.
- The parking lot must be designed to drain into the proposed bioswale. Stormwater flow rate from the site cannot exceed existing conditions.

## **V. RECOMMENDATION**

Staff recommends approval of the application for Amendment to the Special Use, with the four conditions recommended by the Plan Commission.

## **VI. ATTACHMENTS**

- Ordinance No. 1962-34.
- Application for Special Use; received 4/1/15 (includes revised plans and information about Salvation Army programming)



ORDINANCE NO. 1962-34

AN ORDINANCE AMENDING THE ZONING  
ORDINANCE OF THE CITY OF ST. CHARLES, ILLINOIS,  
ADOPTED MAY 23, 1960, AND KNOWN AS ORDINANCE NO. 1960-16

SECTION 1: That whereas, it is provided in the Zoning Ordinance of the City of St. Charles, that an amendment may be made to such Ordinance to recognize special uses for unique types of property which cannot be properly classified in any particular district without consideration in each case of the impact of such use upon the neighborhood lands, and

WHEREAS, an application for a special use covering the following described premises, to-wit:

That part of the Southwest Quarter of Section 35, Township 40 North, Range 8 East of the Third Principal Meridian described as: Beginning at the Northwest corner of Rolling Hills Manor, Section 1 in the City of St. Charles, Kane County, Illinois (said point being the Northeast corner of Thirteenth Avenue South and Seventh Avenue South); thence North 53° 09' East along the West line of said Thirteenth Avenue, 188.39 feet; thence Northerly along said West line on a curve to the left having a radius of 230.33 feet and tangent to the last described course 240.8 feet; thence North 89° 51' West 143.46 feet; thence South 53° 09' West 270.28 feet to the East line of said Seventh Avenue South; thence South 35° 37' East along said East line 200.0 feet to the point of beginning; in the City of St. Charles, Kane County, State of Illinois,

has been made to the City Clerk by the Fox Valley First Church of the Nazarene, Owner thereof, for the use of said premises for a church and parsonage, and

WHEREAS, copies of such application were forwarded to the Plan Commission and the Zoning Board of Appeals, and hearings were had by such Boards in regard thereto in accordance with the Statutes provided. That such Boards have duly approved the application for such special use and recommend the same be authorized by the City Council of the City of St. Charles, Illinois.

SECTION 2: BE IT THEREFORE ORDAINED BY THE City Council of the City of St. Charles, Illinois, that said Zoning Ordinance shall be amended to provide that the above described premises may be used for a church and parsonage.

Presented to the City Council of the City of St. Charles, Illinois, this 5th day of November, A. D. 1962.

Passed by the City Council of the City of St. Charles, Illinois, this 5th day of November, A. D. 1962.

Approved by me as Mayor of the City of St. Charles, Illinois, this  
6th day of November, A. D. 1962.

George Neumann  
MAYOR

ATTEST:

Gustaf Pearson  
CITY CLERK

# CITY OF ST. CHARLES

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



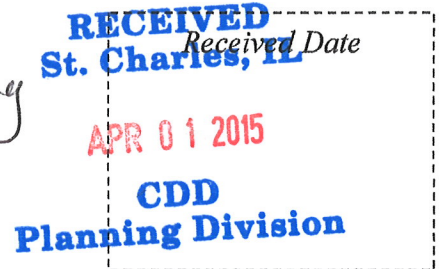
COMMUNITY & ECONOMIC DEV./PLANNING DIVISION

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

## SPECIAL USE APPLICATION

(To request a Special Use or Amendment, or a Special Use for PUD or Amendment)

For City Use	
Project Name:	1202 POMEROY CT. - Salvation Army
Project Number:	2015 -PR- 006
Application Number:	2015 -AP- 011



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:	Location:	
	1202 POMEROY CT.	
	Parcel Number (s):	
	09 35 329 021	
	Proposed Name:	
2. Applicant Information:	Name	Phone
	THE SALVATION ARMY - TRICITY CORP.	630-377-2169
	Address	Fax
	1710 S. 7th AVE	
	ST CHARLES, IL 60174	Email jonathan_miller@usc.salvationarmy.org
3. Record Owner Information:	Name	Phone
	MARTIN & EMILY OLLIVES	630-377-4372
	Address	Fax
	1202 POMEROY CT.	
	ST CHARLES, IL 60174	Email

