



**LAND SUBDIVISION COMMITTEE MEETING MINUTES
May 7, 2020**

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
Dan Crouse	Jordan Leaf
Mike Johnson	
John Harris	
Chris Cole	Others
Brad Bixby	William Hunt
Casey Pratt	Steve Walker
T.J Heavisides	Jay Jessen
Steve Hall	Duane Weiss
Trustin Harrison	Sam Nichols
Valera Yazell	Mike Stoppelwerth
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 5, 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 2:24 PM.

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

FILE NO. 1990-10

CENSUS TRACT # 30

NAME OF SUBDIVISION: Crows Mill Estates 3rd Addition - Lot 148 - Variance Requests - Section 153.157(L) and 153.158(b)(2)

JURISDICTION: City of Springfield

DATE OF MEETING: May 7, 2020

OWNER: William Hunt

ENGINEER: N/A

DESCRIPTION: Pt. of the W 1/2 , NE1/4, Sec. 34, T15N, R5W – Located on the north side of Hoecheater Road and east of Brent Drive
- Acres 1 Lots

MOTION TO RECOMMEND: Variance Section 153.157(L) –Restriction of Access and 153.158(b)(2) – Through Lot - Deny

BY: T.J Heavisides

2ND BY: Dan Crouse

VOTE: Unanimous

William Hunt presented the variances requested. He said he would like to construct a 30'x 30' garage with access to Hoecheater Road. He said he needs access to Hoecheater due to the narrowness of the lot. He said he can't add on to the existing garage due to the setback limitations. He said if a driveway was constructed, it would encroach on the neighbor's property and would be very costly to remove the trees. He said in the half mile long section of road there are approximately 13-14 access points and the road is not highly traveled. He said the speed limit is only 45 MPH. He said there is currently a farm access on North Cotton Hill Rd. He said he would like to construct a culvert to access Hoecheater Road for his garage.

Joe Zeibert, Regional Planning Commission, said the staff recommends denial of the variances requested. Zeibert 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. Direct access to arterial streets is prohibited for that reason unless the petitioner can meet the requirements of a variance identified within the ordinance.

Zeibert said one of the policies of the 2037 Springfield Comprehensive plan is to limit curb cuts on new arterial and connector streets and reduce curb cuts on existing arterials. In this case, the property already has a single access point to Christine Court, which was established when the subdivision was platted in 1993. When the subdivision was platted, a note was provided on the plat stating "No access to lots allowed from North Cotton Hill Rd. or

Hoechester Rd.” Therefore, the variance request does not support the goals of the subdivision ordinance and the 2037 Springfield Comprehensive Plan to provide a safe and efficient street network. While staff recognizes that in some cases access to an arterial might be justified, in this case, the staff recommends denial of the variances requested as the standards are not met.

Zeibert read a comment for the record received from Steven Simpson-Black, a Springfield Ward 1 resident, as requested through an email received. He asked to be included as an opponent to the variance request.

John Harris, City Building and Zoning, said the City of Springfield Zoning Ordinance, section 155.067, provisions for through lots, states that any street that the City allows access shall be considered a front lot line. In this case, the setback for the detached garage will have a 30’ setback requirement from the south property line along Hoechester Road. He said no parking spaces or structures would be allowed to be constructed in the 30’ setback.

Brad Bixby, CWLP Electric, said they have overhead electric lines located along Hoechester Road and that will need to be taken into consideration if any structures are constructed.

T.J Heavisides, City Traffic Engineer, said the office of public works recommends denial each of the variances requested. The standards of variation have not been met. The justification letter provided does not address and fails to meet the requirements listed in Section 153.207. It is clearly identified on the final plat of Crows Mill Estates, 3rd Addition, that no access would be granted to Hoechester Road for any lot. Therefore, the information was clearly available that a second garage, with access to Hoechester would not be allowed. Additionally, it was stated that access could not be constructed from the front yard around the building. However, using aerial photography and GIS, it appears there is approximately 17’ between the existing structure and the property line on the west side of the parcel, and approximately 12’ on the east side of the parcel. The 17’ dimension appears to be adequate to construct a driveway while taking into account storm water runoff that must be diverted from the adjacent property. While the 12’ dimension on the east side of the parcel would present a more challenging access point, depending on the site topography and the dimension of the proposed vehicles/trailer, it may still be a viable option. The cost of removal of trees does not meet the standard of variation as indicated in Section 153.207(c)(6), which states that the basis for variance shall not be based on the developers desire to reduce or eliminate costs.

