

# PHASE 3

P&Z  
PRELIM

STEP	PLANNING & ZONING COMMISSION (PRELIMINARY PLAN)
1	Application, Supporting Documents, and Fees submitted to the Village.
2	Village Engineer or Engineering Consultant Reviews & Comments.
3	Building & Zoning Department Reviews & Comments (includes Landscaping/Screening Plans).
4	Glen Carbon Fire Protection District Reviews & Comments.
5	G.L.E.N. Committee Reviews & Comments (Landscaping/Screening Plans only).
6	Public Works Department Reviews & Comments.
7	Village Attorney engaged for assistance with Ordinances, review of legal documents, etc.
8	All Reviews and Comments returned to Applicant requesting updates, additional information, changes, etc.
9	Applicant re-submits all requested documents updated per the Reviewers' Comments with a <b>Response Letter</b> (indicating changes and notes per those Comments).
10	Once all Reviewers approve of the re-submitted plans/documents with necessary updates and/or changes, the project moves forward. Steps 9 and 10 will be repeated as often as necessary to get the project approved to move forward.
11	Planning & Zoning Commission Meeting Date confirmed.
12	Public Hearing Notice Published and Notification sent to surrounding property owners, if applicable.
13	All persons on the Development Team list receives notice of the upcoming Meeting.
14	Village Attorney receives notice of upcoming meeting.

DOC #	SUBMIT OR RE-SUBMIT IF UPDATED	YES	NO	NA
1	Land Development Application (updated, if necessary, from first submittal) with all applicable signatures.	x		
2	Project Narrative v. 2 (if any changes from original submittal).	x		
3	Development Team Distribution List.	No change		
4	Professional Fee Agreement, completed and with all applicable signatures.	x		
5	Color aerial with address/project name (Madison County GIS).	No change		
6	Color snapshot of Village of Glen Carbon's Comprehensive Plan Map of Site with Legend.	No change		

DOC #	SUBMIT OR RE-SUBMIT IF UPDATED	YES	NO	NA
7	Color snapshot of the Village of Glen Carbon's Zoning Map of Site with Legend.	No change		
8	Civil Improvement Plan Checklist.	x		
9	Landscaping Plan Checklist.	x		
10	Erosion & Sedimentation Control Plan Application.	x		
11	Erosion & Sedimentation Control Plan Checklist.	x		
	Alta Survey.			x
	Civil Improvement Plans (CIP). Sealed, Signed, and Dated.	x		
	Disclosure of Ownership.	x		
	Draft Deed Restrictions, Protective Covenants, Articles of Incorporation and/or Bylaws with provisions for maintenance of common areas.			x
	Drainage/Stormwater Management Report. Sealed, Signed, and Dated.	x		
	Engineer's Site Costs Estimates, if applicable.			x
	Erosion Control Plan (usually submitted as part of the CIP). Sealed, Signed, and Dated.	x		
	Geotechnical Report, if applicable. Sealed, Signed, and Dated.			x
	Grading Plan (usually submitted as part of the CIP). Sealed, Signed, and Dated.	x		
	IEPA Permits (Water & Sewer).	x		
	IDNR permits, if applicable.			x
	IDOT Hydraulics, if applicable.			x
	IHPA permits, if applicable.			x
	Landscaping and Screening Plans (usually submitted as part of the CIP). Sealed, Signed, and Dated.	No change		
	Lighting Plan (usually submitted as part of the CIP). Sealed, Signed, and Dated.		x	
	Ordinance or Legal Documents drafted (Village responsibility, generally).			
	Ornamental LED Street Light Fixtures (P&Z Commission approves type for new residential subdivision).			x
	Preliminary PDP Area or Section Plan, if applicable. Sealed, Signed, and Dated.	x		
	Preliminary Plat, if applicable. Sealed, Signed, and Dated.			x
	Projects located along adjacent jurisdiction's boundaries requires submittal of these plans for their			x

	review. Proof of submittal required with their review comments.			
DOC #	SUBMIT OR RE-SUBMIT IF UPDATED	YES	NO	NA
	Record of Ownership. If Applicant is a contract purchaser, a copy of the Contract to Purchase or written Authorization from the Property Owner.	x		
	Renderings/Elevation of development with colors/building materials.	No change		
	Signage Plan and Pavement Markings (usually submitted as part of CIP). Sealed, Signed, and Dated.	x		
	Site Plan (usually submitted as part of a CIP), if applicable. Sealed, Signed, and Dated.	x		
	Typical Sections (usually submitted as part of a CIP). Sealed, Signed, and Dated.	x		
	Traffic Impact Study (If project will impact the State Highway System, you must submit these plans to the Illinois Department of Transportation).			x
	Tree Survey (PDP's only), if applicable.			x
	<b>UPON REQUEST ONLY:</b> Hard copies of each of the required documents for Planning & Zoning Commission packets. <b>These are due to the Department of B&amp;Z no later than the Wednesday prior to the Tuesday Commission Meeting.</b> All pictures and plans should be in color and 11x17 in size (LEDGER). Every submittal by a registered professional must have their professional seal, signature, and date.			

DISCLOSURE OF OWNERSHIP MAY INCLUDE
Proof of payment of most recent property tax bill.
Copy of current title insurance policy.
Copy of latest recorded deed.
A letter of authorization from the current property owner if rented or leased by petitioner.
A copy of the contract to purchase the property and a letter of authorization from the owner/seller if the petitioner is a contract purchaser.
A certified copy of the trust agreement, disclosure of the list of beneficiaries and a letter of trust from the trust officer.

APPLICATION FEES	REQUIRED FEES*	AMOUNT DUE
Civil Improvement Plan Check Fees**	\$1,000	\$
Development Security/Escrow Deposit (Professional Fee Agreement)***	\$1,000	\$
Residential Planned Development Procedure (PDP): Commercial	\$1,000 + \$50 Per Acre	\$
Planned Development Procedure (PDP): Residential	\$1,000 + \$50 Per Living Unit	\$
Non-Residential Site Plan Review	\$500	\$
Non-Residential Subdivision Plan Review	\$500	\$
Preliminary Plat	\$300 + \$50 Per Lot	\$
PDP Section Plans	\$400	\$
Special Use Permit	\$450	\$
Vacation of Street	\$450	\$
Zoning Amendment & Rezoning Request	\$550 + \$75 Per Lot	\$
Zoning Variance Request or Appeals	\$450	\$
	<b>TOTAL DUE</b>	\$

\*Plus, any additional documented costs incurred by the Village.

\*\*This fee is due if the Village Engineer is the Plan Reviewer.

\*\*\*This fee is due if the Village Engineer is not the Plan Reviewer and/or if another Consultant will be required to assist with the Project on behalf of the Village.

# LAND APPLICATION

**DOCUMENT**  
**1**

**PROJECT NAME**

Orchard Town Center Outparcel 13

## DATE OF SUBMITTAL

1 <sup>ST</sup> SUBMITTAL B&D	2 <sup>ND</sup> SUBMITTAL P&Z	3 <sup>RD</sup> SUBMITTAL VBOT

X	APPLICATION TYPE (CHECK ALL THAT APPLY)	PUBLIC HEARING REQUIRED	MINIMUM PHASES REQUIRED
	Annexation Request	Yes	1, 2, 5
	Easement Vacation	Yes	1, 3, 5
	Planned Development Procedure (PDP) Area Plan	Yes	1, 2, 3, 4, 5, 6, 7, 8, 9
x	Planned Development Procedure (PDP) Section Plan	No	3, 5, 6, 7, 8, 9 (1 & 2 required if not previously reviewed and approved)
	Preliminary Plat	No	1, 2, 3, 4, 5
	Final Plat	No	5, 7, 8, 9
x	Site Plan (Over 5,000 SF)	No	1, 2, 3, 5, 6, 7, 8, 9
	Special Use Permit	Yes	1, 2, 3, 5
x	Variance(s); As Part of Any Development Request	Yes	Steps required per type of request
	Zoning Amendment	Yes	1, 2, 3, 4, 5
	Other:	TBD	TBD

X	TYPE OF SUMITTAL
	Residential
x	Commercial
	Multi-Family
	Other:

