



**LAND SUBDIVISION COMMITTEE MEETING MINUTES
December 5, 2019**

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
T.J. Heavisides	Ethan Hendricks
Dan Crouse	
Mike Johnson	
John Harris	Others
Chris Cole	Matthew Massey
Brad Bixby	Phil Martin
Casey Pratt	Joe Mayer
Steve Hall	Marlain Beard
Trustin Harrison	Paul Robertson
Valera Yazell	
Ken Springs	

- **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 November 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.

- **PUBLIC COMMENT**

Paul Robertson, West Road Park Homeowner's Association President, asked why the driveway variance was denied. Gregg Humphrey, Sangamon County Water Reclamation District and Committee Chairman, said the committee recommended denial of the variance. He said the variance request does not meet the regulations of the City of Springfield Subdivision Ordinance. Robertson asked if it was because it is a circular driveway. Humphrey said it was because it is an access issue onto an arterial road. T.J. Heavisides, Office of Public Works, said the standards of variation were not met showing a hardship, issues with topography, or surrounding development. Joe Zeibert,

Regional Planning Commission, said the variance request does not meet the intent of the Subdivision Ordinance. He said the Comprehensive Plan tries to limit additional access points onto arterial roads. He said arterial roads are meant to carry traffic from Point A to Point B with the least amount of conflicts as possible. He said Heavisides is going to talk with the owner about other possible options.

- **ADJOURNMENT**

T.J. Heavisides made a motion, seconded by Ken Springs, to adjourn the meeting. The meeting adjourned at 1:57 PM.

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

FILE NO. 2019-11

CENSUS TRACT # 29

NAME OF SUBDIVISION: Restaurant Outparcel Subdivision – Location and Sketch Map and Variance Sec. 153.158(b)(2) – Lot Arrangement

JURISDICTION: City of Springfield

DATE OF MEETING: December 5, 2019

OWNER: Seritage KMT Finance, LLC

ENGINEER: Martin Engineering

DESCRIPTION: Pt. of the N 1/2 of the NW 1/4 of the SW 1/4 of Sec. 7, T15N, R5W – Located at the southeast corner of Veterans Parkway and Wabash Avenue

18.90 **Acres** 5 **Lots**

MOTION TO RECOMMEND: Variance Sec. 153.158(b)(2) – Lot Arrangement – Approve

BY: T.J. Heavisides

2ND BY: Dan Crouse

VOTE: Unanimous

MOTION TO RECOMMEND: Location and Sketch Map – Approve, Subject To

BY: T.J. Heavisides

2ND BY: Dan Crouse

VOTE: Unanimous

Phil Martin, Martin Engineering, presented the location and sketch map. He said this property is owned by Seritage, which is out of New York City. He said they are wanting to divide off the Outback Steakhouse, Popeye’s, and CoreLife Eatery.

Joe Zeibert, Regional Planning Commission, asked how these lots will have access. Martin said they will be platting access easements. He said they will also have CCRs. He said those will allow for access and parking across the lots. Zeibert said staff recommends approval of the Location and Sketch Map and Variance Request. He said all essential services are available to serve the site, and the development is in accord with the 2037 City of Springfield Comprehensive Plan. He read comments from the Illinois Department of Transportation, as they were not in attendance. He said there shall not be any new points of access. He said

access easements shall be shown on the plat. He said a blanket reciprocal parking agreement between all lots in the subdivision should be considered.

Mike Johnson, CWLP-Water, said he had no comment on the Location and Sketch Map. He said the easement will need to be recorded prior to review of the final plat.

Gregg Humphrey, Sangamon County Water Reclamation District, said all of the sanitary sewers and service lines shall be shown in easements. He said the restrictive covenants for the subdivision shall contain provisions to allow lot owners to access and utilize the easements for operation, maintenance and repair of the sanitary sewers.

