

LAND SUBDIVISION COMMITTEE MEETING
March 8, 2012

Members

Gregg Humphrey

Steve Stewart

Nate Bottom

Steve Hall

Matt McLaughlin

Rick Weber

Paul O'Shea

Lori Williams

Cyndi Knowles

Roleen Thoele

Representative of
Curran-Gardner Water
District

Others

John Klemm

Steve Walker

John Shafer

Staff

Joe Zeibert

Steve Keenan



March 9, 2012

TO: Rick Brandt

RE: The Reserve

3300 Embassy Drive

Location and Sketch Map

Springfield, IL 62711

And Variance Sec. 153.157(l)

Enclosed are minutes of the March 8, 2012 Subdivision Committee Meeting.

Revisions are necessary – See minutes

Revisions are not necessary

The following are needed at the Planning Commission office by March 19, 2012 for review at the March 21, 2012 Planning Commission meeting to be held at 9:30 AM in the County Board Room, 2nd Floor, County Building

Original

8 Copies

Percolation Data & Certification

Covenants

Proof of Publication from Newspaper

Surveyor's Certification

Owner's Acknowledgement

Drainage Statement

Other

cc: Martin Engineering Company
John Klemm

**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 – Location & Sketch Map & Variance Sec. 153.157(l) – Cul-De-Sac Streets	
JURISDICTION:	City	
DATE OF MEETING:	March 8, 2012	
OWNER:	Rick Brandt	
ENGINEER:	Martin Engineering	
DESCRIPTION:	Pt NW ¼ Sec. 25, T15N, R6W (Embassy Drive north of Spaulding Orchard Road)	
	8.84	Acres
	4	Lots
MOTION TO RECOMMEND:	Variance Section 153.157(l) – Location & Sketch Map – Cul-De-Sac Streets – Approve Approve, Subject To	
BY:	Nate Bottom	Nate Bottom
2ND BY:	Matt McLaughlin	Cyndi Knowles
VOTE:	Unanimous	Unanimous

Steve Walker presented the location and sketch map and variance. He said the development would allow the developer to divide a 9 acre tract at the east end of The Reserve subdivision into 4 residential lots by extending the cul-de-sac.

Joe Zeibert said staff recommends approval of the location and sketch map and the variance request. He said all essential services are available to serve the site and the development is in accord with the Springfield Comprehensive Plan. Zeibert said the existing sanitary sewer main shall be extended to serve the development. He said relocation of any existing CWLP electric services, including installation of primary cable at a new depth, will be done at the developer's expense. Zeibert said the developer shall provide an owner's intent to subdivide. He asked what will happen with the triangle shaped pieces of land in front of Lots 29 and 33. John Klemm replied he would probably talk to the owners of the 2 lots and ask them whether they wanted the land to square off their properties.

Paul O'Shea, Office of Planning and Economic Development, asked Walker whether the name Embassy Drive was on the plan. Walker said the street name will still be Embassy Drive.

The representative of the Curran-Gardner Water District had no comments.

Steve Stewart, CWLP-Water, said he had no problems with the sketch map.

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

Nate Bottom, Office of Public Works, had no comments.

Lori Williams, City Traffic Engineer, had no comments.

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

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Steve Hall, Sangamon County Department of Public Health, had no comments.

Roleen Thoele, CWLP-Electric, had no comments.

Walker asked if the electric line was shallow enough to accommodate the development. Thoele said she knew what grade the electric line was installed at but she did not know what had happened to the grade of the electric line after installation.

Nate Bottom moved to approve the location and sketch map, subject to:

(1) Providing an owner's intent to subdivide.

Cyndi Knowles seconded the motion and the vote was unanimous.

Nate Bottom moved to approve the variance to Section 153.157(l) – Cul-De-Sac streets. Matt McLaughlin seconded the motion and the vote was unanimous.

Gregg Humphrey asked the engineer if the subject to's were understood. The engineer stated that they were understood.



March 9, 2012

TO: Rick Brandt

RE: The Reserve

3300 Embassy Drive

Preliminary Plan

Springfield, IL 62711

Enclosed are minutes of the **March 8, 2012** Subdivision Committee Meeting.

Revisions are necessary – See minutes

Revisions are not necessary

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cc: Martin Engineering Company
John Klemm

**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 – Preliminary Plan

JURISDICTION: City

DATE OF MEETING: March 8, 2012

OWNER: Rick Brandt

ENGINEER: Martin Engineering

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

8.84 **Acres** 4 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Nate Bottom

2ND BY: Paul O'Shea

VOTE: Unanimous

Steve Walker presented the preliminary plan.