NUMBER OF PHASES	TOTAL NUMBER OF LOTS	PHASE SUBMITTED	NUMBER OF LOTS THIS PHASE
1	1	1	1

PROJECT INFORMATION	
Property Address	2041 Troy Road
Section/Township Range	Section 23 Township 4 North Range 8 West
Parcel Size (Acres)	6.94 Acres
Current Zoning	CG General Commercial
Proposed Zoning	CG General Commercial
Surrounding Zoning	N: CG S: CG E: B2 Edw Comm W: B2 Edw Comm
Comprehensive Plan Zoning	Commercial
Lot Size (SF)	6.94 Acres
Number of Lots	1
Anticipated Cost of Development	Unavailable at this time
Parcel ID Number(s)	14-2-15-23-00-000-083

## COMMERCIAL/INDUSTRIAL

REQUIRED	INFORMATION
Proposed Use	Retail, Restaurant
SIC Code	56, 58, 59
Building Size (SF)	50,000 sq ft, 7,140 sq ft, and 6,426 sq ft
Number of Employees per Shifts	
Number of Shifts	
Hours of Operation	
Restaurant/Dining: Number of Interior Seats	
Restaurant/Dining: Number of Outdoor Seats	

## PARKING

TYPE	REQUIRED	SUBMITTED
Regular Stalls	392	336 3 Electric
ADA	8	8
Bicycle	2 per commercial use -	14

## TWO-FAMILY/MULTI-FAMILY

DESCRIPTION	#
Total Units	N/A
Average SF by Type	N/A
Non-Residential Land Use by Type of Use	N/A

## VARIANCES

Does this development comply with all Village ordinances?

If not, which Section of the Code is a variance being requested?

SECTION	VARIANCE
10-13-1 G	Parking variance for a blended 4.5 spaces per 1000 SF. See breakdown on site plan. Code required - 392 spaces; 4.5 blended - 284 required;
	Spaces provided on site plan - 336
10-15-10	Development Monument Sign at Robinson Drive entrance shall be converted to a Dick's Sporting Goods sign

APPLICANT INFORMATION (RESPONSIBLE FOR ALL FEES)	
Name	Michael Staenberg
Name of Company	TSG Orchard Town Center LLC
Address	2127 Interbelt Business Center St. Louis MO 63114
Telephone	314-513-0018
Email	tlowe@tsgproperties.com
Relationship to Owner	Owner

OWNER INFORMATION (APPLICANT)	
Name	Michael Staenberg
Name of Company	TSG Orchard Town Center LLC
Address	2127 Interbelt Business Center St. Louis MO 63114
Telephone	314-513-0018
Email	tlowe@tsgproperties.com

PROJECT REPRESENTATIVE (AUTHORIZED)	
Name	Tim Lowe
Name of Company	TSG Orchard Town Center LLC
Address	2127 Interbelt Business Center St. Louis MO 63114
Telephone	314-513-0018
Email	tlowe@tsgproperties.com

ENGINEER	
Name	Dana Link
Name of Company	TWM, Inc.
Address	4940 Old Collinsville Road Swansea IL 62226
Telephone	618-624-4488
Email	dlink@twm-inc.com

LANDSCAPE ARCHITECT	
Name	Randy Mardis
Name of Company	Landscape Technologies
Address	67 Jacobs Creek Drive St. Charles, MO 63304
Telephone	636-928-1250
Email	rmardis@mail.win.org

## AFFIRMATION

I hereby affirm that I have full legal capacity to authorize the filing of this application and that all information and exhibits herewith submitted are true and correct to the best of my knowledge. I permit Village representatives to make all reasonable inspections and investigations of the subject property as part of this application. I acknowledge and agree to pay all required fees and incurred costs by the Village, pursuant to Village codes and ordinances. Failure of the applicant to pay all associated costs could encumber the property through Liens filed by the Village upon the property. I acknowledge and agree to maintain the minimum balance required in the project escrow account to pay for costs associated with the review and approval of this application.

PRINTED NAME OF APPLICANT	SIGNATURE OF APPLICANT	DATE
Michael Staenberg		8/14/23

PRINTED NAME OF OWNER	SIGNATURE OF OWNER	DATE
Michael Staenberg		8/14/23



# PROJECT NARRATIVE

## DOCUMENT 2

### INSTRUCTIONS

Provide a written project narrative including the following items and be prepared to discuss. If variances are being requested, state the reason why you feel they are necessary. Submit this document as part of your application submittal in addition to the written narrative.

TOPIC	YES	NO	NA
Adequate public facilities to support and serve the development (public transportation utilities, road, sewer, utilities and water).	x		
Amount of traffic generated by the proposed development can be absorbed by abutting streets and minor streets in the surrounding area.	x		
Can be constructed and operated in a manner that is not detrimental to the permitted uses in the district.	x		
Comparative size, floor area, mass and general appearance of the proposed structures align with the adjacent structures and buildings in the surrounding properties and neighborhood.	x		
Deemed desirable to promote the general welfare of the Village	x		
Enhance the neighborhood character.	x		
Exhibits good site planning.	x		
Plan is consistent with good general planning practice.	x		
Proposed business operations.	x		
Proposed use(s) for the site are in line with land patterns in the Village and the Comprehensive Plan.	x		
Will be visually compatible with the uses in the surrounding area.	x		

Project Narrative  
Document #2

*Orchard Town Center  
Outparcel 13*

The proposed Orchard Town Center Outparcel 13 is part of the Orchard Town Center commercial development recently constructed and located on the southwest corner of Governors Parkway and Troy Road with Illinois Route 159 serving as the westerly property limit, Center Grove Road to the south and the Madison County Transit Goshen Trail to the southwest. Outparcel 13 consists of 6.94 acres.

This outparcel will be developed with a 50,000 square foot retail anchor with an additional 7,140 square feet of retail and 6,426 square feet of restaurant. The property is zoned for commercial uses.

All utility infrastructure serving this outparcel was installed with the construction and development of the Orchard Town Center project. There are adequate public facilities to support and serve the development.

The proposed traffic generated from these businesses was analyzed with the original development and the construction of the roadway improvements are currently underway. The abutting streets have been improved to accommodate the traffic.

The project can be constructed and operated so it is not detrimental to the permitted uses in the district.

The proposed building sizes and general appearance are compatible with the surrounding properties.

The project is deemed desirable to promote the general welfare of the Village of Glen Carbon.

The project will enhance the neighborhood and is based on good site planning principles and is consistent with general planning practice.

The proposed businesses will operate during normal business hours.

The proposed businesses are consistent with the comprehensive plan and are visually compatible with the surrounding uses.

# FEE AGREEMENT

DOCUMENT  
4

## PROJECT NAME

Orchard Town Center Outparcel 13

THIS AGREEMENT is made and entered into effective the:

DAY

14th

MONTH

August

YEAR

20 23

## DEVELOPER

Name/Name of Company	Michael Staenberg / TSG Orchard Town Center LLC
Address	2127 Interbelt Business Center St. Louis MO 63114
Telephone	314-513-0018
Email	tlowe@tsgproperties.com

By and between the Village of Glen Carbon, a political subdivision of the State of Illinois (hereinafter referred to as "Village") and the above-named Person or Company (hereinafter individually and collectively referred to as "Developer"),

**WHEREAS**, Developer proposes to develop the following, hereinafter referred to as "PROJECT":

Outparcel 13 of Orchard Town Center

**WHEREAS**, as a result of the DEVELOPER'S PROJECT, the VILLAGE must have its professional and administrative staff analyze, review and comment upon and perform other services solely on the VILLAGE'S behalf from the time of the inception of the PROJECT through its completion; and

**WHEREAS**, the DEVELOPER acknowledges it should pay the VILLAGE costs and expenses for professional staff services rather than impose the costs upon the VILLAGE residents.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which is expressly acknowledged by the parties by the execution hereof, it is hereby agreed as follows:

### SECTION ONE: PROFESSIONAL AND ADMINISTRATIVE FEES.

The DEVELOPER shall pay the VILLAGE any and all reasonable professional and administrative staff fees, costs and expenses incurred by the VILLAGE as a result of or in conjunction with the DEVELOPER'S PROJECT from this date through the PROJECT'S completion as determined by the VILLAGE and/or VILLAGE acceptance of all public improvements associated with the PROJECT, whichever occurs last, and

The VILLAGE'S professional and administrative staff includes, but is not limited to, consultants, engineers, land planners, plan reviewers and traffic analysts. Professional and administrative fees shall include, but not be limited to, all time associated with reviews, analysis, discussions, meetings, inspections, reports, comments, planning and other work or services performed on behalf of the VILLAGE in conjunction with the PROJECT.

