



LAND SUBDIVISION COMMITTEE MEETING MINUTES
October 6, 2016

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
Nate Bottom	Peter Jordet
Mike Johnson	Norm Sims
John Harris	
Chris Cole	Others
Brad Bixby	Steve Walker
Brian Wright	Chris Richmond
Ken Springs	Roger Kanerva
Trustin Harrison	

· **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 8, 2016 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**

Nate Bottom made a motion, seconded by Brian Wright, to adjourn the meeting. The meeting adjourned at 1:50 PM.

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

FILE NO. 1960-16

CENSUS TRACT # 20

NAME OF SUBDIVISION: Briarcliff 2nd Addition - Lot 50 – Plat of Partial Vacation

JURISDICTION: City Of Springfield

DATE OF MEETING: October 6, 2016

OWNER: Rodney & Jacqueline Kneller

ENGINEER: Sangamon Valley Surveying

DESCRIPTION: Pt. SE ¼, Sec. 6, T15N, R5W – Northeast Corner of Afton Drive
and Briarcliff Drive

0.3 **Acres** 1 **Lot**

MOTION TO RECOMMEND: Approve, Subject to;

BY: Nate Bottom

2ND BY: Ken Springs

VOTE: Unanimous

Joe Zeibert, Regional Planning Commission, stated the plat shall include the required signature blocks. He stated a legal description for the area to be vacated shall be provided. He said bearings and distances for the area to be vacated shall be shown.

Nate Bottom, City Engineer, stated signature blocks for the City Engineer, Planning Commission, and Notary shall be provided, and may be on a second sheet if necessary. He stated a legal description shall be provided for the plat. Bottom said the area of the survey is to be shown on the plat to the nearest thousandth of an acre. He stated the plat shall be signed and sealed.

Gregg Humphrey asked what the staff recommendation is. Zeibert said the staff recommends approval of the plat.

Nate Bottom made a motion to approve the Plat of Partial vacation subject to:

1. Legal description of the area to be vacated;
2. All necessary signature blocks provided on the plat;
3. Bearings and distances for the area to be vacated;
4. Area of the survey shown to the nearest thousandth of an acre; and
5. Plat signed and sealed.

Ken Springs seconded the motion and the vote to approve was unanimous.

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

FILE NO. 1986-26

CENSUS TRACT # 36.03

NAME OF SUBDIVISION: Panther Creek 7th Addition - Lot 295 – Plat of Partial Vacation

JURISDICTION: City of Springfield

DATE OF MEETING: October 6, 2016

OWNER: Mark and Janet Zeigler

ENGINEER: Martin Engineering

DESCRIPTION: Pt. SW ¼, Sec. 24, T15N, R6W – East Side of Turtle Bay Road

0.048 Acres 1 Lots

MOTION TO RECOMMEND: Approve, Subject to:

BY: Nate Bottom

2ND BY: Ken Springs

VOTE: Unanimous

Steve Walker, Martin Engineering, presented the plat of partial vacation. He stated the parcel is in Panther Creek Subdivision and the owner wished to vacate an unused easement in the backyard.

Joe Zeibert, Regional Planning Commission, asked why the easement is being vacated. Walker stated the owner would like to build a pool in the rear yard and part of it would be in the existing easement. Zeibert asked if there are utilities in the easement. Gregg Humphrey, SCWRD, stated there is no sewer in the easement. Mike Johnson, CWLP – Water, stated there is no water in the easement. Brad Bixby, CWLP – Electric, stated there is no electric in the easement.

Nate Bottom, City Engineer, stated the plat shall be signed and sealed.

Nate Bottom made a motion to approve the plat, subject to:

1. Sign and seal the plat.

Ken Springs seconded the motion and the vote to approve was unanimous.

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

FILE NO. LS 2015-04

CENSUS TRACT # 36.04

NAME OF SUBDIVISION: Cobblestone Estates 25th Addition – Lots 3, 4, & 5 – Phases 5 & 6
– Large Scale Development Plan

JURISDICTION: City of Springfield

DATE OF MEETING: October 6, 2016

OWNER: Courtney Joyner

ENGINEER: Martin Engineering

DESCRIPTION: Pt. SE ¼, Sec. 11, T15N, R6W – West side of Meadowbrook
Road, North of Yucan Drive

8.2 **Acres** 1 **Lots**

MOTION TO RECOMMEND: Approve, Subject to;

BY: Nate Bottom

2ND BY: Ken Springs

VOTE: Unanimous

Steve Walker, Martin Engineering, presented the Large Scale Development Plan. He said this is an addition of 4 apartment buildings of a previous large scale for the same site.

Joe Zeibert, Regional Planning Commission, stated the Commission had received a letter from the Cobblestone Home Owners Association which will be attached to the minutes for the record. He stated a land use contact shall be included on the first page. He said sidewalks shall be connected between all phases, with striping through the parking lots. He said a legend with all line types and symbols shall be provided on each page. He said the pool area shall be shown as it has been on the previously approved plan. Zeibert stated bearings shall be included on the overall site plan. He said the sidewalk shall be extended to the western property boundary for connection to the neighboring development. He said the building and sidewalk to the west shall be shown. He said sidewalks and connections shall be shown on all sheets. Zeibert asked if there is an existing access easement between Lots 5 and 6. Walker stated they will plat an easement for access. Zeibert said if a new easement is being platted and one of the lots is dependent on that easement for access to a public road, that easement will need to be platted through the subdivision process. Zeibert said to avoid platting an easement and coming back through the process they may combine the existing lots to be one parcel. Nate Bottom, City Engineer, said a reciprocal access agreement for the whole large scale area would also be acceptable. Walker stated the developer cannot combine the lots, but there is a cross access easement in the covenants. Gregg Humphrey, SCWRD, reiterated if one of the lots is dependent on an access easement the platting of that easement and the required variance would be required to go through the committee.

