



**LAND SUBDIVISION COMMITTEE MEETING MINUTES
October 8, 2020**

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
T.J. Heavisides	Emily Prather
Dan Crouse	Jordan Leaf
Mike Johnson	Molly Berns
John Harris	Eric Wise
Jason Graham	
Ed Canny	Others
Brad Bixby	Mark Summers
Casey Pratt	Steve Walker
Steve Hall	John Klemm
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, 3 2020 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 Dean Graven, to adjourn the meeting. The meeting adjourned at 2:09 PM.

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

FILE NO. 2019-07
CENSUS TRACT # 36.03

NAME OF SUBDIVISION: Klemm's North Reserve Phase 1 – Final Plat

JURISDICTION: City of Springfield

DATE OF MEETING: October 8, 2020

OWNER: North Reserve Development Corporation

ENGINEER: Martin Engineering

DESCRIPTION: Pt. of the NW ¼ of the NW ¼ of Sec. 25, T15N, R6W -
Located South of Foxhall Lane and Panther Creek Drive

31.48 **Acres** 24 **Lots**

MOTION TO RECOMMEND: Approval, Subject to

BY: T.J. Heavisides

2ND BY: Mike Johnson

VOTE: Passed with Kenneth Springs abstaining

Steve Walker, Martin Engineering, presented the final plat. Walker said they are platting phase 1 and they did not plat the three lots to the west. He said the LOMA has now been approved for the three lots to move the floodplain, and a revised preliminary plan will be submitted next month.

Joe Zeibert, Regional Planning Commission, said the drainage easements shall be dimensioned throughout the plan. He said dimensions shall be identified for the notched out drainage easement areas between lots 4 and 5. Zeibert asked why the utility/CATV easements are not shown as drainage easements. Walker said that in the past they have shown all easements as drainage, utility, and CATV easements. In another project they called out an easement along a road frontage and another engineer installed an open ditch within that easement even though it was assumed as underground drainage. Walker said they are trying to figure out a way to prevent this problem from happening in the future. He said they are open for suggestions on how to resolve the issue.

Zeibert asked about the shaded box in lot 1001 and asked if it was a drainage easement. Walker said yes. Zeibert then asked if the easement was public or private. Walker said the easement is public. Zeibert said the shaded drainage easement blocks various bearings and distances and shall be reordered throughout the plan. Zeibert asked why the easement in lot 25 was private. Walker said public works wanted the storm sewer to be private because it is not very accessible from the road and the sewer will be owned by the homeowners

association. Zeibert asked if that is the only sewer that will be private. Walker said there will also be a private storm sewer across lots 9 and 10. Zeibert said the private storm sewer on lots 9 and 10 shall be labeled on the plat. Zeibert said final covenants were provided and the legal description within the covenants and the final plat, along the west boundary line, shall be corrected. Zeibert said the distances from the tick mark between curves 1 and 2 to the intersection of Blue Heron and Foxhall Lane shall be identified. He said the radii for all curves and rounded corners shall be identified on the plat. Zeibert said the street names of Carlton and Aspen shall be changed. He said Englewood and Benton have been proposed and those street names are acceptable according to 911.

Zeibert said the FEMA map numbers are incorrect in three different locations and shall be corrected to reflect flood panel number ending in 405F. He said the contour line of the base flood elevation with the location of permanent monuments shall be identified on the plat. He said a permanent monument shall be provided on the west property line of lot 10. Zeibert said a copy of the approved wetland permit as required by section 153.146(c)(2) shall be provided. He said there is a wetland located on lot 9 and in the storm water management area. Zeibert said the label for Mt. Zion School Road shall be relocated to the paved section of the road. He said the ROW dimensions shall be provided at Foxhall Lane and Panther Creek Drive. Zeibert said the ROW conveyance in fee simple, as per section 153.146(a)(20), shall be indicated on the plat or owner's certificate. He said Illinois State Plane Coordinate West Zone NAD 83 is the preferred coordinate system and shall be identified on the plat.

Zeibert asked why lots 19, 21, and 23 are configured the way they are. He said lot 21 could be extended all the way back to the pond. Walker said the potential buyers for lots 19 and 23 wanted frontage on the pond. Zeibert said both lots have access to the pond. T.J Heavisides, City Traffic Engineer, said the lot configuration as presented cuts off pond frontage from lot 21. The lot configuration creates a difficult space for lots 19 and 23 and could result in potential conflicts requiring a tract survey or vacation plat. Walker said they can look at it, but they are not violating any ordinances. Zeibert said if the lots are reconfigured, future issues can be prevented such as a shed constructed over the easement. John Klemm, the developer, said the covenants do not allow standalone buildings. Heavisides understood, but said many residents don't understand easements and they might think that area was buildable. He said it would make more sense if the area in question was part of lot 21, but reiterated the reconfiguration is only a suggestion.