Val Yazell, Office of Planning and Economic Development, concurs with the comments from City Staff and the Planning Commission.

T.J Heavisides made a motion to Deny the variances of Section 153.157(L) and 153.158(b)(2). Dan Crouse seconded the motion and the vote to deny was unanimous.

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

FILE NO. 2019-08
CENSUS TRACT # 36.03

NAME OF SUBDIVISION: Wyatt City Minor Subdivision – Final Plat

JURISDICTION: City of Springfield

DATE OF MEETING: May 7, 2020

OWNER: Ken & Lisa Wyatt

ENGINEER: Duane Weiss

DESCRIPTION: Pt. of the NW ¼, Sec. 8, T15N, R6W – Located east of Farmingdale Road and Roberts Road
6.622 Acres 2 Lots

MOTION TO RECOMMEND: Approve, Subject to

BY: T.J Heavisides

2ND BY: Trustin Harrison

VOTE: Motion Passed 11-1

Duane Weiss, Duane Weiss Land Surveying, presented the final plat.

Joe Zeibert, Regional Planning Commission, said the existing easements shall be shown on the plat and a document number provided. The distance of the septic field from the property line shall be identified on the plat. The centerline of Roberts Road and the existing ROW shall be identified on the plat. Zeibert said the signature block shall be corrected as identified in section 153.178(d)(2) of the City of Springfield Subdivision Ordinance. He said the signature block for the Mayor of Springfield shall be provided on the plat with the attest of the City Clerk. Zeibert stated that the existing seepage field shall be identified on the plat. The note referring to the approval of the final plat that doesn't guarantee that a suitable sewage system can be constructed shall be corrected to reflect the City of Springfield. The spelling of the word Ameren shall be corrected under the existing utilities.

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

Mike Johnson, CWLP Water, asked if fire flows were provided to support the 30' building separation identified on the plat. Zeibert said he believes the fire flow information was provided on the location map approval letter. Johnson said the fire flow separation will need to meet the distances indicated on the location map approval letter.

Brad Bixby, CWLP Electric, said the spelling of Ameren shall be corrected as identified under the existing utilities.

Casey Pratt, County Highway Department, said the following two notes shall be provided on the final plat; “No discharge from the sump pump or septic system shall be allowed in the roadside ditch without approval of the Township Road Commissioner” and “Any new road entrances shall be approved by the Township Road Commissioner”.

T.J Heavisides, City Traffic Engineer, said a legend shall be provided on the plat for all symbols and abbreviations used. He said the coordinates displayed for each boundary corner shall be displayed to 4 decimal places, Illinois State Plane Coordinates NAD 83 West Zone preferred. He said the surveyor’s certificate shall be provided and the point of beginning and point of commencement shall be labeled as per the legal description. Heavisides said two monuments must be shown on the plat of reinforced concrete and must be set at opposite extremities of the property platted. He said the location of all easements provided for public use, services or utilities shall be shown and each easement shall include anchor space for pole lines. He said the width of adjoining streets shall be identified on the plat. Heavisides said the date of preparation and the total acreage of the property shall be identified. He said the existing utilities within and adjoining the property shall be shown.

