



**LAND SUBDIVISION COMMITTEE MEETING MINUTES  
August 6, 2020**

**ATTENDANCE**

<b>Land Subdivision Committee Members</b>	<b>Staff</b>
Gregg Humphrey, Chairman	Joe Zeibert
Dan Crouse	Emily Prather
Mike Johnson	Jordan Leaf
John Harris	
Edward Canney	
Brad Bixby	<b>Others</b>
Casey Pratt	Steve Kuper
T.J. Heavisides	Justin Barnes
Steve Hall	
Valera Yazell	
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 July 2, 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 Mike Johnson, to adjourn the meeting. The meeting adjourned at 1:44 PM.

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

**FILE NO.**            1997-13  
**CENSUS TRACT #**    27

**NAME OF SUBDIVISION:** Wanless' Lincolnwood – First Addition – Partial Plat of Vacation  
**JURISDICTION:** City of Springfield  
**DATE OF MEETING:** August 6, 2020  
**OWNER:** Fred Wanless, LLC  
**ENGINEER:** Zumwalt & Associates, Inc.  
**DESCRIPTION:** Partial Plat of Vacation – Pt. of the SW 1/4 & Pt. of the SE 1/4 of  
Sec. 15, T15N, R5W – Located east of Bus. I-55/6th Street, north  
of Lincolnshire Blvd., and west of Octavus Via  
3.258    Acres    2    Lots

**MOTION TO RECOMMEND:** Approve, Subject to:  
**BY:** Dean Graven  
**2<sup>ND</sup> BY:** Dan Crouse  
**VOTE:** Unanimous

Justin Barnes, Club Carwash, presented the partial plat of vacation.

Joe Zeibert, Regional Planning Commission, said the name and address of the owner shall be identified. He said the title block at the bottom shall be changed to reflect a Partial Plat of Vacation.

Dan Crouse, City Engineer, said the property owner's name, address, and telephone number shall be identified on the plat. He said the parcel identification number shall be identified and the date of completion of fieldwork shall be added. He said a legal description of the property shall be provided on the face of the plat or on a separate 8 ½ x 11/ 11x 17 sheet. Crouse said the point of beginning and point of commencement as per the legal description shall be labeled. 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 or reference corners of the survey, shall be shown and described as to size, shape, and material. He said the area of the survey shall be identified on the face of the plat to the nearest 0.001 acre. He said when bearing, azimuth, or coordinate systems are used; the basis or proper names of the system shall be noted on the plat. He said the existing street right-of-way widths shall be identified on the plat and the special flood hazard area statement provided. Crouse said the following statement shall be placed near the professional land surveyor seal and signature: "This professional service conforms to the current Illinois minimum standards for

a boundary survey.”. He said the section, quarter section, or quarter-quarter section lines and corners shall be identified and labeled on the plat.

Dean Graven made a motion to approve the partial plat of vacation, subject to:

1. Change the title block at the bottom to reflect a Partial Plat of Vacation;
2. Provide the property owner’s name, address, and phone number;
3. Add the parcel identification number;
4. Note the date of completion of fieldwork;
5. Legal description of the property on face of plat or on a separate 8 ½ x 11/11 x 17 sheet;
6. Label Point of Beginning and Point of Commencement as per legal description;
7. Permanent monuments placed at each corner and at the end points of curves;
8. Monuments or witness corners, whether set or found, intended to represent reference corners of the survey, shall be shown and described as to size, shape, and material;
9. Area of the survey shown on the face of the plat to nearest 0.001 acre;
10. Where bearing, azimuth, or coordinate systems are used; the basis or proper names of the system shall be noted on the plat;
11. Identify Right-of-Way widths for existing streets;
12. Special flood hazard area statement;
13. The following statement shall be placed near the professional land surveyor seal and signature: “This professional service conforms to the current Illinois minimum standards for a boundary survey.”.
14. Identifying and labeling any section, quarter section, or quarter-quarter section lines and corners.

Dan Crouse seconded the motion, and the vote to approve was unanimous.

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

**FILE NO.**                    2020-05  
**CENSUS TRACT #**        27

**NAME OF SUBDIVISION:** Club Carwash Minor Subdivision – Final Plat  
**JURISDICTION:** City of Springfield  
**DATE OF MEETING:** August 6, 2020  
**OWNER:** Fred Wanless, LLC  
**ENGINEER:** Zumwalt & Associates, Inc.  
**DESCRIPTION:** Pt. of the SW 1/4 & Pt. of the SE 1/4 of Sec. 15, T15N, R5W –  
Located east of Bus. I-55/6th Street, north of Lincolnshire Blvd.,  
and west of Octavus Via  
3.258    Acres    2    Lots

**MOTION TO RECOMMEND:** Approve, Subject to:  
**BY:** T.J. Heavisides  
**2<sup>ND</sup> BY:** Dan Crouse  
**VOTE:** Unanimous

Justin Barnes, Club Carwash, presented the final plat.