Mike Johnson, CWLP Water, said there is an existing 10" water main on the north half of phases 5 and 6 in a 20' easement as shown on the plat. He said this main has adequate capacity to serve this development.

Nate Bottom, City Engineer, said the bearing for the boundary lines should be moved from sheet 3 to sheet 2. He said sheet 3 does not show the entire boundary. He said on sheet 3 the line type for the easement line appears to be the same line type used for buildings, pavement and sidewalk. He said these should be differentiated and included in the legend. Bottom stated all existing easements, their purpose, and recorded document number shall be shown on the plan. He stated a traffic study will be required as there are more than 200 parking spaces. He said if there is a reciprocal access and parking agreement the recorded document number shall be identified on the plat. He said at the phase 2 stage, be sure to identify crossing information and maintain separation between the sewers and water line.

John Harris, City Building & Zoning Department, said a landscaping plan will be required at the building permit stage.

Brad Bixby, CWLP Electric, said the electrical path must be approved by a CWLP engineer.

Humphrey asked if anyone wished to address the committee on this item. Roger Kanerva, Cobblestone Home Owners Association, addressed the committee. Kanerva said a letter to the committee from the Association had been previously sent. Kanerva reiterated the concern that Association has with traffic safety along Yucan Drive, directly south of the proposed development. He provided several examples of potentially unsafe incidents that have occurred along Yucan Drive. He said the area was originally designed for commercial use but will now house a couple hundred people, increasing pedestrian traffic and asked that the Committee and the City consider taking measure to prevent unsafe conditions for pedestrians and drivers in the area. Zeibert said they support taking measure to increase traffic safety as approximately 170 additional residents will be added to the area. Bottom said they encourage people to cross at the stop signs. He said they can add a crosswalk at Meadowbrook Road, and he will contact the sargent in charge of traffic safety to look at the area for some enforcement issues and potentially do outreach to those living there to encourage safe walking and driving.

Nate Bottom made a motion to approve the Large Scale Development Plan, subject to:

1. Include land use contact on the first page;
2. Connect sidewalks between all phases;
3. Provide a legend on all pages including all symbols and line types;
4. Show the pool area as it was shown on the previously approved plan;
5. Move bearing for boundary lines to sheet 2;
6. Show the sidewalk being extended to connect to the development to the west;
7. Show the building and sidewalk to the west;
8. Show sidewalk connections on all sheets;
9. Differentiate the line types for buildings, pavement and sidewalk on sheet 2, and include in the legend;
10. Identify all existing easements, their purpose, and recorded document numbers;
11. Traffic study; and
12. Identify recorded document number for reciprocal access and parking agreement.

Ken Springs seconded the motion and the vote to approve was unanimous.

JOHN M. MYERS, P.C.

ATTORNEY AT LAW

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Donald M. Craven, P.C., of counsel

October 4, 2016

Mr. Joe Zeibert,
Springfield-Sangamon County Regional Plan Commission
Room 212
200 South 9th Street
Springfield, Illinois 62701-1629

Re: Large Scale Development Plan
Cobblestone Estates Subdivision
25th Addition,
Lots 3, 4 and 5--Phases 5 and 6

Dear Mr. Zeibert:

I am counsel to the Cobblestone Estates Homeowners Association (the "Association"). I am writing concerning the Large Scale Development Plan for Cobblestone Estates Subdivision, 25th Addition, Lots 3, 4 and 5, Phases 5 and 6, under consideration by the Land Subdivision Committee on October 6, 2016.

The Association's main concern regarding this proposed plan has to do with pedestrian traffic along and across Yucan Drive. This pedestrian traffic is a direct result of the development of a large mass of apartments in an area originally designed for purely commercial uses.

While the Association believes that a proper traffic study is necessary to understand fully pedestrian and vehicular traffic in the area, the Association is aware of several problems which should be addressed now.

1. People living in this apartment complex tend to walk across Yucan Drive at random locations. Other than a marked pedestrian crossing at the far west end where Yucan intersects with Archer-Elevator Road, there is no provision for safe pedestrian movement across Yucan for the residents to the north to access the commercial areas there. Especially at the intersection of Yucan and the private north-south street between Phases 5 and 6, but also at the intersection of Yucan and the entrance to Phase 1 (or at the intersection of Meadowbrook and Yucan), there should be a marked crosswalk and appropriate signage.

2. Also, the Yucan sidewalks should link up to the sidewalk network being proposed within the development. There should also be a north-south sidewalk between Phases 1 and 5 linking Phase 3 to the Yucan sidewalk.

3. Most of the open space proposed here is on the south side of these lots right along Yucan. It's likely that these open areas will be used by the apartment tenants and their children for recreation, walking dogs, etc. This creates more opportunities for children and others to venture onto Yucan and right into vehicle traffic.

The Association also has a concern regarding drainage and erosion. The Association suggests that rip-rap should be installed wherever storm water outfalls into the ditch on the north side of the development. Additionally, so that existing trees in the area of the ditch can serve as a visual and sound screen, the Plan should specify that no trees will be removed except as absolutely necessary.

Lastly, the plan should call for down-cast lighting if it does not already do so.

Please provide a copy of this letter to all members of the Land Subdivision Committee.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'John M. Myers', with a long, sweeping flourish extending to the right.

John M. Myers

Cc: Deb Woods, Association President
Phil Martin