



**VILLAGE OF ELBURN  
COMMITTEE OF THE WHOLE MEETING  
MONDAY, OCTOBER 4, 2021  
7:00 pm**

1. Call to Order
2. Roll Call
3. Public Comment
4. Discuss:
  - a. Kane County Zoning Request 2N800 Freeland Road
  - b. Honorary Street Naming Policy
5. Other Business
6. Adjournment



## MEMO

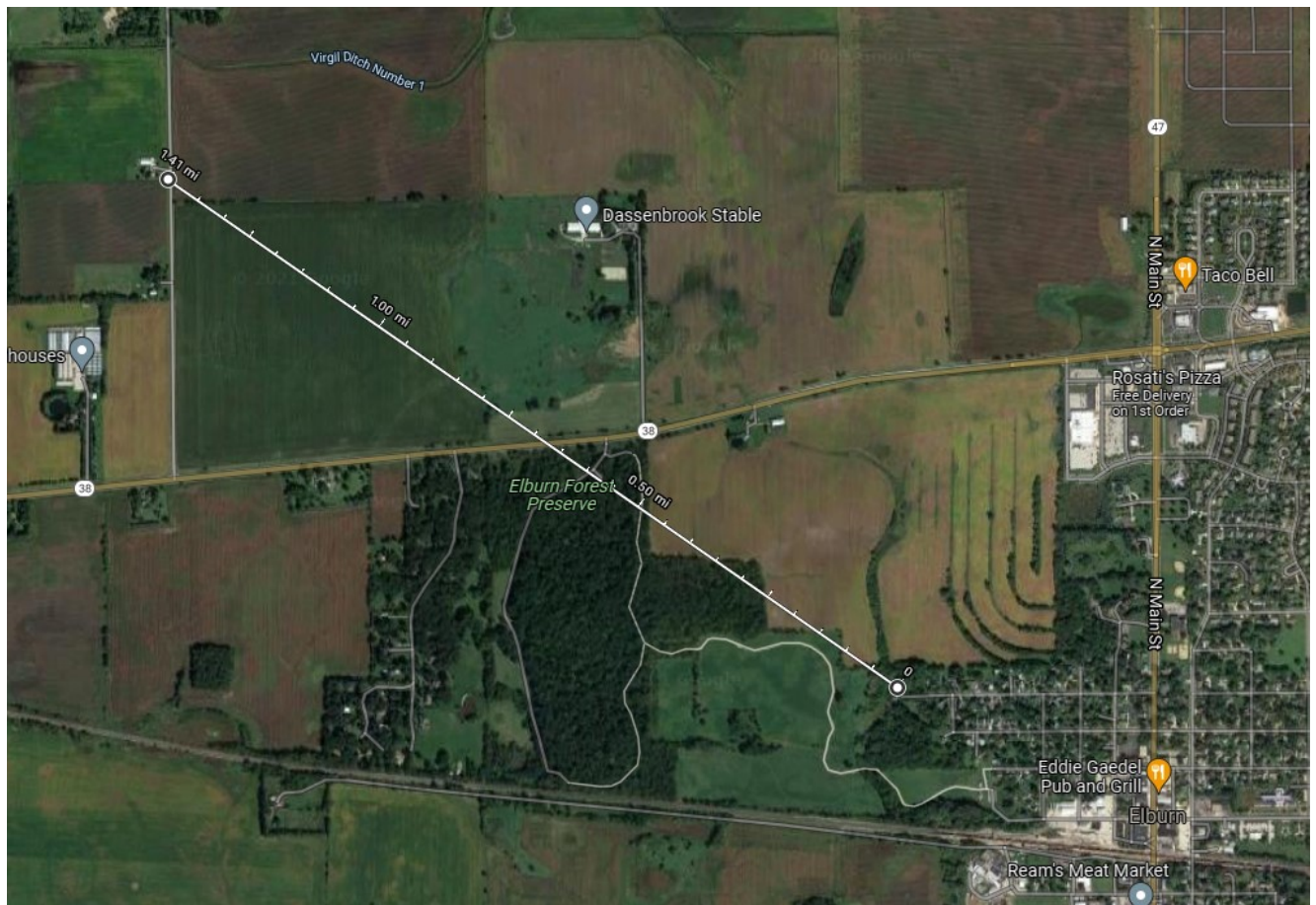
To: Committee of the Whole  
From: John Nevenhoven, Village Administrator  
Subject: Kane County – Rezoning Request 2N800 Freeland Road  
Date: September 30, 2021  
Strategic Action Plan: Routine