**Please check the type of application:**

- ☐ **Special Use for Planned Unit Development - PUD Name:** \_\_\_\_\_
- ☐ New PUD
- ☐ Amendment to existing PUD- Ordinance #: \_\_\_\_\_
- ☐ PUD Preliminary Plan filed concurrently
- ☒ **Other Special Use (from list in the Zoning Ordinance):** \_\_\_\_\_
- ☐ Newly established Special Use
- ☒ Amendment to an existing Special Use Ordinance #: 1962-34

**Information Regarding Special Use:**

Comprehensive Plan designation of the property: \_\_\_\_\_

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

What is the property's current zoning? \_\_\_\_\_

What is the property currently used for? SINGLE FAMILY RESIDENCE

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

HOUSE WOULD BE TORN DOWN & A PARKING LOT WOULD  
BE CONSTRUCTED TO RELIEVE CONGESTION OF EXISTING LOT

**For Special Use Amendments only:**

Why is the proposed change necessary?

EXISTING PARKING AT THE ADJACENT SAC. ARMY SITE  
IS INSUFFICIENT DUE TO INCREASED DEMANDS  
ON SERVICES.

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

TO PUT OFF STREET PARKING ON A RESIDENTIAL LOT

**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:**

*If multiple zoning or subdivision applications will be submitted concurrently, do not submit duplicate checklist items or plans. Fee must be paid for each application.*

☒ **APPLICATION FEE:**

Application fee in accordance with Appendix B of the Zoning Ordinance. (Special Use for PUD \$1,000; all other Special Use requests \$750)

☒ **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.

☒ **REIMBURSEMENT OF FEES INITIAL DEPOSIT:**

Deposit of funds in escrow with the City. Required deposit is based on review items (number of applications filed) and the size of the site:

Number of Review Items	Under 5 Acres	5-15 Acres	16-75 Acres	Over 75 Acres
1	\$1,000	\$2,000	\$3,000	\$4,000
2 or 3	\$2,000	\$4,000	\$5,000	\$7,000
4 or more	\$3,000	\$5,000	\$7,000	\$10,000

☒ **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%).

*NOTE: Private covenants and deed restrictions can limit private property rights with respect to the use of land even though the City's Zoning Ordinance may authorize the use or a less restrictive use. We strongly advise that you perform a title search on the property to determine if there any private covenants containing use restrictions or other deed restrictions. As those private covenants and deed restrictions may conflict with the City's Zoning Ordinance, it is further recommended that you consult with an attorney to obtain an opinion with respect to whether your intended use is compatible with those restrictions.*

- ☒ **LEGAL DESCRIPTION:** For entire subject property, on 8 1/2 x 11 inch paper *SEE ATTACHED SUBDIVISION PLAT*
- ☒ **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.

☒ **FINDINGS OF FACT:**

Fill out the attached forms or submit responses on a separate sheet (*Submit "Criteria for PUD" for any PUD application; "Findings for Special Use" for all other Special Use applications.*) *SEE ATTACHED*

☒ **LIST OF PROPERTY OWNERS WITHIN 250 FT.:**

Fill out the attached form or submit on a separate sheet. The form or the list must be signed and notarized.

☒ **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/>

*Submit the application form and fee directly to the Kane-DuPage Soil and Water Conservation District. Provide a copy with this application.*

☒ **ENDANGERED SPECIES REPORT:** NOT REQUIRED FOR EXISTING RESIDENTIAL PROPERTY.

Copy of Endangered Species Consultation Agency Action to be filed with the Illinois Department of Natural Resources. <http://dnr.illinois.gov/EcoPublic/>

*Fill out the online form, print the report and submit with this application.*

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

*Staff will advise you whether a traffic study is recommended based on the project. Regardless, the Plan Commission or City Council may request a traffic study as a part of the review process.*

☐ **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 - Ten (10) full size copies, Three (3) 11" by 17", and a PDF electronic file (On a CD-ROM or may be emailed to the Project Manager). For subsequent submittals, please contact the Project Manager to determine how many copies are required.