Joe Zeibert, Regional Planning Commission, said the applicant shall correct the note on the 5th Addition staging to say Lots 29-32. He said the applicant shall include the Redivision of Lot 26 in the general land legal description. Zeibert said the applicant shall show the existing and the proposed electric lines. He said the applicant shall submit an assessment of long-term erosion factors and run-off. Zeibert said the applicant shall submit preliminary covenants. He asked whether the drainage on Lot 31 would require a detention basin or a drainage easement. Nate Bottom, Office of Public Works, said the applicant shall provide a drainage easement across Lots 29 and 31 or other locations, depending on the design of the subdivision. Walker said the drainage easement was taken to the end of the storm sewer. He said he thought the plan was to end the storm sewer design on Lot 31. Walker said the applicant may relocate the drainage swale across Lot 29 to provide a buildable area for the house. Zeibert said there will be a drainage easement required with the final plat, to which Bottom replied yes at that time.

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

The representative of Curran-Gardner Water District had no comments.

Steve Stewart, CWLP-Water, said he thought there was an understanding as to what water main improvements must occur. He said there was progress on getting easements for the

water main extension. Stewart said he echoed the concern about erosion control since the site drains into Lake Springfield.

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

Nate Bottom, Office of Public Works, said his comment was regarding the drainage easement and that he also echoed Stewart's comment about erosion control near Lake Springfield.

Lori Williams, City Traffic Engineer, said the applicant shall provide a list of roadway names on the preliminary plan.

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

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Steve Hall, Sangamon County Department of Public Health, had no comments.

Roleen Thoele, CWLP-Electric, had no comments.

John Klemm asked whether the current covenants would suffice. Zeibert said the applicant could resubmit the covenants to the Planning Commission. Walker asked how much of the electric lines need to be shown. Zeibert said he was fine showing just the proposed area to be developed. Thoele asked for clarification and Zeibert stated the electric lines need to be shown for the 2nd & 5th addition.

Nate Bottom moved to approve the preliminary plan, subject to:

- (1) Correcting the staging note;
- (2) Including the Redivision of Lot 26 in the general land legal description;
- (3) Showing the existing and the proposed electric lines;
- (4) Submitting an assessment of the long-term erosion and run-off factors;
- (5) Submitting new or revised preliminary covenants; and,
- (6) Providing a list of roadway names on the preliminary plan.

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



March 9, 2012

TO: Evers Development, Inc.

6551 White Deer Trail Road

Rochester, IL 62563

RE: Hilltop Place

Partial Plat of Vacation

Enclosed are minutes of the **March 8, 2012** Subdivision Committee Meeting.

Revisions are necessary – See minutes

Revisions are not necessary

The following are needed at the Planning Commission office **as soon as possible** for transmittal to the City Clerk.

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cc: Martin Engineering Company

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

FILE NO. 2006-16
CENSUS TRACT # 31

NAME OF SUBDIVISION: Hilltop Place – Partial Plat of Vacation – Lot 22

JURISDICTION: City

DATE OF MEETING: March 8, 2012

OWNER: Evers Development, Inc.

ENGINEER: Martin Engineering

DESCRIPTION: Lot 22 – Lot 1 of Lake Forest Estates 16th Addition and Pt NW ¼, NE ¼, Sec 18, T15N R4W (Alder Wood Drive west of Hilltop Road)

0.013 Acres 1 Lots

MOTION TO RECOMMEND: Approve, Subject To

BY: Nate Bottom

2ND BY: Cyndi Knowles

VOTE: Unanimous

Steve Walker presented the partial plat of vacation. He said the contract purchaser of Lot 22 requested to vacate 5' of an existing 20' easement along the east edge of the lot. Walker said there was nothing in the easement except a storm sewer which drained to a detention pond. He said he had letters from almost all the utilities agreeing to vacate the easement.

Joe Zeibert, Regional Planning Commission, had no comments.

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

The representative of the Curran-Gardner Water District had no comments.

Steve Stewart, CWLP-Water, said he had no problems with the sketch map.

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

Nate Bottom, Office of Public Works, said after verifying the depth and the location of the storm sewer pipe the Office of Public Works was okay with the vacation. He said the plat needs to be labeled as Hilltop Place and the basis of bearing shall be provided.

Lori Williams, City Traffic Engineer, had no comments.

