



**LAND SUBDIVISION COMMITTEE MEETING MINUTES  
November 5, 2015**

**ATTENDANCE**

<b>Land Subdivision Committee Members</b>	<b>Staff</b>
Gregg Humphrey, Chairman	Joe Zeibert
T.J. Heavisides	Peter Jordet
Mike Johnson	Steve Keenan
John Harris	
Elliot McKinley	<b>Others</b>
Jeph Bassett	Mike Curtis
Brad Bixby	Rex LaVigne
Brian Wright	Don Defrates
Lori Williams	Gary LaForge
Lisa Clemmons Stott	Mike Irwin
Cyndi Knowles	Kyle Hutson

**CALL TO ORDER**

Gregg Humphrey called the meeting to order at 1:30 PM.

**MINUTES OF MEETING**

Gregg Humphrey asked if there were any changes or corrections to the **September 3, 2015**, Land Subdivision Committee meeting minutes. Humphrey said hearing none, the meeting minutes would stand as approved.

**ACTION ITEMS**

See attached

**UNFINISHED BUSINESS AND NEW BUSINESS**

There was no unfinished business. There was no new business.

**ADJOURNMENT**

Gregg Humphrey asked for a motion to adjourn. Lori Williams motioned to adjourn the meeting, seconded by Cyndi Knowles. The meeting adjourned at 1:50 PM

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 2015-04

CENSUS TRACT # 1

**NAME OF SUBDIVISION:** LaVigne Acres Minor Subdivision – Final Plat

**JURISDICTION:** City

**DATE OF MEETING:** November 5, 2015

**OWNER:** Rex LaVigne & Toni LaVigne

**ENGINEER:** Fuhrmann Engineering

**DESCRIPTION:** Pt. SW 1/4, Sec. 3, T16N, R5W – North of East Camp Sangamo Road, West of North 8th Street

3.127 **Acres** 3 **Lots**

**MOTION TO RECOMMEND:** Approve, Subject to;

**BY:** T.J. Heavisides

**2<sup>ND</sup> BY:** Mike Johnson

**VOTE:** Motion passed - 10 votes to approve the motion, 1 against

Mike Curtis, Fuhrmann Engineering, presented the final plat.

Joe Zeibert, Regional Planning Commission, said a half acre reserved for a private sewage system shall be identified on each lot. He said the legal description of right of way number 2 reads “371.78”, and the plat shows “371.79”. Zeibert said the legal description for right of way number 2, in paragraph 3 is missing a bearing and distance. Zeibert said a written certification by the City Engineer indicating the execution and filing of any adjacent substandard roadway improvement agreement and security shall be provided.

Elliot McKinley, Springfield Park District, asked a question concerning the vicinity of Carpenter Park to the project as noted in the comment letter sent to the owner. Zeibert said that comes from the states EcoCAT system and any permits involving the park being in the vicinity will be taken care of during the building permit stage.

Gregg Humphrey, SMSD, said the District objects to development without all utilities in place.

Lori Williams, City Traffic Engineer, said the surveyor's signature and seal shall be on the face of the plat. She said signature lines for the SSCRPC executive director, City of Springfield Mayor, and attested by City Clerk, shall be placed on the face of the plat. She said a legal description of the perimeter of the subdivision is required, not each lot. She said to check for and show any existing easements. She said if the subdivision is not on city water an applicable note shall be added. Williams said a note shall be added stating "Setbacks shall be in accordance with the current City Zoning Code." She said the area in square feet of each lot shall be shown, and may be shown on a supplemental sheet. She said the owner's written acknowledgement of the right-of-way conveyance is not consistent with the template. Williams said the note on the face of the plat regarding the conveyance of the right-of-way shown on the plat shall read "The right-of-way shown hereon is hereby conveyed to The City of Springfield as per the owner's acknowledgement." Williams noted a larger sheet size would allow everything on one sheet. Curtis clarified that the signatures for LaVigne should be on the face of the plat. Williams confirmed this.

John Harris, City Zoning, said the address should be changed from 711 West Camp Sangamo Road to 711 East Camp Sangamo Road.

Brad Bixby, CWLP-Electric, said they have a pole line that runs along the east boundary line. He said if the poles are not in the right of way they will need to be placed in a 10' easement.