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On September 24<sup>th</sup>, Village received a request for comment from the Kane County Development Department. The property at 2N800 Freeland Road is requesting a rezoning from F to F-1. The application is attached.

The closest point of the property is about 1/10 of a mile within our planning jurisdiction.

Recommendation: No objection to the Rezoning of the property from F to F-1.



This petition will be going before the Kane County Zoning Board of Appeals at its meeting scheduled for Tuesday, October 12, 2021. Please send any comments to our office by that afternoon to ensure they can be considered by the Board. This petition is tentatively scheduled to then go before the Kane County Development Committee on October 19, 2021 and the Kane County Board on November 9, 2021.

Thank you.

Keith Berkhout

Kane County Development Department

Attn: Zoning

719 S. Batavia Avenue

Geneva, Illinois 60134

630-232-3495

[berkhoutkeith@co.kane.il.us](mailto:berkhoutkeith@co.kane.il.us)

**KANE COUNTY DEVELOPMENT DEPARTMENT**  
 Zoning Division, Kane County Government Center  
 719 S. Batavia Avenue  
 Geneva, Illinois 60134  
 Office (630) 444-1236 Fax: (630) 232-3411

Received Date
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**APPLICATION FOR ZONING MAP AMENDMENT  
 AND/OR SPECIAL USE**

**Instructions:**

To request a map amendment (rezoning) for a property, complete this application and submit it with all required attachments to the Subdivision and Zoning Division.

When the application is complete, we will begin the review process.

**The information you provide must be complete and accurate. If you have a question please call the subdivision and zoning division, and we will be happy to assist you.**

<b>1. Property Information:</b>	<b>Parcel Number (s):</b> 07-36-100-012 07-36-100-011
	<b>Street Address (or common location if no address is assigned):</b> 27800 Freeland Rd Maple Park, IL 60151

**Buyer:**

<b>2. Applicant Information:</b>	<b>Name</b> Tomas & Diane Morales	<b>Phone</b> 630-709-9882
	<b>Address</b> 27800 Freeland Rd	<del>Fax</del> 630-841-5113
	Maple Park, IL 60151	<b>Email</b> morinwithmorales@gmail.com

<b>3. Owner of record information:</b>	<b>Name</b> Wm. Schuppenhauer	<b>Phone</b> 630. 920. 5136
	<b>Address</b> 37847 Bitter Sweet Rd.	<del>Fax</del>
	St Charles, IL 60175	<b>Email</b> Schuppy.51@gmail.com

**Zoning and Use Information:**

2040 Plan Land Use Designation of the property: Agricultural

Current zoning of the property: F

Current use of the property: Residential & Farming

Proposed zoning of the property: F-1 / rural residential

Proposed use of the property: existing residential

If the proposed Map Amendment is approved, what improvements or construction is planned? (An accurate site plan may be required)

existing use will not change or be intensified.

**Attachment Checklist**

- Plat of Survey prepared by an Illinois Registered Land Surveyor.
- Legal description
- Completed Land Use Opinion (Available in pdf form at [www.kanedupageswed.org/luo.pdf](http://www.kanedupageswed.org/luo.pdf)), as required by state law, mailed to: The Kane Dupage Soil and Water Conservation District, 545 S. Randall Road, St. Charles, IL 60174.
- Endangered Species Consultation Agency Action Report (available in pdf form at <http://dnr.illinois.gov/ecopublic/>) to be filed with the Illinois Department of Natural Resources. (\* This report may best be accessed with Internet Explorer on some computers, per the State)
- List of record owners of all property within 250 feet of the subject property
- Trust Disclosure (If applicable)
- Findings of Fact Sheet
- Application fee (make check payable to Kane County Development Department)

BILLS →  
BOTH →  
SPLITTING

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.