☒ **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:

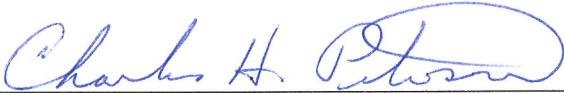
1. Accurate boundary lines with dimensions
2. Streets on and adjacent to the tract: Name and right-of-way width
3. Location, size, shape, height, and use of existing and proposed structures
4. Location and description of streets, sidewalks, and fences
5. Surrounding land uses
6. Date, north point, and 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.**

Record Owner

Date



3/30/2015

Applicant or Authorized Agent

Date

Mr. & Mrs. Martin Olliges  
1202 Pomeroy Court  
St. Charles, Illinois

Building & Zoning Department  
City of St. Charles  
2 East Main Street  
St. Charles, Illinois

To whom it may concern:

Letter of Authorization

Martin and Emily Olliges, as owners of the property at 1202 Pomeroy Ct. hereby authorize The Salvation Army, Tri City Corp. and its representative, Charles Peterson to apply to the City of St. Charles for a Special Use Permit for our property.

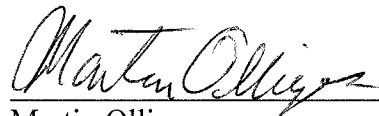

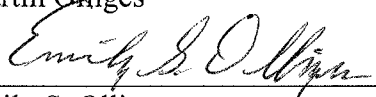

	
Martin Olliges	Date
	
Emily S. Olliges	Date

EXHIBIT 'A'

Legal Description for 1202 Pomeroy Court St. Charles, IL

Parcel Number: 09-35-329-021

City/Municipality/Township: St. Charles

Census Tract: 170898520.021014

Carrier Route: C008

Abbreviated Description: City/Muni/Twp:ST. CHARLES

SUBD:SEVENTH AVE ADDN MAP AREA: 009-7<sup>TH</sup>&ROLLING MAP REF:

MB 09-35-3B



SEE ATTACHMENT

## FINDINGS OF FACT – SPECIAL USE

*\*Use this form for all Special Uses, except for PUDs or PUD Amendments\**

*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.*

1202 POMEROY CT.  
Project Name or Address

3/30/2015  
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.**

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

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**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.**

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- 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.

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- 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.

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- 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.

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# **FINDING OF FACT**

## **A. Public Convenience**

Parking at the Salvation Army HQ is limited and is hindering the further development of needed programs especially around the holidays. Dinners and other special events require shuttle vehicles to move people from other parking locations.

## **B. Sufficient Infrastructure**

The property on which we would like to add additional parking is an existing residential lot accessed by city streets. Once the structure has been torn down, the parking lot will meet all the required codes of the City of St Charles.

## **C. Effect on nearby property.**

Little effect should be felt by nearby property in that traffic from the existing Salvation Army lot will be directed within the proposed parking and not allowed to go through to Pomeroy Ct.

## **D. Effect on Development of Surrounding Property.**

As this is an existing, built out subdivision, there should be no adverse effect on the normal and orderly development of the surrounding area.

## **E. Effect on General Welfare**

The proposed development will be separated from the other properties in the area by fencing and landscaping. Maintenance and operation will be a continuation of that done in the existing Salvation Army lot.

## **F. Conformance with Codes:**

All improvements will be per City of St. Charles codes as indicated in the Title 17 Building and Zoning regulations

Charles Peterson, RLA

**Information submitted by applicant regarding current parking & programming at the Salvation Army, 1710 S. 7th Ave.**

The chapel seats 167. We have 32 regular space and 2 handicap spaces in our present parking lot. Code requirements would then be 56 spaces. We do have on street parking along 13th Ave.

Programming:

Church, Sunday School, After School Care, Day Camp, Golden Diners Feeding Program and Delivery, Character Building Classes, Singing Company, Vacation Bible School, Bible Study, Women's Ministry, Men's Ministry, Bread and Produce distribution days, Aerobics, Exercise groups, Bingo, Walking, Line Dancing, Community group meetings, Health Care Sign Ups. W.I.C., Computer classes, Neck and Spine Screening, Financial recovery classes, Chiropractor visits, Food Pantry Distribution, Rent and Utilities Assistance, Thanksgiving and Christmas distribution.

The earliest I can go back in our records here is 2004. I can contact DHQ as they would have it, but this may still be helpful.

2004- We served 19,751 individuals with groceries.

