



**LAND SUBDIVISION COMMITTEE MEETING MINUTES
August 2, 2018**

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
Nate Bottom	Ethan Hendricks
Mike Johnson	
Matt McLaughlin	
Chris Cole	Others
Gary Hurley	Phil Martin
Casey Pratt	
Steve Hall	
Trustin Harrison	
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 3, 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**

Gregg Humphrey made a motion, seconded by Nate Bottom, to adjourn the meeting. The meeting adjourned at 1:35 PM.

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

FILE NO. 2018-05

CENSUS TRACT # 2.02

NAME OF SUBDIVISION: Washington Street City Minor Subdivision – Variance – Section 153.158(b)(2) – Lot Arrangement

JURISDICTION: Springfield

DATE OF MEETING: August 2, 2018

OWNER: Sharon Keene

ENGINEER: Martin Engineering

DESCRIPTION: Pt. S ½ of the W ½ of the East ½ of the SE ¼, Sec. 29, T16N, R6W – Located at the Northwest corner of Washington Street and Columbia Avenue

0.7 **Acres** 2 **Lots**

MOTION TO RECOMMEND: Approve

BY: Nate Bottom

2ND BY: Dean Graven

VOTE: Unanimous

Phil Martin, Martin Engineering, presented the variance request. He said the lot shall be used for parking for an apartment building located across from Sacred Heart Griffin High School. He said the parking lot would solve the issue of not having enough parking for the apartments.

Joe Zeibert, Regional Planning Commission, asked Martin to clarify the location of the access to the development. Phil Martin said the Washington Street access point shall be in-bound only. He said the access easement requested is located at the north end of the newly created lot off of Columbia Avenue. Zeibert asked if there is going to be an easement extended from Columbia Avenue to Lot 1. Martin said the easement would be extended from Columbia Avenue on Lot 2. Zeibert said staff recommends approval of the variance, subject to the Traffic Engineer approval.

Gary Hurley, CWLP-Electric, said there is primary electric running north-south along the east property line of Lot 2. He said a minimum 15 foot side easement shall be required.

Nate Bottom motioned to approve the variance request. Dean Graven seconded the motion and the vote to approve was unanimous.

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

FILE NO. 1994-35
CENSUS TRACT # 32.01

NAME OF SUBDIVISION: Klemm's Piper Glen – 10th Addition – Partial Plat of Vacation
JURISDICTION: Springfield
DATE OF MEETING: August 2, 2018
OWNER: Timothy and Sara Teeter
ENGINEER: Martin Engineering
DESCRIPTION: Lot 501 in Klemm's Piper Glen 10th Addition, Sec 6, T14N, R5W – Located at the Southeast corner of Haverhill Road and Torrington Way
0.2 Acres 1 Lots

MOTION TO RECOMMEND: Approve, Subject to:
BY: Nate Bottom
2ND BY: Matt McLaughlin
VOTE: Unanimous; Graven voting present

Phil Martin, Martin Engineering, presented the partial plat of vacation. He said they are vacating one foot of the easement to build a house on the property.

Joe Zeibert, Regional Planning Commission, asked if there was a foundation currently in place. Martin said there was no foundation, but the hole has been dug. Zeibert said there are many blanks that shall be filled in. He said the general land legal, full legal description, the easement area, and the floodplain note shall be completed. He said the orientation of the plat shall be corrected. He said the phone number of the owner shall be provided. He said the widths of Torrington Way and Haverhill Road shall be shown on the plat.

Nate Bottom, Office of Public Works, said the legal description of the property shall be on the face of the plat. He said the Point of Beginning and the Point of Commencement shall be labeled as per the legal description. He said the subdivision description such as the Section, Township, Range, Principal Meridian, and if applicable, the Lot, Block, and Name of Subdivision shall be identified. He said permanent monuments shall be placed at each corner and at the end points of curves. He said monuments or witness corners, whether set or found, intended to represent reference corners of the survey, shall be shown and described as to the size, shape, and material. He said the area of the survey shall be shown on the face of the plat to the nearest 0.001 acre. He said where bearing, azimuth, or coordinate systems are used, the basis or proper names of the system shall be noted on the plat. He said existing streets and width of

Right-of-Way shall be shown. He said the area to be vacated shall be shaded. He said the partial plat of vacation shall be signed and sealed.

Gary Hurley, CWLP-Electric, said three-phase electric is available along the west side of the easement and single-phase electric is located along the north side of the easement.

Nate Bottom motioned to approve the partial plat of vacation, subject to:

1. Provide the general land legal description, including Section, Township, Range, Principal Meridian, Lot, Block, and name of subdivision;
2. Provide the full legal description;
3. Label the Point of Beginning and the Point of Commencement;
4. Provide the easement area being vacated;
5. Provide the flood panel map number;
6. Correct the orientation of the plat;
7. Provide the owner's phone number;
8. Identify the widths of Torrington Way and Haverhill Road;
9. Show and describe all monuments or witness corners;
10. Show the area of the survey to nearest 0.001 acre;
11. Provide the basis or proper name of the system when bearing, azimuth, or coordinate system is used;
12. Shade the area to be vacated; and
13. Sign and seal the plat.

Matt McLaughlin seconded the motion, and the vote to approve was unanimous, with Dean Graven voting present.