

**LAND SUBDIVISION COMMITTEE MEETING**  
**July 5, 2012**

**Members**

---

Gregg Humphrey

Steve Stewart

Nate Bottom

John Higginbotham

Matt McLaughlin

Rick Weber

Paul O'Shea

Brian Wood

Brian Davis

Tom Prairie

Dean Graven

**Others**

---

Roz Stein

Phil Martin

Steve Walker

Jim Olguin

Mary Meyer

Jeff Miller

John Klemm

Mark Cullen

Josh Collins

Joe Hurwitz

Chris Dettro

Schnuck's Representative

**Staff**

---

Joe Zeibert

Steve Keenan

Norm Sims

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

FILE NO. 2012-07

CENSUS TRACT # 36.02

<b>NAME OF SUBDIVISION:</b>	1109 North Koke Mill Road – Variance – Sec. 153.145.1 – Adjacent Substandard Roadway Improvement Agreement
<b>JURISDICTION:</b>	City
<b>DATE OF MEETING:</b>	July 5, 2012
<b>OWNER:</b>	Roz Stein
<b>ENGINEER:</b>	N/A
<b>DESCRIPTION:</b>	Pt. SE ¼, Sec. 24, T16N, R6W (West side of Koke Mill Road, south of Jefferson Street)
	<u>2</u> <b>Acres</b> <u>2</u> <b>Lots</b>
<b>MOTION TO RECOMMEND:</b>	Deny a Variance of Section 153.145.1 - Adjacent Substandard Roadway Improvement Agreement – to allow a tract survey without having to pay the substandard road improvement.
<b>BY:</b>	Nate Bottom
<b>2<sup>ND</sup> BY:</b>	Matt McLaughlin
<b>VOTE:</b>	Motion passed - 6 yes votes, 5 no votes

Gregg Humphrey asked if there was anyone to speak to the variance request.

Roz Stein, the applicant, presented the variance request. She said the variance would allow her to split a two acre parcel with two houses on it. Stein said one house was constructed in approximately 1957 and another house was constructed in the early 1960s. She said the house in the rear was a rental property with a driveway leading back to it. Stein said the variance would allow her property to remain like the other houses in the area.

Joe Zeibert, Regional Planning Commission, said an exemption is available to divide the parcel through the tract survey process. He said since the property is located along an arterial roadway [Koke Mill] the tract survey must be sent to the Office of Public Works for sign-off of the adjacent substandard roadway improvement agreement. Zeibert said Stein is asking for the variance to waive the fee associated with the substandard roadway improvement agreement. He said the houses were in place for some time. Zeibert said there are two houses on the property and if the applicant divides the property there would still be two houses and no added traffic impact to Koke Mill. He said staff supports the variance request.

Tom Prairie, Curran-Gardner Water District, said the applicant may need to add another water service to the property. Stein said she was pursuing adding another water service.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Steve Stewart, CWLP-Water, said the applicant was in the Curran-Gardner Water District. He recommended the applicant ensure adequate access for fire protection equipment to serve the rear house.

Gregg Humphrey, Springfield Metro Sanitary District, said if the variance is approved it shall be subject to both homes being connected to sanitary sewer.

Nate Bottom, Office of Public Works, said Public Works recommends denial of the variance. He said there are no extraordinary circumstances to allow the variance to be approved. Bottom said the property does not have circumstances that are uncommon to most other tracts of land along arterial roadways.

John Higginbotham, Office of Public Works, had no comments.

Matt McLaughlin, Springfield Building and Zoning Department, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Brian Wood, Sangamon County Department of Public Health, said the Department disagreed with the variance based upon the size of the lots. He said the applicant could reconfigure the drawing to show two parcels which are at least one acre.

Zeibert asked Stein if one of the houses was on public sewer, to which Stein replied yes and one is on a septic system. Zeibert asked Humphrey if the Sanitary District would require the property owner to annex. Humphrey said the whole property is in the District and that one house was served. He said the second house must also be served independently since the sewer runs down the north side of the property from Sundowner Lane.

Dean Graven, citizen member, had no comments.

Nate Bottom made a motion to deny a variance of Section 153.145.1 – Adjacent Substandard Roadway Improvement Agreement – to allow a tract survey without having to pay the substandard roadway improvement agreement. Matt McLaughlin seconded the motion and the motion passed with six yes votes (Humphrey, Bottom, McLaughlin, Higginbotham, Wood, and O'Shea) and five no votes (Stewart, Weber, Davis, Prairie, and Graven).

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

FILE NO. 2012-04

CENSUS TRACT # 2.02

**NAME OF SUBDIVISION:** Schnucks West Subdivision – Location & Sketch Map and Variances Sec. 153.157(J) – Stub Streets, Sec. 153.157(L) – Restriction of Access, and Sec. 153.158 (B)(2) – Lot Arrangement; Preliminary Plan and Variance Sec. 153.157(B)(3) – Street Offsets

**JURISDICTION:** City

**DATE OF MEETING:** July 5, 2012

**OWNER:** Diocese of Springfield

**ENGINEER:** Martin Engineering

**DESCRIPTION:** Pt. SE ¼, SW ¼, Sec. 29, T16N, R5W (Northeast corner of Washington Street and Bruns Lane)

20.75 Acres      7      Lots

<b>MOTION TO RECOMMEND:</b>	Variance Section 153.157(B)(3) – Street Offsets – Approve	Variance Section 153.157(L) – Restriction of Access – Approve; Variance Section 153.158(B)(2) – Lot Arrangement; Variance Section 153.157(J) – Stub Streets; Location and Sketch – Approve, Subject To	Preliminary Plan – Approve, Subject To
<b>BY:</b>	Nate Bottom	Nate Bottom	Nate Bottom
<b>2<sup>ND</sup> BY:</b>	Dean Graven	Paul O’Shea	Matt McLaughlin
<b>VOTE:</b>	Unanimous	Unanimous	Unanimous

Gregg Humphrey said this agenda item will include both the preliminary plan and a reconsideration of the location and sketch map for Schnucks West Subdivision. Humphrey asked Phil Martin if this was correct, to which Martin replied yes.

