



LAND SUBDIVISION COMMITTEE MEETING MINUTES
January 3, 2019

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
Nate Bottom	Ethan Hendricks
T.J. Heavisides	
Mike Johnson	
John Harris	
Jason Graham	Others
Chris Richmond	Pete Wagner
Brad Bixby	Steve Walker
Casey Pratt	Duane Weiss
Steve Hall	Roger Kanerva
Trustin Harrison	Bob Giacomini
Kyle Quinn	Cole Gay
Dean Graven	Kim Elliott

- **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 December 6, 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 1:48 PM.

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

FILE NO. 2018-08
CENSUS TRACT # 35

NAME OF SUBDIVISION: Franklin County Minor Subdivision – Final Plat

JURISDICTION: Sangamon County

DATE OF MEETING: January 3, 2019

OWNER: Raymond W. & Sharon Franklin

ENGINEER: Pete Wagner – Fuhrmann Engineering

DESCRIPTION: Pt. of the W 1/2 of the SE 1/4 of Sec. 29, T17N, R6W – Located at the Northeast corner of Franklin Street and IL. Route 97

3.23 **Acres** 2 **Lots**

MOTION TO RECOMMEND: Approve; Subject To

BY: Casey Pratt

2ND BY: Dean Graven

VOTE: 12-1

Pete Wagner, Fuhrmann Engineering, presented the Final Plat. He opened the floor to comments.

Joe Zeibert, Regional Planning Commission, said the buildable area outside of the septic field shall be shown on the plat. He said the buildable area would be limited with the number of buildings on surrounding properties. He said a note shall also be added to the plat that states there must be a 100' setback between buildings. Wagner stated that there is a note stating that on the plat. Zeibert said the setbacks shall be removed from the plat and a note shall be added stating, "Setbacks shall comply with the Sangamon County Zoning Ordinance." He said there is a note to this effect on the plat already that shall be changed. He said all utilities shall be shown on the plat, including the fire hydrant on the corner. He said a note shall be added stating "All buildings shall connect to public water." He said a note shall be added stating "Approval of this plat by Sangamon County does not constitute a guarantee that a suitable sewage disposal system can be constructed on each lot." He said the Right-of-Way dedication shall be shown on the final plat.

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

Trustin Harrison, Sangamon County Zoning Department, said the buildable area shall be shown on the final plat. He said it will help ensure the building is in the right place when they come in for a building permit.

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

1. Show the buildable area outside of the septic field,
2. Add a note stating there must be a 100' setback between all buildings,
3. Remove the setbacks and add a note stating "Setbacks shall comply with the Sangamon County Zoning Ordinance",
4. Show all utilities to the site,
5. Show the fire hydrant located on the corner,
6. Add a note stating "All buildings shall connect to public water",
7. Add a note stating "Approval of this plat by Sangamon County does not constitute a guarantee that a suitable sewage disposal system can be constructed on each lot", and
8. Show the right-of-way dedication on the final plat.

Dean Graven seconded the motion, and the motion to approve passed with a 12-1 vote.

DRAFT

**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 – Revised Preliminary Plan and Variances

JURISDICTION: City of Springfield

DATE OF MEETING: January 3, 2019

OWNER: Bob Giacomini - Cobblestone Development Company

ENGINEER: Steve Walker – Martin Engineering

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

8.45 **Acres** 15 **Lots**

MOTION TO RECOMMEND: Variance Sec. 153.157(L) – Restriction of Access – Approve

Variance Sec. 153.158(C) – Block Length – Approve

Variance Sec. 153.158(B)(2) – Lot Arrangement – Approve

Revised Preliminary Plan – Approve, Subject To

BY: Dean Graven

2ND BY: Gregg Humphrey

VOTE: Motion to approve Variances and Revised Preliminary Plan

FAILED (Vote: 11-2)

MOTION TO RECOMMEND: Revised Preliminary Plan and Variances of Sec. 153.157(L) – Restriction of Access, Sec. 153.158(B)(2) – Lot Arrangement, and Sec. 153.158(C) – Block Length – Deny

BY: Nate Bottom

2ND BY: T.J. Heavisides

VOTE: Motion to deny Variances and Revised Preliminary Plan

APPROVED (Vote: 11-2)

Steve Walker, Martin Engineering, presented the revised preliminary plan and variances. He said it covers revisions to the 27th Addition of Cobblestone Estates. He said they are proposing to end Westgate Drive in a cul-de-sac and rezone lots 1-12 to R-2. He said they are currently zoned as S-2 lots, but they have not found a market for S-2 zoned lots. He opened the floor to comments.

