



**LAND SUBDIVISION COMMITTEE MEETING MINUTES
March 5, 2020**

ATTENDANCE

Land Subdivision Committee Members	Staff
Gregg Humphrey, Chairman	Joe Zeibert
T.J. Heavisides	
Dan Crouse	
Mike Johnson	
John Harris	Others
Ed Canny	
Brad Bixby	Phil Martin
Casey Pratt	Frank Conder
Steve Hall	
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 February 6, 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**

Dan Crouse made a motion, seconded by T.J Heavisides, to adjourn the meeting. The meeting adjourned at 1:41 PM.

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

FILE NO. 2001-14
CENSUS TRACT # 36.03

NAME OF SUBDIVISION: Oak Park Estates – 2nd Addition – Lot 41 PPV

JURISDICTION: City of Springfield

DATE OF MEETING: March 5, 2020

OWNER: All C Construction, Inc.

ENGINEER: Greene & Bradford

DESCRIPTION: Pt. SW ¼ , Sec. 2, T15N, R6W – Lot 41 – Oak Park Estates - @nd
.3 Acres 1 Lots

MOTION TO RECOMMEND: Approve, Subject To

BY: T.J Heavisides

2ND BY: Ken Springs

VOTE: Unanimous

Frank Conder presented the partial plat of easement vacation. He said originally the plans were submitted to the City and approved. He said when Greene and Bradford came out to survey the property, they discovered the duplex encroached on the easement.

Joe Zeibert, Regional Planning Commission, said the setback line shall be removed from the partial plat of vacation. He said bearings 'A' and 'B' shall be reviewed and corrected to match the legal description. He said the plat shall provide an area for the signature block of the Executive Director of the Planning Commission and the City Engineer. Zeibert said sign-offs shall be obtained from all utilities.

Mike Johnson, CWLP Water, said CWLP Water doesn't have facilities within the easement.

Dan Crouse, Office of Public Works, said the exact location and size of the storm sewer along the east property line will need to be surveyed. He said a sign-off will be required from any utility located within the easement. He said parcel numbers shall be added to the plat and the calls in the description don't match the drawing. He said the subdivision description such as township, section, range and principal meridian shall be provided. Crouse said the special flood hazard statement shall be added to the plat.

T.J. Heavisides, City Traffic Engineer, said if the storm sewer is located too close to the building, the storm sewer might have to be relocated. He said the storm sewer might be located closer to the building instead of the property line. Frank Conder said the main drain located toward the back of the property is located in the center of the easement. Heavisides said the storm sewer shall be surveyed and measured from the street to the manhole in the backyard.

T.J. Heavisides made a motion to approve the partial plat of easement vacation, subject to:

1. Remove setback line,
2. Correct the bearings and legal description to match,
3. Provide space on plat for signature blocks,
4. Obtain sign-off from all affected utilities,
5. Survey of storm sewer identifying the location and size,
6. Identify parcel numbers on the plat,
7. Provide township, section, range and principal meridian in subdivision description,
8. Provide special flood hazard statement on plat.

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

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

FILE NO. 2019-12
CENSUS TRACT # 32.01

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

JURISDICTION: City of Springfield

DATE OF MEETING: March 5, 2020

OWNER: Bruce Thomas

ENGINEER: Greene & Bradford

DESCRIPTION: Pt. S1/2, Sec. 31, T15N, R5W

52.48 **Acres** 3 **Lots**

MOTION TO RECOMMEND: Approve, Subject To

BY: Gregg Humphrey

2ND BY: Valera Yazell

VOTE: Unanimous

Joe Zeibert, Regional Planning Commission, said the setback lines shall be removed from the plat and a note added stating that the setbacks are as per the City of Springfield zoning regulations. He said a scale shall be provided for the inset map. He said the location of the floodplain shall be identified on the plat and the flood hazard note shall be corrected. He said the location of permanent monuments identifying the flood elevation shall be shown on the plat. Zeibert said the monument specifications can be found in section 150.08(a)(2) of the city code. He said the location of all present buildings and water courses shall be identified on the plat. Zeibert said boundary lines with accurate distances and bearings with coordinates assigned to and labeled at each boundary corner shall be identified. Coordinates shall be displayed with a minimum four decimal places.

