



**LAND SUBDIVISION COMMITTEE MEETING MINUTES
December 7, 2017**

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
T.J. Heavisides	Ethan Hendricks
Lori Cox	
John Harris	
Elliot McKinley	Others
Chris Richmond	Steve Walker
Brad Bixby	Mike Curtis
Brian Davis	Jerry Kuhn
Andrew Bodine	Bonnie Drew
Steve Hall	
Trustin Harrison	
Lauren Gibson	
Dean Graven	

- **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 October 5, 2017 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 made a motion, seconded by Brian Davis, to adjourn the meeting. The meeting adjourned at 1:54 PM.

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

FILE NO. 2017-08
CENSUS TRACT # 39.02

NAME OF SUBDIVISION: The Countryside – Location & Sketch Map
JURISDICTION: City
DATE OF MEETING: December 7, 2017
OWNER: Steve and Brian Walker
ENGINEER: Martin Engineering Company
DESCRIPTION: Pt. N1/2 of Sec. 6, T15N, R4W – Located on the North side of Tuxhorn Road, Northwest of IL Rt. 29 and West of Wildrose Lane
14.6 Acres 5 Lots
MOTION TO RECOMMEND: Approve, Subject to;
BY: T.J. Heavisides
2ND BY: Andy Bodine
VOTE: Unanimous

Steve Walker, Martin Engineering, presented the Location and Sketch Map. He said the The Countryside is a fifteen acre parcel at the corner of Tuxhorn Road just north of Route 29. He said it is proposed to be developed into five large lots. He said the only major change from the submitted plan is that the lots would be connected to the force main on Lot 5 and the sewer line would be extended along Tuxhorn Road to serve the lots. He said the septic fields would come off the plan.

Joe Zeibert, Regional Planning Commission said the staff recommends approval of the Location and Sketch Map with the condition that an agreement is in place with the appropriate road jurisdiction to improve Tuxhorn Road in accordance with the suitability criteria listed in Section 153.112(a)(4)(c) of the City of Springfield Subdivision Ordinance. He said the Fire Protection District shall be corrected. He said it should be in the Rochester Fire Protection District. He said a written acknowledgement of the plan to improve the adjacent roadways shall be provided. He said the written acknowledgement must be acceptable to the City Traffic Engineer. He said the areas reserved for the septic fields shall be removed since the development will connect to the existing public sewer. He said verification that the access to Lot 5 is acceptable to the Township Road Commissioner shall be provided.

Brian Davis, County Highway Department, said they received the cores taken along Tuxhorn Road. He said they have been passed along to the Township Road Commissioner. He said the Township Road Commissioner provided them with preliminary comments. He said the Township Road Commissioner believes the road has some stability issues. He said it may be something that can be corrected by drainage improvements in the area. He said that it has

been discussed and the developer may be open to the development of the drainage in the future. He said any access points shall be approved by the Township Road Commissioner.

Lori Cox, CWLP-Water, said the development shall be served by Round Prairie Water. She said because there are fire hydrants on the water main to the property, buildings must be a minimum of 100 feet apart.

Gregg Humphrey, Sangamon County Water Reclamation District, said sanitary sewer service will be available for the development. He said the project shall require construction of a low-pressure sewer system with connection to the District's Rochester Pump Station force main which crosses the west end of the proposed subdivision.

T.J. Heavisides, Office of Public Works, said the entire area owned or being subdivided shall be shown. He said if the larger piece of the property is not part of this subdivision, how it is being excluded shall be identified. He said the other portion of the property not shown is partially located within the floodplain. He said if it is part of the subdivision, the floodplain shall be shown. He said areas of vegetation shall be shown. He said the roadway shall meet the minimum access roadway standards with regards to width, thickness, structural support and drainage. He said access shall be controlled by the Township Road Commissioner. He said access standards shall meet the requirements of the Township Road Commissioner. He said additional Right-of-Way may be required to meet the requirements of widening Tuxhorn Road and any necessary drainage improvements. He said there is an existing sanitary force main that shall be connected to. He said sidewalks shall be required by the developer when/if the development is annexed to the City and when sidewalks are extended to the property.

Chris Richmond, Springfield Fire Department, said there is an inconsistency between the note regarding the distance between dwellings. He said the map says dwellings while his comments say buildings. He said the note shall be clarified to be a 100' separation between dwellings.