The VILLAGE'S professional and administrative staff fees shall be billed to the DEVELOPER in the amount of fees authorized by the VILLAGE to be paid for such services.

#### **SECTION TWO: FEES.**

Concurrent with the execution of this Agreement, the DEVELOPER shall post with the VILLAGE the sum of \$1,000 as a Security Deposit of which the VILLAGE is specifically authorized to apply in payment of such fees, costs, and expenses in the event the DEVELOPER fails to make timely payments and/or reimbursements to the VILLAGE as required under this Agreement. The DEVELOPER is obligated to continuously maintain this amount on deposit with the VILLAGE until the PROJECT'S completion. The DEVELOPER will receive invoices from the VILLAGE for any services rendered during the development. DEVELOPER is expected to pay said invoices in full upon receipt. Any remaining funds held as Security by the Village will be returned to the DEVELOPER at the conclusion of the PROJECT.

The DEVELOPER is required to pay all fees incurred by the Village as a result of their project request, which includes:

- All costs incurred by the VILLAGE for any publication fees required during this project.
- All costs incurred by the VILLAGE for contracted engineering, consulting fees or plan review.
- Any and all costs incurred not set out herein but is required by the Village Code.

#### **SECTION THREE: PAYMENT.**

The VILLAGE shall provide the DEVELOPER with an itemized statement of fees. The DEVELOPER shall pay the VILLAGE within thirty (30) days of the date of a statement from the VILLAGE. If the DEVELOPER does not pay the statement within the thirty (30) day period, interest shall accrue on the unpaid balance at the rate of 18 percent (18%) per annum. If the DEVELOPER does not pay the statement within the 60 (sixty) day period, the VILLAGE will also, following written notification to the DEVELOPER, direct that all professional staff cease work on the PROJECT and no permits, approvals or inspections shall take place until the statement is paid in full.

#### **SECTION FOUR: COOPERATION.**

The DEVELOPER shall fully cooperate with the VILLAGE, its officials, and professional staff with respect to its PROJECT.

#### **SECTION FIVE: REPRESENTATION OF VILLAGE ONLY.**

The DEVELOPER acknowledges that the VILLAGE'S professional and administrative staff solely represent the VILLAGE and the VILLAGE'S interest and do not represent the DEVELOPER.

**SECTION SIX: CONFLICT.**

If the terms and provisions of this Agreement conflict with any ordinance of the VILLAGE or agreement between the parties, the terms and provisions of this Village Reimbursement Agreement shall supersede, set, and control any other terms and provisions.

**SECTION SEVEN: COSTS AND ATTORNEY'S FEES.**

In the event that the Village must take action to enforce any of the terms of this agreement, the DEVELOPER shall be liable for any and all costs, including court costs, reasonable attorney's fees, expert witness or consulting fees, and any and all other associated costs and expenses incurred by the VILLAGE.

**SECTION EIGHT: VENUE.**

The parties agree that the venue for any dispute or action related to, or arising out of, this agreement, or which affects the terms of this agreement, shall be the Circuit Court of Madison County, Illinois.

**SECTION NINE: SEVERABILITY.**

The invalidity of any paragraph or subparagraph of this Village Reimbursement Agreement shall not impair the validity of any other paragraph or subparagraph. If any provision of this Agreement is determined to be unenforceable, such provision shall be determined severable and the Agreement may be enforced with such provision severed or as modified by such Court.

**SECTION TEN: ENTIRE AGREEMENT.**

This Agreement embodies the entire agreement and understanding between the parties and there are no other agreements, representations, or understandings, oral or written, between the parties with respect to the subject matter of this Agreement. No alteration, modification, amendment or change of this Agreement shall be valid unless by like instrument.

Dated at \_\_\_\_\_, Madison County, Illinois on the date written above.

**VILLAGE OF GLEN CARBON**

an Illinois Municipal Corporation

BY: \_\_\_\_\_  
Village Administrator/B&Z Administrator

**DEVELOPER**

BY: \_\_\_\_\_  
Its Duly Authorized Agent

A large, stylized handwritten signature in blue ink, written over the signature line for the Developer.

# CIVIL PLAN CHECKLIST

## DOCUMENT 8

The Village of Glen Carbon strives to provide the development community with adequate information to ensure the successful completion of any project in the Village. To aid in the submittal of a complete, thorough civil improvement plan package, the following checklist has been compiled to assist the design engineer. This checklist focuses on requirements specific to the Village of Glen Carbon.

When preparing Civil Plans, the engineer will still be required to adhere to all local criterion and guidelines as set forth in the Village of Glen Carbon Municipal Code, Local, State and Federal Standards, and Planning and Zoning Commission conditions of approval.

In order to have a complete Civil Improvement Plan set for submittal to the Village, this checklist must be completed and included with the submittal package for the plan set. Justification must be provided for any items not completed.

The corresponding traffic and drainage studies or updates must be approved. All items listed must be included in the submittal package. All plans submitted must include date/version with Engineer's Seal and Signature.

#	ACCEPTANCE OF PUBLIC IMPROVEMENTS	X	NA
1	If grading is proposed on adjacent parcels, notarized permission to grade letters from all impacted landowners must be received prior to plan approval.		X
2	Plan Sheets must be 24"x36".	X	
3	Bicycle Parking required on Site Plan for all new Commercial uses.	X	
4	Certificate of Board of Trustees per Section 10-13-0 of the Village Code.	X	
5	Drainage Statement per Section 10-13-2 of the Village Code.	X	
6	Driveway, Sidewalk and Parking Lot Certification per Section 10-13-2 of the Village Code.	X	
7	No Overnight Parking/Vehicles "For Sale" Statement per Section 10-13-2 of the Village Code.	X	

#	COVER AND/OR NOTE SHEET	X	NA
8	General notes.	X	
9	Project Name.	X	
10	Engineer's seal.	X	
11	Benchmark and basis-of-bearing.	X	
12	Abbreviations and Legend.	X	

#	COVER AND/OR NOTE SHEET	X	NA
13	Sheet Index shown and checked to see that sheet names and numbers match.	X	
14	Vicinity map showing project location with north arrow.	X	
15	Parcel Identification Numbers listed and acreage of each parcel.	X	
16	Total Area of Land Disturbance.	X	
17	List of Quantities.		X
18	Cut and Fill Quantities.		X
19	Number of units/lots.		X
20	Utility services and provider along with J.U.L.I.E. Contact Information.	X	
21	Geotechnical report information: geotechnical report must be less than one year old.		X
22	Approval signature lines for Public Works Director and Building & Zoning Director.	X	
23	Print sizes L80 or greater.	X	

#	HORIZONTAL CONTROL & FIRE ACCESS PLAN	X	NA
24	Engineers Seal.	X	
25	Adjacent project plans denoted on the plan sheets (provide names, existing and proposed improvements, and line work).	X	
26	Show all public utility and drainage easements being created based on proposed plan whether granted by separate document or map.	X	
27	All pertinent line and curve data must be tabled.	X	
28	Property line stations.		X
29	Prominent back of curb locations (i.e., PC, PCC, PT, BCR, etc.) must be shown via station and offset from street centerline.		X
30	Existing survey monuments used to construct the project must be identified on the plan.	X	
31	Required monumentation shall be protected in place, installed, or removed and replaced.	X	
32	Fire hydrant locations and location of fire riser room.	X	
33	Fire Department Connection (FDC) location.	X	
34	Fire hydrants shall be required for all subdivisions. Fire hydrants shall be installed in accordance with Section 45 of the "Standard Specifications for Water and Sewer Main Construction in Illinois," latest edition. Fire hydrants shall be located no more than 1,000' (one thousand feet) apart.		X
35	All hydrants must be at least 6' away from residential driveways, power poles, or light standard, and 15' from commercial driveways curb return.		X
36	Fire hydrants must be stationed with streetlights shown to verify there are no conflicts.		X