Mike Johnson, CWLP Water, said as a reminder the lots within the development drain directly into the Lake Springfield watershed and erosion control will play an important role to protect the water source.

Gregg Humphrey, Sangamon County Water Reclamation District, said the sanitary sewer service lines shall be constructed prior to approval of the final plat or a letter of credit provided for the improvements.

Dan Crouse, Office of Public Works, said the storm sewer through lot 3 shall be located within an easement. He said the minimum letter size shall be a minimum 0.14 inches. He said the coordinates displayed for each boundary corner shall be four decimal places and the preferred zone is the Illinois State Plan Coordinate West Zone NAD 83.

T.J. Heavisides, City Traffic Engineer, said the location of all easements provided for public use, services or utilities shall be identified on the plat. He said the easements shall have anchor spaces for pole lines. He said a note shall be added to the plat referring to the covenants if the setbacks are different than those of the appropriate zoning district.

Brad Bixby, CWLP Electric, said they will need to charge for two lots in the subdivision at the normal subdivision rate in order to extend electric to the development.

Gregg Humphrey made a motion to approve the Final Plat, subject to:

1. Remove setback lines,
2. Provide a note stating "Setbacks are as per the City of Springfield Zoning Regulations",
3. Identify the location of the floodplain,
4. Correct the flood hazard statement,
5. Identify the location of permanent monuments identifying the flood elevation on the plat,
6. Show the location of present buildings and water courses,
7. Display the boundary corner coordinates to four decimal and Illinois State Plan Coordinate West Zone NAD 83 preferred zone,
8. Construction of the sanitary sewer lines or a letter of credit provided acceptable to the Sangamon County Water Reclamation District,
9. Provide an easement on the plat for the storm sewer located on lot 3,
10. Minimum letter size shall be 0.14 inches,
11. Identify the location of all easements for public use, services or utilities and each easement shall have anchor spaces for pole lines,
12. Add a note referring to the covenants if the setbacks are different than those of the appropriate zoning district.

Valera Yazell seconded the motion, and the vote to approve was unanimous.

**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
JURISDICTION: City of Springfield
DATE OF MEETING: March 5, 2020
OWNER: Seritage KMT Finance
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
13.8 **Acres** 5 **Lots**

MOTION TO RECOMMEND: Approve, Subject to
BY: Dan Crouse
2ND BY: T.J. Heavisides
VOTE: Unanimous

Phil Martin, Martin Engineering, presented the final plat.

Joe Zeibert, Regional Planning Commission, said the line with a long dash followed by a short dash shall be keyed in the legend. Zeibert said the line might represent the street centerline. He said permanent monuments identifying the location of the floodplain shall be identified on the plat.

T.J. Heavisides, City Traffic Engineer, said contours lines and permanent monuments shall be provided identifying the location of the floodplain. He said the declaration of easement in section 6 of the covenants, shall include language that the maintenance of common areas shall be in perpetuity. Martin asked about the requirement if the owner wanted to sell the lot. Heavisides said there still has to be a requirement for the perpetual maintenance of the common areas. He said a surveyor certificate shall be submitted and the coordinates for each boundary corner shall be displayed to a minimum of 4 decimal places Illinois State Plan Coordinates West Zone NAD 83 preferred.

Martin asked if the committee reviewed the certificates submitted with the final plat. He said the certificates indicate that the easements within the parking lot are the City of Springfield easements.

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

1. Key in dashed line in legend,
2. Identify the contour lines and permanent floodplain monuments on the plat identifying the location of floodplain,
3. Covenants addressing maintenance of common areas in perpetuity,
4. Approval of certificates,
5. Boundary corners displayed to a minimum 4 decimal places Illinois State Plan Coordinates West Zone NAD 83 preferred,

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