T.J. Heavisides made a motion to approve the Final Plat, subject to:

1. Correct legal description and plat for right-of-way distances, and show all bearing;
2. Written certification from the city engineer indicating the execution and filing of any adjacent substandard roadway improvement agreement;
3. Surveyor's signature and seal on the face of the plat;
4. Signature lines for SSCRPC Executive Director, City of Springfield Mayor and Attested by City Clerk, all to be placed on the face of the plat;
5. Legal description of the perimeter of the subdivision not each lot;
6. Show all existing easements;
7. Add note "Setbacks shall be in accordance with the current City Zoning Code";
8. Area in square feet of each lot. (May be on a supplemental sheet.);
9. Owner's written acknowledgement of the Right-of-Way conveyance in fee simple shall be consistent with Template; and
10. Note on the face of plat regarding the conveyance of the right-of-way shown on the plat. "The Right-of-Way shown hereon is hereby conveyed to the City of Springfield as per the Owner's Acknowledgement".

Mike Johnson seconded the motion and the motion passed with Gregg Humphrey voting no.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

FILE NO. 1999-01

CENSUS TRACT # 36

**NAME OF SUBDIVISION:** Lot 7 Wabash Crossing – Plat of Easement Vacation

**JURISDICTION:** City

**DATE OF MEETING:** November 5, 2015

**OWNER:** Kerasotes Theatre

**ENGINEER:** Fuhrmann Engineering

**DESCRIPTION:** Part of Lot 7 Wabash Crossing Subdivision – Southeast corner of  
West Wabash Avenue and Mercantile Drive

.093 **Acres** 1 **Lots**

**MOTION TO RECOMMEND:** Approve, Subject To;

**BY:** T.J. Heavisides

**2<sup>ND</sup> BY:** Lori Williams

**VOTE:** Unanimous

Mike Curtis, Fuhrmann Engineering, presented the plat of easement vacation. He said it is an easement vacation for a new fast food restaurant. He said the storm sewer will be rerouted.

Joe Zeibert, Regional Planning Commission, asked if the Kerasotes Theatre is the owner of the parcel. Curtis said they are currently the owner. Zeibert said they shall be shown on the plat as the parcel owner. Zeibert said per IDOT, after the Wabash 5 lane project is complete, the storm sewer located within the easement will no longer carry water from the roadway. Zeibert said removal of the storm sewer shall be coordinated with the ongoing construction project to ensure that it is not removed prior to the rerouting of the drainage along Mercantile Drive and Hollis Drive.

T.J. Heavisides, Office of Public Works, said the title of the plat shall be "Partial Plat of Vacation." He said the property owner's name, address, and telephone number shall be shown on the plat. He said the legal description does not match the drawing on the east line of the easement. Heavisides said subdivision description such as section, Township, Range, and Principal Meridian shall be included. He said the existing storm sewer needs to be relocated out of the easement before the easement is vacated.

T.J. Heavisides made a motion to approve the Plat of Easement Vacation, subject to;

1. The title of the plat being "Partial Plat of Vacation";
2. Property owner's name address and telephone number on the plat. (Owner of Lot 7);
3. Legal Description matching the drawing on the East line of the easement;
4. Subdivision description such as Section, Township, Range and Principal Meridian; and
5. Relocation of the existing storm sewer out of the easement.

Lori Williams seconded the motion and the vote to approve was unanimous.

**SPRINGFIELD-SANGAMON COUNTY REGIONAL PLANNING COMMISSION  
MINUTES OF THE SUBDIVISION COMMITTEE MEETING**

**FILE NO.**            2014-01

**CENSUS TRACT #**    36.03

**NAME OF SUBDIVISION:** Wabash Centre Subdivision– Preliminary Plan

**JURISDICTION:** City

**DATE OF MEETING:** November 5, 2015

**OWNER:** Property 21 LLC  
ATTN: John L. Pruitt

**ENGINEER:** Greene & Bradford

**DESCRIPTION:** Pt. SW 1/4, Sec. 11, T15N, R6W – North of Wabash Avenue,  
West of Hamlin Parkway

20.79   **Acres**    3    **Lots**

**MOTION TO RECOMMEND:** Approve, Subject To;

**BY:** Gregg Humphrey

**2<sup>ND</sup> BY:** Lori Williams

**VOTE:** Unanimous

Don Defrates, Greene & Bradford, presented the preliminary plan. He noted Gary LaForge from Green & Bradford was also present to address any issues with drainage. He said Wabash Centre is a 20.97 acre project. He said it will have Bradfordton Road on the west and Green Nissan to the east. Defrates noted the intersection design study has been approved by the City and IDOT.

