



LAND SUBDIVISION COMMITTEE MEETING MINUTES
April 4, 2019

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
T.J. Heavisides	Ethan Hendricks
Mike Johnson	
Matt McLaughlin	
Chris Cole	Others
Brad Bixby	Bryan Martindale
Casey Pratt	Cathy Martindale
Steve Hall	Brad Hoots
Valera Yazell	Mark Morris
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 March 7, 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.

- **ADJOURNMENT**

Mike Johnson made a motion, seconded by T.J. Heavisides, 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. 2019-04
CENSUS TRACT # 36.03

NAME OF SUBDIVISION: HSHS Medical Group – Kiara Medical Park – LSM and Variance
JURISDICTION: City of Springfield
DATE OF MEETING: April 4, 2019
OWNER: HSHS Medical Group – Mark Morris
ENGINEER: Hanson Professional Services – Brad Hoots
DESCRIPTION: Pt. of the S1/2 of the NE1/4 of Sec. 24, T15N, R6W – Located to the West of Mather’s Road and Veteran’s Parkway
76.5 Acres 9 Lots

MOTION TO RECOMMEND: Variance – Section 153.158(c) – Block Length – Approve
BY: T.J. Heavisides
2ND BY: Ken Springs
VOTE: Unanimous

MOTION TO RECOMMEND: Location and Sketch Map – Approve, Subject To:
BY: T.J. Heavisides
2ND BY: Brad Bixby
VOTE: Unanimous

Brad Hoots, Hanson Professional Services, presented the Location and Sketch Map and Variance. He said the variance request was to extend the required block length.

Joe Zeibert, Regional Planning Commission, said the staff recommends approval of the Location and Sketch Map. He said all essential services are available to serve the site, and the development is in accord with the 2037 Springfield Comprehensive Plan. He said the staff recommends approval of the variance to allow the block length to be greater than 1200’. The layout of the development is limited to the south due to the natural topography and floodplain in the area. Therefore, staff finds that the layout presented is an acceptable variation of the block length requirements and meets the intent of the ordinance in supplying a safe and efficient street network. He said written acknowledgement of the plan to upgrade adjacent roadways

shall be provided. He said the proposed use shall be identified. He asked what the line located to the west of lot 2 was. Hoots said the line indicates drainage that is being routed from Mather's Gun Club. Zeibert said that shall be included in the legend. He said existing utilities to serve the site shall be shown on the location map. He said arterial streets shall be labeled.

Mike Johnson, CWLP-Water, said CWLP has adequate capacity to serve this development. He said this parcel was annexed to the city in 1994 so it can be served by CWLP directly per the intergovernmental agreement with Curran-Gardner Water District. He said a developer funded main extension into the development shall be required.

Gregg Humphrey, Sangamon County Water Reclamation District, said a sanitary sewer connection fee of \$1,198.87 per acre shall be required before sanitary sewer will be provided to the subdivision.

T.J. Heavisides, Office of Public Works said a traffic study shall be required for the development to evaluate the need for improvements to Mather's Road at the proposed development entrance, as well as any impacts and/or necessary modifications to the intersection of Mather's Road and Veterans Parkway. He said the traffic study shall be reviewed by Public Works and IDOT. He said a hydraulic study shall be required for the floodplain which is currently FEMA designated Zone A (undetermined Base Flood Elevation) and the limits of the floodplain will need to be determined and delineated on the final plat. He said the runoff from the subdivision shall be required to be detained to pre-development conditions. The report shall be reviewed by Public Works and IDOT. He said any modifications to the floodplain shall require a floodplain permit. He said the extent of the modifications may require additional state agency permits. He said any major modifications to the hydraulics of the existing channel may require an outside consultant review, which would be at the expense of the developer. He said as this area will drain directly to a tributary of Lake Springfield, all proposed areas of development shall be required to drain into a detention area to control pollutant runoff. He said no direct runoff will be allowed. He said per the subdivision ordinance, developments with an ADT over the equivalent of 70 single-family homes requires two access points. He said to accommodate areas such as the proposed development, where two access points may not be feasible, a divided entrance may be constructed to accommodate emergency fire vehicles in the occasion that one of the entrances is blocked. He said all detention areas shall be within a delineated easement, or in a separate 1000 series lot, to protect the detention from being modified by future lot owners. He said detention maintenance shall be attributed to all benefitted properties and delineated in the covenants. He said the detention area between Lots 4 and 5 shall be in a 1000 series lot. He said Lot 8 and Lot 9 shall be in a 1000 series lot for open areas. He said the Office of Public Works takes no exception to the requested variance.