T.J. Heavisides, Office of Public Works, said the location of the "Jacksonville Branch" shall be shown at the south end of the property. He said the approximate locations of the intended shared access drives shall be shown with the approximate widths. He asked what the purpose of the 50' by 17' dimension extending from the south of Lot 4. Martin said that area was for a loading zone for Popeye's. He said the loading zone will be covered by the CCR, and that the lot has been squared off. Heavisides said the parking shall also be covered by the CCR. He said all utilities through the site (public and private) shall be located within easements, if they are not already. He said the covenants for the subdivision shall include provisions to address maintenance responsibilities. He said the actual floodplain location shall be shown on the preliminary plan, including LOMA information that has been filed for the property. Martin said the GIS shows the floodplain further than an ALTA survey shows. He said no LOMA's have been filed for the property. He said he believes the buildings are within the floodplain. Heavisides said FEMA's maps show the buildings in the floodplains, but a previous Large Scale Development shows the buildings out of the floodplain. He said they advised a LOMA with the Large Scale Development, but one was not conducted.

Brad Bixby, CWLP-Electric, said the easements have been discussed already with the developer.

T.J. Heavisides made a motion to approve the variance of Sec. 153.158(b)(2) – Lot Arrangement.

Dan Crouse 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. Show the location of the Jacksonville Branch,
2. Show the location and width of the access easements, and
3. Show the location of the floodplain.

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

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

FILE NO. 1974-12

CENSUS TRACT # 36.04

NAME OF SUBDIVISION: West Road Park – Variance Request Sec. 153.157(L) –
Restriction of Access

JURISDICTION: City of Springfield

DATE OF MEETING: December 5, 2019

OWNER: Arbia & Marlain Beard

ENGINEER: N/A

DESCRIPTION: Pt. of the SW 1/4 of the SW 1/4 of Sec. 1, T15N, R6W – Located
on the north side of Iles Avenue between Dubsdread Drive and
West Road Drive

1.6 **Acres** 1 **Lots**

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

BY: T.J. Heavisides

2ND BY: Ken Springs

VOTE: Unanimous to Deny

Marlain Beard, owner of the property, presented the variance request. She said this request was made because she and her husband recently retired and bought a camper to take vacations with their grandchildren. She said they are hoping to put in a second driveway. She said they didn't realize they needed approval from the city for a second access point before they started the process of purchasing a camper. She said they have taken receipt of the camper and it is currently backed into their existing driveway. She said when they back in the camper, it blocks half of their attached garage and a quarter of their detached garage. She said it would also eliminate the process of backing the camper into the driveway and blocking traffic. She said they would be able to drive in to their property and turn around in their backyard and be facing the street.

Joe Zeibert, Regional Planning Commission, said arterial streets are supposed to carry traffic through an area with the least amount of conflicts as possible and are designed to carry large amounts of traffic. He said direct access to arterial streets is prohibited for that reason unless the petitioner can meet the requirements of a variance identified within the ordinance. He said the staff does recognize that in some cases access to an arterial might be justified. He said in this case, the staff recommends denial of the variance request. He said the supporting documentation provided doesn't meet the standards identified within the ordinance. He said one of the policies of the 2037 Springfield Comprehensive plan is to limit curb cuts on new arterial and connector streets and reduced on existing arterials. He said in this case, the

property already has a single access point to Iles Avenue, which existed since the late 70's and was established with the original development. He said as stated within the petitioner's request, extraordinary circumstances of topography, land ownership or adjacent development does not exist. He said the variance request does not support the goals of the subdivision ordinance and 2037 Springfield Comprehensive Plan to provide a safe and efficient street network. He said the staff recommends denial as the findings are not met for a variance. Beard said she would like to dispute the recommendation. She said there are three houses on her block that have additional access points. She said the variance is in accord with past practice. She said there is a house two lots down the street that has two access points to Iles Avenue. She said she has a legitimate request. She said they have the possibility to pull in and turn around and eliminate issues on West Iles.

Ken Springs, Citizen Member, said he agrees with the Planning Commission's recommendation. He said codes need to be followed. He said he did not know if the codes were changed after the additional access points were established.

Valera Yazell, Office of Planning and Economic Development, said she agrees with the Planning Commission's recommendation because the Comprehensive Plan includes limiting curb cuts onto arterial roads.