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

1. Identify the existing easements on the plat and provide a document number;
2. Identify the distance of the septic field from the property line;
3. Identify the centerline of Roberts Road and existing ROW;
4. Signature block correction as per section 153.178(d)(2);
5. Provide signature block for Mayor of Springfield with the City Clerk attest;
6. Correct note referring to the approval of the final plat doesn’t guarantee that a suitable sewer system can be constructed to reflect the City of Springfield;
7. Correct spelling of Ameren;
8. Verification of fire flow setback note;
9. Note – “No discharge from the sump pump or septic system shall allowed in the roadside ditch without approval of the Township Road Commissioner”;
10. Note - “Any new road entrances shall be approved by the Township Road Commissioner”;
11. Provide legend for all symbols and abbreviations used;
12. Coordinates displayed for each boundary to 4 decimal places, Illinois State Plane Coordinates NAD 83 West Zone preferred;
13. Surveyor’s Certificate;
14. Label the point of beginning and the point of commencement;
15. Easements shall be provided for public use, services or utilities shall be shown and each easement shall include anchor space for pole lines;
16. Identifying the width of adjoining streets;
17. Identifying the date of preparation and the total acreage of the property;

Trustin Harrison seconded the motion, and the vote to approve passed 11-1 with Gregg Humphrey voting against.

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

FILE NO. 2020-03

CENSUS TRACT # 36.04

NAME OF SUBDIVISION: Ash Grove Subdivision – Location and Sketch Map and Variance
Section 153.158(b)(2) – Lot Arrangement

JURISDICTION: City of Springfield

DATE OF MEETING: May 7, 2020

OWNER: Ash Grove Apartments – Courtney Joyner

ENGINEER: Martin Engineering

DESCRIPTION: Redivision of Lot 5 - Wabash Commercial Park – Pt. NW ¼, Sec.
14, T15N, R6W – Located southeast of Ash Grove Drive and
Hamlin Parkway

15.06 **Acres** 1 **Lots**

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

BY: T.J Heavisides

2ND BY: Dean Graven

VOTE: Unanimous

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

BY: T.J Heavisides

2ND BY: Gregg Humphrey

VOTE: Unanimous

Steve Walker, Martin Engineering, presented the development. He said the development was originally an existing large scale development plan located on one lot. He said the developer needs to divide the parcel into 6 lots for financing purposes and multiple mortgages with multiple banks.

Joe Zeibert, Regional Planning Commission, said the staff recommends approval of the Location and Sketch Map. All essential services are available to serve the site and the development is in accord with the 2037 Springfield Comprehensive Plan. Zeibert said the staff recommends approval of the variance of section 153.158(b)(2). The circumstance for which the request for the variance is based on are not common to most other tracts. A large scale development was previously approved and an access easement was platted with the original subdivision to connect Ash Grove Drive. Therefore, a private street network has been approved

and is in place to serve the development. Each lot will need to have access to the existing access easement. Zeibert said the specific type of the existing easement shall be identified on the LSM. Zeibert said the access easement will need to be expanded to serve lot 5C.

Gregg Humphrey, Sangamon County Water Reclamation District, said easements and covenants shall be provided for the private sanitary sewers.

John Harris, Springfield Building and Zoning, said lot 5D indicates a lot width of plus/minus 50'. The minimum lot width in R5B is 50' and shall be shown on the location and sketch map. Harris said lot 5B appears to be 2.03 acres in size. He said based on the R5b zoning classification, 35.37 units would be allowed. The plan reflects 36 units and the acreage will need to be adjusted to accommodate the number of units. Walker said he will confirm that the width of lot 5D is a minimum of 50'. He said lots 5B and 5E will be adjusted to accommodate the number of units allowed per lot.

Brad Bixby, CWLP Electric, said sufficient easement exists, but if lot 5F would need to be served an extension would be required at the developer's expense.

T.J Heavisides, City Traffic Engineer, said the proposed land use for lot 5F shall be identified. He said the maintenance of the common utility and access easement areas must be shared by all lots benefited and shall be required to be maintained in perpetuity, regardless of any time limitations placed on the covenants. He said the access easement needs to be extended to provide access to lot 5C or the property lines could be revised. Heavisides asked if the lots lines could be adjusted to eliminate the need for the flag lot. Walker said the lot lines could not be adjusted.

Walker said lot 5F is planned to be an 8 unit townhouse in the future with a driveway out to Ash Grove Dr. He said it is the developer's intent to revise the existing large scale development plan to show the future improvements.