Trustin Harrison, Sangamon County Zoning, said Lots 1-5 will be rezoned from Ag to R-1. He said Lots 1 and 2 shall require a variance to allow the lot depth to be greater than 2.5 times the lot width.

T.J. Heavisides made a motion to approve the Location and Sketch Map, Subject to;

1. Correct the Fire Protection District,
2. Agreement with the appropriate road jurisdiction to improve Tuxhorn Road in accordance with the suitability criteria listed in Sec. 153.112(a)(4)(c) of the City of Springfield Subdivision Ordinance,
3. Provide a written acknowledge of plan to improve Tuxhorn Road,
4. Remove the septic fields,
5. Provide verification that access to Lot 5 is acceptable to the Township Road Commissioner,
6. Show the entire area owned and controlled,
7. Identify how the other portion of the property is being excluded from the subdivision,
8. Show areas of vegetation, and
9. Clarify note to show 100' feet between dwellings.

The motion was seconded by Andy Bodine and the vote was unanimous.

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

FILE NO. 2012-11
CENSUS TRACT # 36.03

NAME OF SUBDIVISION: Centennial Pointe – Preliminary Plan

JURISDICTION: City of Springfield

DATE OF MEETING: December 7, 2017

OWNER: Courtney K. Joyner

ENGINEER: Martin Engineering Company

DESCRIPTION: Pt. N1/2 of the NW1/4 of the SE1/4, Sec. 10, T15N, R6W –
Located on the East side of Lenhart Road and North of Bunker Hill
Road

19.85 **Acres** 50 **Lots**

MOTION TO RECOMMEND: Approve, Subject to;

BY: T.J. Heavisides

2ND BY: Andy Bodine

VOTE: Unanimous

Steve Walker, Martin Engineering, presented the Preliminary Plan. He said Centennial Pointe had been previously approved, but construction did not begin within the three year limit and the plan expired. He said the Location and Sketch Map was approved at the December 5, 2017 City Council meeting. He said the only difference between the proposed plan and the plan approved three years earlier was the removal of three lots from 53 to 50.

Joe Zeibert, Regional Planning Commission, said the phasing of the detention pond shall be clarified. He said the easement line and all other symbols used shall be keyed in. He said an example of this is the line along the Right-of-Way line of Lenhart Road. He said a traffic study shall be required as per the ordinance since there are more than 75 dwelling units. He said drainage calculations shall be provided. He said preliminary covenants shall be required. He said the ownership shall be verified. Steve Walker said note 6 should say the detention pond should be constructed in phases 1 and 3 instead of 1 and 5.

Lori Cox, CWLP-Water, said water service will be provided by Curran-Gardner. She said the amended annexation agreement came back from legal with specifications about the change in ownership. She said the new information was sent to legal again to be included before the next review. She said the required agreement is being reviewed by the City's legal department. Steve Walker asked if there was a point in the process the agreement needs to be approved by. She said they would like to get the agreement completed to go to City Council. She said she doesn't know how long it will be in City legal. She said it had been through a legal review and then small changes were made and she believed it should come back soon. She said it should be finished before going further in the subdivision process. Gregg Humphrey, Sangamon County Water Reclamation District, asked if she was making the completion of the

water annexation agreement a 'subject to' for the preliminary plan approval. He said a proposed subdivision has to be able to be served by all utilities to complete the preliminary plan phase. He asked Joe Zeibert for confirmation. Zeibert confirmed and also said that a calculation of water flows to verify if there is adequate capacity for fire protection and to verify if the proposed mains are adequate for potential future extensions shall be provided. He said if CWLP was serving the subdivision, water flows would be adequate, but if it is served by Curran-Gardner, the calculations would need to be provided. Lori Cox confirmed that CWLP was not the water provider and that the water flow calculations shall be provided. Steve Walker said he didn't know how long the annexation agreement would take. He said the only reason the annexation agreement was being changed was because it originally said the subdivision would be served by the City of Springfield. Lori Cox said it would not be required to go through City Council before continuing with the subdivision process, but the annexation agreement would need to be executed by the owner of the subdivision. Steve Walker said executing the annexation agreement is not the issue. He said the issue is getting the agreement through City legal. Lori Cox said the additional information was sent to City legal, and it is there for revision. She said legal would make the revisions to the ownership block, and attach the quit claim deed and the warranty deed. She said she expects to have the agreement back soon, as soon as next week. T.J. Heavisides, Office of Public Works, said that as long as the annexation was executed within the next four months, it should not cause an issue. He said construction would likely not start until at least May. He said as long as the annexation agreement could be completed within four or five months, the preliminary plan could wait. He said construction plans could be submitted in the meantime. Lori Cox said they are not trying to slow down the process. She said that water flow calculations have not been submitted and they would need to be presented. Joe Zeibert said the biggest concern is the water distribution because it could cause changes to the lot layout of the subdivision. T.J. Heavisides confirmed they would review construction plans, but final sign off would not be given until the preliminary plan is approved.