T.J. Heavisides, Office of Public Works, said Public Works finds that the proposed variance request does not meet the standards for variation, as the proposed variance request is made out of desire and not necessity. He said the existing driveway appears to have plenty of depth to park the RV. He said it appears the RV could be parked in such a way as to not block the existing garages. He said a slight modification could be made to the driveway to gain additional parking space. He said based on aerial photos and reviewing the time of the construction of Iles Avenue, he said it appears the access points she mentioned earlier existed prior to the widening of Iles Avenue. He said when the road was widened, the existing driveways were maintained. He said they were not additional access points, as they existed prior to the widening of the road. He said they are recommending denial.

Brad Bixby, CWLP-Water, said if a new driveway were constructed, provisions would need to be in place to protect the existing utility pole and transformer. Beard said there is a utility pole less than a foot from the entrance of their existing driveway. She said she has been in contact with the Homeowner's Association. She said Paul Robertson, the Association president, would be at the meeting, but would be late. She said the Homeowner's Association has no problems with the proposed second driveway because it is in accord with what is happening in other parts of the subdivision.

T.J. Heavisides made a motion to deny the Variance of Sec. 153.157(L) – Restriction of Access.

Ken Springs seconded the motion, and the vote was unanimous to deny.

Marlain Beard asked how she could appeal the decision. Zeibert said the recommendation will be heard by the Regional Planning Commission. He said the Regional Planning Commission will then make a recommendation to City Council. Heavisides asked if a denial from the Regional Planning Commission goes to City Council, or if she can decide to appeal the recommendation to City Council. Zeibert said he will need to review the ordinance, but ultimately it will go to City Council. Beard asked if the subdivision president will be allowed to speak on the matter once he arrives. Gregg Humphrey, Sangamon County Water Reclamation District and Committee Chairman, said action has already been taken. Heavisides said the subdivision president would need to address the technical points of the request, as the Land Subdivision Committee is a technical review group. He said stating that the request is in line with what other residents have would not have an impact on the review. Zeibert said

everyone does have the letter from the Homeowner's Association that was submitted with the variance request. Beard asked if the denial was because there was not a driveway in that spot when Iles Avenue was widened. Heavisides said that would be part of the reason. He said when roads are widened, they do not take away driveways. Zeibert asked if they would be able to relocate their existing driveway. Heavisides said they could do that. He said that may be difficult to do with the location of the house. He said she is welcome to come discuss what options she has. Beard asked if a circle driveway was an option. Heavisides said given the area available, it would be difficult, but he could discuss other options at the end of the meeting.

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

FILE NO. 1986-01
CENSUS TRACT # 20

NAME OF SUBDIVISION: Weston Pointe – Partial Plat of Easement Vacation

JURISDICTION: City of Springfield

DATE OF MEETING: December 5, 2019

OWNER: Matthew & Nicole Massey

ENGINEER: Martin Engineering

DESCRIPTION: Located at the southern end of Weston Pointe Drive between
Koke Mill Road and Veterans Parkway

0.2 **Acres** 1 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Dan Crouse

2ND BY: T.J. Heavisides

VOTE: Unanimous

Phil Martin, Martin Engineering, presented the Partial Plat of Easement Vacation. He said the owner would like to add a covered porch. He said it would extend into the 20' easement so they would like to vacate a portion of the easement.

Joe Zeibert, Regional Planning Commission, asked how far the porch would extend into the easement. Martin said he was not sure. He said it would not go beyond the 10' that is being vacated. Zeibert said sign-offs shall be obtained from all utilities. He said drainage calculations shall be approved by public works.

Dan Crouse, Office of Public Works, said the original subdivision plans show a drainage swale centered in the 20' easement. He said the drainage from Lots 20 and 21 were intended to flow through the drainage swale in Lot 19. He said a survey and construction documents showing a drainage swale can function in the remaining 10' easement without negatively impacting existing utilities or the drainage for Lots 20 and 21 shall be provided. He said a letter of acceptance will be required from utility companies, the Homeowner's Association, and the upstream property owners for Lots 20 and 21. He said the rear yard setback for a residential lot is 20'. He said the use of the area being vacated shall be specified as the setbacks will still apply. He said the plat shall be signed and sealed.