T.J Heavisides made a motion to approve the variance of Section 153.158(b)(2). Dean Graven 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. Specify the type of the existing platted easements;
2. Expand the access easement to serve lot 5C;
3. Easements shall be provided for the private sanitary sewers;
4. Identify lot 5D as a minimum lot width of 50";
5. Lot Adjustment to meet the R5b zoning classification for 36 units;
6. Identify the proposed land use of lot 5F;
7. Note – "Maintenance of the common utility and access easement areas must be shared by all lots benefited and shall be required to be maintained in perpetuity, regardless of any time limitations placed on the covenants";

Gregg Humphrey seconded the motion and the vote to approve was unanimous.

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

FILE NO. 2020-03
CENSUS TRACT # 36.04

NAME OF SUBDIVISION: Ash Grove Subdivision - Preliminary Plan

JURISDICTION: City of Springfield

DATE OF MEETING: May 7, 2020

OWNER: Ash Grove Apartments – Courtney Joyner

ENGINEER: Martin Engineering

DESCRIPTION: Redivision of Lot 5 - Wabash Commercial Park – Pt. NW ¼, Sec. 14, T15N, R6W – Located southeast of Ash Grove Drive and Hamlin Parkway

15.06 **Acres** 1 **Lots**

MOTION TO RECOMMEND: Approve, Subject to;

BY: Dan Crouse

2ND BY: T.J Heavisides

VOTE: Unanimous

Steve Walker, Martin Engineering, presented the Ash Grove Subdivision Preliminary Plan. He said they will add a phasing chart to the preliminary plan. He said the phasing will be 5A, 5B, 5C, 5D, 5F, 5E.

Joe Zeibert, Regional Planning Commission, said the access easement will need to be expanded to serve lot 5C. He said the specific type of platted easement shall be identified on the plat. He said the location of fire hydrants shall be identified on the plan and the proposed staging shall be called out. Zeibert said the note identified in section 153.121(b)(3) shall be provided on the plan.

Gregg Humphrey, Sangamon County Water Reclamation District, said the covenants shall include language for the lot owners to repair and maintain the private sewers.

Dan Crouse, City Engineer, said the proposed land use of lot 5F shall be identified. He said a draft of the subdivision covenants shall be provided. The covenants must contain language that prescribes maintenance responsibilities for all easement and areas of common use, and that the maintenance of said items shall be in perpetuity, regardless of any set duration limitations for covenants. Crouse said a note shall be placed on the plat regarding the continued maintenance of all easement areas. He said the easements shown for private storm and sanitary sewer will need to be clearly marked for delineation of maintenance responsibilities. He said the access easement shall be expanded to serve lot 5C. He said the

east line of the NW ¼ of Section 14 shall be identified. Crouse said the proposed and existing buildings shall be clearly identified and the approximate dimensions of each existing building provided. Crouse said the size of the existing sanitary sewer shall be identified on the preliminary plan.

Mike Johnson, CWLP Water, said due to the depth of lot 5F and the buildable area being located over 250' from the closest fire hydrant, a water main extension will be required.

John Harris, Springfield Building and Zoning, said lot 5D indicates a lots width of plus/minus 50'. The minimum lot width in R5B is 50' and shall be shown on the identified on the preliminary plan. Harris said lot 5B appears to be 2.03 acres in size. He said based on the R5b zoning classification, 35.37 units would be allowed. The plan reflects 36 units and the acreage will need to be adjusted to accommodate the number of units.

T.J Heavisides, City Traffic Engineer, asked if multiple plats will be provided as indicated with the engineers opening comments. Walker said the development will all be platted in one phase. Heavisides asked CWLP Electric and CWLP Water if they would like a note on the plat indicating when the utility improvements would be required. Mike Johnson and Brad Bixby said a note shall be place on the preliminary plan indicating that water/electric extensions shall be completed before lot 5F is developed.