M. Schuppenhauer 8/13/21  
Record Owner Date

Tom Forales 8/16/21  
Applicant or Authorized Agent Date

Tom Forales

### Findings of Fact Sheet – Map Amendment and/or Special Use

- The Kane County Zoning Board is required to make findings of fact when considering a rezoning. (map amendment)
- You should "make your case" by explaining specifically how your proposed rezoning relates to each of the following factors.

Trust of Schuppenhauer  
 Name of Development/Applicant to Morales

8/14/21  
 Date

1. How does your proposed use relate to the existing uses of property within the general area of the property in question?

We have rented this home for 10 years & want to buy 5 acres - it will remain as our primary residence.

2. What are the zoning classifications of properties in the general area of the property in question?

Currently Farm district w/ Scattered farmettes in area.

3. How does the suitability of the property in question relate to the uses permitted under the existing zoning classification?

Continued Residential use & not intensified.

4. What is the trend of development, if any, in the general area of the property in question?

Currently Farm district w/ Scattered farmettes in area.

5. How does the projected use of the property, relate to the Kane County 2040 Land Use Plan?

This designation allows for Scattered farmettes.

The South 132 feet of the North 1119.67 feet, measured along the East line, of the West half of the Northwest quarter of Section 36, Township 40 North, Range 6 East of the Third Principal Meridian, in the Township of Virgil, Kane County, Illinois (consisting of approximately 4 acres).

Permanent Index Number (PIN): 07-36-100-012 .

Address(es) of Real Estate: 2N800 Freeland Road Maple Park. Illinois 60151

The North 987.67 feet of the West half of the Northwest quarter of Section 36, Township 40 North, Range 6 East of the Third Principal Meridian, in the Township of Virgil, Kane County, Illinois (consisting of approximately 30 acres).

