



**LAND SUBDIVISION COMMITTEE MEETING MINUTES
October 3, 2019**

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
T.J. Heavisides	Ethan Hendricks
Dan Crouse	
Mike Johnson	
John Harris	Others
Jason Graham	Nick Burrus
Chris Cole	Eric Emmerich
Brad Bixby	Steve Walker
Casey Pratt	Roger Kanerva
Allen Alexander	
Trustin Harrison	
Valera Yazell	
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 September 5, 2019 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.

- **PUBLIC COMMENT**

There were no public comments.

- **ADJOURNMENT**

T.J. Heavisides made a motion, seconded by Mike Johnson, to adjourn the meeting. The meeting adjourned at 1:43 PM.

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

FILE NO. 1975-05
CENSUS TRACT # 29

NAME OF SUBDIVISION: White Oaks Business Park – Partial Plat of Setback Vacation
JURISDICTION: City of Springfield
DATE OF MEETING: October 3, 2019
OWNER: United Community Bank C/O Steve Otten
ENGINEER: Martin Engineering
DESCRIPTION: Pt. of the NW 1/4 of Sec. 13, T15N, R6W – Located at Southeast corner of Mayflower Drive and Cockrell Lane
1.4 **Acres** 1 **Lots**
MOTION TO RECOMMEND: Approve, Subject To
BY: T.J. Heavisides
2ND BY: Ken Springs
VOTE: Unanimous

Steve Walker, Martin Engineering, presented the plat. He said Lot 2 of White Oaks Business Park was platted with large building setback restrictions. He said they are trying to reduce the setback along Mayflower to be what is currently required by zoning, which is half of the current front yard setback on a corner lot, which is 20' in an 'I' zoning district. He opened the floor for comments.

Joe Zeibert, Regional Planning Commission, said the square footage of the area to be vacated has a comma instead of a decimal place. He said an EcoCAT shall be required before building.

Dan Crouse, Office of Public Works, said the plat shall be signed and sealed.

- T.J. Heavisides made a motion to approve the partial plat of setback vacation, subject to:
1. Correct the square footage of the area to be vacated, and
 2. Sign and seal the plat.
- Ken Springs seconded the motion, and the vote was unanimous.

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

FILE NO. 1993-01
CENSUS TRACT # 36.04

NAME OF SUBDIVISION: Cobblestone Estates – 27th Addition – Final Plat

JURISDICTION: City of Springfield

DATE OF MEETING: October 3, 2019

OWNER: Cobblestone Development Company – Bob Giacomini

ENGINEER: Martin Engineering

DESCRIPTION: Pt. of the SE 1/4 of Sec. 11, T15N, R6W – Located to the East of
Meadowbrook Road and Westgate Drive

8.057 **Acres** 15 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Dan Crouse

2ND BY: Ken Springs

VOTE: Unanimous

Steve Walker, Martin Engineering, presented the final plat. He said the extension of Westgate Drive towards Meadowbrook Road is currently under construction. He opened the floor for comments.

Joe Zeibert, Regional Planning Commission, said the access easement documentation shall be provided. He said the final covenants shall be provided. He asked if all of the lots on the plat were proposed to be duplexes. Walker said all of the lots except for Lots 13 and 14 were proposed to be duplexes. Zeibert said Lots 4 and 5 may be difficult to divide in fee simple.

Dan Crouse, Office of Public Works, said curve data shall be added for the centerline of Meadowbrook Road. He said the plat shall be signed and sealed. He said the depth and location of the pipe in the easement along the south side of Westgate Drive through Lots 10, 11, and 12 shall be verified. He said the easement may need to be increased depending on location and depth. He said all public improvements shall be completed and accepted or security provided in the amount of 110% of the estimated cost to complete prior to the execution of the final plat.

Dan Crouse made a motion to approve the final plat, subject to:

1. Provide access easement documentation,
2. Provide final covenants,

3. Add curve data for the centerline of Meadowbrook Road,
 4. Sign and Seal the plat, and
 5. Identify the depth and location of the pipe in the easement south of Westgate Drive through Lots 10, 11, and 12 to determine if additional easement is required.
- Ken Springs seconded the motion, and the vote was unanimous.

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

FILE NO. 2019-02
CENSUS TRACT # 40

NAME OF SUBDIVISION: United Regional Water Cooperative – County Site Plan

JURISDICTION: Sangamon County

DATE OF MEETING: October 3, 2019

OWNER: Solange S. Davis / Eric Emmerich - URWC

ENGINEER: Milano & Grunloh

DESCRIPTION: Pt. of the SW 1/4 of the NW 1/4 of Sec. 25, T16N, R2W – Located
at the Southwest corner of Mt. Auburn Road and Dale Davis Drive

11.18 **Acres** 1 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Trustin Harrison

2ND BY: Casey Pratt

VOTE: 13-1 to Approve

Nick Burrus, Milano and Grunloh, presented the site plan. He said members of URWC include EJ Water, Illiopolis, Harristown, Latham, and Niantic. He said these communities are looking to come together to build one water plant. He said the site is located on Mt. Auburn Road and Dale Davis Drive. He opened the floor for comments.