Phil Martin handed the Committee revised drawings of the preliminary plan and the location and sketch map. He said the Committee previously received a variance request for a waiver of the park reservation requirement [Section 153.158(D)(2)]. Martin said the Committee approved the variance subject to receiving a letter from the Springfield Park District waiving its option for a public park identified in the 2020 Springfield Comprehensive Plan. He said the applicant has not received the letter. Martin said the applicant decided to show a 1.7 acre park option site on Lot P-1. He said the park lot will appear on the final plat and will be available for purchase by the Park District as required by the Subdivision Ordinance. Martin said the revised

location and sketch map and the revised preliminary plan are current with the applicant's intentions. He said the change to the location and sketch map from the previous version is the addition of the park site.

Joe Zeibert, Regional Planning Commission, asked if there should be comments on the location and sketch map or the preliminary plan. Humphrey said the plans can be considered concurrently or separate and asked which option was best. Zeibert said the comments can be considered together. He asked where the access to the P-1 lot would be for the park and mentioned the Comprehensive Plan shows the park along the road. Martin said the revised preliminary plan shows access easements to the proposed park site along the north side of the subject parcel. Zeibert asked if the proposed access easement would be maintained by the developer, to which Martin replied yes. Martin said the access easement is a condition to access the Diocese property. Zeibert asked about the proposed size of the park. Martin said the proposed park is approximately 1.72 acres.

Zeibert said the rest of his comments are for the preliminary plan. He said the applicant shall show all buildings within 200' of the site on the west side of Bruns Lane and the south side of Washington Street. He said the applicant shall submit an assessment of long-term erosion, sedimentation and run-off changes. Zeibert said the applicant shall identify the proposed staging. He said the applicant shall add the floodplain panel number. Zeibert said the applicant shall ensure the dimensions on the preliminary plan match the approved tract survey, especially along Washington Street. He said the applicant shall correct the zoning to reflect the existing zoning district. Zeibert said the applicant shall reflect the transitional buffer yard [TBY] as 20' along the north property line. He said the applicant shall clarify the Lot 2 boundary since part of the access easement was shown with a solid line. Zeibert asked about the status of the traffic study. Martin said the traffic study has been submitted, reviewed, and returned to the applicant this week. Zeibert asked if major revisions that would affect the access points were required. Nate Bottom said minor revisions were required. He said Public Works feels comfortable approving the preliminary plan subject to approval of the traffic study. Bottom said the revisions would not affect the access locations but that some details would need to be worked out with the construction plans. Zeibert said the entrance for Lot 2 appeared to be off centered from the driveway across Washington Street. He asked if the entrance needed to be centered since the ordinance requires a 150' street offset if they are not aligned. Zeibert said the applicant shall key in the "FO" abbreviation on page 2. He said the applicant shall remove the proposed Schnucks building, the proposed Schnucks parking and note 5 on the preliminary plan. Zeibert asked for the purpose of the ditch that ran from Lot 5 to Lot 2. Martin said he heard the contoured area is the original Chatham Road. Zeibert asked if it would be used for drainage, to which Martin replied no. Humphrey said he thought it was an old railroad line [the St. Louis railway]. Zeibert said the preliminary covenants were under review and comments would be provided.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, asked if the access locations were specific. Martin said the access point locations were in the proper location where they will actually be constructed. O'Shea asked about offset drives. Zeibert asked Bottom if the drive for Lot 2 needed to be moved, to which Bottom replied yes, or the applicant must request a street offset variance. O'Shea asked how the applicant intended to handle the 30' drop in Washington Street at Bruns Lane. Martin said the applicant likely would build an approximately 25-30' retaining wall. He said the applicant is discussing with CWLP and AT&T how best to handle utility relocations on the site in conjunction with the retaining wall. Martin said there would be perimeter sidewalks around the entire site [along Washington Street and Bruns Lane]. He said the site drainage would flow to the south and the drainage for some lots would be 20' higher than Washington Street. O'Shea said pedestrian considerations and landscaping are

important for the site. O'Shea asked if there would be any remaining portions of the trees along the east side. Martin said yes there would be a portion remaining as shown on the preliminary plan left of the scale bar and the north arrow. He said there would be a buffer remaining next to Sparc.

Steve Stewart, CWLP-Water, said the applicant should make the access easement an access and a utility easement. He said the applicant shall ensure there is a way to provide water to Lot P-1 through easements that can be obtained by a future property owner. Stewart said a significant relocation of the water main along Bruns Lane will be necessary. He said the developer shall be responsible for the water main relocation costs. Stewart said there are fire hydrant comments, but Chief [Rick] Weber could address them. He said there was adequate water capacity to serve the area.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said the applicant withdrew its request for a variance of the park option area [Section 153.158(D)(2)]. He said the applicant wants to provide a location and sketch map showing the park option area. Bottom said the revised location and sketch map conforms with the ordinance, which is why the location and sketch map is being reconsidered today by the Land Subdivision Committee. Bottom said the applicant shall delineate the park option area. He said the applicant shall address the traffic sight distance, the sidewalk grading, and drainage improvements shall be addressed with the construction plans. Bottom said additional right of way shall be needed to accomplish these improvements. He said the applicant shall dimension all lots. He said the applicant shall request a street offset variance.