Joe Zeibert, Regional Planning Commission, said the staff recommends denial of the preliminary plan as submitted. He said the extension of Westgate drive shall be extended to connect with Meadowbrook Road as shown on the approved preliminary plan. He said the intent of the subdivision ordinance is to provide a safe and efficient street network. He said the proposed reconfiguration would disconnect the neighborhood and create a 'dead-end' road, which would affect the approved street connectivity and emergency response to the area. He said the connection of Westgate Drive as shown on the approved preliminary plan would eliminate the need for the three variances requested. He said the staff recommends denial of the three variances, and has determined that the three variance applications submitted do not adequately address the standards outlined within the Springfield Subdivision Ordinance. He said all section lines shall be shown. He said the property lines shall be shown in the key. He said the legend shall be corrected. He said the line used for existing lot lines is the same that is used for the easement lines. He said the contours for the site shall be shown and labeled. He said a floodplain note shall be added. He said the width of all utility easements shall be identified. He asked about the status of the sidewalks in the platted 26th Addition. Walker said there is a letter of credit for the sidewalks. Zeibert asked when construction on them would begin. Walker said construction would probably be in the spring.

Mike Johnson, CWLP-Water, said if Lots 1-12 are rezoned to R-2, that section of water main can be reduced to a 6" diameter main. He said a new tap to the existing main along Meadowbrook Road shall be required. He said the existing tee will require a hydrant be added to the east leg along Meadowbrook Road.

T.J. Heavisides, Office of Public Works, said a summary of the proposed revisions shall be provided. He said he believes this was already done. He said the revisions to Phases 27 and 28 shall be identified on the preliminary plan. He said Phase 27 or the Redivision Phase for Lots 1, 3, 4, and 6 shall be identified on Sheet 3. He said the sheets shall be adjusted so the page numbers show up. He said the proposed streets shall be shown on Sheet 5. He said the Office of Public Works is opposed to the proposed revisions to the labeled Phase 27 shown on Sheet 5 and recommends denial of the revision to the preliminary plan. He said the Office of Public Works is not in favor of lots with direct access to Meadowbrook Road and recommend that Westgate Drive be connected to Meadowbrook Road as previously approved and in accordance with City Ordinance. He said the Office of Public Works also recommends denial of all three of the variance requests.

John Harris, Springfield Building and Zoning Department, said the zoning is S-2. He said zoning relief is needed to allow residences on the first floor. He said Lot 4 and 5 may be difficult to meet setbacks.

Brad Bixby, CWLP-Electric, said the setback and easement line shall be continued around the cul-de-sac.

Dean Graven made a motion to approve the variance of Sec. 153.157(L) – Restriction of Access. Gregg Humphrey seconded the motion, and the motion FAILED. (Vote: 2-11)

Dean Graven made a motion to approve the variance of Sec. 153.158(C) – Block Length. Gregg Humphrey seconded the motion, and the motion FAILED. (Vote: 2-11)

Dean Graven made a motion to approve the variance of Sec. 153.158(B)(2) – Lot Arrangement. Gregg Humphrey seconded the motion, and the motion FAILED. (Vote: 2-11)

Dean Graven made a motion to approve the revised preliminary plan, subject to:

1. Show all section lines,
2. Key in the property lines,
3. Correct the legend,
4. Show contours for the entire site and label them,
5. Provide a floodplain note,
6. Identify the width of all utility easements,
7. Identify the revisions to Phases 27 and 28 on the preliminary plan,
8. Identify Phase 27 or the Redivision Phase for Lots 1, 3, 4, and 6 on Sheet 3,
9. Adjust the sheets so that the page numbers show up,
10. Show the proposed streets on Sheet 5,
11. Continue the easement line around the cul-de-sac.