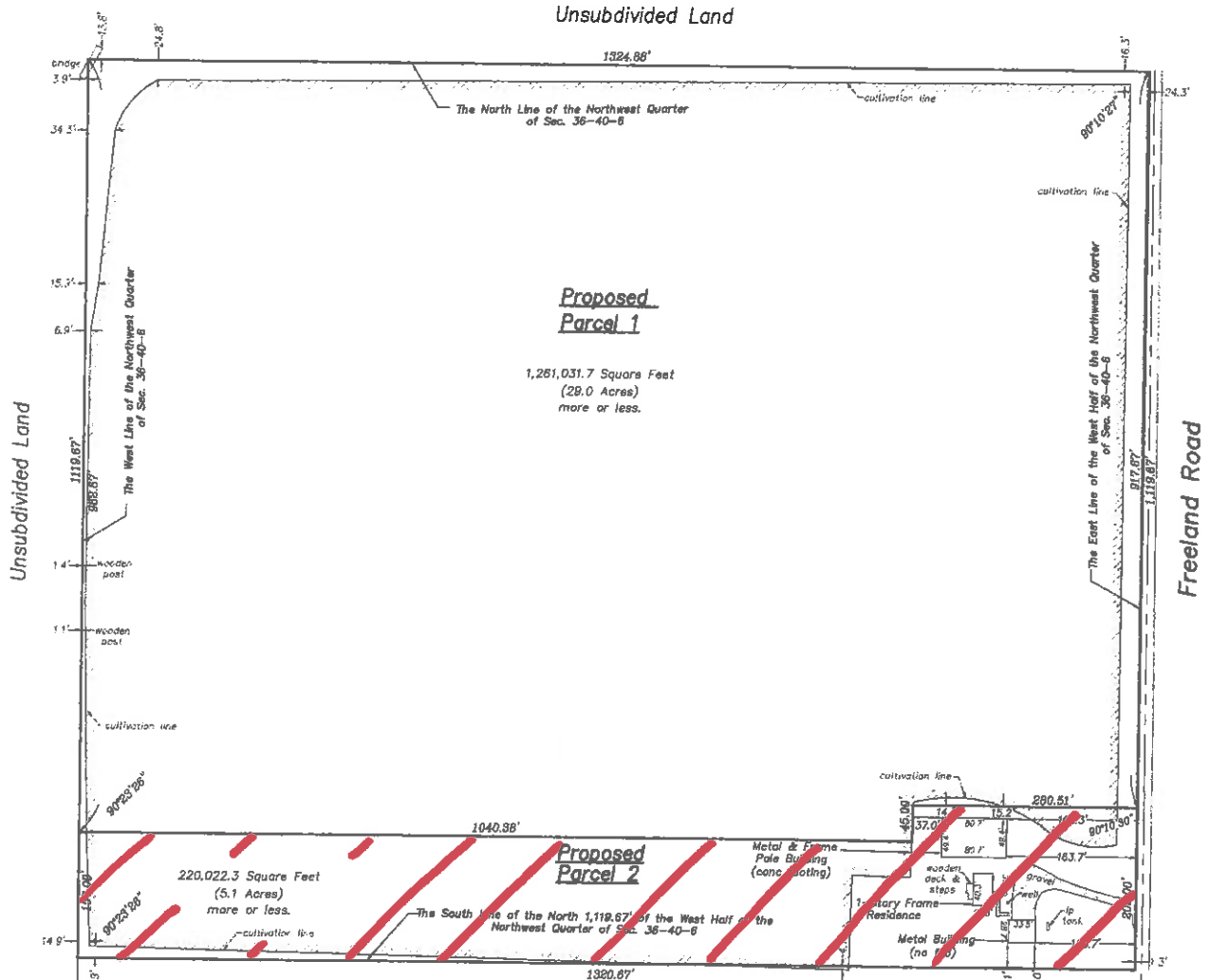
Permanent Index Number (PIN): 07-36-100-011 .

Address(es) of Real Estate: 2N800 Freeland Road. Maple Park, Illinois 60151

# PLAT OF SURVEY

PARCEL 1:  
LEGAL DESCRIPTION TO FOLLOW

PARCEL 2:  
LEGAL DESCRIPTION TO FOLLOW



PROPOSED PARCEL 1:  
1,195,589.2 SQUARE FEET,  
27.5 ACRES UNDER CULTIVATION

PROPOSED PARCEL 2:  
152,257.7 SQUARE FEET,  
3.5 ACRES UNDER CULTIVATION

*Parcel 2  
subject of  
rezoning*

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF KENDALL )

WE, CORNERSTONE SURVEYING, P.C., AN ILLINOIS PROFESSIONAL DESIGN FIRM LAND SURVEYOR CORPORATION NO. 184,006522, DO HEREBY CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY. SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS WHICH AN ACCURATE TITLE SEARCH MAY DISCLOSE.

DATED AT YORKVILLE, ILLINOIS ON SEPTEMBER 21, 2021.

Scale: 1" = 100'

○ = Found 3/4" Dia. Iron Pipe  
 ⊙ = Found 1/2" Dia. Iron Pipe  
 ● = Set Iron Pipe 1/2" Dia. x 24"

(X.XX)' = Record Distance  
 XX.XX' = Measured Distance

N = North E = East  
 S = South W = West

— — — = Fence  
 [ ] = Contour/Asphalt

Michel C. Ensalaco, P.L.S. 2768, Exp. 11/30/2022  
 Eric C. Pokorny, P.L.S. 3818, Exp. 11/30/2022

**TODD SURVEYING**  
 Professional Land Surveying Services  
 "Cornerstone Surveying PC"  
 759 John Street, Suite D  
 Yorkville, IL 60560  
 Phone: 630-892-1309 Fax: 630-892-5544

Client:	Bal Schuppenhauer
Book #:	Dream Bldg. Plat #
Reference:	
Field Work Completed:	yes
Rev. Date / Rev. Description:	
Project Number:	2021-1040-SPLIT

Survey is only valid if original seal is shown in red.