Phil Martin asked for a street offset variance to permit driveways that have less than 150' separation from each other [Section 153.157(B)(3)]. Humphrey asked if the Committee or the City Traffic Engineer made the decision, to which the reply was the Committee since there would be less than 125' of separation.

John Higginbotham, Office of Public Works, said Public Works had some concerns about the grading and the detention at the southwest corner and the northeast corner. He said the applicant will need to submit engineering details with the construction plans.

Matt McLaughlin, Springfield Building and Zoning Department, said some of the drives are wider than 35'. Martin said the lots are 40' wide but that the drives must be 35'.

Rick Weber, Springfield Fire Department, said fire hydrant locations had to be within 250' of the building. He said the fire department connection must be within 150' of the building. Weber said there is no way to know where the fire hydrant or the fire department connections might be with the drawing that was provided.

Brian Wood, Sangamon County Department of Public Health, had no comments.

Dean Graven, citizen member, had no comments.

Steve Stewart, on behalf of Roleen Thoele, had the following comment. He said CWLP electric is requesting a 20' easement along the north and east property lines and a 10' easement north of the access drive from the east to the west property lines.

Bottom asked Mark Cullen, City Corporation Counsel, if there needed to be a ruling on the location and sketch map. Cullen replied yes. Humphrey said this was how he understood the email [from the City Corporation Counsel].

Nate Bottom made a motion to approve the revised Location and Sketch Map, to eliminate the variance of Section 153.158(D)(2) – Public Use and Service Areas, to approve a variance of Section 153.157(L) – Restriction of Access – to allow two access points onto Bruns Lane and three access points onto Washington Street, to approve a variance of Section 153.158(B)(2) – Lot Arrangement – to allow access through an access easement for Lots 3-7, and to approve a variance of Section 153.157(J) – Stub Streets – to allow an access easement to serve undeveloped property in lieu of a public street, subject to:

- 1) Meeting past subject to's made by the Land Subdivision Committee regarding the location and sketch map, excluding the letter from the Park District [see May 3, 2012 Land Subdivision Committee minutes for a full listing].

Paul O'Shea seconded the motion and vote was unanimous.

Nate Bottom made a motion to approve a variance of Section 153.157(B)(3) – Street Offsets – to permit driveways that have less than 150' separation from each other. Dean Graven seconded the motion and the vote was unanimous.

Nate Bottom made a motion to approve the preliminary plan, subject to:

- 1) Showing all buildings within 200' of the site on the west side of Bruns Lane and the south side of Washington Street;
- 2) Submitting an assessment of long-term erosion, sedimentation and run-off changes;
- 3) Identifying the proposed staging;
- 4) Adding the floodplain panel number;
- 5) Ensuring all lots have dimensions and that the dimensions on the preliminary plan match the approved tract survey and the location and sketch map;
- 6) Correcting the zoning to reflect the existing zoning district;
- 7) Reflecting the transition buffer yard [TBY] as 20' along the north property line;
- 8) Clarifying the Lot 2 boundary since part of the access easement was shown with a solid line;
- 9) Keying in the "FO" designation shown on the plans;
- 10) Removing the proposed Schnucks building, the proposed Schnucks parking, and note 5;
- 11) Approval of the traffic study by the City Traffic Engineer;
- 12) Showing additional right of way on the preliminary plan;
- 13) Ensuring the fire hydrants and fire department connections meet appropriate distance requirements;
- 14) Providing a way for a water line to reach Lot P-1; and,

- 15) Showing a 20' easement along the north and east property lines and a 10' easement north of the access drive from the east to the west property lines for electrical purposes.

Matt McLaughlin seconded the motion and the vote was unanimous.

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

FILE NO. 2012-05

CENSUS TRACT # 16

**NAME OF SUBDIVISION:** Schnucks East Subdivision – Preliminary Plan and Variance Sec. 153.157(B)(3) – Street Offsets

**JURISDICTION:** City

**DATE OF MEETING:** July 5, 2012

**OWNER:** JC Penney Corp, Inc.

**ENGINEER:** Martin Engineering

**DESCRIPTION:** Pt. SW 1/4 , Sec. 36, T16N, R5W (Southwest corner of Singer Avenue and Dirksen Parkway)

11.25 Acres 2 Lots

<b>MOTION TO RECOMMEND:</b>	Variance, Section 153.157(B)(3) – Street Offsets – Approve	Preliminary Plan, Approve, Subject To
<b>BY:</b>	Nate Bottom	Nate Bottom
<b>2<sup>ND</sup> BY:</b>	Gregg Humphrey	Dean Graven
<b>VOTE:</b>	Unanimous	Unanimous

Steve Walker presented the preliminary plan.

