



LAND SUBDIVISION COMMITTEE MEETING MINUTES
March 8, 2018

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
T.J. Heavisides	Ethan Hendricks
Mike Johnson	
John Harris	
Chris Cole	Others
Brad Bixby	Cherril Graff
Casey Pratt	Chris Richmond
Andrew Bodine	Valera Yazell
Steve Hall	Fred Coombe
Lauren Gibson	Steve Walker

- **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 **January 4, 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 1:46 PM.

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

FILE NO. 1994-17

CENSUS TRACT # 36.04

NAME OF SUBDIVISION: Mill Creek Estates – Phase II – Location & Sketch Map and
Variance Sec. 153.157(J) – Stub Street, and Sec. 153.158(B)(2) –
Lot Arrangement

JURISDICTION: City of Springfield

DATE OF MEETING: March 8, 2018

OWNER: Mill Creek Estates, LLC
C/O CER Property Management

ENGINEER: Fehr Graham Engineering

DESCRIPTION: Pt. of the NW1/4 of the SW1/4 of Sec. 1, T15N, R6W – Located on
the North side of Greenbriar Road, East of West Road Drive and
West of Strawberry Lane

4.88 **Acres** 11 **Lots**

MOTION TO RECOMMEND: Variances Sec. 153.157(J) and Sec. 153.158(B)(2) – Approve,
Subject To:

BY: T.J. Heavisides

2ND BY: Andy Bodine

VOTE: Unanimous

MOTION TO RECOMMEND: Location & Sketch Map – Approve, Subject To

BY: T.J. Heavisides

2ND BY: Gregg Humphrey

VOTE: Unanimous

Fred Coombe, Fehr-Graham Engineering, presented the Location & Sketch Map. He said the plan is more of a revised plan. He said it is going through the process because lots are being added to the original development. He said there was an area designated as a park/open space for the Park District to purchase. He said the new comprehensive plan does not have the same requirement to set land aside for a park, so the developer wants to subdivide the property.

Joe Zeibert, Regional Planning Commission, said the staff recommends approval of the Location & Sketch Map. He said all essential services are available to serve the site and the development is in accordance with the 2037 Springfield Comprehensive Plan. He said the staff recommends approval of the variance to allow a through lot for Lot 805 with the condition that access to Lot 805 is limited to Wilderness Trail and a provision is added to the covenants to prevent vehicular access to Rachel Lane. He said the staff recommends approval of the stub street variance. He said Rachel Lane to the north is substandard, and additional traffic should

not be added until the necessary improvements are completed. He said the connection to Rachel Lane is not required to support the development. He said existing stub streets to the east and west of Rachel Lane have been provided to accommodate vehicular circulation when the property to the north develops. He said Rachel Lane is not included on the long term list of improvements in the area according to the 2037 Springfield Comprehensive Plan. He said the use of Lot 1010 shall be identified. He said he believes it is for open space or drainage. He said it was identified as open space and drainage on the Preliminary Plan, but to include it on the Location & Sketch Map as well. He said a note shall be added stating that no lot shall have direct access to Greenbriar Road. He said the proposed use shall be identified. He said it was shown to be zoned R-1. He asked if it was intended to be single family use. Fred Coombe said it was going to be single family residential. Joe Zeibert said the proposed number of dwelling units shall be identified. He said a note stating that the property is not located in the floodplain shall be added.

Mike Johnson, CWLP-Water, said CWLP has adequate capacity to serve the development. He said because the development was annexed prior to September 2009, CWLP is able to serve it.

T.J. Heavisides, Office of Public Works, said Greenbriar Road shall be identified as an arterial. He said the dimensions along Lots 806, 810, and 811 do not add up to 503 feet. He said in regards to the through lot variance, a provision shall be added to the covenants that no lots shall have access to Rachel Lane. He said the covenants shall also state that a six foot privacy fence be installed and maintained in perpetuity by each of the lot owners along the north edge of the subdivision to prevent pedestrian or vehicular access from Rachel Lane.

John Harris, Springfield Building and Zoning Department, said that Lot 806 appears to be difficult to build on. He said in regards to setbacks, the curve along the road frontage could make it difficult to build on. Fred Coombe said there is around 80 feet of buildable area after subtracting the front and rear setbacks. He said the lot could be dedicated as Right-of-Way but he did not know who would maintain it.