Dan Crouse made a motion to approve the preliminary plan subject to;

1. Extension of access easement to serve lot 5C;
2. Identify the specific type of platted easements;
3. Location of fire hydrants;
4. Proposed staging;
5. Proving a note on the plan identified in section 153.121(b)(3);
6. Preliminary covenants addressing maintenance responsibilities for all easements, private sewer repair, areas of common use, and that the maintenance of said items shall be in perpetuity, regardless of any set duration limitations for covenants;
7. Note addressing the continued maintenance of all easement areas;
8. Easements shown for private storm and sanitary sewer will need to be clearly marked for delineation of maintenance;
9. Identify the east line of the NW ¼ of Section 14;
10. Identify the proposed and existing buildings and dimension each existing building;
11. Identify the size of the existing sanitary sewer;
12. Identify lot 5D as a minimum lot width of 50";
13. Adjustment of lots to meets the R5b zoning classification for 36 units;
14. Note - Water/Electric utility extension shall be completed before lot 5F is developed.

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

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

FILE NO. 2020-01
CENSUS TRACT # 6

NAME OF SUBDIVISION: U-Haul Subdivision – Preliminary Plan

JURISDICTION: City of Springfield

DATE OF MEETING: May 7, 2020

OWNER: AREC 34

ENGINEER: Martin Engineering

DESCRIPTION: Pt. of the E 1/2 of the NW 1/4 of the NE 1/4 of Sec. 36, T16N, R5W – Located on the south side of Clear Lake Avenue between Dirksen Parkway and I-55

12.02 **Acres** 2 **Lots**

MOTION TO RECOMMEND: Approve, Subject to;

BY: Dan Crouse

2ND BY: Dean Graven

VOTE: Unanimous

Steve Walker, Martin Engineering, presented the preliminary plan.

Joe Zeibert, Regional Planning Commission, said the phasing shall be identified.

Dan Crouse, City Engineer, said the minimum font size shall be ten point. He said there is a storm sewer under the building in lot 1 and the development must protect the easement/maintenance rights for the storm sewer. He said a detailed plan will need to be provided at the final plat stage. He said draft covenants shall be provided for the subdivision. He said the covenants must contain language that prescribes maintenance responsibilities for all easements and areas of commons use. He said the maintenance of said items said be in perpetuity, regardless of any set duration limitations for the covenants. He said a note shall be placed on the plan regarding the continued maintenance of all easement areas. Crouse said some of the parking spaces will need to be removed on lot 2 for the southernmost storage buildings to allow for 2-way 24' wide traffic around the buildings. In addition, directional arrows and signage to direct traffic shall be provided since the current configuration has two-way traffic leading into a one-way. Crouse said the section line on Clear Lake Avenue shall be shown. He said the approximate dimensions of the existing buildings shall be identified and the sizes of the existing water mains.

Mike Johnson, CWLP Water, said the three private fire hydrants shall be shown around the building.

Chris Cole, Springfield Fire Department, said the private fire hydrants that will remain, will need to be tested annually by a third party to do a flow test in order to keep the private hydrants in service. Cole said a note shall be placed on the plat to address the issue.

Brad Bixby, CWLP Electric, said CWLP electric feeds lots 1 & 2. He said if any changes are expected to contact Electric Engineering.

Dan Crouse made a motion to approve the preliminary plan subject to;

1. Identify the phasing of the development;
2. Minimum font size shall be ten point;
3. Preliminary covenants addressing maintenance responsibilities for all easements and areas of commons use;
4. Note addressing continued maintenance of all easement areas;
5. Traffic circulation approval by the office of Public Works;
6. Identify section line along Clear Lake Avenue;
7. Identify the approximate dimension of the existing buildings;
8. Identify sizes of existing water mains;
9. Identify the three private fire hydrants on the plan;
10. Note to address annual flow test of the private hydrants to the satisfaction of the Springfield Fire Department;

Dean Graven seconded the motion and the vote to approve was unanimous.

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

FILE NO. 1998-16
CENSUS TRACT # 36.03

NAME OF SUBDIVISION: Redivision of Lots 5 and 6 - Springfield Technology Park -
Final Plat

JURISDICTION: City of Springfield

DATE OF MEETING: May 7, 2020

OWNER: Sallenger Development, LLC; Great North Properties, LLC

ENGINEER: Martin Engineering

DESCRIPTION: First Addition – Revised Final Plat – Pt. W1/2, Sec. 14, and Pt.
E1/2, Sec. 15, T15N, R6W – Located east of Rising Moon Road
and International Parkway

5.895 **Acres** 2 **Lots**

MOTION TO RECOMMEND: Approve, Subject to;

BY: T.J Heavisides

2ND BY: Dan Crouse

VOTE: Unanimous

Steve Walker, Martin Engineering, presented the development plan.