Joe Zeibert, Regional Planning Commission, said the applicant shall identify the access easement widths. He said the applicant shall identify the recorded document number for the access easement along Shackleford Drive. Zeibert said the access points along Singer do not line up with the access locations on the north side of the road. He reminded the applicant a large scale plan will be required for Lot 1. Zeibert said the applicant shall add a floodplain panel number. He said the applicant shall include the width of Shackleford Drive. Zeibert said the applicant shall submit an assessment of the long-term erosion, sedimentation, and run-off changes. He said the applicant shall add the proposed staging. Zeibert said the applicant shall correct the zoning identified to reflect the existing zoning district. He said the Regional Planning Commission recommends using native plantings for the detention area instead of rip rap. Zeibert said the applicant shall remove the proposed Schnucks building and the proposed Schnucks parking. He said the preliminary covenants are under review and comments will be provided.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Steve Stewart, CWLP-Water, said the existing 10" main across the property can be severed at the developer's option. He said the pressure, flow, and residual information given the applicant needs to be considered in the design of the building. Stewart said the proposed southern building will be very close to the existing main and hydrant and may need to be adjusted. He said the second building to the east would require the relocation of a 10" water main, if it is built in this location. Stewart said there is ample capacity to serve the area.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said 40' of right of way shall be dedicated from the street centerline. Bottom said the storm and the sanitary sewers shall need to be shifted further apart. Walker said he had discussed putting the sanitary sewer on the right of way if needed.

John Higginbotham, Office of Public Works, said Public Works recommended shifting the existing 15" storm sewer that will go under the 7200 square foot retail lot, or getting sign-off from all affected parties.

Matt McLaughlin, Springfield Building and Zoning Department, had no additional comments.

Rick Weber, Springfield Fire Department, said the hydrants must be within 250' of all points of the building and the fire department connections must be within 150' of all points of the building.

Brian Wood, Sangamon County Department of Public Health, had no comments.

Dean Graven, citizen member, had no comments.

Walker requested a street offset variance to permit driveways that have less than 150' separation from each other [Section 153.157(B)(3)].

Nate Bottom made a motion to approve a variance of Section 153.157(B)(3) – Street Offsets – to permit driveways that have less than 150' separation from each other. Gregg Humphrey seconded the motion and the vote was unanimous.

Nate Bottom made a motion to approve the preliminary plan, subject to:

- 1) Identifying the access easement widths;
- 2) Identifying the recorded document number for the access easement along Shackleford Drive;
- 3) Adding a floodplain panel number;
- 4) Including the width of Shackleford Drive;
- 5) Submitting an assessment of the long-term erosion, sedimentation, and run-off changes;
- 6) Adding the proposed staging;
- 7) Correcting the zoning identified to reflect the existing zoning district;
- 8) Removing the proposed Schnucks building and the proposed Schnucks parking;

- 9) Showing additional right of way to meet the 40' requirement; and,
- 10) Ensuring the fire hydrants and fire department connections meet appropriate distance requirements.

Dean Graven seconded the motion and the vote was unanimous.

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

FILE NO. 2001-10

CENSUS TRACT # 36.03

**NAME OF SUBDIVISION:** The Reserve – 5<sup>th</sup> Addition – Final Plat

**JURISDICTION:** City

**DATE OF MEETING:** July 5, 2012

**OWNER:** John Klemm

**ENGINEER:** Martin Engineering

**DESCRIPTION:** Pt. E ½, NW ¼ Sec. 25, T15N, R6W (Embassy Drive north of Spaulding Orchard Road)

9.52      **Acres**      4      **Lots**

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

**BY:** Steve Stewart

**2<sup>ND</sup> BY:** Gregg Humphrey

**VOTE:** Unanimous

Steve Walker presented the final plat. He said it was a redevelopment of Lot 26 in an older addition of The Reserve. Walker said one change the applicant wants is to center the lot line between Lots 31 and 32 on the storm sewer easement. He said where the easement makes a bend, the lot line will proceed south to intersect the east-west property line.

Joe Zeibert, Regional Planning Commission, said the applicant shall submit final covenants. He asked if the owner's address is correct. Zeibert said there has been correspondence returned to the Regional Planning office and the applicant should check on the address. He asked what the easement will be used for since it has a number of zigs and zags. Walker replied it has turns because of the terrain. Zeibert asked if it was for utilities and drainage. Walker replied the easement was for drainage. Nate Bottom said the majority of the easement is for existing drainage. Walker said the easements followed existing swales. Zeibert said the easement says utility, cable TV, and/or drainage easement. Walker said the name of the easement will be changed to say drainage easement. Gregg Humphrey said only one easement will be called a drainage easement, but the rest would retain the same name. Zeibert asked if the triangle pieces of ground near Embassy Drive were offered to the adjacent property owners. John Klemm said the ground would be offered to the owners but the pieces were shown as they are now in case the owners decided they did not want them. Zeibert asked if there would be an attempt to offer the triangles to the property owners, to which Klemm replied yes. Zeibert asked Public Works if the easement in the right of way at the edge of Embassy Drive would affect them, or if a partial plat of vacation would be necessary. Bottom said he did not think the easement would affect anything.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Steve Stewart, CWLP-Water, had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said the plat shall be signed and sealed.

John Higginbotham, Office of Public Works, said he had a question about the storm sewer in the easement. He said the easement looks different on the final plat, compared to the construction plans. Higginbotham said the applicant shall verify the storm sewer is in the proper easement.

Matt McLaughlin, Springfield Building and Zoning Department, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Brian Wood, Sangamon County Department of Public Health, had no comments.

Dean Graven, citizen member, had no comments.

Steve Stewart moved to approve the final plat, subject to:

- 1) Submitting final covenants;
- 2) Renaming the drainage easement as discussed;
- 3) Submitting a signed and sealed plat; and,
- 4) Verifying the storm sewer is in the proper easement.

