

	<b>PLAN COMMISSION AGENDA ITEM EXECUTIVE SUMMARY</b>			
	<b>Project Title/ Address:</b>	<b>Application for a Special Use and PUD Preliminary Plan for a Children of America Daycare Center</b>		
	<b>Staff:</b>	Matthew O'Rourke		
<b>Please check appropriate box (x)</b>				
	<b>PUBLIC HEARING 10/18/11</b>	<b>X</b>	<b>MEETING</b>	
<b>APPLICATIONS UNDER CONSIDERATION:</b>				
Application for a Special Use				
Application for a PUD Preliminary Plan				
<b>ATTACHMENTS AND SUPPORTING DOCUMENTS</b>				
Landscape Plan; Pamela Self; 10-7-11		Staff Memo dated 10/14/11		
Preliminary/Final Engineering Plans; ESI Consultants, LTD; dated 10-3-11		Color Elevation; Culver Franchise System; dated 5-11-11		
Ord 2004-Z-14				
<b>EXECUTIVE SUMMARY:</b>				
<p>The applicant, Bob Rasmussen, has submitted Applications for a Special Use and PUD Preliminary Plan for a Children of America daycare center on a portion of Lot 2. The salient features of the proposed development are as follows:</p> <ul style="list-style-type: none"> <li>• The daycare is proposed in the same location as the approved building 4.</li> <li>• The building footprint is reduced from 11,000sf to 10,000sf. <ul style="list-style-type: none"> <li>○ The new footprint is 15 ft. wider and 20 ft. more shallow than the original footprint.</li> </ul> </li> <li>• A 4,000 SQ FT outdoor play area is proposed north of the Daycare Center.</li> <li>• The existing curb cut off of the internal east west access drive is relocated further east.</li> <li>• This proposal will add 3 parking spaces for a total of 191 for all 4 buildings.</li> <li>• The eastern parking lot has been shifted 24 ft. to the east.</li> <li>• Access to the site is through an existing network of drives with a full access on Tyler Road and a right-in right-out on Rt. 64.</li> </ul>				
<b>RECOMMENDATION / SUGGESTED ACTION</b> <i>(briefly explain):</i>				
Conduct the public hearing and close if all testimony has been taken.				
<i>For office use only:</i>		<i>Agenda Item Number: 4</i>		

Community Development  
 Planning Division

Phone: (630) 377-4443

Fax: (630) 377-4062



ST. CHARLES  
 SINCE 1834

**Staff Memo**

**TO:** Chairman Todd Wallace  
 and Plan Commission Members

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

**RE:** Proposed Special Use and Preliminary PUD Plan (Children of America)

**DATE:** October 14, 2011

**I. APPLICATION INFORMATION:**

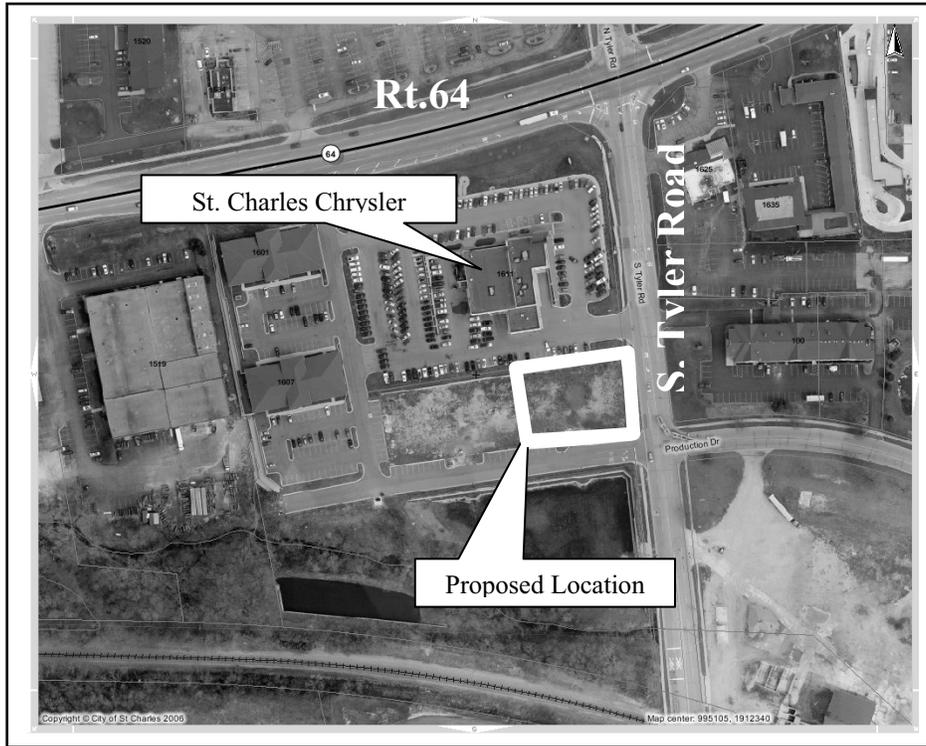
**Project Name:** Tyler & Rt. 64 PUD - Special Use for a Daycare (Children of America)