John Harris, Building and Zoning Department, said boundary lines showing each zoning district shall be shown.

Brad Bixby, CWLP-Electric, said CWLP-Electric has an overhead primary on the south and west sides of this property. He said the owner shall pay for the infrastructure to be placed along the new road to reach all lots. It will need to be looped from the east to the west. He said an easement shall be shown at a minimum of 20' along the north property line of the development, and standard easements and setbacks shown along the proposed roadway.

T.J. Heavisides made a motion to the approve the variance of Section 153.158(c) - Block Length. Ken Springs seconded the motion, and the vote to approve was unanimous.

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

1. Provide a written acknowledgement of the plan to upgrade adjacent roadways,

2. Identify the proposed use,
 3. Key in all line types in the legend,
 4. Show existing utilities to serve the site on the location map,
 5. Label the arterial streets,
 6. Delineate all detention areas and open areas as a 1000 series lot,
 7. Draw a boundary line showing each zoning district,
 8. Show a 20' electric easement along the north property line, and
 9. Identify a divided entrance in accord with Section 153.157(k) of the City of Springfield Subdivision Ordinance.
- Brad Bixby seconded the motion, and the vote to approve was unanimous.

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

FILE NO. 2018-12
CENSUS TRACT # 36.03

NAME OF SUBDIVISION: Buono Amici Estates County Minor Subdivision – Final Plat
JURISDICTION: Sangamon County
DATE OF MEETING: April 4, 2019
OWNER: Bryan and Cathy Martindale
ENGINEER: Martin Engineering – Jeremy Smith
DESCRIPTION: Pt. of the S1/2 of the SE1/4 of Sec. 33, T15N, R6W – Located on the North side of Mansion Road between Curran Road and Wesley Chapel Road
3.5 Acres 2 Lots

MOTION TO RECOMMEND: Final Plat – Approve, Subject To:
BY: Ken Springs
2ND BY: Casey Pratt
VOTE: 10-1 to Approve, Subject To:

Bryan Martindale, owner of the property, presented the final plat.

Joe Zeibert, Regional Planning Commission, said the dark line that shows the floodplain shall be removed. He said it resembles the right-of-way line. He said the floodplain shall be shaded, and flood contours shall be identified. He said the buildable area shall be identified, or a note stating that a 100' offset shall be required between buildings as required by 16.14.100(A)(3) of the Sangamon County Subdivision Ordinance. He said the portion of Note 6 referring to well water shall be removed. He said a note shall be added stating all lots shall connect to the public water supply. He said the floodplain monument shall be specified in accordance with the Sangamon County Ordinance, which is a 3 ¼ inch aluminum domed cap, with a 30 inch long ½ inch rebar going into the ground. He said the lot numbers and acreage shall be shown on page 1. He said the legends on page 1 and 2 vary slightly and shall be corrected to match. He said a note shall be added that states "setbacks shall be in accordance with the Sangamon County Zoning Ordinance." He said the public water line shall be identified on the plat. He said the Sangamon County Subdivision Ordinance states that the area reserved for the septic system shall be one continuous area of at least ½ acre. He said the areas reserved for the septic systems shall be revised to be continuous. He said the existing and proposed zoning shall be corrected, as the zoning was approved. He asked Steve Hall, Sangamon County Public Health, if there is a required setback for septic fields from the property lines. Hall said they shall be 5' off the property lines. Zeibert said the septic fields shall be moved to be 5' off the property lines.

Casey Pratt, Sangamon County Highway Department, said a note shall be added stating "Proposed entrance locations to be approved by the Township Highway Commissioner."

Mike Johnson, CWLP-Water, said a fire hydrant may be required as per the Subdivision Ordinance. He said verification from the South Sangamon Water Commission and Curran-Gardner Water District is needed to determine if that shall be required. Martindale said he thinks it would be a good idea to install a fire hydrant. He asked if there would be a problem with doing that. Johnson said CWLP does not maintain the line that they would be connecting to. He said the South Sangamon Water Commission owns the line, and the Curran-Gardner Water District serves the area. He said they would need to be contacted to determine what would be required.