Gregg Humphrey seconded the motion and the vote was unanimous.

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

FILE NO. 1991-10

CENSUS TRACT # 36.04

**NAME OF SUBDIVISION:** Pleasant Park – 5<sup>th</sup> Addition – Final Plat

**JURISDICTION:** City

**DATE OF MEETING:** July 5, 2012

**OWNER:** Pleasant Nursery, Inc

**ENGINEER:** Martin Engineering

**DESCRIPTION:** Pt. NE ¼, Sec. 14, T15N, R6W (Southwest corner of Wabash Avenue and Meadowbrook Road)

1.06   **Acres**   1   **Lots**

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

**BY:** Nate Bottom

**2<sup>ND</sup> BY:** Dean Graven

**VOTE:** Unanimous

Steve Walker presented the final plat. He said the previous final plat was approved but not recorded in 2004. He said it expired, so the applicant is re-submitting the final plat.

Joe Zeibert, Regional Planning Commission, asked whether there are right of way changes shown on the plat. Walker said there were none shown on this plat. He said the applicant shall add a floodplain panel number and a date to the plat. He said the applicant shall submit final covenants. Zeibert asked if any permits [from IDOT] are needed for the sidewalk along Wabash. Bottom said sign off from IDOT will be needed. Dan Mlacnik, IDOT, said it will depend upon placement of the sidewalk. Walker said the sidewalk mostly exists. He said the sidewalk is not built across Lot 5, but is at the intersection. Walker said there is an existing letter of credit for the sidewalk along the front of Lot 5. Zeibert asked if it was most likely the applicant previously obtained the permits, to which Walker replied yes.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, had no comments.

Steve Stewart, CWLP-Water, said had no comments.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said the applicant shall provide a plat that is signed and sealed by a licensed professional land surveyor (PLS) with proper documentation, e.g. an original signature, the date of signing, the license number, and the PLS license expiration date. He said the applicant shall label the point of commencement (POC). Bottom said the applicant shall provide a document number for the POC. He said the minimum letter size for the plat should be 0.14 inches. Bottom said he thought IDOT had some comments; they would be addressed last.

John Higginbotham, Office of Public Works, had no comments.

Matt McLaughlin, Springfield Building and Zoning Department, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Brian Wood, Sangamon County Department of Public Health, had no comments.

Dean Graven, citizen member, had no comments.

Dan Mlacnik, IDOT, said IDOT had a small change to the plat IDOT would like the applicant to consider. He said the state is requesting right of way (ROW) in conjunction with the Wabash Avenue expansion project. Mlacnik said traffic signals are being placed at the corner as we speak. He said the ROW would help facilitate the signals. Mlacnik said he did not know if the ROW would be feasible or not. Walker said he would run the idea past his client. Walker asked if the ROW is a requirement. He said he thought the State would purchase the additional ROW with the widening of Wabash. Mlacnik said the State feels now would be the appropriate time to receive the ROW, as a requirement with the plat. He said there have been numerous discussions about the traffic signal at this intersection. Mlacnik said this ROW would clean up the issue. Humphrey asked if the best course of action would be to approve the plat with the subject to being "coordination and working out with IDOT about the right of way." Zeibert asked if it was known how much ROW would be necessary. Walker replied there was an amount shown on the sketch provided to Walker by Mlacnik. Humphrey said if the owner is not agreeable to the ROW the plat must return to the Committee.

Nate Bottom moved to approve the final plat, subject to:

- 1) Adding a floodplain panel number and date;
- 2) Submitting final covenants;
- 3) Resolution of ROW Dedication with IDOT;
- 4) Submitting IDOT sign-off for a sidewalk along Wabash;
- 5) Submitting a signed and sealed plat from a PLS with appropriate documentation;
- 6) Labeling the POC; and,
- 7) Providing a recorded document number for the POC.

Dean Graven seconded the motion and the vote was unanimous.

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

FILE NO. 2012-04  
(Lg Sc)

CENSUS TRACT # 36.04

**NAME OF SUBDIVISION:** Robert's Automotive – Site Development Plan

**JURISDICTION:** City

**DATE OF MEETING:** July 5, 2012

**OWNER:** Robert Wilburn

**ENGINEER:** Martin Engineering

**DESCRIPTION:** Pt. N. ½, Sec. 14, T15N, R6W (West side of Pleasant Run, south of Wabash Avenue)

1.31 **Acres** 1 **Lots**

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

**BY:** Gregg Humphrey

**2<sup>ND</sup> BY:** Nate Bottom

**VOTE:** Unanimous

Steve Walker presented the site development plan. He said the Committee considered vacating part of an easement for the applicant last month. Walker said the applicant is in discussion with CWLP about removing some guy wires on the plan. He said the plan reflects staging and shows several alternatives of what can be done with the existing guy wires. Walker said the applicant anticipates removing the guy wires before the building is open to the public. He said the plan was to show the Committee that the building could be constructed with the guy wires in place.

Joe Zeibert, Regional Planning Commission, said the proposed plan shows three alternatives. He said since the partial plat of vacation proceeded with a 10' easement vacation the site development plan should only show the scenario under which the applicant will operate. Zeibert said if the applicant requests changes in the future, there is a minor change procedure under the ordinance. He said if the applicant desires to develop within the additional 10' shown on the partial plat of vacation in June, the plat must come back through the Committee. Walker said the building can be constructed without the additional 10' being vacated. He said the only difference would be additional parking and paving after the guy wires were removed. Zeibert asked about the guy wire removal estimate. Robert Wilburn, the applicant, said he talked with CWLP. He said the initial estimate was approximately \$150,000. Wilburn said he was ready to pull the trigger on the estimate, but is awaiting the final formal estimate. Zeibert said he did not want to establish a precedent of reviewing several different alternatives. He said the Regional

Planning Commission recommends only showing the scenario under which the applicant will operate. Humphrey said the minor change process involved an email and sign offs from different departments. Walker said if this is a requirement the applicant would show the alternative with the guy wires in place and showing appropriate clearances in working with the Office of Public Works.