**Applicant:** Bob Rasmussen

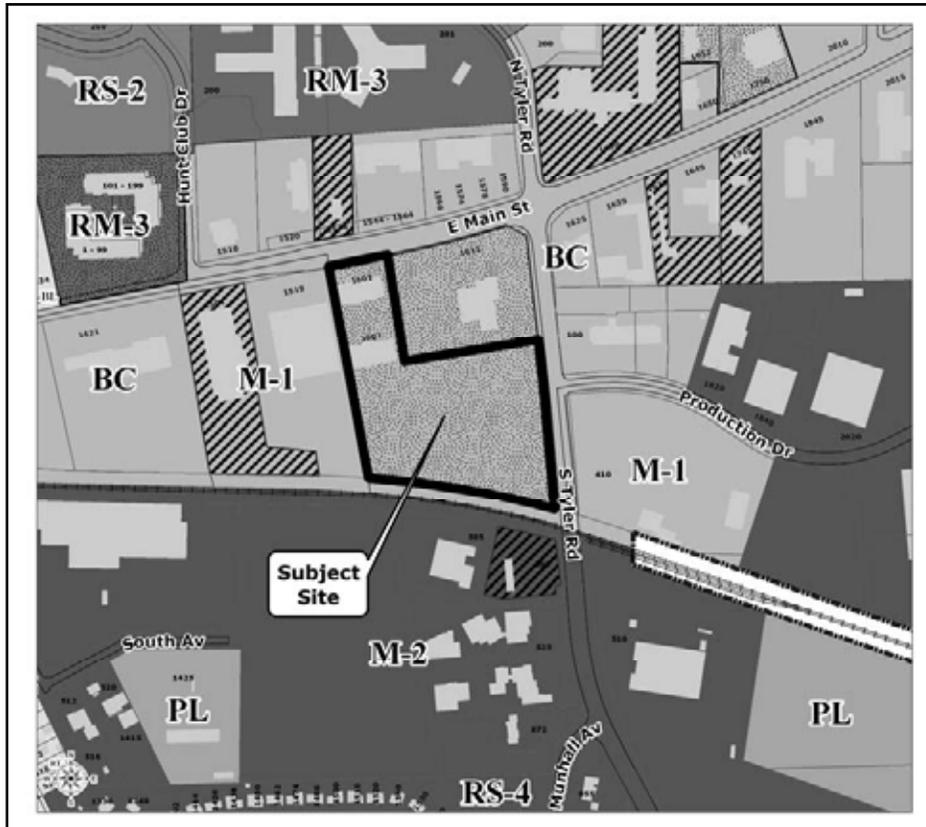
**Purpose:** To Develop Property as a Daycare Center

<b>General Information:</b>		
<b>Site Information</b>		
Location	Lot 2 in the Tyler and Rt. 64 PUD, Southwest Corner of Tyler Road and Rt. 64; South of the St. Charles Chrysler Dealership	
Acres	0.5	
Applications	<b>1) Special Use for a Nursery Daycare Center</b> <b>2) PUD Preliminary Plan</b>	
Applicable Zoning Code Sections	All provision for the PUD are incorporated into ORD 2004-Z-14	
PUD ORD-2004-Z-14	ORD 2004-Z-14 established the bulk standards and list of permitted and Special Use on the site.	
<b>Existing Conditions</b>		
Land Use	Vacant	
Zoning	BC- Community Business District (PUD)	
<b>Zoning Summary</b>		
North	BC- Community Business District (PUD)	St. Charles Chrysler Dealership
East	BC- Community Business District	Days Inn
South	BC- Community Business District (PUD)	Detention Pond
West	BC- Community Business District (PUD)	Vacant/ Office Buildings
<b>Comprehensive Plan Designation</b>		
Retail and Service		

