



LAND SUBDIVISION COMMITTEE MEETING MINUTES
August 4, 2016

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
T.J. Heavisides	Peter Jordet
Mike Johnson	Emily Prather
John Harris	Jordan Leaf
Elliott McKinley	Others
Chris Cole	Adam Pallai
Brad Bixby	Robert Durber
Brian Wright	Tom Giacomini
Steve Hall	
Trustin Harrison	
Lauren Gibson	
Ken Springs	

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 July 7, 2016 Land Subdivision Committee meeting minutes. Humphrey said hearing none, the meeting minutes would stand as submitted.

ACTION ITEMS

Gregg Humphrey stated items 1 and 2 on the agenda had been withdrawn and would not be reviewed at the meeting. He said item 3 remained on the agenda.

See attached for action item.

UNFINISHED BUSINESS AND NEW BUSINESS

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

ADJOURNMENT

T.J. Heavisides made a motion, seconded by Brian Wright, to adjourn the meeting. The meeting adjourned at 1:38 PM.

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

FILE NO. 2016-03

CENSUS TRACT # 36.04

NAME OF SUBDIVISION: White Oaks Mini Storage – Large Scale Development Plan

JURISDICTION: City

DATE OF MEETING: August 4, 2016

OWNER: White Oaks Mini Storage of Springfield

ENGINEER: Martin Engineering Company

DESCRIPTION: Pt. SE ¼, Sec. 11 T15N, R6W – Lot 3 Cobblestone Estates 26th
Addition - North of Yucan Drive, Between Mercantile Drive &
Meadowbrook Road

2.42 **Acres** 1 **Lot**

MOTION TO RECOMMEND: Approve, Subject to;

BY: Ken Springs

2ND BY: T.J. Heavisides

VOTE: Unanimous

Adam Pallai, Martin Engineering, presented the Large Scale Development Plan. He said the plan is for a multi-building mini storage facility on Yucan Drive, between Meadowbrook Drive and Mercantile Road, across from the Green car dealerships.

Joe Zeibert, Regional Planning Commission, said the Commission received a letter from the Cobblestone Estates Homeowners Association stating several concerns with the development. He said the letter had been distributed to the members of the Land Subdivision Committee and will be attached to the minutes of the current meeting. He said a Land Use Contact should be included in the appropriate place on the plat. He said boundary lines with accurate distances and bearings shall be shown on the site plan. Zeibert stated all symbols and line types used on a page shall be included in a legend on that respective page. He said the note on the bottom of the page regarding the size of the buildings shall be removed and the building on the plan shall be shown as the size they will be built. Zeibert said Yucan Drive shall be dimensioned. He said the date on page 1 shall be July 18, 2016, and it is currently shown as 2015. He stated a pedestrian connection to the office portion of the building is required. He said ramps for sidewalks shall be shown. Zeibert said the sanitary sewer symbol appears to be shown at the end of the water, gas, and telephone lines near the building. Zeibert asked if the tree line on the north portion of the property will remain. Pallai said the trees will only be removed or trimmed to accommodate new buildings and will mostly remain to serve as a buffer between the storage units and the property to the north. Zeibert asked if the fire department will be able to access the units through the gate if necessary. Pallai said he had met with the fire department and the property owner will install a Knox Box that will allow the fire department to

have access. Zeibert said the Final Plat for Cobblestone Estates 26th Addition will need to be recorded before the Large Scale Development Plan can be sent to City Council.

Lauren Gibson, Office of Planning & Economic Development, stated the proposed parking spaces shall be labeled on the plan.

Mike Johnson, CWLP-Water, said a developer funded water main extension and fire hydrant within a 20' wide water main easement will be required.

T.J. Heavisides, Office of Public Works, said proposed contours and drainage features shall be shown. He said drainage computations shall be provided. Heavisides stated the office door may not open into the ADA access aisle and the landing area in front of the door must meet ADA requirements. He said the office shall be moved if possible so as not to project into the drive line. He said the two rectangular areas at the northwest and northeast edges of the property shall be identified on the plan. Pallai said the structures are buildings and will be labeled. Heavisides said the gate to the right-of-way shall be dimensioned. He said all proposed fire hydrants shall be shown. He said the location of any outdoor signs shall be shown. Heavisides stated landscape areas shall be shown. He stated boundary lines with dimensions and bearings shall be included on the plan. He said the curb cut location shall be dimensioned to match the approved location per the Cobblestone Estates 26th Addition Final Plat. He said the plan shall be signed and sealed.

John Harris, City Zoning, said a landscape plan will be required. He said full cut-off lights are required. He stated if the properties to the north will be residential TBY requirements will need to be met.

Chris Cole, Springfield Fire Department, stated a new fire hydrant shall be included at the site and located in accordance with Springfield City Code of Ordinances Chapter 94.40, sub Section A. Pallai said they have met with the fire department and have the departments preference on the location of the hydrant.

Gregg Humphrey asked if anyone else wished to address the committee on the matter.

Robert Durber, Cobblestone Estates Homeowners Association, addressed the committee and stated the letter Zeibert had mentioned was from them. He said it appears the storm water drainage for the site will be tapped into an existing tile going to the ditch on the north end of the property. He said rip-rap will need to be re-established at that outfall to avoid erosion problems. He said the ditch behind the property is critical to the subdivisions drainage system and they want to ensure water is not flowing from the parking area directly into the ditch but being directed to the tile which is then directed to a rip-rapped area. He said they have talked to the developer about the covenants that will go along with the 26th Addition and will be reviewing them. He stated there is an architectural review committee headed by the Developer that will ensure certain aesthetic requirements are met.

Ken Springs made a motion to approve the Large Scale Development Plan, subject to;

1. The recording of the Cobblestone Estates 26th Addition Final Plat;
2. "Land Use Contact" on page 1;
3. Boundary lines with accurate distances and bearings;
4. Identify all symbols and line types used on each page;
5. Remove note on the bottom of the page regarding building size. Buildings shall be shown as the size they will be built;
6. Dimension Yucan Drive and show the centerline of the road;
7. Correct the date on page 1 to be July 18, 2016;
8. A pedestrian connection to the building is required;
9. Ramps for sidewalks;
10. Correct sanitary sewer symbols that appears to be shown at the end of the water, gas, and telephone lines near the building;
11. Show proposed contours and drainage features;
12. Provide drainage computations;
13. Move office door so it does not encroach into the ADA access aisle.
14. Ensure the landing area in front of the door meets ADA requirements;
15. If possible, move office so it does not project into the drive line;

16. Identify the two rectangular areas at the northwest and northeast edges of the property;
17. Dimension from the gate to the ROW;
18. Show all proposed hydrants;
19. Show location of outdoor sign;
20. Show landscaping;
21. Dimension the curb cut location to match the approved location per the Cobblestone Estates 26th Addition final plat;
22. Sign and seal plan;
23. Provide a new fire hydrant at the site; and
24. Label the proposed parking spaces on the site plan.

T.J. Heavisides seconded the motion and the vote to approve was unanimous.