Zeibert said the applicant shall revise the parking table to include the required parking spaces per zoning. He said the applicant shall provide a pedestrian connection from the sidewalk along Wabash to the building. Zeibert said the applicant shall show silt fence around the entire site. He said the applicant shall show the proposed easement vacation on the topo. Zeibert said the applicant shall remove the stripes on the hexagon shaped numbers on the site plan, i.e. page C4. He said the applicant shall add a note saying all light fixtures shall be full cut off. Zeibert said the applicant shall add utility line locations to the landscape plan to check for utility conflicts. He said if there are utility conflicts to correct them. Zeibert said the applicant shall show the sodded and seeded areas on the erosion control and the landscape plans. He said the applicant shall submit cross access easement documents and refer to the recorded document number on the plan. Zeibert asked if any permits were required from IDOT for the sidewalk along Wabash. Walker said the sidewalk will be on private property. Dan Mlacnik, IDOT, said per IDOT policy the sidewalk should be 5' wide instead of 4' wide. He said the applicant shall convey the necessary right of way (ROW) to IDOT to construct the proposed sidewalk. Mlacnik said while sidewalks near the site have been allowed on private property in the past, the State wants to clean up the area and put sidewalks onto right of ways so they are not on private property. He said a 1' strip will be required along Wabash to IDOT. Zeibert asked if sign off from the State would be required, to which Bottom replied yes. Zeibert asked if the gravel in the parking area was permanent or temporary. Walker said the gravel exists and would be removed and replaced with asphalt.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, asked who will maintain the sidewalk. Mlacnik said the City. Bottom said it will be a clarification issue between the City and the State. Bottom said past practice has been the City.

Paul O'Shea, Office of Planning and Economic Development, asked if the gas regulator station needed access in the front or if it could be screened with landscaping from Wabash. Walker asked IDOT about the location of the sidewalk, i.e. jogs versus being straight. Mlacnik said the State would prefer the sidewalk to be straight. He said the only time jogs are acceptable is if they are near an intersection with a stoplight. Mlacnik said there will be a comment later about a jog in a sidewalk. Walker said since the sidewalk will be on ROW there will not be any extra room to landscape. O'Shea said he recommends as much landscaping on the site as possible to screen the gas regulator.

Steve Stewart, CWLP-Water, said there are no water problems with the site. He said CWLP-Electric is in discussion with the applicant about removing some guy wires for an electric pole from the site. Stewart asked for final concurrence with Roleen Thoele or Rick Meadows before the plan proceeds. He said he wanted the discussion to be a subject to. Stewart requested the subject to say something like confirmation that CWLP-Electric has no issues with the plan. Humphrey said sign off is the usual procedure with site development plans.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said the applicant should shift the sidewalk by the manhole slightly north so it is not as close to the manhole. He said on Sheet C-6 the applicant shall label the sidewalk detail as A-A rather than B-B and adjust where the property line will actually be. Bottom asked if there will be any delivery trucks that cannot make the movement

around the landscape median between the proposed Robert's and the existing Buffalo Wild Wings. Wilburn said there will not be any large trucks making automobile deliveries and that if there were they would deliver outside the median. Bottom said the applicant shall provide documentation that the site will have adequate clearance for vehicles and pedestrians under the guy wires. He said there must be resolution of the sidewalk issue with IDOT and the City in the right of way. Bottom said the applicant shall remove the hatching on the some of the callouts on the plans. He said no CA-6 shall be allowed on the site and to remove any CA-6 that shall remain. Bottom said the applicant shall remove the "ALT A" notation.

John Higginbotham, Office of Public Works, said the original drainage calculations show a 75% impervious and a 25% pervious surface for the site. He said the applicant shall provide drainage calculations showing what the percentages are. Walker said he thought they were slightly over 75%. He said he thought the entire subdivision still met the assumed conditions. Walker said he thought they had determined this site was over the percentage for the entire subdivision. Bottom said the applicant shall submit documentation for how the storm water for the site would be detained. Higginbotham said he thought the composite c-value for the site was 0.75. He said the applicant shall show this value as well.

Matt McLaughlin, Springfield Building and Zoning Department, said the applicant shall provide a dumpster detail. Bottom said the applicant shall also specify the dumpster enclosure location.

Rick Weber, Springfield Fire Department, said the applicant's fire department connection shall be within 150 feet of the hydrant. He said the applicant must supply bollards around any gas meters so they cannot be hit.

Brian Wood, Sangamon County Department of Public Health, had no comments.

Dean Graven, citizen member, had no comments.