*area to be rezoned*

Map Title



September 21, 2021

1:6,938  
0 320 640 950 1,280 ft  
0 95 190 m  
GIS-Technologies

These layers do not represent a survey. No Accuracy is assumed for the data delineated herein, either expressed or implied by Kane County or its employees. These layers are compiled from official records, including plats, surveys, recorded deeds, and contracts, and only contains information required for local government purposes. See the recorded documents for more detailed legal information.

GIS-Technologies  
Kane County Illinois



## MEMO

To: Committee of the Whole  
From: John Nevenhoven, Village Administrator  
Subject: Honorary Street Names  
Date: September 30, 2021  
Strategic Action Plan: Routine

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### Update:

The Village Board reviewed the Honorary Street Naming policy at the September 16, 2021 Committee of the Whole meeting. The Village Board recommended adding additional information to Section 4: “Criteria for Approving Honorary Street Designations” and clarifying language in Section 5: “Procedure for Filing and Approving Applications”.

The attached policy was Elburnized, language was added about residency, a prohibition of individual family recognition, and the Village of Elburn may add additional requirements as it sees fit. The review and approval process in Section 5 was clarified.

### September 16, 2021

The Village received a request from Ryan Easter, General Manager of Bob Jass Chevrolet, to rename the section of South St between Rt 47 and Filmore St to “Fred Swift Way”. Mr. Swift recently retired from Bob Jass Chevrolet with more than 50 years of service.

The Village of Elburn currently has two honorary street names – Callaghan Memorial Drive (Filmore St. between South St and Stetzer St) and David L. Anderson St (North St between First and Third Streets).

A copy of Maple Park’s Honorary Street Name Designation Policy is attached. This policy can easily be adopted to fit Elburn.

Does the Village Board desire to adopt a policy for designating certain street names in honor of a group or person?

Does the Village Board desire to rename a portion of South Street in honor of Fred Swift?



# **Village of Elburn**

HONORARY STREET NAME DESIGNATION POLICY

APPROVED:



## VILLAGE OF ELBURN HONORARY STREET NAME DESIGNATION POLICY

### **Section 1: Summary and Purpose**

The Village of Elburn has established a policy to administer requests for honorary street designations. This policy has been established to provide criteria and a procedure for approving honorary designations of Village owned or controlled streets. All honorary street designations approved by the Village Board prior to adoption of this policy shall be grandfathered and not subject to this policy.

### **Section 2: Terms**

*Honorary Street Designation:* The renaming or co-naming of a Village owned or controlled street to honor the service, commitment, or other type of participation by an individual or non-profit organization or to recognize a significant event.

*Honoree:* Name of individual, non-profit organization, or significant event an application specifies for honorary street designation.

*Individual:* An honoree who has made a significant contribution to the Village, either through civic involvement, as part of a historic event relevant to the specific Village street, or to the geographical location of specific Village street.

*Non-Profit Organization:* An Illinois non-profit organization, entity, family, group, or civic or charitable organization that has made a significant contribution to the Village, either through civic involvement, as part of a historic event relevant to the specific Village street, or to the geographical location of specific street.

*Significant Event:* An event that is nationally, regionally, or locally recognized or is special or unique to the Village.

### **Section 3: General Provisions**

Honorary street designations shall reflect recognition of individuals, non-profit organizations, or significant events. Honorary street name signs shall be posted below the Village's standard street sign without changing the official name of the street or the official addresses or residences and businesses on the street. The honorary street name sign shall be of similar size and shape of a standard street sign but it will be of a brown color rather than the normal green and white color letters used for public streets. Honorary street designations are confined to the right of way within the vicinity of the home, organization, or locations associated with the individual, organization, or significant event. No honorary street designation shall be used that will duplicate or be confused with the name of an existing Village street. Honorary street designations will be

limited to a single block long section of the street. Only one (1) honorary street sign will be allowed at an intersection.