#	HORIZONTAL CONTROL & FIRE ACCESS PLAN	X	NA
37	A fire hydrant is required within 400' of each residential property, as measured along the street from the hydrant to the property line furthest from the hydrant at a right angle to the street.		X
38	A minimum of 3' of clear space is required around the entire circumference of all fire hydrants.	X	
39	Fire hydrants must be located along fire access lanes, a minimum of 4' and a maximum of 7' from the back of curb.	X	
40	When automatic fire sprinkler protection is required, the Fire Department Connection (FDC) shall be located on the address side of the building, adjacent to the fire access lane with no obstructions and within 100' of a fire hydrant. Yard type FDCs shall be labeled with the address of the building(s) served.	X	
41	Fire access routes shaded with all radii labeled. Fire routes must meet the following minimum requirements:	X	
	1. Be a minimum of 24' wide with a minimum inside turning radius of 28' and outside turning radius of 52'.		
	2. Dead-ends must not exceed 150'.	X	
	3. Be provided to within 150' of all exterior ground floor walls "as the hose lays" around obstructions.	X	
	4. Be an all-weather surface capable of supporting the weight of apparatus.	X	
	5. Two means must be provided for groups of 25 or more residential dwelling units.		X
	6. The grade must not exceed 12%.	X	
42	7. Angels of approach and departure must not exceed 6% for 25' before or after grade change.	X	
	Call out areas where red-painted curb is required. Signage is required per the following:		X
43	1. Signage shall be posted at the two ends and as required to provide maximum separation of 100' between signs.		
	2. Signage shall state "No Parking. Fire Lane" A detail of which must be included.		X
43	Denote where gates are planned to cross the fire access lanes. These locations must include a note stating, "Gate shall be 24 feet clear opening width, with Knox box on both sides or Knox padlock accessible from both sides".		X

#	UTILITY SHEETS	X	NA
44	Engineer's seal.	X	
45	Print sizes L80 or greater.	X	
46	Call Before U Dig/Call Before You Overhead note(s).	X	



#	UTILITY SHEETS	X	NA
47	Key Map.	X	
48	North arrow (pointing upward or to the right) and bar scale (1" =40' maximum).	X	
49	Approved street names and identification as public or private.		X
50	Identify IDOT right-of-way.		X
51	Street widths.		X
52	Driveway locations.		X
53	Lot numbers and unit/building numbers where applicable.		X
54	Adjacent project plans denoted on the plan sheets (provide names, existing and proposed improvements, and line work).	X	
55	Design of the utilities must follow all requirements set forth by the Village of Glen Carbon Municipal Code as well as federal and state standards.	X	
56	Master Utility Plan.		X
57	Existing and proposed utility laterals and services.	X	
58	All commercial buildings and/or residential units require a separate meter.	X	
59	Show separated sidewalk, if required.	X	
60	Look for locations of existing dry utilities facilities (power poles, utility boxes, transformers, etc.) and make sure they are located behind back of future curb and not within proposed driveways or in conflict with proposed utilities.	X	
61	All dry utility easements, appurtenances, lines, and poles must be shown. Distribution lines, existing or proposed, shall be placed underground if impacted by the proposed development of the parcel or if the pole impedes upon the proper ADA clearances for sidewalk. Under no circumstances will new down guy wires be permitted.	X	
62	Show all existing easements and recorded document information that created it.	X	
63	Show public utility easements proposed with this project, whether granted by separate document or map.	X	
64	Show dimension of rights-of-way and common elements.	X	
65	Existing and proposed water and sewer facilities with dimensions, labels, and identification as public or private with ownership denoted. Minimum water and sewer diameter is 8".	X	
66	All water line installations shall include tracer ribbon and locator balls as shown on the attached detail.	X	
67	Water main pipe shall be SDR21PVC or Class 350 ductile iron bell and spigot joints conforming to ASTM D3139 except at hydrants and fittings.	X	
68	Wastewater sewer pipe shall be SDR35PVC conforming to ASTM D3034, with joints conforming to ASTM 3212. Service sewers and	X	

	risers shall be SDR35PVC conforming to ASTM D3034, with joints conforming to ASTM 3212.		
#	UTILITY SHEETS	X	NA
69	All Utility Trenches shall be backfilled with type CA-7 and shall be used at all locations where water and sewer mains and services are installed for the full depth under areas to be paved and shall extend 3' beyond all paved surfaces.	X	
70	All manholes shall be type A in design and 4' diameter, equipped with A-lock rubber gaskets. Risers and slabs shall be in accordance with ASTM C478. Lifting holes shall be provided in the bases and risers. Lifting hooks shall be provided in flat slabs. Manhole steps shall be constructed of copolymer polypropylene plastic.	X	
71	All manhole frames and lids shall be either Neenah type R-1916D, Deeter type 1270 series or East Jordan type 1058ZPT. The manhole lid shall have cast in the center the word "Sanitary Sewer". Mastic sealant shall be applied between the concrete and flange of the frame before the lid bolts are tightened.	X	
72	Minimum slope for all wastewater service laterals shall be one-eighth inch ( $\frac{1}{8}$ " ) per foot. Sewers installed greater than 10' deep shall have a section of sewer service lateral and a plug installed from a tee location to an elevation not less than eight feet (8') below finish grade. The service line shall be extended to be 3' above finished grade and capped.	X	
73	Finished Floor Elevations.	X	
74	Fire flow requirements and building information for each structure per following:		X
	1. Maximum square footage of proposed buildings.		X
	2. Type of construction.		X
	3. Maximum area separated by 4 hour-rated walls for commercial/industrial sites.		X
	4. Occupancy group of each building in accordance with the Building Code.		X
	5. Height of each building.		X
	6. Number of stories.		X
	7. Whether the buildings have fire sprinklers.		X
75	8. Resultant fire flow in accordance with fire suppression requirements.		X
	Allowable fire flow reductions:		
	1. 50% for buildings with fire sprinklers up to two stories.		X
	2. 25% for buildings with fire sprinklers three stories or greater in height, high-rises, and buildings stocking high-piled combustibles and/or flammable/combustible liquids or hazardous materials in excess of exempt amounts.		X

	3. Minimum required fire flow for commercial/industrial building is 1500 gallons per minute at 20 psi.		X
	4. For industrial/commercial buildings, separating the building into fire areas using 4 hour-rated walls with no openings and a 30" parapet is allowed. The location of the walls must be shown on the plans.		X
#	UTILITY SHEETS	X	NA
	The following structures must have fire sprinklers:		
	1. Buildings with an area of 5,000 square feet or greater.		X
76	2. All R-1 and R-2 Occupancy per the Building Code, regardless of size.		X
	3. All Group S Occupancy per the Building Code, regardless of size.		X
77	When fire sprinklers are required for an R-3 Occupancy per the Building Code and the supply is by a combined domestic and fire water service, a minimum 1" meter shall be installed.		X
78	A 1-hour rated fire sprinkler room with exterior door is required unless a yard type or wall mounted Post Indicator Valve (PIV) is provided for sprinkler valve control.		X
79	Location of all fire hydrants.	X	
80	Where more than one building is protected by a common fire protection water supply and where more than one building on that water supply requires a fire pump to achieve the minimum pressure requirements for a sprinkler system, a minimum of two fire pumps shall be installed to supply the private fire protection loop. Each fire pump shall be provided with its own individual tie-in to the city water supply.		X
81	Fire Department Connection supply piping shall be rated for at least 200 psi.		X
82	Sectional valves must be provided on the underground piping so that no more than two fire hydrants are out of service due to a break in the water supply pipe.		X
83	Two sources of water supply are required for every group of four or more fire hydrants and/or sprinkler underground lead-ins.		X