Andy Bodine, City Traffic Engineer, said the water lines seem to be in conflict with the storm sewer manholes. He said they shall be revised to ensure adequate separation is met. He said the survey datum used shall be identified. He said temporary cul-de-sacs shall be required at the end of each phase with temporary easements to be granted for the cul-de-sacs that shall expire when the connecting phase is constructed. He said storm water detention calculations shall be provided. He said if the detention pond is constructed in phase 1 and 5, the storage in phase 1 shall be sized to accommodate the runoff from phases 1 thru 4. He said the dimensions for the streets are shown, but the streets themselves are not shown. He said the streets and sidewalks shall be shown. He said the street radii of the road edge of pavement at the intersection of Lenhart Road shall be shown. He said a copy of the draft covenants shall be provided. He said the proposed ditch improvements on Lenhart Road and the intersection improvements at Lenhart and Bunker Hill Road shall be called out. He said a traffic study shall be provided because the development is in excess of 75 dwelling units. Steve Walker said the detention was being built in phases 1 and 3. He said it will be big enough in phase 1 to handle detention from phases 1 and 2. He said roadways and radii can be shown but they aren't required in the preliminary plan. T.J. Heavisides said the preliminary plan ordinance says to show proposed streets. Andy Bodine said the dimensions were shown, but the lines were not shown. Steve Walker said he has never included curbs, gutters, and sidewalks on a preliminary plan. T.J. Heavisides said he believes it is required. He said the ordinance says existing and proposed streets shall be shown.

Brad Bixby, CWLP-Electric, said CWLP-Electric facilities are more than 500' north of the north property corner. He said adequate easements will be necessary along the east side of Lenhart Road from the north property line to existing CWLP facilities. He said necessary grade will be required within the easement area in phase 2 in order to serve phase 1. He said more specifics will be provided as the subdivision process continues.

T.J. Heavisides made a motion to approve the Preliminary Plan, Subject to;

1. Clarify the phasing of the detention pond,
2. Key in the easement line and all other symbols used,
3. Drainage calculation approval,
4. Provide preliminary covenants,
5. Verify the ownership,
6. Approval of the water annexation agreement,
7. Provide water flow calculations,
8. Revise to provide adequate space between water lines and storm sewer manholes,
9. Identify the survey datum used,
10. Show the proposed streets and sidewalks,
11. Show the radii of the road edge of pavement at the intersection of Lenhart Road,
12. Call out proposed ditch improvements,
13. Call out proposed improvements at the intersection of Lenhart Road and Bunker Hill Road, and
14. Traffic study approval.

Andy Bodine seconded the motion and the vote was unanimous.

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

FILE NO. 1988-25

CENSUS TRACT # 31

NAME OF SUBDIVISION: Lake Forest Estates 12th Addition – Pt. Lot 7 – Partial Plat of Vacation

JURISDICTION: City of Springfield

DATE OF MEETING: December 7, 2017

OWNER: Torricelli Kathryn P Trust

ENGINEER: Fuhrmann Engineering Inc.

DESCRIPTION: Pt. NE1/4 of Sec. 18, T15N, R4W – Located on the North side of Bristlecone Drive and on the West side of Red Oak Lane

0.3 **Acres** 1 **Lots**

MOTION TO RECOMMEND: Approve, Subject to;

BY: T.J. Heavisides

2ND BY: Andy Bodine

VOTE: Unanimous

Mike Curtis, Fuhrmann Engineering, presented the Partial Plat of Vacation. He said the property was a duplex condominium that was turned into a fee simple, zero lot line. He said this caused the garage to be over the setback line. He said they are requesting a setback vacation. He said there is no new construction and that the house was built almost 30 years ago.

