



**LAND SUBDIVISION COMMITTEE MEETING MINUTES  
June 8, 2017**

**ATTENDANCE**

| <b>Land Subdivision Committee Members</b> | <b>Staff</b>  |
|---|---------------|
| Gregg Humphrey, Chairman                  | Joe Zeibert   |
| T.J. Heavisides                           | Peter Jordet  |
| Mike Johnson                              |               |
| John Harris                               |               |
| Elliot McKinley                           | <b>Others</b> |
| Chris Richmond                            | Kevin Kuhn    |
| Brad Bixby                                | Micky Mann    |
| Brian Wright                              |               |
| Andrew Bodine                             |               |
| Steve Hall                                |               |
| Greg Kluckman                             |               |
| Lauren Gibson                             |               |
| Ken Springs                               |               |
| 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 May 4, 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**

T.J. Heavisides made a motion, seconded by Andy Bodine, to adjourn the meeting. The meeting adjourned at 1:37 PM.

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

**FILE NO.**            2017-05 (LS)

**CENSUS TRACT #**       8

**NAME OF SUBDIVISION:**    Illinois Department of Corrections – 1401 Concordia Court

**JURISDICTION:**            City of Springfield

**DATE OF MEETING:**        June 8, 2017

**OWNER:**                    Government Property Fund, LLC

**ENGINEER:**                Kuhn & Trello

**DESCRIPTION:**            Pt. SW ¼, SE ¼, Sec 14, T16N, R5W – North side of East  
Carpenter Street, West of 12th Street and East of 15th Street

15.24    **Acres**    1    **Lots**

**MOTION TO RECOMMEND:** Approve, Subject to;

**BY:**                            T.J. Heavisides

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

**VOTE:**                        Unanimous

Kevin Kuhn, Kuhn & Trello, presented the large scale development plan. He said the site is 15 acres and currently has 18 buildings on it. He said they are adding a building in the northeast portion of the property. He stated the architect has spoken with the City Zoning Department and because the intensity is not being increased and operations are moving from an existing building to the new building, no parking increase will be required. John Harris, City Zoning Department, stated the architect had spoken with Matt McLaughlin and he believed because there was no mention of parking in their comments there will be no parking increase and no variance required.

John Harris, City Zoning Department, said the location of a loading space per Section 155.120 shall be shown. He said any new lighting must be full cut-off. Harris stated any dumpster must have an enclosure or screening that meets the zoning ordinance requirements. He stated the locations that are ADA accessible shall be shown on the plan. Kuhn said to his knowledge they do not have any accessible spots. Harris said he would defer to the Traffic Engineer for further comments on the parking.

T.J. Heavisides, Office of Public Works, said the zoning district and any bulk or parking variances required shall be shown on the plan. Heavisides stated an ADA accessible route shall be included to and from the door. Kuhn asked about placement of the access routes as the area it will go though is an open concrete space with no delineated path. Heavisides said a route will need to be tooled, striped, or joint delineated through the area. He added the path may not be obstructed so it should avoid the loading area. He said the entire boundary of the site and all features within 200 feet of that boundary shall be shown. Heavisides stated the landscaping

areas shall be identified. Heavisides stated for the retention pond summary on page two of the hydraulic design report a column summarizing the incremental volumes between elevations and totaling at the bottom shall be included. He stated the entire report does not have to be resubmitted, just the amended page 2. He said prior to the building permit stage approval from the Sangamon County Water Reclamation District (SCWRD) for the drainage calculation and discharge into the combined sewer system will be required. Kuhn asked if the features to be shown within 200' from the site shall be for the building site or the whole property. Heavisides said it should be from the boundary of the 15 acre property.

Andy Bodine, City Traffic Engineer, said a general land legal description and acreage of the property to be developed shall be shown. He said boundary lines with accurate distances and bearings shall be shown on the plan. He said the line type identifying the existing easements shall be corrected. He said the location of the easements through the site shall be shown. Bodine said the location of floodplain shall be shown, or a note stating no floodplain is present shall be included. He said all adjacent streets shall be labeled. Bodine stated the vehicular and pedestrian circulation through the site shall be clarified.

Lauren Gibson, Office of Planning & Economic Development, said a general land legal description shall be included. She stated the current and proposed zoning shall be shown on the plan.

Brad Bixby, CWLP-Electric, stated the light pole to be relocated is not a CWLP light and it appears to be private. He said electric for the building will likely come from the north or east of the site and the architect or engineer will need to coordinate with CWLP-Electric.

Joe Zeibert, Regional Planning Commission, said the building shall be dimensioned. He said any existing or proposed signage shall be shown. Zeibert asked for conformation parking will not be provided. Kuhn confirmed this. Zeibert said the CWLP contact shall be corrected to show a contact for CWLP-Electric, CWLP-Water, and the SCWRD. He said silt fence shall be shown around the entire site. Zeibert said note 5 shall be corrected to all be on one page.

T.J. Heavisides made a motion to approve the large scale development plan, subject to;

1. Location of loading space;
2. ADA accessible location and route shown;
3. Dumpster area, if any, property screened;
4. General land legal description;
5. Current and proposed zoning;
6. Approval of the drainage calculations;
7. Boundary of the entire site and all features within 200' of that boundary;
8. Landscape areas identified;
9. Written approval of drainage calculations by SCWRD;
10. Boundary lines with accurate distances and bearings;
11. Easement line type corrected;
12. Location of easements through the side identified;
13. Floodplain location or flood note;
14. Identify and dimension right-of-way;
15. Clarify vehicular and pedestrian circulation through the site;
16. Dimension building;
17. Any existing or proposed signage shown;
18. Contacts corrected;
19. Silt fence shown around the entire building site; and
20. Correct note 5 on page C3.

Dean Graven seconded the motion and the vote to approve was unanimous.