#	TRAFFIC (MUST BE SEPARATE SHEET)	X	NA
84	Engineer's seal.	X	
85	North arrow (pointing upward or to the right) and bar scale (1" =40' maximum).	X	
86	Full compliance with ALL requirements set forth in the Traffic Study Acceptance Letter.		X

#	TRAFFIC (MUST BE SEPARATE SHEET)	X	NA
87	Adjacent project plans denoted on the plan sheets (provide names, existing and proposed improvements, and line work.	X	
88	Legend correctly shown to match plans (can be on cover, note, or detail sheet).	X	
89	Construction notes must call out the appropriate IDOT standards.	X	
90	Show traffic control and improvements a minimum of 500' in each direction, including existing driveways on both side of the roadway.		X
91	Approved street names and identification as public or private.		X
92	Denote all IDOT right-of-way.		X
93	Street widths.	X	
94	Show existing utility poles. Distribution poles may NOT be replaced if impacted by the development. Lines must be placed underground.	X	
95	Show separated sidewalk, where required.	X	
96	ADA standard sidewalk ramps.	X	
97	Minimum 5-ft wide unobstructed sidewalk (Residential) Minimum 6-ft wide unobstructed sidewalk (Commercial)	X	
98	Show dimension of rights-of-way and common elements.		X
99	Minimum right-of-way clearly depicted at intersections.		X
100	Show existing and proposed signs. Call out the type, street station, and offset distance.		X
101	Speed limit (R2-1) 18"x24". Subdivisions posted at 25 MPH at all entrances.		X
102	STOP signs (R1-1) at all commercial driveways. Less than 80' ROW R1-1 to be 30". Greater than or equal to 80' ROW R1-1 to be 36." 4-way stop not allowed without engineering study.	X	
103	Street name signs (D3) approaching 80' or greater ROW to be 12" tall otherwise, 9" tall.		X
104	NO OUTLET signs (W14-2a) install two back-to-back on R1-1/D3 assembly with arrows pointing toward no outlet.		X
105	Valley gutters not permitted across 80' or greater ROW.		X
106	End of road slopes 6:1 max if traversable, if not, provide Type III barricade with two R11-2 ROAD CLOSED signs. Use advance warning signs: DEAD END (W14-1) or PAVEMENT ENDS (W8-3).		X
107	Parallel slopes and roadside embankments must conform to AASHTO Roadside Design Guide, latest edition. <b>NOTE:</b> Drainage Study requirements DO NOT supersede AASHTO requirements. Vertical curves required for grade breaks greater than or equal to 1%.		X
108	Centerline intersection stationing.		X
109	Existing and proposed street light stationing.		X
110	Streetlights shall be LED and housed in an ornamental fixture of the type approved by the Planning & Zoning Commission.		X

#	TRAFFIC (MUST BE SEPARATE SHEET)	X	NA
111	Residential streetlights shall be located at each intersection of two streets (or alleys) at the end of each cul-de-sac, at intervals of approximately 400' of street frontage.		X
112	Multi-family dwelling subdivisions lighting shall be provided within parking areas at a minimum rate of one light per twenty-five parking spaces or any fraction thereof.		X
113	Streetlights must be 1' from the BCR at intersections. Streetlights shall be a minimum of 6' from the BCR at driveways.		X
114	Streetlights to be a minimum of 3' from drop inlets.		X
115	The lighting intensity of each streetlight shall be equivalent, at minimum, to 2' candles measured at ground level.		X
116	Each streetlight standard (post) shall be at least 14' high.		X
117	All street lighting shall be serviced with underground conduit and wiring. No overhead wiring in new subdivisions will be permitted.		X
118	If trenching near a signalized intersection is proposed, the plan must show existing conduit and loop detectors, if applicable.		X
119	Drive aisle labeled with a minimum width of 24'.	X	
120	Sight distance triangles with dimensions.		X
121	Commercial developments fronting 80' and greater ROW driveway widths must be a minimum of 32' wide, lip to lip, with curb return radii of 25' ingress and 15' egress.	X	
122	Commercial developments fronting less than 80' ROW driveway widths must be a minimum of 28' wide, lip to lip, with curb return radii of 25' ingress and 15' egress.	X	
123	Gated entrances must be set back a minimum of 50' from the lip of gutter to the call box with 48' radius turn-around.		X
124	Existing and proposed pavement markings (including bike routes) need to match existing pavement markings, including approaching legs of intersections.		X
125	Developments which abut or straddle an existing or proposed bike path, as indicated in the bike trail plan section of the transportation element of the Village Comprehensive Plan, shall provide one or more bike path accessways to connect to residential and/or commercial developments.	X	
126	For residential developments, the layout and number of such bike path accessways shall be designed to provide all residents of a given subdivision access to the bike trail via internal street network of the subdivision.		X
127	Each bike path accessway shall consist of a minimum right-of-way width of 30', extending from the existing/proposed bike path to one or more residential streets within the subdivision. The respective bike path accessways shall be dedicated to the Village.		X

#	TRAFFIC (MUST BE A SEPARATE SHEET)	X	NA
128	Each bike path accessway shall be laid out to intersect as nearly as possible at right angles with the connecting street and the main bike path adjacent to the subdivision. Said subdivision street connection shall not be placed within 100' of a street intersection. Any bike path accessway intersecting at a street subdivision cul-de-sac shall have a centerline radial from the center of the cul-de-sac. Adequate sightlines shall be provided at all bike path accessway intersections.		X
129	The grades of bike path accessways shall conform as closely as possible to the natural topography, and in no case shall the pavement structure exceed a maximum grade of 10%. Pavement grades shall be limited to a maximum of three percent 3% within 10' of any bike path accessway intersection. Cross slopes of bike path accessway pavements shall be designed with a 2% slope to provide proper drainage and biking surfaces. The earth shoulders of a bike path accessway shall not exceed a 3:1 slope. The developer shall plant these earth shoulders in perennial grasses to ensure proper control of soil erosion and sedimentation runoff.	X	
130	Bike path accessways shall be improved with a ten foot (10') wide bituminous and/or Portland cement concrete that meets IDOT design standards. The developer shall also provide required bike path accessway signage required based on Village specifications.	X	
131	Street section must conform to VGCMC Title 11-5-3.C Table 5-1 and Table 5-2.		X
132	Crosswalk per IDOT.		X
133	Property access per Title 10 Chapter 13.	X	
134	At intersections, the centerlines of streets which are not in alignment shall be offset at least 200', as measured from centerline to centerline, or as required by the Director of Public Works, or designee.		X
135	Intersection of major streets shall be at least 800' apart.		X
136	Master street lighting for master plan/multi-phase projects.		X
137	If applicable, add note "IDOT Encroachment Permit required for all work done within state right-of-way".		X
138	Look for locations of existing dry utility facilities and make sure that they are located behind back of future curb and not within proposed driveways.		X
139	Table/List of public and private traffic quantities (must match Bond & Fee Estimate).		X
140	Print sizes L80 or greater.	X	

#	PLAN & PROFILE SHEETS	X	NA
141	North arrow (pointing upward or to the right) and bar scale (1" =40' maximum).	X	
142	Engineer's seal in accordance with NRS 625 and NAC 625.	X	
143	Adjacent project plans denoted on the plan sheets (provide names, existing and proposed improvements, and line work).	X	
144	Approved street names and identification as public or private.		X
145	Denote IDOT right-of-way.		X
146	Intersection design shown for all four quadrants.		X
147	Plan view above profile.		X
148	Line and curve data for the segment shown on the plan view.		X
149	JULIE note.	X	
150	Benchmark.	X	
151	Rights-of-way and sidewalks labeled, and dimensions provided.	X	
152	Where matching into existing streets, a minimum of 200' of the existing street must be shown on the plan view and profile. Where vertical curves exist or longer transitions per MUTCD are required the plan and profile of the street shall be extended.		X
153	Centerline street stationing at 50' intervals and at PC/PT, grade breaks, etc.		X
154	At centerline street intersections provide station equation.		X
155	Existing ground in profile shown and labeled.		X
156	Limits of scarping and existing contours (extend the contours a minimum of 100' beyond project limits) shown on the plan view.	X	
157	Proposed profile shown and labeled as Finished Grade (FG) or Top of Curb (TC).		X
158	Street slopes labeled (0.4% minimum), if 0.4% cannot be provided because of existing conditions, drop inlets every 100' and storm drain will need to be provided.		X
159	Utility crossings shown and checked to meet location, separation, and cover requirements. Provide invert elevation and top of pipe for all proposed crossings.	X	
160	Sewer pipe size, length, and material labeled.	X	
161	Sewer slopes labeled.	X	
162	Sewer connection to existing labeled.	X	
163	All underground utility separation dimensions will be shown on both the plan and profile sheets.	X	
164	New water mains 8" and larger.		X
165	Depict computed lengths of mechanical restrained joint calculations on profile.		X
166	Existing water and sanitary sewer.	X	