Gregg Humphrey, Sangamon County Water Reclamation District, had no comments, but said the drainage easement could specifically be called out as a storm sewer easement.

Casey Pratt, Sangamon County Highway Department, asked if the developer has any intentions to connect to the unimproved section of Mt. Zion School Road. Walker said the area between Panther Creek Drive and Foxhall Lane is privately owned and connections will not be allowed.

Heavisides said sections III and IV of the covenants shall be revised to indicate that the maintenance of drainage and common areas shall continue in perpetuity, and that the requirement shall be excluded from the developer's power or ability to alter the covenants. He said the covenants shall identify the maintenance of landscape areas within the median shall be maintained by the association. Heavisides said the covenants only indicate maintenance of a sign. He said a License Agreement will be required for the sign in the ROW. Heavisides said documentation approving the removal of the designated wetland on lots 9 and 10 shall be provided.

Heavisides said drainage easements on lots 2, 4, 5, 9, 10 and 1001 need additional dimensions and bearings to adequately describe the easement. He said a drainage easement

shall be provided between lots 17 and 18 and along lot 1000 for the storm sewer that goes into the pond. He said all drainage easements shall extend into the pond to cover the maintenance of all end sections. He said a construction detail for the easement through lots 9 and 10 shall be provided to verify the location and asked if the easement can be located further to the north to prevent issues down the road with easements that bisect lots. Heavisides recommended that lots 19, 21, and 23 be reconfigured to extend lot 21 to the pond to eliminate the small portions of lots 19 and 23 that are cut off by the easement. He said all three lots would then have pond frontage. Carlton and Aspen are already street names and shall be changed. He said the width of adjoining streets shall be identified and Foxhall Lane shall be shown to the north. He said the future plat phase area shall be identified on the plat. He said two monuments of stone or set in concrete shall be placed at opposite extremities of the plat. He said permanent monuments must be identified on the plat, for the 100 year base flood elevation, including dimensions and bearings. He said the monuments shall be placed at all inflection points as well as at all intersection property lines. He said contour lines must be included for the identification of the 100 year base flood elevation. He said a note shall be provided on the plat that lots 7, 8, 9, and 10 shall not have access to Mt. Zion School Road and that the City Traffic Engineer shall approve the location of driveways for lots 6 and 7, which shall be set back from the Right of Way of Panther Creek Drive. Heavisides said he is not restricting access to Panther Creek Drive from lot 6 if that is what the developer would desire. He said the plat shall be revised to accommodate a turnaround space for the sidewalk ending at lot 25.

Kenneth Springs, Citizen Member, asked about moving the wetlands on lots 9, 10, and 25. Walker said the wetlands are only located on lots 9 and 10. Springs asked what is going to happen to lot 25. Zeibert asked if there is a wetland on lot 25. Walker said he does not believe so. Springs asked if the wetland location has been confirmed. Walker said they are in the process of trying to check the wetlands out on lots 9 and 10. He said the Corps of Engineers are not in session because of COVID. Walker said if this final plat is approved subject to a wetland determination on lots 9 and 10, it could delay the rest of the plat. Walker said if that is the case he would like to remove lots 9 and 10 from the final plat.

Gregg Humphrey asked if there are other questions. Heavisides asked if they will be voting to exclude lots 9 and 10. He said he thought this would require a revised preliminary plan to show them as a future phase. Heavisides said if the final plat excluded lots 9 and 10 that would create one R-1 lot, that could be sold and have direct access. Zeibert confirmed Heavisides's statement. Heavisides said the preliminary plan would need to be revised to exclude lots 9 and 10 and to be shown in a future phase. Walker questioned if they would have to come back with a preliminary plan. Heavisides said they would, because of the change in the floodplain. Walker wanted to know why there has to be a revised preliminary plan to change two lots in a later phase. Heavisides said it is required to show phasing on the preliminary plan. Humphrey said the staging plan is changing, which is part of the preliminary plan. Walker said the ordinance does not allow a preliminary plan and a final plat in the same meeting. He said it does not take 30 days to make a decision about removing the lots in question, but it does set his client back another 30 days. Humphrey asked Zeibert if you can do a revised preliminary plan with a final plat. Zeibert said they can also do a minor change.