Joe Zeibert, Regional Planning Commission, asked if Bradfordton Road will be built out to the edge of the first phase. Defrates said the road will be built to the line north of Lot 1. Zeibert said any changes to detention in Wabash West Business Park will require approval of the property owners association, and can be taken care of with the final plat. He said if detention in Wabash West Business Park is being enlarged it will need to be platted as detention. He said an agreement between Wabash West and Wabash Centre will need to be put in place concerning detention and maintenance of detention areas. Zeibert said a preliminary agreement will need to be submitted for review. He said the pond expansion will need to be labeled as a 1000 series lot.

Mike Johnson, CWLP Water, said a 10' horizontal separation between the water main and the storm sewer along Alex Boulevard shall be maintained. He asked if what is shown on the plat for Bradfordton Road is going to be built for the 3 lots. Defrates confirmed this. Johnson asked if the future expansion of the road would be to the west if development progresses in that direction. Defrates confirmed this. Johnson said water is typically on the south and east side of the right-of-way, but due to the congestion of the sanitary sewer on the east side of the right-of-way CWLP Water does not have a problem with the proposed location. He said additional costs may be incurred to serve 3 of the lots due to the location of the pipe. Defrates said they are

aware of the potential additional cost. Johnson asked if the pipe could go further east. Defrates said that would decrease the size of the buildable lots. He said they may look at moving it to the east side but because they do not know what is going on Lot 1 they would like to keep the lot larger for now. Johnson said CWLP will need a 20' easement on the west side of the road if that is where the water will go. He asked if that property owner had been contacted. Defrates said the owner of that property had been contacted and they are discussing the issue with him. Johnson said the west half of the road is in the Curran-Gardner Water District. Johnson said an IDOT permit will be required for crossing Wabash. He said the water main along Bradfordton Road shall not be located in an area that will be under future roadway or in conflict with future storm sewers.

T.J. Heavisides, Office of Public Works, said any storm sewer conflicts and all other utility relocations along Wabash must be coordinated with IDOT. He said regarding note 7 which states that the sanitary service laterals are to be constructed when the lots are developed, there should be lateral stubs that are constructed during the subdivision phase so that Bradfordton Road does not have to be cut after it's constructed. Defrates said on Lot 1 he has a sewer extension shown, and Lots 2 and 3 will only have to go under Alex Boulevard. Heavisides said on Lot 3 they would prefer the stub to be there so they do not have to tap directly to the main and a stub to Lot 2 would mean the street would not have to be cut at a later date. Defrates confirmed that the sewer would be put in when the street is built. Heavisides said it should be included in the note that the individual lots will have stubs built when the road is constructed. Heavisides said the easement shown that will contain a water main and a drainage ditch needs to be in a permanent easement or conveyed right-of-way. Heavisides said a copy of the recorded easement with language stating that the easement will be vacated at the time the right of way is conveyed shall be provided. He said future line types shall be added to the legend. He said the drainage ditch on the west side of Bradfordton Road is shown as future, but should be shown as proposed. He said to show the proposed perforated pipe in that ditch as proposed. Heavisides said the engineer shall ensure the future water main is out of the future roadway expansion and that it will not conflict with the future ditch widening, and sign placements. He said the 15' easement along the east side of Bradfordton Road is not shown through Lot 1 where the 20' sewer easement is located.