Brad Bixby, CWLP-Electric, said there is an existing 5' side yard easement along the south end of Lot 19. He said this easement shall be maintained as there is electric primary in this easement.

Dan Crouse made a motion to approve the partial plat of easement vacation, subject to:

1. Obtain sign-off from all utilities,
2. Provide documentation showing a drainage swale can operate in the remaining 10' easement,
3. Obtain sign-off from the Homeowner's Association,
4. Obtain sign-off from all affected lots,
5. Identify the use of the area being vacated,
6. Show the 5' side yard easement, and
7. Sign and Seal the plat.

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

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

FILE NO. 1978-27
CENSUS TRACT # 20

NAME OF SUBDIVISION: Redivision of Lot 2B-4a1 of White Oaks West – Final Plat

JURISDICTION: City of Springfield

DATE OF MEETING: December 5, 2019

OWNER: White Oaks Plaza, LLC

ENGINEER: Kimley-Horn/Farnsworth Group

DESCRIPTION: Pt. of the NE 1/4 of Sec. 12, T15N, R6W – Located on the west side of Veterans Parkway between Wabash Avenue and Iles Avenue

24.7 **Acres** 3 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Dan Crouse

2ND BY: T.J. Heavisides

VOTE: Unanimous

Joe Mayer, Kimley-Horn, presented the Final Plat. He said he is representing Washington Prime and Farnsworth Group. He opened the floor to comments.

Joe Zeibert, Regional Planning Commission, said the section line shall be shown. He said the easement lines shall be clarified. He said the ingress/egress easement has the same linetype as the utility/drainage easement. He asked if the 50' easement off West White Oaks in the northwest corner of the property is an access easement. Mayer said it currently is not an access easement, but the intent is to make it one. Zeibert said the two signature blocks shall be removed. He asked if there are covenants for access to the sign lot. Mayer said Washington Prime was not aware of any covenants on the property. Zeibert said a document shall be provided allowing access to the sign lot.

Mike Johnson, CWLP-Water, said there is a 10" water main that is not shown on the plat. He said the water main and the easement document shall be shown on the plat.

Dan Crouse, Office of Public Works, said the sheet size shall be 22" by 34" with a minimum letter size of .14 inches. He said the professional land surveyor's seal, original signature, date of signing, license number and expiration date shall be provided. He said the date of fieldwork completion shall be provided. He said coordinates shall be displayed for each boundary corner to four decimal places. He said the Illinois State Plane Coordinate NAD 83

West Zone are preferred. He said the legal description does not match the drawing. He said the directions on the bearings shall be verified. He said degrees, minutes, and seconds shall be spelled out in the legal description. He said the Point of Beginning and Point of Commencement shall be labeled on the plat. He said the basis or proper name of the system shall be identified where bearing, azimuth, or coordinate systems are used. He said a statement indicating whether or not any part of the plat is located in a special flood hazard area as identified by the Federal Emergency Management Agency shall be provided. He said a statement indicating that a floodplain was calculated in accordance with the Floodplain Regulations Ordinance Chapter 150 of Springfield City Code shall be provided, if applicable. He said contour lines of the base flood elevation with the location of all permanent monuments shall be identified on the plat.

Dan Crouse made a motion to approve the Final Plat, subject to:

1. Show the section line,
2. Clarify the easement linetypes,
3. Remove the two signature blocks,
4. Provide documentation to allow access to the sign lot,
5. Show the 10" water main and reference the easement document number,
6. Provide the professional land surveyor's seal, original signature, date of signing, license number, and expiration date,
7. Identify the date of fieldwork completion,
8. Provide the boundary corner coordinates,
9. Revise the legal description to match the plat,
10. Spell out degrees, minutes, and seconds in the legal description,
11. Label the Point of Beginning and Point of Commencement, and
12. Provide the proper name of any bearing, azimuth, or coordinate system used.

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