### Aerial Photo



### Zoning Map



## II. OVERVIEW:

### 1. BACKGROUND

In 2004, the City Council approved Ordinance 2004-Z-14 “An Ordinance Granting a Special Use as a Planned Unit Development (Tyler and Rt. 64 PUD)”. The approved PUD included two lots. Lot 1 was developed as the Al Piemonte Dealership (now St. Charles Chrysler). Lot 2 was approved with 4 office buildings and a stormwater retention facility. Two of these office buildings are already constructed.

### 2. PROPOSAL

The applicant, Bob Rasmussen, has submitted Applications for a Special Use and PUD Preliminary Plan for a Children of America daycare center on a portion of Lot 2. The salient features of the proposed development are as follows:

- The daycare is proposed in the same location as the approved building 4.
- The building footprint is reduced from 11,000sf to 10,000sf.
  - The new footprint is 15 ft. wider and 20 ft. more shallow than the original footprint.
- A 4,000 SQ FT outdoor play area is proposed north of the Daycare Center.
- The existing curb cut off of the east west access drive is relocated further east.
- This proposal will add 3 parking spaces for a total of 191 four all 4 buildings.
- The eastern parking lot has been shifted 24 ft. to the east.
- Access to the site is through an existing network of drives with a full access on Tyler Road and a right-in right-out on Rt. 64.

## III. ZONING ANALYSIS:

The majority of permitted uses and Bulk Standards were incorporated into ORD 2004-Z-14. Staff has reviewed the proposal to ensure compliance with those standards as detailed below:

### 1. PERMITTED AND SPECIAL USES

Per Exhibit III of Tyler and Rt. 64 PUD, Nursery Schools and Daycare Centers are listed as a special use.

### 2. BULK STANDARDS

**Table 1** details Staff’s review to ensure compliance with the established bulk standards.

**Table 1**

Category	Standards Established per ORD 2004-Z-14	Proposed
<b>Lot Area</b>		No Changes
<b>Lot Width</b>	Layout approved as part of PUD	No Changes
<b>Building Setbacks:</b>		
<i>Tyler Road Setback</i>	40’ from S. Tyler Road	117’ from S. Tyler Road
<i>Interior Side</i>	5’	N/A
<i>Exterior Side</i>	N/A	N/A
<i>Rear</i>	20’	29.7’

<b>Parking/Paving Setbacks:</b>		
<i>Tyler Road Setback</i>	40' from S. Tyler Road	41.1'
<i>Interior Side</i>	N/A	N/A
<i>Exterior Side</i>	N/A	N/A
<i>Rear</i>	None	0'
<b>Building Coverage (FAR)</b>	N/A	N/A
<b>Parking Stall Size</b>	9' wide by 18'	9' wide by 18'
<b>Drive-Aisle Width</b>	24' Wide	24' Wide

### Parking

Category	Standards Established per ORD 2004-Z-14	Proposed
<b>Parking Requirement (Per Approved PUD Preliminary Plan for all 4 buildings)</b>	188 Shared Parking Spots	191 Shared Parking Spots
<b>Parking Requirement for Daycare Centers</b>	1 Space per Employee and 1 Space per Every 15 Students	21 Employees (21 Spaces) 183 Students (12.2 Spaces) <b>Total of 33 Off-Street Spaces Required</b>  <b>40 Spaces shown on Site Plan</b>

Staff examined the difference in parking requirements for the original proposed office use and the Daycare Center use. The approved PUD contemplated 188 shared parking spaces based on the use category, professional office. The parking requirement for professional office is 4 spaces per every 1,000 SQ FT of floor area. The original building at 11,000 SQ FT would have had a requirement of 44 spaces. The Daycare use requires 33 off-street parking spaces; therefore, the revised proposal shows an increase in the total number of off-street parking spaces provided and a decrease in the number of required off-street parking spaces.

### Architectural Review

Section 2 A. Preliminary Plan Approval of Ordinance 2004-Z-14 states, “Building elevations for Office Buildings Three and Four on Lot 2 must be approved by the City Council, upon recommendation by the Plan Commission, prior to issuance of any building permits for these buildings.”