Joe Zeibert, Regional Planning Commission, asked about the status of recording the tract survey. Burrus said the survey has been approved by the Planning Commission, and they are waiting to get feedback from the attorney and owner to make sure they are agreeable to recording the tract survey without all of the approvals. Zeibert said the lot needs to be created in order to review the site plan, therefore the tract survey shall be recorded. He said the acreage of the site shall be provided on the cover page. He said the sheet numbers shall be corrected. He said a full sheet with the site grading shall be provided. He said the index sheet shall be corrected to show only what is included in the site plan. He said the diamond symbol shall be keyed in on the erosion control plan. He said all symbols used shall be keyed in on each sheet of the plan. He said the construction entrance shall be identified on the erosion control plan. He said a silt fence shall be provided around the entire site, or it shall be extended more to where the site contours do not affect the person to the west. He said the floodplain shall be shown on the erosion control plan. He said a document number shall be provided for utility easements off site. He said the traffic circulation shall be identified with arrows. He said the roadways shall be labeled on all sheets. He said he noticed that the circle drive at the southern end of the site is located within the floodplain. He asked if that could be moved up to

be out of the floodplain. Burrus said they will be relocating that circle drive. Zeibert said if not, a floodplain development permit would be needed, and a base flood elevation may need to be calculated. He said the floodplain contact in the Regional Planning Office is Steve Keenan. He said drainage calculations shall be provided and reviewed by County Highway. He said sign-off from the Illiopolis fire chief shall be provided. Eric Emmerich, URWC, said they spoke with him last night. He said they took him out to the plant. Zeibert said they might have some issues, and that a Knox Box might be required. Emmerich said they spoke with them, and they do not need anything. Zeibert said a sign-off shall be required. He said an EcoCAT is recommended by IDNR. Burrus said they have already completed an EcoCAT. Zeibert said the documentation shall be submitted to the Public Health Department when going for a building permit. He said the on-site electric shall be shown.

Jason Graham, Springfield Park District, asked what communities this water plant is serving. Burrus said the plant will serve Illiopolis, Harristown, Latham, and Niantic.

Casey Pratt, County Highway Department, said the road names shall be added on the plans. He said a dimension from the township road to the entrance shall be added. He said the developer shall obtain an entrance permit from the County Highway Department. He said the detail from the plan can be submitted for the permit. Burrus said they spoke with someone at County Highway, and said to submit for a permit when they are ready. Pratt said the end sections shall be called out on the culvert for the entrance. He said if the Township is used for access, even temporary, a permit shall be required from the Illiopolis Township Road District. He said to consider using a ditch check instead of a silt fence through the County Highway ditch. He said drainage calculations will be required.

Gregg Humphrey, Sangamon County Water Reclamation District, said the District objects to development without all utilities in place. He said the septic field shall be determined and shown.

Dan Crouse, Office of Public Works, said a general land legal description shall be provided. He said any proposed phasing shall be identified.

Chris Cole, Springfield Fire Department, asked if the Illiopolis Fire Department had any issues with hydrant locations either near the site or any that were planned on the site. Emmerich said he is not sure. He said Joe Impson, who is on the Illiopolis Fire Department Board, met with the fire chief the previous night. He said he is a representative for URWC. Cole said he does not have any jurisdiction in this area, but said he only saw a flushing hydrant near one of the buildings. Emmerich said they will install whatever is needed.

Trustin Harrison, Sangamon County Zoning, said on the setback page, the corner lot setbacks shall be included. He said the side yard setback will change to 10' instead of 15'. He said for Landscape, Screening, and Lighting, the landscape plan shall be provided with utilities. He said a lighting plan, and parking plan, along with vehicular flow shall also be included.

Allen Alexander, Sangamon County Public Health, said a soil analysis of the area for the septic system shall be provided. He said the location of the septic field shall also be identified. He said an erosion control permit shall be required from the Sangamon County Building Department prior to construction. He said a building permit would also be required prior to construction. Zeibert asked if the septic field needed to be one-half acre in size. Alexander said the size of the field will be dictated according to the soil type and how many people will be using the system. Emmerich said soil samples have been taken already. He said employees would only be at the facility for 3 or 4 hours per day. He said there would likely only be one employee at the facility at a time. Alexander said the septic field would likely not need to be very big. He said they would still need to see the soil analysis, and where it will be located. Zeibert said the location shall be bigger than what is required in case the system were to fail. Alexander said an

area should be set aside big enough to build a second system if the first one were to fail. He said the average life of a septic system in Illinois is 15 years. Emmerich asked if the area reserved for the septic field should be $\frac{1}{4}$ acre or $\frac{1}{2}$ acre. Zeibert said areas reserved for a septic field are usually $\frac{1}{2}$ acre.

Trustin Harrison made a motion to approve the site plan, subject to:

1. Provide the acreage of the site on the cover sheet,
2. Correct the sheet numbers,
3. Correct the index to show only what is included in the site plan,
4. Provide a full sheet with the proposed grading,
5. Key in the diamond symbol on the erosion control plan,
6. All symbols used shall be keyed in on each page,
7. Identify the construction entrance on the erosion control plan,
8. Show the floodplain on the erosion control plan,
9. Provide document numbers for utility easements leading off-site,
10. Identify any traffic circulation on the site with arrows,
11. Label the roadways on each sheet,
12. Relocate the circle drive out of the floodplain,
13. Approval of drainage calculations by Sangamon County Highway Department,
14. Provide sign-off from the Illiopolis Fire Chief,
15. Provide EcoCAT documentation,
16. Add a dimension from the township road to the proposed entrance,
17. Call out the end sections of the entrance culvert,
18. Identify the $\frac{1}{2}$ acre reserved for a septic system,
19. Provide a general land legal description,
20. Identify any proposed phasing,
21. Identify the corner lot setbacks,
22. Provide a landscape plan, including location of utilities,
23. Provide a lighting plan,
24. Provide a parking plan, and
25. Provide a soils analysis for the area reserved for a septic system.

Casey Pratt seconded the motion, and the vote was 13-1 to approve.