2014- We served 23,567 individuals with groceries

Also attached is a copy of our April calendar of events. Most line dancing and exercise classes average around 20 to 25 people, I believe. Our bread distribution, which is not listed on this calendar, occurs every Tuesday and Friday morning. Usually 50 to 60 people participate in this distribution. They begin arriving by 9:30 am. Distribution is usually completed by 11:30 - noon.

We also run an After School Program for grades K - 5 from 2:30 until 6pm Monday through Friday during the school year and a Summer Day Camp for the same age group 7:30am to 6pm for 10 weeks during the summer.

Average individuals served per month:

2011

Rental & utility assistance 13

Grocery bags 327

People served 622

2012

Rental & utility assistance 23

Grocery bags 224

People served 825

2013

Rental & utility assistance 23

Grocery bags 650

People served 800

2014

Rental & utility assistance 25

Grocery bags 792

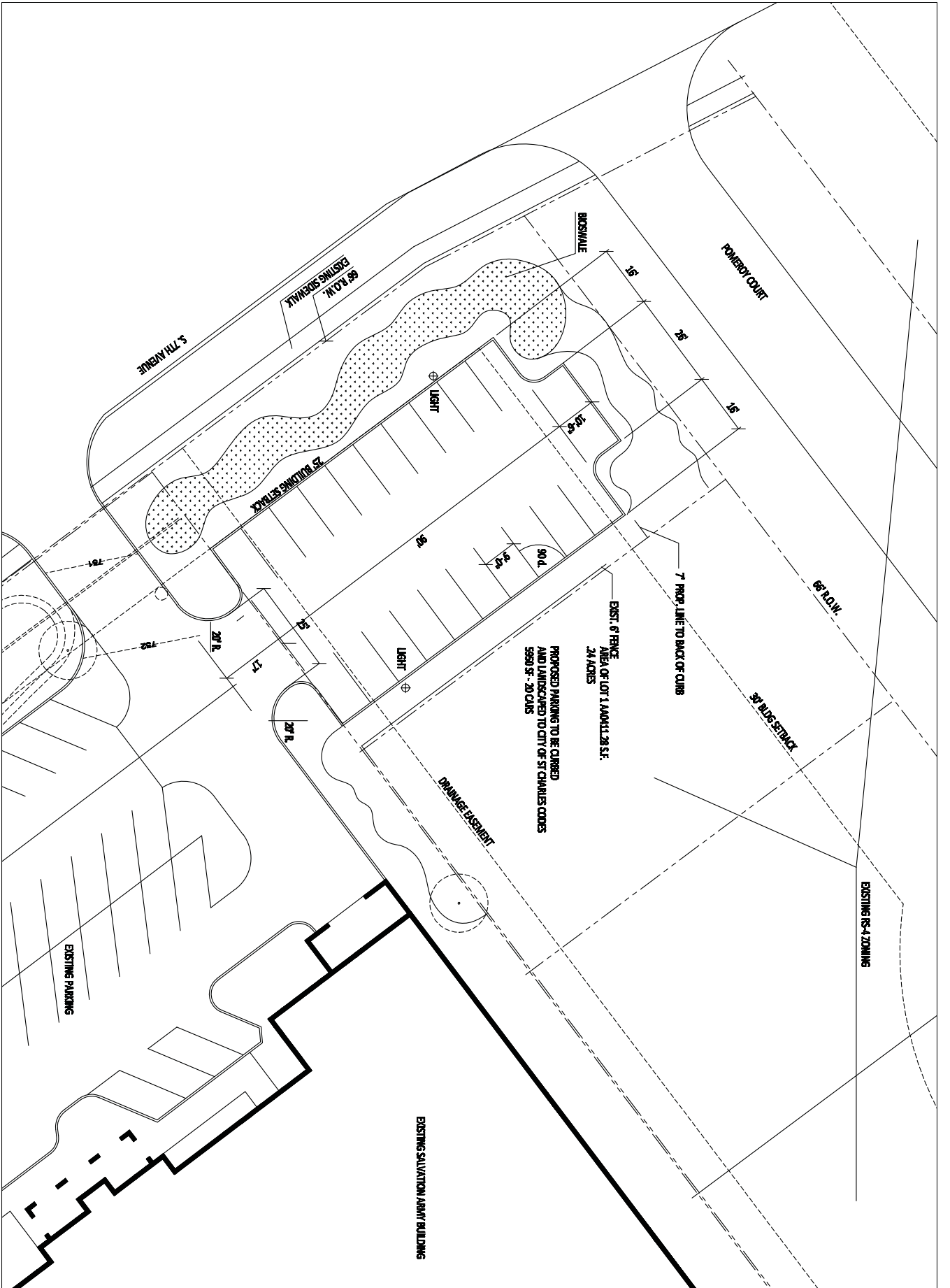
People served 976



# April 2015



Sun	Mon	Tue	Wed	Thu	Fri	Sat
<b>Notes***</b> <b>11:30am Golden Diners</b> <b>Mon.-Fri.</b> <b>Tuesdays and Fridays</b> <b>Bread Distribution</b> <b>10:30am</b>	<b>Notes ***</b> 8 to 2 Open Walking 9:00 DVD Aerobics (when gym is available)		1 10:00am Hispanic W.M. 10:30am Seated Exercise 11:15am Women's Ministry 1:00pm Line Dance 4:45pm Youth Activities	2 9:30am BINGO	3 <b>GOOD FRIDAY</b> <b>Office Closed</b> 7:00pm Good Friday Service	4
