



**LAND SUBDIVISION COMMITTEE MEETING MINUTES
December 6, 2018**

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
Nate Bottom	Ethan Hendricks
T.J. Heavisides	
Mike Johnson	
John Harris	Others
Jason Graham	Jay Dee Shattuck
Brad Bixby	Pete Wagner
Casey Pratt	Adam Pallai
Allen Alexander	
Trustin Harrison	
Valera Yazell	
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 November 8, 2018 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 Mike Johnson, 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. 2017-09
CENSUS TRACT # 36.01

NAME OF SUBDIVISION: Shattuck Estates County Minor Subdivision

JURISDICTION: County

DATE OF MEETING: December 6, 2018

OWNER: Jay Dee & Mary Shattuck

ENGINEER: Pete Wagner – Fuhrmann Engineering

DESCRIPTION: Pt. of the NE ¼ of Sec. 32, T16N, R5W – Located at the northeast corner of Old Salem Road and Country Lake Road

15.22 **Acres** 4 **Lots**

MOTION TO RECOMMEND: Approve, Subject To:

BY: Casey Pratt

2ND BY: Nate Bottom

VOTE: 10-1

Pete Wagner, Fuhrmann Engineering, presented the final plat for Shattuck Estates County Minor Subdivision, and he opened the floor for comments.

Joe Zeibert, Regional Planning Commission, said the typo of “septic” in the legend shall be corrected. He said ‘Lot 1’ shall be removed as the legend title. He said a note about keeping the septic field free and clear shall be added. He asked if the date on the surveyor license expiration was correct. Wagner said his license was renewed, and he changed the date to 2020 to reflect that. Zeibert said floodplain monuments and elevations shall be identified as per Sec. 16.14.140(D)(2) on the plat. He said there are monument specifications in the ordinance. He said general dimensions of the septic fields shall be shown. He said all existing utilities shall be shown. He said Note 2 shall be changed to say buildings instead of homes. He said it might be better to identify a buildable area for each lot. He said depending on where the buildings are constructed, it may cause problems for other lots. He said the setbacks shown on the plat shall be removed. He said a note shall be included that states, “Setbacks are required as per the Sangamon County Zoning Ordinance.” He said each lot shall connect to public water. He said the section line callout above Lot 4 shall be corrected to say the East Line of the Northwest ¼ of the Northeast ¼ of Sec. 32. He said the first bearing in the Surveyor’s Certificate does not match what is shown on the plat.

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

Trustin Harrison, Sangamon County Zoning Department, reiterated previous comments regarding showing buildable area on the plat to avoid creating a lot that is not buildable. Wagner said the note on the plat states that buildings must be 100' apart. Harrison said if Lot 2 and Lot 4 build close to the property line, it would limit what could be built on Lot 3. Wagner said he agrees, but the note on the plat clarifies the requirement and ensuring the lots are buildable is not his problem.

Allen Alexander, Sangamon County Department of Public Health, said in addition to showing the septic fields, a soil analysis should be done. Wagner said that a soils analysis was already completed, and it was approved.

Casey Pratt made a motion to approve the final plat, subject to:

1. Correct the typo of "septict" in the legend,
2. Remove 'Lot 1' as the legend title,
3. Add a note about keeping the septic field free and clear,
4. Identify floodplain monuments and elevations as per Sec. 16.14.140(D)(2) on the plat,
5. Provide general dimensions of the septic fields,
6. Show all existing utilities,
7. Change Note 2 to say buildings instead of homes,
8. Remove the setbacks shown on the plat and include a note stating "Setbacks are required as per the Sangamon County Zoning Ordinance",
9. Correct the section line callout about Lot 4. It should be the East Line of the Northwest $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Sec. 32, and
10. Correct the first bearing in the Surveyor's Certificate to match what is shown on the plat.

Nate Bottom seconded the motion and the vote was 10-1 to approve.

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

FILE NO. 2005-01

CENSUS TRACT # 36.03

NAME OF SUBDIVISION: First Resubdivision of Woodside Place – First Addition – Partial Plat of Vacation

JURISDICTION: Springfield

DATE OF MEETING: December 6, 2018

OWNER: Menard, Inc.

ENGINEER: Jeremy Smith – Martin Engineering

DESCRIPTION: Part of Lots 1, 4, 5, and 6 of First Resubdivision of Woodside Place – First Addition, Pt. of the NE 1/4 of Sec. 19, T15N, R5W – Located Northeast of Prairie Crossing Drive and Schooner Drive

0.188 **Acres** 1 **Lots**

MOTION TO RECOMMEND: Approve, Subject To:

BY: T.J. Heavisides

2ND BY: Mike Johnson

VOTE: Unanimous

Adam Pallai, Martin Engineering, presented the Partial Plat of Vacation. He said Menard's is vacating a portion of an easement and replatting it. He said they are adding an additional lane to the guard sheds on the south side of the existing building. He said they have to move the easements over. He said a tract survey has been sent to the Planning Commission to move the property lines once the easement has been vacated and replatted. He said they have been working on plans which includes a 20' foot addition on the south side of the building, which moves the curb and parking lot around that addition. He said they have verified with JULIE that no utilities are located in that easement. He said they wanted to maintain the same size easement along the property line, so they are bending the easement around the additional land.

T.J. Heavisides, Office of Public Works, said engineers certification that no utilities are located within the easement to be vacated shall be provided. He said Adam Pallai stating on the record that they have verified there are no utilities located in the easement meets that requirement. He said drainage shall be maintained throughout the easement. He said relocation of the easement cannot restrict the adjacent lots ability or right to use the easement for drainage. He said the minimum letter size on the surveyor's certificate shall be 0.1 inch. He said the typo in the legal description shall be corrected. He said the plat shall be signed and sealed. He said the Partial Plat of Vacation and the Plat of Easement shall be recorded together.

T.J. Heavisides made a motion to approve the Partial Plat of Vacation, subject to:

1. The minimum letter size in the suveyor' certificate shall be 0.1 inch,
2. Correct the typo in the legal description, and
3. Sign and seal the plat.

Mike Johnson seconded the motion, and the vote was unanimous.

DRAFT

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0.188 Acres 1 Lots

MOTION TO RECOMMEND: Approve, Subject To:

BY: T.J. Heavisides

2ND BY: Trustin Harrison

VOTE: Unanimous

Adam Pallai, Martin Engineering, presented the Plat of Easement. He opened the floor for comments.

Joe Zeibert, Regional Planning Commission, said the acceptance certificate shall be corrected.

T.J. Heavisides, Office of Public Works, said the minimum letter size on the surveyor's certificate shall be 0.1 inch. He said the plat shall be signed and sealed.

- T.J. Heavisides made a motion to approve the Plat of Easement, subject to:
1. Correct the acceptance certificate,
 2. The minimum letter size for the surveyor's certificate shall be 0.1 inch, and
 3. Sign and Seal the plat.
- Trustin Harrison seconded the motion, and the vote was unanimous.