#	PLAN & PROFILE SHEETS	X	NA
167	Manhole number, station, rim, and inverts labeled (minimum 0.2' drop checked for sanitary sewer).	X	
168	Roadway underdrains shall be required where a soils report states this is needed, and their installation shall be performed by the applicant and as directed by the Village or its duly authorized agent to protect the stability of the roadway.		X
169	Storm drain shown with type, size, length, Hydraulic Grade Line (HGL), and slope.	X	
170	All storm drain laterals shall be profiled.	X	
171	Saw cuts of existing roadways labeled.		X
172	2% maximum cross slope.	X	
173	Sidewalk ramps per IDOT Standard 424001-11, or latest revision.	X	
174	Adjacent existing or future conditions (verify they are shown accurately by cross-checking with plans).	X	
175	Vertical curves shown and labeled, where needed.		X
176	Cul-de-sacs checked for a minimum 1% slope from HP to all adjacent edge of AC at lip of gutter locations.		X
177	Crown transition shown and stationed.		X
178	Intersection grading checked (1% in gutter from midpoint of BCR).		X
179	Top of Curbs (TC), Flow Lines (FL), High Points (HP), and Finished Grades (FG).	X	
180	Suitable head wall or precast end sections shall be provided at the open end of any pipe. Culverts under streets shall have a minimum cover of 30" and shall be extended to a minimum of 10' from the edge of pavement, unless otherwise approved by the Public Works Director.	X	
181	Look for locations of existing dry utility facilities and make sure they are located behind back of future curb and not within proposed driveways.	X	
182	Print sizes L80 or greater.	X	

#	GRADING PLANS	X	NA
183	Engineer's seal in accordance with NRS 625 and NAC 625.	X	
184	Benchmark.	X	
185	JULIE note.	X	
186	Geotechnical report number, engineer, and date. Verify the report is less than one year old.		X
187	Legend correctly shown to match plans.	X	
188	North arrow (pointing upward or to the right) and bar scale (1" =40' maximum).	X	
189	Full compliance with ALL requirements set forth in the Traffic and Drainage Study Acceptance Letters.	X	



#	GRADING PLANS	X	NA
190	Natural features such as trees, groves, waterways, and other similar resources shall be preserved whenever possible. In the process of development, a minimum of 25% of the existing trees over 8" in diameter shall be retained.	X	
191	Adjacent project plans denoted on the plan sheets (provide names, existing and proposed improvements, and line work).	X	
192	Intersection design shown for all four quadrants.		X
193	Approved street names and identification as public or private.		X
194	Denote IDOT right-of-way.		X
195	Lot numbers and unit/building numbers where applicable.		X
196	Centerline intersection stationing.		X
197	Sidewalk ramps per IDOT standard 424001-11.	X	
198	Cross sections at all property lines showing elevational relationship, property line, and any existing and/or proposed walls.		X
199	Details and sections referenced or shown.	X	
200	2% maximum roadway crown cross slope.		X
201	Street slopes labeled (0.4% minimum).		X
202	Top of Curbs (TC), Flow Lines (FL), High Points (HP), and Finish Grade (FG) elevations shown in appropriate intervals to adequately grade the site.	X	
203	Finish floor and pad elevations.	X	

#	PLAN & PROFILE SHEETS	X	NA
204	All new or improved stormwater drainage swales created in new developments shall not allow overland drainage to exceed 250' without being captured by a storm sewer system. The velocity of flow in these drainage swales shall not exceed five FPS unless measures are taken to avoid erosion.	X	
205	Non-paved surface overland flow grades and/or slopes shall be greater than 0.8%. Paved surface overland flow grades and/or slopes for swales and ditches shall not have a slope less than 0.5%.	X	
206	Reinforced concrete paved swales and ditches a minimum of 4' wide are required to be designed and constructed for any drainage swale with a slope less than 0.8%.	X	
207	Adjacent pad/building elevations and spot grades adjacent to site (both existing/future conditions).	X	
208	Existing contours shown at 1' interval and labeled (extending 100' beyond property lines).	X	
209	No Certificate of Occupancy shall be issued until final grading has been completed in accordance with the approved final plat and the lot covered with soil an average depth of at least 6" which shall contain		X

	no particles more than 2" in diameter over the entire area of the lot, except that portion covered by buildings or included in streets, or where the grade has not been changed or natural vegetation seriously damaged. Topsoil shall not be removed from residential lots or used as spoil but shall be redistributed to provide at least 6" of cover on the lots and at least 4" of cover between the sidewalks and curbs and shall be stabilized by seeding or planting.		
#	PLAN & PROFILE SHEETS	X	NA
210	Lawn-grass seed or sod shall be required to be installed on every lot as specified in this subsection. Sod may be used to comply with any requirement of seeding set forth herein and shall be required for portions of the lot that must be covered by grass when the slope of such area exceeds a slope ratio of 5:1.		X
211	Edge conditions checked to make sure water does not pool, i.e., scarp requirements or notarized permission to grade.	X	
212	Provide a barrier to prevent vehicular access to unpaved areas.	X	
213	Sight distance triangles shown and labeled.		X
214	Print sizes L80 or greater.	X	
215	Flood zones and BFEs shown when site is impacted by a flood zone CLOMR/LOMR required.		X
216	Proposed and existing easements with dimensions, elevations, and typical sections.	X	
217	Pavement section shown on typical street sections.	X	
218	Elevations (TC, FL, and CL) at project boundaries, limits of construction, PCs, PTs, grade breaks, and lot line extensions.	X	
219	Locations of mined areas – residential structures are required to have insurance for mine subsidence, whereas commercial and industrial structures should avoid lands located over mined areas. Such developments shall provide information on the possibility of mine subsidence to all tenants prior to leasing space in commercial or industrial buildings.		X
220	Show existing power poles. Lines must be placed underground.	X	
221	Detention basins shall be located on common elements that shall be maintained by the homeowners' or business owners' association and shall be noted as such.	X	
222	Show existing and proposed drainage easements, whether granted by separate document or map.	X	
223	Show dimension of rights-of-way and common elements.	X	
224	Label common elements and limited common elements as such.	X	
225	Show separated sidewalk, where required.	X	
226	Check all grading and verify that low points are not proposed, and that positive drainage is not hindered.	X	

#	PLAN & PROFILE SHEETS	X	NA
227	All lots shall have a finished grade that will allow the natural flow of surface drainage water from one lot to another without erosion or damage. The flow path should be concrete lined to allow for distinct determination of drainage pathways across lots.		X
228	Grading shall be sloped and tapered at the side and rear lot lines in such a manner as to permit proper drainage.	X	
229	All building drainage (sump pumps, down spouts, etc.) shall be daylighted above grade no closer than 10' from any sidewalk, street, or other public infrastructure to minimize or remove the chance of undermining of sidewalks and roads. If storm drains are provided along the lot frontage, the building drainage shall be connected to such storm drains.	X	

# LANDSCAPING PLANS

DOCUMENT  
9

## INSTRUCTIONS

A concept landscape plan shall be drawn to scale and indicate the generic plant material to be provided or preserved by the plan including the size, location and types of trees, shrubs, and ground cover as well as related site improvements such as walls, berms, fences, street furniture, water features, walkways, and underground and overhead utilities.

Refer to Chapters 12 & 13 of the Village Code for additional Landscaping requirements. A Tree Survey is required for all Planned Development Procedures. Refer to Chapter 11 of the Village Code for additional requirements. Show any off-street parking or loading facilities and related site improvements and landscaping.