Joe Zeibert, Regional Planning Commission, said the house is in a platted setback that is greater than what is required by Springfield zoning. He said the curve length in the legal description along the southerly line of Lot 7 shall be corrected. He said the typo of "contunuing" shall be corrected in the legal description. He said the document number of Lake Forest Estates 13th Addition shall be corrected. He said the correct number is 97-31051.

T.J. Heavisides, Office of Public Works, said subdivision description such as Section, Township, Range, and Principal Meridian shall be added. He said the basis or proper name of the system shall be noted on the plan where bearing, azimuth, or coordinate systems were used. He said direction, degrees, minutes, and seconds shall be spelled out in the legal description.

T.J. Heavisides made a motion to approve the Partial Plat of Vacation, Subject to;

1. Correct the curve length in the legal description along the southerly line of Lot 7,
2. Correct the typo of "contunuing" in the legal description,
3. Correct the document of Lake Forest Estates 13th Addition,
4. Add the subdivision description,
5. Identify the basis or proper name of the system where bearing, azimuth, or coordinate systems are used, and
6. Spell out direction, degrees, minutes, and seconds in the legal description.

Andy Bodine seconded the motion and the vote was unanimous.

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

FILE NO. 2017-05
CENSUS TRACT # 36.03

NAME OF SUBDIVISION: Kuhn Farm Addition City Minor Subdivision – Final Plat

JURISDICTION: City of Springfield

DATE OF MEETING: December 7, 2017

OWNER: Walter & Alice Kuhn Trust
Ben Kuhn, Trustee

ENGINEER: Attorney Roger L. Rutherford, Survey Solutions- Robert Cox

DESCRIPTION: Pt. E1/2 of the SW1/4, and the SE1/4 of the NW1/4 of Sec 5,
T15N, R6W – East of Farmingdale Road and South of Old
Jacksonville Road

83.73 **Acres** 2 **Lots**

MOTION TO RECOMMEND: Approve, Subject to;

BY: T.J. Heavisides

2ND BY: Brian Davis

VOTE: 12-1

Jerry Kuhn, representative of the Estate of Walt and Alice Kuhn, presented the Final Plat. He said the property is located on Old Jacksonville Road approximately a half mile east of Farmingdale Road. He said they are dividing off a 1.75 acre tract for the house and separating off the farmland.

Joe Zeibert, Regional Planning Commission, asked how the Right-of-Way was being conveyed. He said he assumed it would be done in a certificate instead of on the plat. He said he believes Right-of-Way has been collected in the past with the Owner’s Certificate. T.J. Heavisides said the Owners’ Certificate contains a written acknowledgement of the conveyance of Right-of-Way in fee simple.

Gregg Humphrey, Sangamon County Water Reclamation District, said the sanitary district objects to development without all utilities in place.

Andy Bodine, City Traffic Engineer, said the minimum font size shall be used. He said two monuments made of stone or reinforced concrete shall be placed at the opposite extremities of the property platted. He said the names and widths of adjoining streets shall be shown. He said a note shall be added on the final plat stating ‘Approval of this final plat by the City of Springfield does not constitute a guarantee that well water is of adequate quantity or quality for residential needs or that a suitable sewage disposal system can be constructed on each lot. Any guarantees are the subdivider’s responsibility’. He said a note referring to the

covenants if the setbacks are different from those of the appropriate zoning district shall be added. He said owner's written acknowledgement of the Right-of-Way conveyance in fee simple shall be provided. He said Direction, Degrees, Minutes, and Seconds shall be spelled out in the legal description. He said document numbers for monument records at Section and Quarter Section corners shall be added. He said the City Engineer's Certificate and Notary shall be provided. Gregg Humphrey asked if the property was served by Curran-Gardner Water District. Jerry Kuhn confirmed it was served by Curran-Gardner. T.J. Heavisides said if it is served by Curran-Gardner then there is no well water being used.

T.J. Heavisides made a motion to approve the Final Plat, Subject to;

1. Convey Right-of-Way in the Owner's Certificate,
2. Use the minimum font size of 0.14 inch,
3. Place two monuments made of stone or reinforced concrete at the opposite extremities of the property,
4. Show the names and widths of adjoining streets,
5. A note referring to the covenants if the setbacks are different from those of the appropriate zoning district,
6. Spell out Direction, Degrees, Minutes, and Seconds in the legal description,
7. Provide the document number for monument records at Section and Quarter Section corners, and
8. Provide City Engineer's Certificate and Notary.

Brian Davis seconded the motion and the vote was 12-1 to approve.