5 9:30 Easter Breakfast 11:00am Worship <b>EASTER SUNDAY</b>  <i>All Welcome</i>	6 9:00am Walking Group 10:30am Line Dancing 1:00pm PRAYS	7 8:30am Low Impact Aerobics 9:30am BINGO 12:00pm-7pm WIC 5:30pm Zumba 6:15pm Computer Class	8 10:00am Hispanic W.M. 10:30am Seated Exercise 11:15am Women's Ministry 1:00pm Line Dance 4:45pm Youth Activities	9 9:30 BINGO	10 8am-4pm WIC 10:00am Ginsberg Chiropractor	11
12 10:00am Sunday School 11:00am Worship  <i>All Welcome</i>	13 9:00am Walking Group 10:00am Computer Class 10:00am Fraud Prevention Program for Seniors 10:30am Line Dancing	14 8:30am Low Impact Aerobics 9:30am BINGO 10:00am Neck/Spine Screening 12:00pm-7pm WIC 5:30pm Zumba 6:15pm Computer Class	15 10:00am Hispanic W.M. 10:30am Seated Exercise 11:15am Women's Ministry 1:00pm Line Dance 4:45pm Youth Activities	16 9:30 BINGO	17 8am-4pm WIC 9:30am VNA Healthcare Sign up 7:00pm Scrapbooking / Men's Basketball	18
19 10:00am Sunday School 11:00am Worship  <i>All Welcome</i>	20 9:00am Walking Group 10:00am Computer Class 10:30am Line Dancing	21 8:30am Low Impact Aerobics 9:30am BINGO 12:00pm-7pm WIC 4-7pm Immunizations / Flu 5:30pm Zumba	22 10:00am Hispanic W.M. 10:30am Seated Exercise 11:15am Women's Ministry 1:00pm Line Dance 4:45pm Youth Activities	23 9:30 BINGO 1:00pm Financial Recovery 4-5pm Immunization Follow up	24 8am-4pm WIC 10:00am Ginsberg Chiropractor	25
26 10:00am Sunday School 11:00am Worship  <i>All Welcome</i>	27 9:00am Walking Group 10:30am Line Dancing	28 8:30am Low Impact Aerobics 9:30am BINGO 9:30am Blood Pressure-VNA 12:00pm-7pm WIC 5:30pm Zumba	29 10:00am Hispanic W.M. 10:30am Seated Exercise 11:15am Women's Ministry 1:00pm Line Dance 4:45pm Youth Activities	30 9:30am BINGO		