REQUIRED INFORMATION	#
SF of Parcel.	302,336 SF/6.94Ac
SF of Paved Area (Parking Lot).	170,940 SF/3.92Ac
SF of Interior Landscaped Area. <ul style="list-style-type: none"> <li>Required 10 SF per 400 SF.</li> <li>50 SF segments minimum.</li> </ul>	4,274 SF required 9,545 SF provided
Percent (%) of Site to be Landscaped.	46.6%

These numbers exclude the pocket park area

Linear Feet of Street Frontage	Number of Street Trees Required (1 per 40 Lineal Feet)	Number of Trees Shown per Street Frontage (Show Distance Between)
668 LF of frontage to the interior private loop road	668/40= 16.7 round to 17	9

#	LANDSCAPING PLANS	CODE	YES	NO	NA
1	Approved "Street Trees", as defined in chapter 2, shall be clearly delineated on the plan, and may include new and/or existing trees; provided, that there is one street tree for every forty (40) linear feet, or part thereof, of street frontage. Such street trees shall be located on the subject property at least ten feet (10') but not more than twenty feet (20') from the back of the curb.	10-12-1: E (1)	x		

We have limited our number of trees on the private loop road frontage due to the existing utility easement

	<ul style="list-style-type: none"> <li>However, no trees shall be permitted within a utility easement.</li> </ul>		x		
2	<p>STREET TREE, APPROVED: A deciduous hardwood tree with a minimum caliper of two and one-half inches (2½") and with a clear trunk of at least six feet (6') which is suitable for urban environments, is tolerant of disease and salt, and is included within one of the following species:</p> <p>A. Thornless honey locust (<i>Gleditsia triacanthos</i> "inermis").</p> <p>B. Red maple (<i>Acer rubrum</i>).</p> <p>C. Sugar maple (<i>Acer saccharum</i>).</p> <p>D. Hedge maple (<i>Acer campestre</i>).</p> <p>E. Ironwood (<i>Ostrya virginiana</i>).</p> <p>F. Pin oak (<i>Quercus palustris</i>).</p> <p>G. Willow oak (<i>Quercus phellos</i>).</p> <p>H. Red oak (<i>Quercus rubra</i>).</p> <p>I. Little leaf linden (<i>Tilia cordata</i>).</p> <p>J. Silver linden (<i>Tilia tomentosum</i>).</p> <p>K. Japanese zelkova (<i>Zelkova serrata</i>).</p> <ul style="list-style-type: none"> <li>Do not locate trees that could deposit nuts or berries on sidewalks or in parking lots.</li> </ul>	10-2-3	x		
3	<p>A minimum of ten (10) square feet of interior landscaped area shall be provided within the parking lot for each four hundred (400) square feet of paved area within the parking lot including parking spaces and driving aisles.</p> <p>The landscaping shall be arranged in one of more areas to minimize and reduce the apparent size of parking areas.</p>	10-12-1: E (2)	x		
4	<p>All interior landscaped areas provided in accordance with 10-12-2 E (2) and shall be raised and curbed and shall have a minimum width of three feet (3') measured from the back of curbs and a minimum area of fifty (50) square feet. Each separate interior landscaped area shall include at least one deciduous shade tree of at least two and one-half inch (2½") caliper size.</p>	10-12-1: E (3)	x		
5	<p>30' triangle corner visibility at street intersections and entrance/exits drawn on site plan.</p>	10-14-10		x	


#	SCREENING PLANS		YES	NO	NA
6	Screening Required: Any lot which is proposed for development or redevelopment and is located adjacent to a residentially zoned lot shall provide screening along the lot line that abuts the adjacent residentially zoned lot. The screening shall be in the form of evergreen plant material and/or a decorative wall a minimum of four feet (4') in height. Such screening shall be reviewed and approved by the Planning and Zoning Commission who may require the screen to be up to six feet (6') high.				x
7.1	Off street parking or loading areas, which are located adjacent to any property in a residential zoning district, shall provide a continuous opaque screen to a height adequate to prevent the direct light from vehicle headlights from being cast on the adjacent property: 1. Opaque screen shall be a minimum of four feet (4') but not more than eight feet (8') in height; except, that the height shall not exceed three feet (3') within fifteen feet (15') of a road right of way.	10-12-1 E (4)			x
7.2	2. Opaque screen shall be a minimum of four feet (4') but not more than eight feet (8') in height; except, that the height shall not exceed three feet (3') within fifteen feet (15') of a road right of way.	10-12-1 E (4)			x
7.3	3. The opaque screen may consist of a wall, fence, landscaped earth berm, planted vegetation, or existing vegetation, or any combination thereof which maintains a completely opaque screen.	10-12-1 E (4)			x
7.4	4. The opaque portion of the screen must be opaque in all seasons of the year.	10-12-1 E (4)			x
7.5	5. The use of earth sculpting, or berms is encouraged; provided, that such features are designed in an area of sufficient size so as to avoid erosion, drainage or maintenance problems; and provided, that the height of berms shall not exceed six feet (6') and slope of the berm shall not exceed one foot (1') of	10-12-1 E (4)			x

	vertical rise per three feet (3') of horizontal distance (a maximum slope of 3:1).				
8	Screening shall be provided for dumpsters, loading areas, and utility facilities. Screening shall be in the form of walls, landscaping, earth berms or a combination thereof. The minimum height of such screening shall be six feet (6'), although this minimum may be increased if a higher minimum height is deemed necessary by the Planning and Zoning Commission.		x		

PLANNED DEVELOPMENT PROCEDURE (PDP)		#
Provide the locations, size, genus/species, and condition of all existing Number of Trees with 8" + Caliper on an existing tree inventory drawing and in an existing tree chart.		0
<ul style="list-style-type: none"> <li>Every reasonable effort to preserve existing trees.</li> </ul>		
Indicate the trees to be removed on the drawing and in the chart. The number of trees designated for removal will be replaced one for one with new trees on the landscape plan.		N/A
Proposed number of trees to be removed.		0
<ul style="list-style-type: none"> <li></li> </ul>		
Proposed number of trees to be installed.		92
Percent (%) of lot to be landscaped.		46.6%

## ACKNOWLEDGEMENT

I understand that the landscaping, screening, and/or tree planting plans must be installed and maintained as approved by the Village of Glen Carbon. Failure to install the approved plantings and continuously maintain them may result in an ordinance violation punishable by a fine as shown in Section 1-4-1 of the Village Code. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

PRINTED NAME OF APPLICANT	SIGNATURE OF APPLICANT	DATE
Michael Staenberg		8/14/23

PRINTED NAME OF OWNER	SIGNATURE OF OWNER	DATE
Michael Staenberg		8/14/23



# EROSION PERMIT

DOCUMENT  
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PROJECT NAME OTC Outparcel 13

DATE 8/7/23

X	TYPE OF SUBMITTAL
	Residential
x	Commercial
	Multi-Family
	Other:

NUMBER OF PHASES	TOTAL NUMBER OF LOTS	PHASE SUBMITTED	NUMBER OF LOTS THIS PHASE
			1

PROJECT INFORMATION	
Property Address	2041 Troy Road
Section/Township Range	Section 23 Township 4 North Range 8 West
Parcel Size (Acres)	6.94 Acres
Lot Size (SF)	302,336 SF

OWNER INFORMATION (IF DIFFERENT THAN REPRESENTATIVE)	
Name	Michael Staenberg
Name of Company	TSG Orchard Town Center LLC
Address	2127 Innerbelt Business Center Drive St Louis MO 63114
Telephone	314-513-0018
Email	tlowe@tsgproperties.com

ENGINEER	
Name	Dana Link, PE
Name of Company	TWM
Address	4940 Old Collinsville Road Swansea IL 62226
Telephone	618-624-4488
Email	dlink@twm-inc.com



REQUIRED FOR SUBMITTAL	X	NA
Projects on the Village of Glen Carbon's municipal boundaries must be submitted to the adjacent jurisdiction for their review.	X	
Proof of submittal to Madison County Soil and Water Conservation District.	X	
Projects that will impact the State's highway system must be submitted to the Illinois Department of Transportation District Office for review and approval.		X
Completed Erosion and Sedimentation Control Plan Checklist.	X	
Erosion and Sedimentation Control Grading Plans.	X	
Stormwater Management & Erosion Control Requirements.	X	
Drainage Analysis to verify Village Code Erosion Control Requirements.	X	
Stormwater Management and Erosion Control Plan Cost Estimate.		
Performance Guarantee.		