Joe Zeibert, Regional Planning Commission, said the document number for the revised plat shall be included in the legal description. Zeibert said IDNR indicated that future drainage work shall have an EcoCAT consultation submitted due to the proximity to the state-listed franklin ground squirrel population on the west side of town.

Dan Crouse, City Engineer, said the surveyor's certificate shall be provided. He said the point of beginning and point of commencement shall be labeled as per the legal description. He said the plat shall be signed and sealed.

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

1. Provide document number of the revised plat in legal description;
2. Surveyor's certificate;
3. Label point of beginning and point of commencement;
4. Plat signed and sealed

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. 2018-09
CENSUS TRACT # 24

NAME OF SUBDIVISION: Joette's City Minor Subdivision – Final Plat

JURISDICTION: City of Springfield

DATE OF MEETING: May 7, 2020

OWNER: Don Curtis

ENGINEER: Greene & Bradford

DESCRIPTION: Pt. of the SE 1/4 of the NW 1/4 of Sec. 1, T15N, R5W – Located at the southeast corner of Old Rochester Road and Business Park Drive

7.649 **Acres** 3 **Lots**

MOTION TO RECOMMEND: Approve, Subject to;

BY: Gregg Humphrey

2ND BY: Dan Crouse

VOTE: Unanimous

Jay Jessen presented the final plat of Joette's City Minor Subdivision.

Joe Zeibert, Regional Planning Commission, said the recorded document number for the proposed 15' sanitary sewer easement shall be identified on the plat. He said the ROW to be conveyed shall be shaded. He said the property lines shall be keyed in and shown clearly outside of the ROW. He said the signature block of the mayor and city clerk attest shall be provided on the plat. Zeibert said the direction of the bearing east of lots 2 and 3 shall be clearly identified on the plat. He said the existing and proposed easements are the same and will need to be changed.

Dan Crouse, City Engineer, said the final plat shall be drawn in black India ink on a reproducible material to a scale of not more than 100' to the inch. Font size shall be no smaller than the minimum font size for the respective sheet sizes shown in Appendix A. He said only the sheet sizes shown in Appendix A shall be permitted. If more than two sheets are used, an index sheet with component areas on the remaining sheets shall be included. Crouse said the surveyor's certificate shall be provided. He said the point of beginning and commencement shall be labeled as per the legal description. He said a note shall be provided referring to the covenants if the setbacks are different from those of the appropriate zoning district. He said the owner written acknowledgement of the Right-of-Way conveyance in fee simple shall be provided. He said the plat shall be signed and sealed. Crouse said the west line of section 1 shall be identified.

John Harris, City Building and Zoning, said the rear yard setback for the building on lot 2 shall be identified.

Brad Bixby, CWLP Electric, said an easement shall be provided for the electric line between the divided lot and lot 3.

Gregg Humphrey made a motion to approve subject to;

1. Provide the recorded document number on the plat for the sanitary sewer easement;
2. ROW to be conveyed shall be shaded;
3. Property lines shall be keyed in and shown clearly outside of the ROW;
4. Provide the signature block of the Mayor and attest of the City Clerk on the plat;
5. Clearly show the direction of bearings east of lots 2 and 3;
6. Key in and use separate symbols for the proposed and existing easements;
7. Plat drawn in black India ink on a reproducible material to a scale of not more than 100' to the inch;
8. Font size shall be no smaller than the minimum font size for the respective sheet sizes shown in Appendix A;
9. Surveyor's certificate;
10. Label point of beginning and commencement;
11. Note - referring to the covenants if the setbacks are different from those of the appropriate zoning district;
12. Provide owner written acknowledgement of the Right-of-Way conveyance in fee simple;
13. Plat shall be signed and sealed;
14. Identify the west line of section 1;
15. Identify the rear yard setback for the building on lot 2;
16. Electric easement provided as approved by CWLP Electric

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