Heavisides said the following are comments related to the provided drainage calculations. He said some of the comments had been addressed. He said an agreement between the Wabash Centre Subdivision and the Wabash West Property Owner's Association for the Wabash Centre Subdivision to drain to, modify, and share maintenance of the detention ponds in the Wabash West Business Park Subdivision shall be provided. He said a preliminary agreement is needed to support the concept of the preliminary plan. He said the detention area shall be shown as a 1000 series lot. He said the revised calculations shall be signed, sealed and dated, and noted that this has been provided. He said the existing drainage calculations for the Wabash West Business Park and the Wabash Storage Center show that there is a total required storage of 5.16 Ac-Ft or 224,770 CF. The drainage area 1B shall be revised to reflect this storage and thereby revise the total required storage to 541,270 CF. Heavisides noted the revision to area 1B had been provided.

He said the release of the pond is inconsistent between the preliminary plan, the drainage calculations, and the exhibits for the drainage calculations. He said the NPE is shown, based on the outlet invert, of either 607.87 on the preliminary plan, 608.01 on the drainage system component exhibit or 608.39' on detention calculations on page 8 of 10 for the orifice invert. He said the calculations for the storage use 608.39' to 610.74' and there should be 1' of freeboard over the 100' high water elevation. Heavisides confirmed he had seen revisions for the release calculations. He said the detention pond area with contours and typical sections needs to be shown. He said as the existing pond is being proposed to be used to obtain storage for the proposed development, the existing pond needs to be surveyed to evaluate the actual capacity. He said this will ensure that lowering the outlet and gaining depth gives the correct

amount of storage. He said an exhibit to support the volume calculations on page 10 of 10 for the storage shall be provided. Heavisides said a separate sheet to accompany the preliminary plan that shows the proposed storm sewer layout, ditches and the proposed detention ponds with contours and dimensions shall be provided. He said the storm sewer should include design information matching the provided calculations including pipe size, type, inverts and phase constructed. Defrates said he believed these items are beyond what is required for the preliminary plan and should go with the construction documents. Heavisides said the items are required to determine if the system will function properly. He said on page 4 of 8 of the drainage calculations, notes 4 and 5 are worded such that it sounds like a 48" pipe is connecting to a 36" and a storm sewer layout, as previously mentioned, will be needed to clarify these notes. He said a permanent easement shall be required if the ditch to the north is outside of the subdivision,

Lori Williams, City Traffic Engineer, said all symbols in the legend shall be keyed in. She said easements for the water main on the west side of Bradfordton Road will need to be in place before the construction documents are reviewed. She said all utility relocations along Wabash Avenue will need to be coordinated with IDOT. She said additional right-of-way along Wabash Avenue may be needed to construct the right turn lane for Bradfordton Road and must be coordinated with IDOT. Williams said the traffic study and the intersection design study for the project have been approved by the City and IDOT.

Brad Bixby, CWLP Electric, said CWLP can accommodate the phasing plan to feed each lot as it is platted. He said overhead electric will likely be extended along the north property line of Lot 3. He said there may be some other line extension required along Alex Boulevard.

Gregg Humphrey made a motion to approve the preliminary plan, subject to;

1. Label pond expansion as a 1000 series lot and include in the phasing;
2. Note 7 shall state lateral stubs will be constructed during the subdivision phase;
3. Identifying a permanent easement or conveyed right-of-way for the water main.
4. Add future line types to the legend;
5. Show the drainage ditch on the west side of Bradfordton Road as proposed;
6. Show the perforated pipe in the ditch in the drainage ditch on the west side of Bradfordton Road;
7. Confirming the future water main is out of the future roadway expansion and will not conflict with the future ditch widening, or sign placements;
8. Extending the 15' easement along the east side of Bradfordton Road through Lot 1 where the 20' sewer easement;
9. Provide preliminary agreement between the Wabash Centre Subdivision and the Wabash West Property Owner's Association for the Wabash Centre Subdivision to drain to, modify, and share maintenance of the detention ponds in the Wabash West Business Park Subdivision;
10. The detention pond area with contours and typical sections needs to be shown. As the existing pond is being proposed to be used to obtain storage for the proposed development, the existing pond needs to be surveyed to evaluate the actual capacity. This will ensure that lowering the outlet and gaining depth gives the correct amount of storage. Provide as an exhibit support the volume calculations on page 10 of 10 for the storage; and,
11. Preliminary drainage calculations approved by the city.

Lori Williams seconded the motion and the vote to approve was unanimous.

Gregg Humphrey asked Defrates if the subject to's were understood. Defrates said they are understood.