Gregg Humphrey moved to approve the site development plan, subject to:

- 1) Showing only the scenario under which the applicant will operate;
- 2) Revising the parking table to include the required parking spaces;
- 3) Providing a pedestrian connection from the sidewalk along Wabash to the building;
- 4) Showing silt fence around the entire site;
- 5) Showing the proposed easement vacation on the topo;
- 6) Removing the stripes on the hexagon shaped numbers on the site plan;
- 7) Adding a note saying all light fixtures shall be full cut off;
- 8) Adding utility line locations to the landscape plan to check for utility conflicts and correcting utility conflicts if they exist;
- 9) Showing the sodded and seeded areas on the erosion control and the landscape plans;
- 10) Submitting cross access easement documents and referring to the recorded document number on the plan;

- 11) Conveying the necessary ROW to IDOT to construct the proposed sidewalk;
- 12) Confirming that CWLP-Electric has no issues with the plan;
- 13) Labeling the sidewalk detail as A-A rather than B-B and adjusting the property line;
- 14) Providing documentation that the site will have adequate clearance for vehicles and pedestrians under the guy wires;
- 15) Removing any CA-6 on the plan and removing the "ALT A" references;
- 16) Submitting drainage calculations which show c-values appropriately calculated to the satisfaction of the Office of Public Works as well as any necessary detention/retention measures;
- 17) Providing a dumpster enclosure detail and specifying its location on the plans;
- 18) Ensuring the fire department connection is within 150' of a fire hydrant; and,
- 19) Ensuring any gas meters on the plans have bollards to prevent vehicle damage.

Nate Bottom seconded the motion and the vote was unanimous.

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

<b>FILE NO.</b>	2012-05 (Lg Sc)
<b>CENSUS TRACT #</b>	36.03

<b>NAME OF SUBDIVISION:</b>	Carpet Weaver's – Site Development Plan
<b>JURISDICTION:</b>	City
<b>DATE OF MEETING:</b>	July 5, 2012
<b>OWNER:</b>	CW Properties, LLC
<b>ENGINEER:</b>	Martin Engineering
<b>DESCRIPTION:</b>	Pt. NW ¼, Sec. 19, T15N, R5W (West side of Conestoga Drive, north of Prairie Crossing Drive)
	<u>1.82</u> <b>Acres</b> <u>3</u> <b>Lots</b>
<b>MOTION TO RECOMMEND:</b>	Approve, Subject To
<b>BY:</b>	Nate Bottom
<b>2<sup>ND</sup> BY:</b>	Steve Stewart
<b>VOTE:</b>	Unanimous

Steve Walker presented the site development plan.

Joe Zeibert, Regional Planning Commission, asked if the property had been transferred to the owner shown on the site plan, to which Walker said yes. He said the applicant shall revise the general land legal to exclude a portion of Lot 4 or shall provide a metes and bounds description for the site. Zeibert said the applicant shall add accurate boundary lengths to the topo. He said the applicant shall show the sodded and seeded areas on the erosion control plan. Zeibert said the applicant shall submit the cross access easement documentation and refer to the document number on the plan. He said the applicant shall show the crosswalk on the landscape plan. Zeibert asked if there is a reason the striped areas at the northwest and the southeast corners of the building could not be landscaped islands. Walker said he would ask his client if there were any issues with turning movements at these locations. He said he did not see a reason they could not be landscaped. Zeibert said CWLP-Electric may have an issue that CWLP-Water would address.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, asked about landscaping in the TBY. The response was that a transitional buffer yard (TBY) was not required in this case since the surrounding property is all commercial.

Steve Stewart, CWLP-Water, said the proposed fire hydrant was moved to provide better access. He said there is plenty of water capacity for the building. On behalf of Roleen Thoele, CWLP-Electric, Stewart said any plantings near the southwest corner electric junction and the electric transformer must maintain a 10' clearance.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said there are some concerns with the trees along Conestoga Drive. He said the applicant shall shift the Sunset Maple and the Prairie Fire Crab trees so they do not affect site visibility and they are off the utility lines. Bottom said the applicant shall show the dumpster enclosure. He said the applicant shall show the access easements.

John Higginbotham, Office of Public Works, said the applicant shall provide calculations showing the site meets the 0.85 c-value runoff coefficient as originally designed. He said the applicant shall revise pipe P-3 to reduce the velocity flowing into the 54" storm sewer.

Matt McLaughlin, Springfield Building and Zoning Department, had no comments.

Rick Weber, Springfield Fire Department, had no comments.

Brian Wood, Sangamon County Department of Public Health, had no comments.

Dean Graven, citizen member, had no comments.

Nate Bottom moved to approve the site development plan, subject to:

- 1) Revising the general land legal to exclude a portion of Lot 4, or providing a metes and bounds description for the site;
- 2) Adding accurate boundary lengths to the topo;
- 3) Showing the sodded and seeded areas on the erosion control plan;
- 4) Submitting the cross access easement documentation and referring to the document number on the plan;
- 5) Showing the crosswalk on the landscape plan;
- 6) Ensuring any plantings or structures maintain at least 10' clearance from electrical equipment;
- 7) Shifting the trees along Conestoga so there are no site visibility or utility line issues;
- 8) Showing the access easements;
- 9) Submitting drainage calculations which show c-values appropriately calculated to the satisfaction of the Office of Public Works; and,
- 10) Revising the pipe to reduce the run off velocity.

Steve Stewart seconded the motion and the vote was unanimous.

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

FILE NO. 2012-06  
(Lg Sc)

CENSUS TRACT # 36.04

**NAME OF SUBDIVISION:** McDonald's – Site Development Plan

**JURISDICTION:** City

**DATE OF MEETING:** July 5, 2012

**OWNER:** McDonald's

**ENGINEER:** Watermark Engineering

**DESCRIPTION:** Pt. SE ¼, Sec. 11, T15N, R6W (North side of Wabash Avenue, south of Yucan Drive, adjacent to the Qik-N-EZ gas station)

1.49   **Acres**   1   **Lots**

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

**BY:** Nate Bottom

**2<sup>ND</sup> BY:** Matt McLaughlin

**VOTE:** Unanimous

Jim Olguin presented the site development plan.