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

Rick Weber, Springfield Fire Department, had no comments.

Cyndi Knowles, Sangamon County Zoning Administrator, had no comments.

Steve Hall, Sangamon County Department of Public Health, had no comments.

Roleen Thoele, CWLP-Electric, had no comments.

Nate Bottom moved to approve the partial plat of vacation, subject to:

(1) Labeling the plat as Hilltop Place; and,

(2) Labeling the basis of bearing.

Cyndi Knowles seconded the motion and the vote was unanimous.



March 9, 2012

TO: South Fifth Street Partnership

RE: South Fifth Street Partnership

Attn: John Shafer
1230 South Sixth Street
Springfield, IL 62703

Site Development Plan

Enclosed are minutes of the **March 8, 2012** Subdivision Committee Meeting.

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

FILE NO. 2012-01(Lg Sc)
CENSUS TRACT # 18

NAME OF SUBDIVISION: South Fifth Street Partnership – Site Development Plan

JURISDICTION: City

DATE OF MEETING: March 8, 2012

OWNER: South Fifth Street Partnership

ENGINEER: John Shafer & Associates

DESCRIPTION: Pt SW ¼, Sec 34, T16N, R5W (Northeast corner of Sixth Street and Vine Street)

0.56 Acres 2 Lots

MOTION TO RECOMMEND: Withdrawn

BY: _____

2ND BY: _____

VOTE: _____

John Shafer requested the site plan be withdrawn due to an incomplete submission. The following comments were received:

Regional Planning Commission

- Submit a title for the development.
- Ensure there are boundary lines with accurate distances and angles; some boundary distances are slightly different from the tract survey.
- Add on-site vehicular circulation with arrows.
- Submit a site grading plan.
- Submit a storm drainage plan.
- Show the size of the existing water main that will feed the ¾" line.
- Landscape plan: trees shown do not match what is provided in the table – missing one tree.
- Add a key for all symbols used.
- The sidewalk where it meets the parking lot must be 6' wide or bumper blocks must be provided to maintain 4' clearance from car overhang.
- Provide access easement documentation.
- Location, type, and angle of all outdoor lighting fixtures.
- Add a note that all light fixtures shall be full cut off.

- Beneficial to show the electric lines to the site.
- Show the sidewalk through the drive approach on Vine Street.

CWLP-Water

- Check the state plumbing code to ensure a ¾" line will suffice with the planned number of fixtures.
- Adding a sprinkler system may require additional work, adding a hydrant, and a fire line connection.

Springfield Metro Sanitary District

- The plan is incomplete with respect to many required items and cannot be reviewed at this time by the District. Specifically, there are no calculations or plans for the storm water collection and/or detention system (which is crucial as this is a combined sewer area). In addition, the building sewer service is incorrectly sized and is not shown connecting to a downstream public sewer.

Department of Public Works

- More engineering notes are required.
- No grading/drainage plan is shown. What is in the northeast corner? Is it a berm, a detention pond?
- Supporting drainage calculations for the detention space are required.
- Gravel paving as shown in typical section 3/C-2 is not allowed. Parking lots are to be paved with bituminous or concrete.
- Please list title.
- Please show north arrow and date of preparation.
- List names and contacts of owners, architects, engineers.
- Plat has been reduced should be to scale.
- Show boundary lines with accurate distances and angles.
- No acreage shown.
- On-site vehicular circulation should be shown and identified with arrows.
- 23 parking spaces provided. Show how many you need per zoning requirements and how many you are providing.
- Sidewalk should be 6' in width to allow for bumper overhang.
- The sanitary lateral needs to be 6" diameter, not 4".
- Note patch detail.
- No elevations are shown for the site. Grading and drainage plan needed.
- Is there a berm or detention area in the northeast corner? If detention, how does it outlet?
- Landscape plan should have a legend.
- Lighting must be identified.
- A full set on engineering plans needs to be submitted and signed and sealed by a Professional Engineer for this project.
- Need access easement and agreement.
- Dumpster location for the new facility will be required.

Springfield Building and Zoning Department

- Landscaping is required along both Sixth and Vine Streets.

Springfield Fire Department

- Show the fire hydrants near the site and provide a scale to be able to measure how far the building is from a hydrant.

Sangamon County Zoning Department – no comments

Sangamon County Department of Public Health – no comments

CWLP-Electric

- Depending on the electric load, a new pole might be required. An agreement will be needed where to locate the electrical transformer for the new building.