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

Steve Hall, Sangamon County Public Health, said the areas reserved for the septic system shall be 5' off the property lines. He said the areas reserved for the septic system shall not be in any of the required easements. Martindale asked if the area reserved for the septic system can be moved after the house has been built on the property. Hall said it can be moved. He said additional soil tests may be required. Zeibert said to relocate the septic fields, they would need to be vacated and then replatted through the subdivision process.

Ken Springs made a motion to approve the final plat, subject to:

1. Remove the dark line showing the floodplain,
2. Shade the floodplain and identify the contours,
3. Identify the buildable area, or a note shall be added stating, "A 100' offset shall be required between buildings",
4. Remove the portion of Note 6 referring to well water, and add a note stating, "Each lot shall connect to the public water supply",
5. Specify the floodplain monument to be used in accordance with the Sangamon County Subdivision Ordinance,
6. Identify the lot numbers and acreage on page 1,
7. Correct the legends on page 1 and 2 to match,
8. Add a note stating, "Setbacks shall be in accordance with the Sangamon County Zoning Ordinance",
9. Identify the public water line,
10. Revise the ½ acre reserved for a septic field to be continuous,
11. Correct the existing and proposed zoning,
12. Show the septic fields 5' off the property lines,
13. Add a note stating, "Proposed entrance locations shall be approved by the Township Highway Commissioner", and
14. Fire Hydrant resolution.

Casey Pratt seconded the motion, and the vote to approve carried with a 10-1 vote.

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

FILE NO. 2019-03
CENSUS TRACT # 36.03

NAME OF SUBDIVISION: Komnick County Minor Subdivision
JURISDICTION: Sangamon County
DATE OF MEETING: April 4, 2019
OWNER: Ladage Construction, Inc. – Jason Komnick
ENGINEER: Greene & Bradford – Joe Greene
DESCRIPTION: Pt. of the NW1/4 of the SE1/4 of the SE1/4 of Sec. 31, T14N, R6W
– Located on the East side of Alexander Road between Emerald
Road and Auburn Road
8.7 Acres 2 Lots

MOTION TO RECOMMEND: Approve, Subject To:
BY: Ken Springs
2ND BY: Casey Pratt
VOTE: 10-1 to Approve, Subject To:

Joe Zeibert, Regional Planning Commission, said the receipt for the filing fee shall be provided. He said the setbacks shall be removed, and a note shall be added stating, "All setbacks shall be in accordance with the Sangamon County Zoning Ordinance." He said the buildable area shall be identified, or a note stating that a 100' offset shall be required between buildings as required by 16.14.100(A)(3) of the Sangamon County Subdivision Ordinance. He said a ½ acre reserved for a septic system shall be shown on each lot. He said the septic note shall be shown on the plat. He said the signature block for the SSCRPC and the Sangamon County Board approval shall be provided on the plat. He said the centerline of Alexander Road shall be identified.

Casey Pratt, Sangamon County Highway Department, said a note shall be added stating, "Proposed entrance locations to be approved by the Township Highway Commissioner." He said a note shall be added stating, "Discharge into the roadside ditch from a sump or septic is not allowed without approval from the Township Highway Commissioner."

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

Ken Springs made a motion to approve the final plat, subject to:
1. Provide a receipt for the filing fee,

2. Remove the setbacks and add a note stating, "All setbacks shall be in accordance with the Sangamon County Zoning Ordinance",
 3. Identify the buildable area, or a note shall be added stating, "A 100' offset shall be required between buildings",
 4. Identify a ½ acre area to be reserved for septic system on each lot,
 5. Add the septic note as provided by the SSCRPC to the plat,
 6. Add the signature block for the SSCRPC and Sangamon County Board approval,
 7. Identify the centerline of Alexander Road,
 8. Add a note stating, "Proposed entrance locations to be approved by the Township Highway Commissioner", and
 9. Add a note stating, "Discharge into the roadside ditch from a sump or septic is not allowed without approval from the Township Highway Commissioner".
- Casey Pratt seconded the motion, and the vote to approve carried with a 10-1 vote.

DRAFT