Gregg Humphrey seconded the motion, and the motion FAILED. (Vote: 2-11)

Nate Bottom made a motion to deny the revised preliminary plan and the three variances. T.J. Heavisides seconded the motion, and the motion to deny the variances and revised preliminary plan was APPROVED. (Vote: 11-2)

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

FILE NO. 2011-05
CENSUS TRACT # 37

NAME OF SUBDIVISION: Dixie County Minor Subdivision – Partial Plat of Vacation

JURISDICTION: Sangamon County

DATE OF MEETING: January 3, 2019

OWNER: Fred & Marilyn Bell

ENGINEER: Duane E. Weiss

DESCRIPTION: Pt of the NE 1/4 of Sec. 16, T17N, R5W – Located to the
Southwest of Fisher Road and Engel Road

10.26 **Acres** 2 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Casey Pratt

2ND BY: Trustin Harrison

VOTE: 12-1

Duane Weiss presented the partial plat of vacation. He said the partial plat of vacation is to remove the ½ acre reserved for a septic system for the original Lot 1 of Dixie County Minor Subdivision. He said the existing septic for that lot is located in the ½ acre, but the laterals went out of the original area for the septic system. He said the platted area for the septic field extends into the proposed Lot 2 of Bell's County Minor Subdivision where a house is planned to be constructed.

Joe Zeibert, Regional Planning Commission, said the title shall be changed to say "Dixie County Minor Subdivision – Partial Plat of Vacation". He said the text underneath the title shall be changed to say the purpose of the partial plat of vacation is to vacate the ½ acre reserved for the private sewage field. He said the area being vacated shall be shaded. He said the relocated ½ acre for the septic field shall be removed. He said the relocation will be taken care of in the Bell's Minor Subdivision final plat. He said the owner's phone number shall be provided.

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

Steve Hall, Sangamon County Department of Public Health, asked if the existing septic system was on the existing lot, and did not extend over any property lines. Weiss said that was correct.

Casey Pratt made a motion to approve the partial plat of vacation, subject to:

1. Change the title to say "Dixie's Minor Subdivision – Partial Plat of Vacation",
2. Change the text under the title to say the purpose is to vacate the ½ acre reserved for a private sewer field,
3. Shade the area that is being vacated and key it in,
4. Remove the relocated septic field, and
5. Provide the owner's phone number.

Trustin Harrison seconded the motion, and the motion to approve passed with a 12-1 vote.

DRAFT

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

FILE NO. 2018-07
CENSUS TRACT # 37

NAME OF SUBDIVISION: Bell's County Minor Subdivision – Final Plat

JURISDICTION: Sangamon County

DATE OF MEETING: January 3, 2019

OWNER: Fred & Marilyn Bell

ENGINEER: Duane E. Weiss

DESCRIPTION: Pt of the NE 1/4 of Sec. 16, T17N, R5W – Located to the
Southwest of Fisher Road and Engel Road

8.57 **Acres** 2 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Casey Pratt

2ND BY: Trustin Harrison

VOTE: 12-1

Duane Weiss presented the final plat. He opened the floor for comments.

Joe Zeibert, Regional Planning Commission, said the word 'Relocated' shall be removed from the ½ acre reserved for the septic field. He said the house and text shall be removed from Lot 2 of Dixie Minor Subdivision, and it shall be shown as 'Not Included'. He said a key or legend shall be provided. He said the total acreage of each new lot shall be shown. He said all new property lines shall be bold to make them easier to see. He said a note shall be added stating that all lots shall connect to public water. He said the distance from the property lines shall be identified. He said the distance shall be at least 5' from the property lines. He said dimensions to locate the ½ acre reserved for the septic field shall be provided. He said owners phone number shall be provided. He said a note shall be added stating that a 30' setback is required between all buildings. He said all setbacks shown in Dixie's County Minor Subdivision shall be shown on this final 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, said the buildable area shall be shown from the 30' setbacks.

Casey Pratt made a motion to approve the partial plat of vacation, subject to:

1. Remove the word 'relocated' on the ½ acre for the septic field,
2. Remove the text and the house shown on Lot 2 of Dixie's Minor Subdivision and show as not included,
3. Provide a key or legend,
4. Provide the total acreage of each new lot,
5. Bold all new property lines,
6. Add a note stating all Lots shall connect to the public water supply,
7. Verify the distance between the septic field and property lines,
8. Provide dimensions to locate the ½ reserved for the septic field,
9. Provide the owner's phone number,
10. Add a note stating that a 30' setback is required between buildings,
11. Show all setback lines as shown on the recorded final plat of Dixie Minor Subdivision, and
12. Show the buildable area.

Trustin Harrison seconded the motion, and the motion to approve passed with a 12-1 vote.

DRAFT