Joe Zeibert, Regional Planning Commission, said the approval block shall be corrected to reflect section 153.179. He said the existing utilities shall be shown on the plat. Zeibert said a reciprocal easement agreement for the access easement shall be provided and the billboard shall be identified on the final plat.

T.J. Heavisides, City Traffic Engineer, said the minimum letter size shall be 0.14 inch. He said the date of completion of fieldwork shall be noted. He said the coordinates for each boundary corner shall be displayed to 4 decimal places, Illinois State Plane Coordinates NAD 83 West Zone preferred. He said the point of commencement as per the legal description shall be labeled. He said two monuments of stone or reinforced concrete must be set at opposite extremities of the property platted. He said a note referring to covenants if the setbacks are different from those of the appropriate zoning district shall be provided. He said if the existing covenants for the subdivision address the maintenance responsibility of the access easement, a note shall be provided on the plat stating the maintenance of the easement shall be per the subdivision covenants and the document number referenced. If not, updated covenants shall be provided to address the maintenance responsibility. He said the section or quarter section lines shall be labeled on the plat. Heavisides said contours based on USGS datum shall be identified on the plat.

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

1. Change approval block to reflect section 153.179;
2. Existing utilities shall be shown;
3. Reciprocal easement agreement;
4. Identify billboard on the final plat;
5. Minimum letter size 0.14 inch;
6. Date of completion of fieldwork;
7. Coordinates displayed for each boundary corner, to 4 decimal places. Illinois State Plane Coordinates NAD 83, West Zone preferred;
8. Label Point of Commencement as per legal description;
9. Two monuments must be of stone or reinforced concrete and must be set at the opposite extremities of the property platted;
10. A note referring to covenants if the setbacks are different from those of the appropriate zoning district;
11. Verify that the existing covenants for the subdivision addressing maintenance responsibility of the access easement. If so, note on the plat that the maintenance of the easement shall be per the subdivision covenants and reference the document number. If not, updated covenants shall be provided to address the maintenance of the access easement;
12. Identify and label the section or quarter section lines;
13. Provide contours based on USGS datum.

Dan Crouse seconded the motion, and the vote to approve was unanimous.

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

**FILE NO.**                    2012-03  
**CENSUS TRACT #**        36.04

**NAME OF SUBDIVISION:**    Stone Creek Subdivision – Third Addition – Final Plat

**JURISDICTION:**            City of Springfield

**DATE OF MEETING:**        August 6, 2020

**OWNER:**                    Stone Creek Developers, Frank Buraski, Jason Buraski

**ENGINEER:**                Vasconcelles Engineering, Inc.

**DESCRIPTION:**            Pt. of the SE 1/4 of the SE 1/4 of Sec. 2, T15N, R6W – Located on the East side of Meadowbrook Road and North of Iles Avenue

5.679    **Acres**    22    **Lots**

**MOTION TO RECOMMEND:** Approve, Subject to:

**BY:**                         Gregg Humphrey

**2<sup>ND</sup> BY:**                   T.J. Heavisides

**VOTE:**                     Unanimous

Steve Kuper, Vasconcelles Engineering, Inc., presented the final plat. He said construction is under way for the 3<sup>rd</sup> and final addition of Stone Creek.

Joe Zeibert, Regional Planning Commission, said the lot width of lots 35/36 at the building setback line shall be identified. He said final covenants shall be provided. He said the name of the sewer provider shall be corrected to reflect the Sangamon County Water Reclamation District. He said line 20 of the 3<sup>rd</sup> of 5 courses and distances shall be corrected to reflect north instead of south 89 degrees 24 minutes 22 seconds. He said the bearings and dimensions of the road centerline for Cornerstone Circle shall be identified on the plat. He said the bearing for the north lot line of lots 6-10 shall be provided.

Dan Crouse, City Engineer, said that two monuments must be of stone or reinforced concrete and must be set at the opposite extremities of the property platted. He said a note shall be added referring to the covenants if the setbacks are different from those of the appropriate zoning district. He said the owner's written acknowledgement of the Right-of-Way conveyance in fee simple shall be provided and the plat shall be signed and sealed.

T.J. Heavisides, City Traffic Engineer, said the easement dimensions are needed for the rear yard.

Gregg Humphrey made a motion to approve the final plat, subject to:

1. Identify the lot width of lots 35/36 at the building setback line;
2. Final covenants are needed;
3. Sewer provider correction - Sangamon County Water Reclamation District;
4. Legal Description: line 20 #3 of the 5 courses and distances should be north not south 89 degrees 24 minutes 22 seconds;
5. Dimension and provide bearings for road centerlines (Cornerstone Circle);
6. Identify the bearing of the North lot line for lots 6-10;
7. Two monuments must be of stone or reinforced concrete and must be set at the opposite extremities of the property platted;
8. A note referring to covenants if the setbacks are different from those of the appropriate zoning district;
9. Owner's written acknowledgement of the Right-of-Way conveyance in fee simple;
10. Sign and Seal;
11. Identify the easement dimensions for the rear yard.

T.J. Heavisides seconded the motion, and the vote to approve was unanimous.