Up to two (2) honorary street sign designations will be made per calendar year. If more than two (2) honorary street designations have been made during a calendar year, the Village will notify other applicants and they may resubmit their application the following calendar year. An honorary street designation shall remain in effect for no more than three (3) years after installation. At the end of the three-year period, the Village will remove the honorary street sign and make it available to the applicant. The Village has the right to remove any honorary street sign prior to the end of the three-year period.

A fee of \$300 to cover the Village's costs for sign fabrication and installation is required at the time of application. If the application is not approved, the fee will be refunded. A letter of consent will be required as part of an application for an individual or non-profit organization honorary street designation request.

At the end of the three (3) year period, the signs will be given to the applicant and Honoree.

#### **Section 4: Criteria for Approving Honorary Street Designations**

The Village Board shall consider the following criteria when considering to approve an Honorary Street name:

- Only an individual, a non-profit organization, or a significant event are eligible for consideration.
- The honoree must have made significant and clearly defined contribution(s) to the Village of Elburn through cultural, humanitarian, historic, or military achievement.
- The honoree must have resided in the Village of Elburn during their lifetime, during which time the individual or organization shall have preferably resided, or have been located on, or adjacent to, the Village street specified for dedication in the application.
- Known to be of good moral character.
- Individual family tribute or commercial and corporate related recognition does not qualify.
- Any additional criteria established by the Village Board to further support the honorary street designation request.

#### **Section 5: Procedure for Filing and Approving Applications**

- Submit a completed honorary street designation application and the \$300 fee to the Village Administrator's Office.
- The Village Administrator will review the application to ensure sufficient documentation exists to evaluate the applicant's request and the location desired for the honorary street designation is feasible. The Superintendent of Public Works and Chief of Police shall review and provide comment regarding the application.
- The Village Administrator will forward the application, with a recommendation, to the Village Board for consideration.
- The Village Board will review the application and staff's recommendation, and if approved, will adopt a resolution authorizing the installation of an honorary street sign.

- The Village Administrator will notify the applicant of the Village Board's decision and direct Public Works to fabricate an honorary sign. Public Works will determine the date for the sign to be installed and notify the applicant.

If the request is not approved by the Village Board, the \$300 fee will be refunded to the applicant.

Attached:   Honorary Street Name Designation Application  
              Resolution Establishing an Honorary Street Name Designation Policy  
              Resolution Authorizing Installation of an Honorary Street Sign  
              Honorary Street Name Designee Consent Form



**Village of Elburn**

## HONORARY STREET NAME DESIGNATION APPLICATION

Name of honoree:

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Proper Street Name for Sign Placement:

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Intersecting Street Names at each End of the One Block Area:

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Please check all that apply and include a brief explanation for each of the applicable criteria:

Cultural Impact to the Village:

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Historical Impact to the Village:

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Humanitarian Efforts:

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Military Achievement:

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Is the individual Living or Deceased? (Circle One)

The application consists of the following items necessary for a complete application. Please check:

- Completed Application Form,
- \$300 fee** (make check payable to the **“Village of Elburn”**)

Applicant Name:

\_\_\_\_\_

E-Mail Address:

\_\_\_\_\_

Applicant Address:

\_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip: \_\_\_\_\_

Phone Number \_\_\_\_\_

Signature of Applicant:

\_\_\_\_\_

Date of Application: \_\_\_\_\_

\_\_\_\_\_

**Office Use Only**

Date Application and Fee Received:

\_\_\_\_\_

Date Recommendation Sent to the Village Board:

\_\_\_\_\_

Recommendation:  Yes  No

Village Board Approval:  Yes  No Date Approved/Denied: \_\_\_\_\_

Resolution No.: \_\_\_\_\_

Consent Form Executed by Honoree and Submitted to the Village:  Yes  No

Date Received: \_\_\_\_\_

Date Sign Installed: \_\_\_\_\_

Date Sign to be Removed: \_\_\_\_\_

Date Sign Removed: \_\_\_\_\_

RESOLUTION 2021-XX

A RESOLUTION ESTABLISHING A POLICY FOR HONORARY STREET NAME DESIGNATION

WHEREAS, the Village of Elburn ("The Village") is an Illinois Municipal Corporation located in Kane Counties, Illinois; and,

WHEREAS, requests may occasionally made to the Village President and Board of Trustees to recognize individuals, organizations, or events that have had significant impact to the Village, State of Illinois, or the United States of America; and,

WHEREAS, the concept of establishing honorary street names in additional to legal street names serves the purpose for recognizing individuals, organizations, or significant events; and,

WHEREAS, the Village has developed specific criteria required for an honorary street designation to be made.

NOW, THEREFORE, BE IT RESOLVED by the President and the Board of Trustees for the Village of Elburn, Kane Counties, Illinois, hereby approves the following:

Section 1. The Village of Elburn Honorary Street Name Designation Policy, and the Honorary Street Name Designation Application included in the Policy, that are attached to this Resolution as Attachment A.

PASSED by the Board of Trustees of the Village of Elburn, Kane Counties, Illinois at its regular Board meeting held on May 4, 2021.

Ayes: \_\_\_\_\_
Nays: \_\_\_\_\_
Absent: \_\_\_\_\_

(SEAL)

\_\_\_\_\_  
Jeffrey Walter, Village President

ATTEST:

\_\_\_\_\_  
Village Clerk

RESOLUTION 20XX-XX

A RESOLUTION AUTHORIZING THE INSTALLATION OF AN HONORARY STREET NAME DESIGNATION SIGN FOR (Name of Individual, Organization or Event)

WHEREAS, Resolution 2021-07 sets forth a policy for receiving, reviewing and acting on applications for honorary street name designations; and,

WHEREAS, the Village of Elburn received an application requesting that honorary street signs be designated for (Name of Individual, Organization or Event), (Reason why Street is Being Designated); and,

WHEREAS, (Name of Street Being Designated), shall be known as (Designated Street Name) from (Start Date of Three-Year Period) to (End Date of Three-Year Period) or until such time as the Village determines the sign must be removed; and,

WHEREAS, the Village Administrator has determined that this honorary street designation meets the criteria established in the Village of Elburn Honorary Street Name Designation Policy; and,

WHEREAS, the Village Administrator has determined that the application provided was properly completed and all required materials and application fee have been submitted.

NOW, THEREFORE, BE IT RESOLVED by the President and the Board of Trustees that the Village Administrator is authorized to direct the Public Works Department to install an honorary (Name of Individual, Organization or Event – Honorary Street Name) on (Name of Street to be Designated).

PASSED by the Board of Trustees of the Village of Elburn, Kane Counties, Illinois at its regular Board meeting held on \_\_\_\_\_, 20\_\_\_\_\_.

Ayes:

\_\_\_\_\_

Nays:

\_\_\_\_\_

Absent:

\_\_\_\_\_

(SEAL)

\_\_\_\_\_

Village President

ATTEST:

\_\_\_\_\_

Village Clerk



**Village of Elburn**

**VILLAGE OF ELBURN  
HONORARY STREET NAME DESIGNEE  
CONSENT FORM**

I, or representative of, \_\_\_\_\_, am happy to have been nominated and the Village Board approved that a street be named in my, or organization's honor. I or an organization grant permission for the Village to Elburn to name

\_\_\_\_\_,  
Proper Street Name

as \_\_\_\_\_  
Honorary Street Name

I or an organization understand that the honorary street will remain up until:

\_\_\_\_\_  
Three-Year Removal Date

\_\_\_\_\_  
Street Name Designation Honoree or Organization's Signature

\_\_\_\_\_  
Date

Return to Village upon receiving notification that a street has honorarily been designated. Village of Elburn, 301 E. North, Elburn, IL 60119.