Joe Zeibert, Regional Planning Commission, said the applicant shall add the current owner's name and address as well as a contact person's name and telephone number. He said the applicant shall submit a cross access easement document. Zeibert said the applicant shall provide an access easement to connect the small strip of land that is not covered by an access easement between Lots 10 and 11. Nate Bottom asked if there was a note in the plan stating there will be access. Zeibert said the note reads an access easement on Lot 11 will be provided with the site plan for Lot 11. Olguin said the declarations for the subdivision contain a similar provision as well. He said there is an exhibit in the submittal showing the approximate location of the access easement. Olguin said if a separate document is necessary it can be supplied; however, it is already part of the record. Zeibert said the applicant shall add the document number to the plans.

Zeibert said the applicant shall include a cover sheet and provide a legend for all symbols used. Zeibert said the applicant shall add a note to the lumen plan stating all light fixtures shall be full cut off. He said the applicant shall submit a grading plan. Zeibert said the applicant shall show the yard setbacks for the zoning district on the plan. He said the applicant shall submit landscape point totals on the landscape plan per the Zoning Ordinance. Zeibert

said the applicant shall show utility lines on the landscape plan to check for conflicts and resolve any utility conflicts, if they exist. He asked if the stacking requirements are met. Matt McLaughlin said Building and Zoning does not know because the applicant does not show the stacking. Zeibert said he thought an IDOT permit will be required for the sidewalk. Dan Mlacnik said there is an existing permanent easement. He said a letter will be required. Zeibert asked what the protrusions were along the west side of the building since they appear to reduce the width of the sidewalk. He said 4' width must be maintained. Olguin said they are trellises or awnings. Zeibert asked if someone could walk underneath them, to which the reply was yes.

Tom Prairie, Curran-Gardner Water District, had no comments.

Brian Davis, Sangamon County Highway Department, had no comments.

Paul O'Shea, Office of Planning and Economic Development, concurred with the landscape comments.

Steve Stewart, CWLP-Water, said there is a question about the fire hydrant location. He said a short discussion can clear the matter.

Gregg Humphrey, Springfield Metro Sanitary District, had no comments.

Nate Bottom, Office of Public Works, said the Committee is acting upon the plan as originally presented. He said the applicant must meet the City minimum 60 degree aisle width of 17' and the minimum stall width of 19.8'. Bottom said the applicant must submit a grading and drainage plan. He said an IDOT sign off will be required since there is a permanent easement for the sidewalk. Bottom said the applicant shall ensure the sidewalk is straight along Wabash Avenue and adjust the manhole height to the sidewalk elevation. He said the applicant shall adjust the Americans with Disabilities Act (ADA) sign to say a \$250 fine, not \$350. Bottom said an erosion control permit will be required at the building permit stage. He said the applicant shall provide the signature and seal of a registered professional engineer.

John Higginbotham, Office of Public Works, said the applicant shall provide calculations showing the site meets the 0.80 runoff coefficient.

Matt McLaughlin, Springfield Building and Zoning Department, had no additional comments.

Rick Weber, Springfield Fire Department, said the hydrant issue must be addressed.

Brian Wood, Sangamon County Department of Public Health, had no comments.

Dean Graven, citizen member, had no comments.

Dan Mlacnik, IDOT, said the applicant needs to change the proposed permanent easement references to existing permanent easement references. He said the proposed sidewalk should be 5' wide. Mlacnik said the previous sidewalk was permitted at 4' in width since it was not an IDOT permit. He said the 4' sidewalk will be allowed for consistency sake. Mlacnik said the State agreed with the City's comment that the sidewalk must not bend around the existing sanitary sewer manhole. He said the sidewalk should be modified to eliminate the need to bend by forming around the top of the manhole and pouring the sidewalk even with the top of the manhole cover.

Nate Bottom made a motion to approve the site development plan, subject to:

- 1) Adding the current owner's name and address and a contact person's name and telephone number;
- 2) Submitting a cross access easement document or providing the recorded document number for a previously recorded document guaranteeing access between all lots on the plans;
- 3) Including a cover sheet;
- 4) Providing a legend for all symbols used;
- 5) Adding a note to the lumen plan stating all light fixtures shall be full cut off;
- 6) Submitting a grading plan;
- 7) Showing the yard setbacks for the zoning district on the plan;
- 8) Submitting landscape point totals on the landscape plan per the Zoning Ordinance;
- 9) Showing utility lines on the landscape plan to check for conflicts and resolve any utility conflicts, if they exist;
- 10) Resolution of any stacking requirement conflicts;
- 11) Resolution of the fire hydrant concerns to the City's satisfaction;
- 12) Submitting a sign off letter from IDOT for the sidewalk;
- 13) Meeting the City minimum 60 degree aisle width of 17' and stall width of 19.8';
- 14) Submitting a drainage plan;
- 15) Ensuring the sidewalk is straight along Wabash Avenue and adjusting the manhole height to the sidewalk elevation;
- 16) Adjusting the ADA sign to state the correct fine;
- 17) Providing the signature and seal of a registered professional engineer; and,
- 18) Submitting calculations showing the site meets the 0.80 runoff coefficient.

Matt McLaughlin seconded the motion and the vote was unanimous.