APPLICATION FEES	REQUIRED FEES*	AMOUNT DUE
Erosion and Sedimentation Control Plan Review & Permit***	Less than 1 acre = \$0 More than 1 acre = \$500	\$
Erosion and Sedimentation Control Plan Performance Guarantee (Surety or Irrevocable Letter of Credit)	Amount equal to the cost of work to be performed, released per 12-2-6	\$
	TOTAL DUE	\$

\* Applicant pays any documented costs paid by the Village for the processing of their request.

\*\* This fee is due if the Village Engineer is the Plan Reviewer.

\*\*\* This fee is due if the Village Engineer is not the Plan Reviewer and/or if another Consultant will be required to assist with the Project on behalf of the Village.

## FOR OFFICE USE

Date Application Received	
Approved By	
Date Approved	

# EROSION CHECKLIST

DOCUMENT  
11

## INSTRUCTIONS

Grading plans, site plans, preliminary plat of subdivision, or the subdivision improvement plans for grading land shall include the following additional information per Chapter 2 of the Village of Glen Carbon's Code of Ordinances.

#	INFORMATION	X	NA
1	Full name and address of property owner.	X	
2	Designation of property address and a location map.	X	
3	Portion of the property that is to be excavated, graded or filled with excavated material.	X	
4	Location of any sewerage disposal system or underground utility line, any part of which is within fifty feet (50') of the proposed excavation, grading or filling area and the location of any pipeline operated at a maximum service pressure in excess of twenty (20) psig, any part of which is within one hundred feet (100') of the proposed excavation, grading or filling area.	X	
5	Existing grade and topography of the premises and the proposed finished grade and final contour elevation at a contour interval of not more than two feet (2') on United States geological survey datum.	X	
6	Location and present status of any previous permitted grading operations on the property.	X	
7	Details of any temporary drainage system proposed to be installed and maintained by the applicant and a comprehensive drainage plan designed to safely handle surface water, streams or other natural drains following heavy rains during grading operations.	X	
8	Details of proposed water impoundment structures, embankments, sediment or debris basins, grass or lined waterways and diversions with the details and locations of proposed stable outlets and the location of any downstream impoundments which could be affected by the proposed grading.	X	
9	Details of soil preparation and revegetation of the finished grade and of other methods of soil erosion control.	X	
10	Proposed truck and equipment access ways to the work site.	X	
11	A statement from the property owner or his agent assuming full responsibility for the performance of the operation as stated in the application. This statement shall also contain assurance that all village property, utility infrastructure, and roads will be adequately protected.	X	

#	INFORMATION	X	NA
12	The proposed phasing of development of the site, including clearing, rough grading and construction, and final grading and landscaping.	X	
13	Phasing should identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas and the sequence of clearing, installation of temporary sediment control measures, installation of storm drainage, paving streets and parking areas, and establishment of temporary and permanent vegetative cover.	X	

#	EROSION CHECKLIST	X	NA
14	The plan must ensure that sediment is not transported from the site by a storm event of 10-years, 24-hour frequency rainfall as published by the Illinois state water survey bulletin to rainfall for this region less the allowable release rate.	X	
15	When a Stormwater Pollution Prevention Plan (SWPPP) is submitted to the Public Works Director, the plan shall also be submitted to Madison County Soil & Water Conservation District for review and comment. A small fee may be charged for this service. Such comments may pertain but need not be limited to:	X	
	1. Erosion and sedimentation control.		
	2. Soil use limitations.		
	3. Environmental considerations.		
	4. Madison County Soil & Water Conservation District. P.O. Box 482 Edwardsville, IL 62025 Phone: (618) 656-5166		

#	PRINCIPLES & STANDARDS: SECTION 12-2-5	X	NA
16	All excavations, grading, or filling shall have a finished grade not to exceed a three to one (3:1) slope (33%). Steeper grades may be approved by the Public Works Director if the excavation is through rock or the excavation or the fill is adequately protected (a designed head wall or toe wall may be required).	X	
17	Stormwater Pollution Prevention Plan (SWPPP) for sites that exceed one acre of grading shall provide for sediment or debris basins, silt traps or filters, staked straw bales or other approved measures to remove sediment from runoff waters, the design to be approved by the Public Works Director.	X	
18	Temporary siltation control measures (structural) shall be maintained until vegetative cover is established at a sufficient density to provide erosion control on the site.	X	

#	PRINCIPLES & STANDARDS: SECTION 12-2-5	X	NA
19	All lots less than one acre that are currently being constructed upon as commercial or residential or having fill dirt added, removed, or relocated from any site in preparation for construction or grade changes to the lot may be required to take action to control silt runoff to public right of way or private adjacent property as determined by the appropriate official. Failure to install appropriate siltation barriers to prevent silt runoff may result in stop work orders until corrective action is taken. In addition, excessive siltation runoff from construction sites onto any adjacent property or right of way will be cleaned by those responsible. If not cleaned up at the end of the day, the responsible party will be billed for overtime pay and equipment cost.	X	
20	Where natural vegetation is removed during grading, vegetation shall be reestablished in such a density as to prevent erosion. Permanent type grasses shall be established as soon as possible or during the next seeding period after grading has been completed.	X	
21	When grading operations are completed or suspended for more than thirty (30) days, permanent grass must be established at sufficient density to provide erosion control on the site. Between permanent grass seeding periods, temporary cover shall be provided according to the Illinois Department of Transportation "Standard Specifications For Road And Bridge Construction". All finished grades (areas not to be disturbed by future improvement) in excess of twenty percent (20%) slopes (5:1) shall be mulched and tacked at the rate of one hundred (100) pounds per one thousand (1,000) square feet when seeded.	X	
22	Provisions shall be made to accommodate the increased runoff caused by changed soil and surface conditions during and after grading. Un-vegetated open channels shall be designed so that gradients result in velocities of two (2) fps (feet per second) or less. Open channels with velocities more than two (2) fps and less than five (5) fps shall be established in permanent vegetation by use of commercial erosion control blankets or lined with rock, riprap or concrete or other suitable materials as approved by the Public Works Director. Detention basins, diversions, or other appropriate structures shall be constructed to prevent velocities above five (5) fps.	X	
23	Development along natural watercourses shall have residential, commercial or industrial improvements, parking areas or driveways set back a minimum of twenty-five feet (25') from the top of the existing stream bank. The watercourse shall be maintained and made the responsibility of the property owners, subdivision trustees, in the case, by the subdivision or multiple property owners, common ground. Permanent vegetation should be left intact. Variances will	X	

	include designed stream bank erosion control measures and shall be approved by the Public Works Director. FEMA, IDNR/OWR and U.S. army corps of engineers' guidelines shall be followed where applicable regarding site development areas designated as floodplains and wetlands.		
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### PERFORMANCE GUARANTEE: SECTION 12-2-6


Upon approval of the required erosion control plan and the issuance of a grading permit, the Public Works Director shall require the developer to post an escrow agreement, lender's agreement, or certified check in the amount of all work to be done under the erosion control plan.

Ninety percent (90%) of the funds will be released after all erosion control measures are in place and approved by the Public Works Director.

Ten percent (10%) will be held until the public improvements are accepted by the Village to ensure that the erosion control measures are maintained. If there are no public improvements (site plans), the final ten percent (10%) will be held until release by the Public Works Director.

### INSPECTIONS: SECTION 12-2-7

By applying for a grading permit, the applicant consents to the village entering the property and inspecting the proposed development site and all work in progress.

PRINTED NAME OF APPLICANT	SIGNATURE OF APPLICANT	DATE
Michael Staenberg		8/14/23

PRINTED NAME OF OWNER	SIGNATURE OF OWNER	DATE
Michael Staenberg		8/14/23