Brad Bixby, CWLP-Electric, said that a 10 foot easement between one of the lots near Rachel Lane shall be added to the plat. He said they have two possible layouts that can be used. Fred Coombe asked if the electric would come from Rachel Lane or from the rest of the development to the south. Brad Bixby said it will be coming from Rachel Lane. Fred Coombe said the easement can go between Lots 805 and 806. Brad Bixby said a rear lot easement for Lot 805 would be needed as well.

T.J. Heavisides made a motion to approve the variance of Section 153.157(J) – Stub Street and the variance of Section 153.158(B)(2) – Lot Arrangement, subject to:

1. Add a provision to the covenants that access to Lot 805 is limited to Wilderness Trail;
2. Add a provision to the covenants to prevent any access to Rachel Lane; and
3. Add a provision to the covenants that a six foot privacy fence shall be installed and maintained in perpetuity by each of the lot owners along the north edge of the subdivision to prevent vehicular and pedestrian access to Rachel Lane.

Andy Bodine seconded the motion, and the vote to approve was unanimous

T.J. Heavisides made a motion to approve the Location & Sketch Map, subject to:

1. Identify the use of Lot 1010;
2. Add a note stating no lot will have direct access to Greenbriar Road;
3. Identify the proposed use;
4. Identify the proposed number of dwelling units;

5. Add a note stating that the proposed development is not located within the floodplain;
6. Identify Greenbriar Road as an arterial street;
7. Check the dimensions along Lots 806, 810, and 811; and
8. Add a 10 foot easement between Lots 805 and 806, and add a rear lot easement to Lot 805.

Gregg Humphrey seconded the motion, and the vote to approve was unanimous.

DRAFT

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

FILE NO. 1994-17
CENSUS TRACT # 36.04

NAME OF SUBDIVISION: Mill Creek Estates – Phase II – Preliminary Plan
JURISDICTION: City of Springfield
DATE OF MEETING: March 8, 2018
OWNER: Mill Creek Estates, LLC
C/O CER Property Management
ENGINEER: Fehr Graham Engineering
DESCRIPTION: Pt. of the NW1/4 of the SW1/4 of Sec. 1, T15N, R6W – Located on
the North side of Greenbriar Road, East of West Road Drive and
West of Strawberry Lane
4.88 Acres 11 Lots

MOTION TO RECOMMEND: Approve, Subject To
BY: T.J. Heavisides
2ND BY: Andy Bodine
VOTE: Unanimous

Fred Coombe, Fehr-Graham Engineering, presented the Preliminary Plan and opened the floor to comments.

Joe Zeibert, Regional Planning Commission, said the fire hydrants shall be identified in the legend. He said the widths of Lots 805, 809, 810, and 811 along the road frontage shall be identified. He said approval of the location of access for the ‘eyebrow’ along Greenbriar Road from the City of Springfield shall be provided. T.J. Heavisides said the City of Springfield had no comments, and that there was no issue with the access. Joe Zeibert said covenants shall be provided. Fred Coombe said the covenants had been emailed for review.

Mike Johnson, CWLP-Water, said a water main extension shall be funded by the developer as specified by the City Code. He said it shall be a combination of the T&M method and the fixed unit cost method. He said moving the water line to the east side of Wilderness Trail was discussed. He said the fire hydrant along Lots 809, 810, and 811 shall be removed.

T.J. Heavisides, Office of Public Works, said he has the same comments as the Location & Sketch Map in regards to the 503 foot dimension. He said he had the same comment as CWLP-Water. He said the water main shall be located on the opposite side of the sanitary sewer main. He said a 10 foot offset between the water main and the sanitary sewer main shall be maintained. He said drainage calculations shall be submitted for review. He said he believed those were already submitted. He said note #9 shall be removed from the plan. He

said the draft covenants shall be submitted for review and that he believed they were also submitted. He said the survey datum used shall be identified.

John Harris, Springfield Building and Zoning Department, said he had the same comment as the Location & Sketch Map, and that Lot 806 appears difficult to build on.

Brad Bixby, CWLP-Electric, said he had the same comment as the Location & Sketch Map, and that an easement will need to be platted.