The applicant has submitted elevations for the proposed building. The materials shown compliment the color scheme and design of the approved elevations on building 1 and 2. Staff has the following comments on the submitted elevations:

- Change the gabled pediment over the entrance on the south elevation to a hipped roof to replicate the features on the approved elevations for building 1 and 2.

### **Landscape Review**

Staff compared the revised landscape plan to the one approved as part of the PUD. This plan shows an increase in the amount of overall landscaping. An additional 10.5ft of foundation landscaping has been added east of the proposed building.

#### **IV. REQUESTED ACTION**

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

Cc: Russell Colby, Planning Division Manager  
Bob Rasmussen, Applicant

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



COMMUNITY DEVELOPMENT/PLANNING DIVISION

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

**PUD PRELIMINARY PLAN APPLICATION**

*Received Date*

**RECEIVED**

AUG 4 - 2009

PLANNING OFFICE

<b>CITYVIEW</b>
Project Name: _____
Project Number: <u>2009</u> -PR- <u>011</u>
Application Number: <u>2009</u> -AP- <u>025</u>

*Instructions:*

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

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

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

<b>1. Property Information:</b>	Parcel Number (s): <u>09-26-328-010.000</u>	
	Proposed Name of PUD: <u>Tyler + 64 Business Park - Lot #2 774-9101</u>	<u>(630)</u>
<b>2. Applicant:</b>	Name <u>Tyler + 64 LLC</u>	Phone <u>630-443-9393</u>
	Address <u>409 Illinois Ave #1-D</u>	Fax <u>630-443-9008</u>
	<u>St. Charles, IL 60174</u>	Email <u>Bob@MidwestCustomHomes.com</u>
<b>3. Record Owner:</b>	Name <u>Same</u>	Phone
	Address	Fax
		Email
<b>4. Billing:</b> <i>Who is responsible for paying application fees and reimbursements?</i>	Name <u>Same</u>	Phone
	Address	Fax
		Email

## ***Attachment Checklist***

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

**APPLICATION:** Completed application form signed by the applicant

**APPLICATION FEE:** Application fee in accordance with Appendix B of the Zoning Ordinance.

**REIMBURSEMENT OF FEES AGREEMENT:**

An original, executed Reimbursement of Fees Agreement and deposit of funds in escrow with the City, as provided by Appendix B of the Zoning Ordinance.

**PROOF OF OWNERSHIP and DISCLOSURE:**

a) a current title policy report; or

b) a deed and a current title search.

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

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

**PLAT OF SURVEY:**

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

**SOIL AND WATER CONSERVATION DISTRICT APPLICATION:**

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

**ENDANGERED SPECIES REPORT:**

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

**PLANS:**

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

### **Copies of Plans:**

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

**SITE/ENGINEERING PLAN:**

A plan or plans showing the following information:

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

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

- Photometric information pertaining to locations of proposed lighting fixtures

37. Typical construction details and specifications

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

39. Proof of application for Stormwater Management Permit

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

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

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

□ **ARCHITECTURAL PLANS:**

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

□ **TREE PRESERVATION PLAN:**

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

□ **LANDSCAPE PLAN:**

Landscape Plan showing the following information:

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

**PUBLIC BENEFITS, DEPARTURES FROM CODE:**

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

**SCHEDULE:** Construction schedule indicating:

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

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

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

**SUBDIVISION PRELIMINARY PLAN CHECKLIST:**

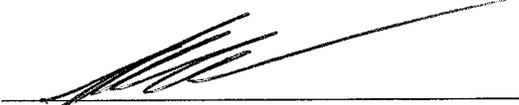
If the PUD Preliminary Plan involves the subdivision of land, a completed Subdivision Preliminary Plan Checklist must be submitted. This Subdivision Checklist may reference the same set(s) of plans as the preceding checklists for Site/Engineering, Sketch Plan, Tree Preservation, and Landscape Plans,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

**APPLICATION FOR SPECIAL USE FOR A PUD:**

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

**HISTORIC DESIGNATION:** Is the property a designated Landmark or in a Historic District? \_\_\_\_\_

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

  
\_\_\_\_\_  
Record Owner 8-3-09  
Date

  
\_\_\_\_\_  
Applicant or Authorized Agent 8-3-09  
Date

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

STATE OF ILLINOIS    )  
                                  ) SS.  
KANE COUNTY         )