Zeibert asked Walker if he has reached out to the Corps of Engineers. Walker said they have sent materials and left messages but no calls back. Zeibert asked how long ago the call was made. Walker said last week and this morning but have not heard anything. Zeibert asked what has been done to the area. Walker said there has been work done to lots 9 and 10. Heavisides asked if the pond was filled in. Walker said yes, there was some grading work done on lots 9 and 10. Heavisides said on the U.S. Fish and Wildlife website there may be a way to

complete an application. Walker said they have not done that because this area is probably deemed as insignificant because of its size. Zeibert asked Heavisides if a wetland permit was required for the storm water management area. Heavisides said that any time work is done in a designated wetland, appropriate permits need to be obtained. Heavisides agreed that based on the classification of the ponds, it is unlikely that extensive permitting is required, but indicated that he cannot make that determination. Zeibert said either way a permit is needed. Heavisides confirmed that a permit would be required for both lots. Walker said when they completed the LOMA application, they notified that they were changing the dam for the south pond and were told no permit was required. Heavisides said that takes care of that one. Walker said they are going as fast as they can, they have water main and storm sewer going in now and plan on having a road constructed in two weeks. He said he hopes that the issue will not hold up the entire plat. Heavisides suggested to continue reaching out to the Corps and IDNR, check with IDNR to see if they have any contacts. He said the bottom line is that a signoff for the wetland shall be provided. Heavisides said his recommendation was to get the required signoff for the plat as presented and proceed with lots 9 and 10. He said if they cannot reach anyone, they will have to hold off on this plat and come back with a minor revision to change the staging.

T.J. Heavisides made a motion to approve the final plat subject to:

1. Wetland permit documentation;
2. Final covenant revisions;
3. Correct FEMA map numbers;
4. Dimension drainage easements throughout plan;
5. Reorder drainage easement information so it does not block information on plat such as lot lines and bearings;
6. Clearly identify private drainage easements on the plat;
7. Radii for all curves and rounded corners;
8. Indicate use of IL State Plane Coordinates West Zone NAD 83;
9. Provide different streets for Aspen and Carlton;
10. Identify contour line of the 100 year base flood elevation;
11. Identifying permanent floodplain monuments with dimensions and bearings;
12. Identify two monuments of stone or set in concrete at opposite extremities of the plat;
13. Identify distance from the tick mark between curves 1 and 2 to the intersection of Blue Heron & Foxhall Lane;
14. Label and dimension the ROW width at Foxhall Lane and Panther Creek Drive;
15. Note that ROW conveyance shall be in fee simple;
16. Include drainage easement between lots 17 and 18, and along strip of lot 1000;
17. Provide construction detail for easement through lots 9 and 10;
18. Identify the future plat/phase area;
19. Note - Lots 7, 8,9 and 10 shall not have access to Mt. Zion School Road;
20. Note – Access to Lots 6 and 7 shall be approved by the City Traffic Engineer;
21. Include ROW for turn around area for sidewalk ending at lot 25;
22. Identify width of adjoining streets;
23. Identify Foxhall Lane to the North;
24. Relocating Mt. Zion School Road label to paved section;
25. Extend all drainage easements into the pond;

Mike Johnson seconded the motion and the vote to approve passed with Kenneth Springs abstaining from the vote.

DRAFT

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

FILE NO. 1987-13

CENSUS TRACT # 36.04

NAME OF SUBDIVISION: West Koke Mill – 6th Addition – Lot 8 – Partial Plat of Setback
Vacation

JURISDICTION: City of Springfield

DATE OF MEETING: October 8, 2020

OWNER: James R. Disney

ENGINEER: Fuhrmann Engineering

DESCRIPTION: Pt. of the E ½ of the SW ¼ of Sec. 1, T15N, R6W – Located East
of Checkerberry Lane and North Devils Walkingstick Drive

0.01 **Acres** 1 **Lots**

MOTION TO RECOMMEND: Approval, Subject to

BY: T.J. Heavisides

2ND BY: Ken Springs

VOTE: Unanimous

Joe Zeibert, Regional Planning Commission, said the parcel 1 and 2 information in the top right corner shall be removed from the drawing. He said the recorded date in the legal does not match the recorded date under reference documents on the face of the plat. He said the duplex division line shall be removed and space shall be provided for the RPC and City Engineer approval stamp on the face of the plat. Mark Summers, Fuhrmann Engineering, said he will take care of the noted issues.

T.J. Heavisides said the minimum letter size shall be 0.1 inch. He said the date of completion of fieldwork shall be identified and the area of the survey identified to the nearest 0.001 acre on the plat.

T.J. Heavisides made a motion to approve the Partial Plat of Setback Vacation subject to:

1. Remove parcel 1 and 2 information at the top right corner of plat;
2. Correct the recorded date in the legal to match recorded date under the reference documents on face of plat;
3. Providing adequate area on face of plat for RPC and City Engineer Approval Stamp;
4. Remove duplex division line;
5. Minimum letter size 0.10 inch;
6. Add date of completion of fieldwork;
7. Area of the survey is to be shown to the nearest 0.001 acre.

Ken Springs seconded the motion and the vote to approve was unanimous.