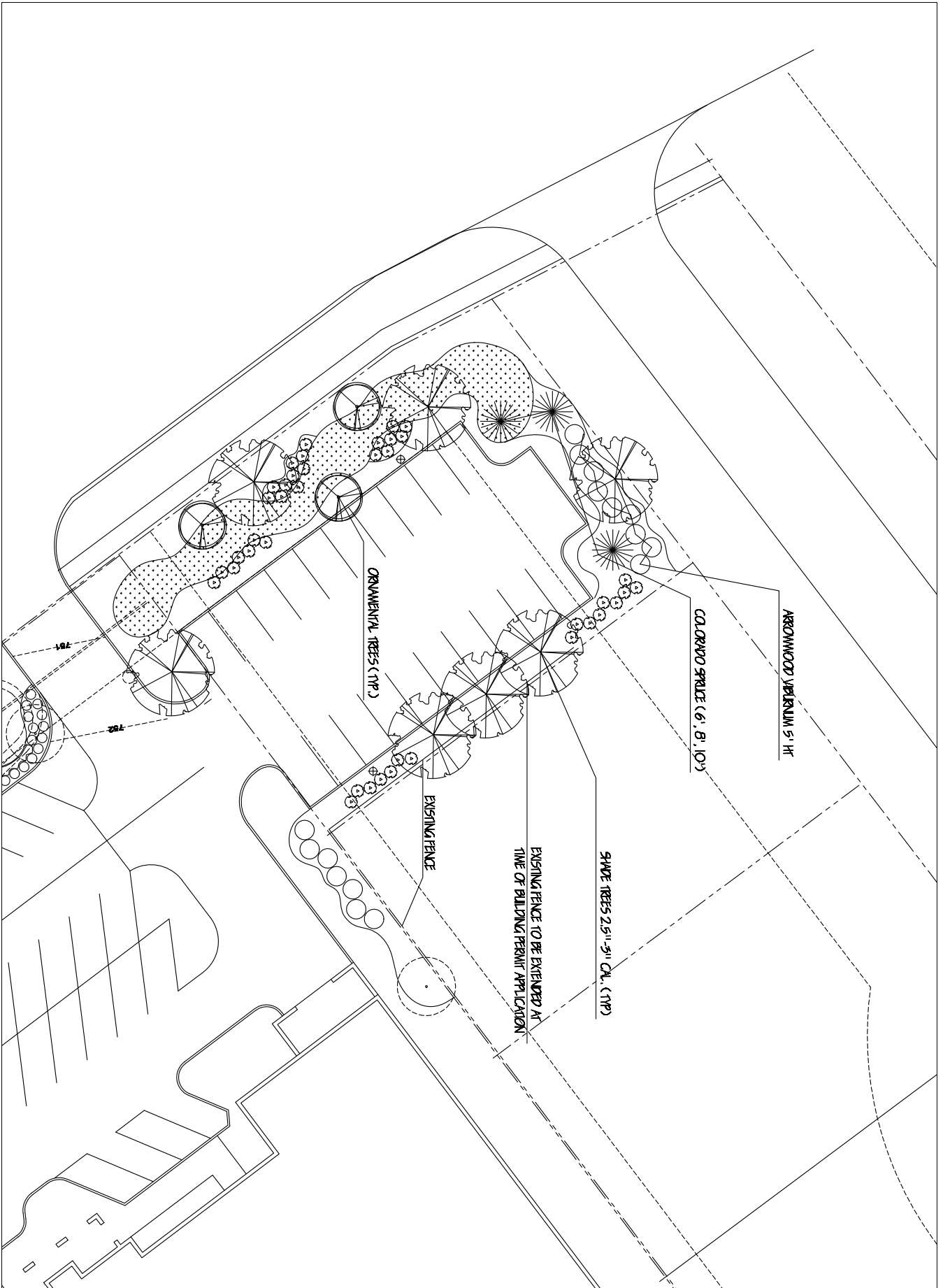
CH PETERSON  
LANDSCAPE ARCHITECT  
5110 S. GARDEN AVE., SUITE 200  
ST. CHARLES, IL 62204  
618-750-1588

THE SALVATION ARMY  
TRI-CITY CORPS  
ST CHARLES, ILLINOIS

JOB NUMBER:  
DRAWN BY: C.H.P.  
DATE: 03/29/2015  
REVISIONS:

SCALE:  
1" = 20'-0"

SHEET  
1  
OF  
2



SCALE:  
1" = 20'-0"

JOB NUMBER:  
DRAWN BY: CHS  
DATE: 03/29/2015  
REVISIONS:

**THE SALVATION ARMY**  
**TRI-CITY CORPS**  
ST CHARLES, ILLINOIS



CH PETERSON  
LANDSCAPE ARCHITECT  
200 WEST 10TH STREET  
ST CHARLES, ILLINOIS 62206  
618-724-1588

SHEET  
2  
OF  
2