I, Bob Rasmussen, being first duly sworn on oath depose and say that I am  
Manager of Tyler + 64 LLC, an Illinois Limited Liability  
Company (L.L.C.), and that the following persons are all of the members of the said L.L.C.:

- Robert Rasmussen \_\_\_\_\_
- Todd O'Reilly \_\_\_\_\_
- Wes Scroggin \_\_\_\_\_
- Mark Rush \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

By:  \_\_\_\_\_, Manager

Subscribed and Sworn before me this \_\_\_\_\_ day of  
\_\_\_\_\_, 20 \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

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

STATE OF ILLINOIS    )  
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- Robert Rasmussen \_\_\_\_\_
- Wes Scroggin \_\_\_\_\_
- Todd O'Reiley \_\_\_\_\_
- Mark Rath \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

By: , Manager

Subscribed and Sworn before me this 3<sup>rd</sup> day of  
August, 2009.

\_\_\_\_\_  
Notary Public

# SUMMARY OF PROPOSED DEVELOPMENT



Name of Development Tyler + 64 Business Park

Number of years expected for build out 1

### Acreage or Square Ft. Breakdown:

Area of residential development \_\_\_\_\_

Area of nonresidential development 1/2 acre

Area of private open space \_\_\_\_\_

Area of stormwater ponds/basins \_\_\_\_\_

Park land dedication \_\_\_\_\_

School land dedication \_\_\_\_\_

Total Acres \_\_\_\_\_

### Residential Breakdown:

#### Number of units

Single Family Detached: \_\_\_\_\_

Attached Single Family (Townhomes): \_\_\_\_\_

Multi-Family: \_\_\_\_\_

Other: \_\_\_\_\_

Total Dwelling Units \_\_\_\_\_

Gross Density (Total D.U./Total Residential Acres) \_\_\_\_\_

Estimated Total Population (from Park Worksheet) \_\_\_\_\_

Estimated Student Population (from School Worksheet) \_\_\_\_\_

**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**

*Received Date*

**RECEIVED**  
AUG 4 - 2008  
PLANNING OFFICE

<b>CITYVIEW</b>	
Project Name:	<u>2009 PRO11</u>
Project Number:	<u>                    </u> -PR- <u>                    </u>
Application Number:	<u>2009</u> -AP- <u>024</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.*

<b>1. Property Information:</b>	Parcel Number (s): <u>09-26-328-010.000</u>	
	Street Address (or common location if no address is assigned): <u>Tyler + 64 Business Park - Lot # 2</u>	
<b>2. Applicant Information:</b>	Name <u>Tyler + 64 L.L.C.</u>	Phone <u>630-443-9393</u>
	Address <u>409 Illinois Ave. # 1-D</u>	Fax <u>630-443-9008</u>
	<u>St. Charles, IL 60174</u>	Email <u>#774-9101</u>
<b>3. Record Owner Information:</b>	Name <u>Same</u>	Phone
	Address	Fax
		Email
<b>4. Billing:</b> <i>To whom should costs for this application be billed?</i>	Name <u>Same</u>	Phone
	Address	Fax
		Email

**Information Regarding Proposed Special Use:**

Comprehensive Plan designation of the property: office

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

What is the property's current zoning? PUD

What is the property currently used for? Vacant

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?

Construction of 10,000 sq Building

**For Special Use Amendments only:**

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

Why is the proposed change necessary?

\_\_\_\_\_

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

\_\_\_\_\_

**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:**

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- 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)**

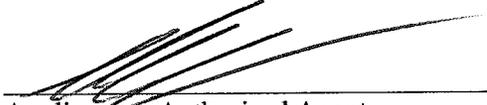
A plan or plans showing the following information:

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.**

  
\_\_\_\_\_  
Record Owner 8-3-09  
Date

  
\_\_\_\_\_  
Applicant or Authorized Agent 8-3-09  
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.

\_\_\_\_\_  
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.**

Provide Day Care / Pre-school to nearby  
families  
\_\_\_\_\_  
\_\_\_\_\_

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

all facilities are currently in place  
from the original development  
\_\_\_\_\_  
\_\_\_\_\_

**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.**

Facility will enhance the local businesses and restaurants by bringing more people to the location.

- 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.

Facility will create similar traffic to original PUD and within similar hours as previously approved.

- 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.

There are no potential negative affects from the facility. All parking, roadways and walkways will allow for safe use of the building.

- 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 facility proposed abides by all development & building codes.