T.J. Heavisides asked if John Harris would like an exhibit for Lot 806. John Harris said he did not. He said he would just like to point out that with the 30 foot setback following the arc of the curve, there is a very limited range to build a home. He said there is enough bulk area, but they are pointing out that the buildable area is limited. Fred Coombe asked if the 30 foot setback followed the road frontage. John Harris confirmed that the setback follows the curve of the road frontage. Fred Coombe said they could build the house at the 30 foot setback and build off the front where the setback follows the curve, as long as it does not encroach in the 30 foot setback.

T.J. Heavisides made a motion to approve the Preliminary Plan, subject to:

1. Identify the fire hydrants and key them in the legend;
2. Identify the width of Lots 805, 809, 810, and 811 along the road frontage;
3. Move the water line to the east side along Wilderness Trail;
4. Remove the fire hydrant in front of Lots 809, 810, and 811;
5. Check the dimensions along Lots 806, 810, and 811;
6. Maintain a 10 foot offset between the water main and sanitary sewer main;
7. Remove Note #9;
8. Identify the survey datum used; and
9. Show the easement requested by CWLP-Electric.

Andy Bodine seconded the motion, and the vote to approve was unanimous.

**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 – Preliminary Plan

JURISDICTION: County

DATE OF MEETING: March 8, 2018

OWNER: Brian and Steve Walker

ENGINEER: Martin Engineering

DESCRIPTION: Pt. of the N1/2 of Sec. 6, T15N, R6W – Located on the North side
of Tuxhorn Road and West of Wildrose Lane

14.6 **Acres** 5 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Gregg Humphrey

2ND BY: Casey Pratt

VOTE: Unanimous

Steve Walker, Martin Engineering, presented the Preliminary Plan. He said he would like to make a change to the plan. He said there were some rumors that a family burial plot was located on the property. He said they have been unable to find it. He said they have found no evidence of it on the property. He said there was a book published in 1908 that mentions a couple being buried in a family plot on the farm in 1836. He said they have studied the old aerial images and old plat maps that usually show cemeteries, but they found no evidence of it. He said the farm used to be 120 acres, and that he is developing 15 of those acres. He said he doesn't know if it is located on the proposed 15 acre development, or if it even exists. He said they have probed down the hilltop through the property, and did not find anything. He said he would like to take the cemetery off the plan and continue the subdivision process.

Joe Zeibert, Regional Planning Commission, said written acknowledgement of the location of access from Rochester Township shall be provided. He said he knew the shared access had been approved by the Township. Steve Walker said he obtained written acknowledgement of the access approval in the Location & Sketch Map phase. Casey Pratt, Sangamon County Highway Department, said access and the road improvements were covered in one agreement. Joe Zeibert said something shall be provided to say that all access points are approved by the Rochester Township Road Commissioner. He said a note that states "The entrance location and culvert size and type must be approved by the Rochester Township Highway Commissioner" shall be added. He said the centerline of Tuxhorn Road shall be identified.

Andy Bodine, Office of Public Works, said covenants shall be provided to identify the maintenance responsibilities of the pond. He asked if the pond is to be included in an easement area. He said the road shall not be less than 20 feet wide with improved drainage ditches and structural support for passage of a fire truck. He said there is currently access shown to a barn/storage building near the curve on Tuxhorn that does not appear to be on the plan. He said all existing buildings shall be shown, along with their disposition. He said existing culverts under Tuxhorn Road shall be shown. He said the survey datum used shall be identified. He said the location of any fire hydrants shall be shown. He said the width of the existing force main easement shall be shown.

Gregg Humphrey made a motion to approve the Preliminary Plan, subject to:

1. Provide written acknowledgement of the location of access for all access points on Tuxhorn Road from Rochester Township;
2. Add a note stating "The entrance location and culvert size and type must be approved by the Rochester Township Highway Commissioner";
3. Identify the centerline of Tuxhorn Road;
4. Provide covenants to identify the maintenance responsibility of the pond;
5. Identify if the pond will be located in an easement area;
6. Show all existing buildings and their disposition;
7. Show all existing culverts under Tuxhorn Road;
8. Identify the survey datum used;
9. Show any fire hydrants; and
10. Identify the width of the force main easement.

Casey Pratt seconded the motion, and the vote to approve was unanimous.