

**MINUTES OF THE REGULAR MEETING OF THE COLUMBIA PLAN COMMISSION
OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
SEPTEMBER 10, 2018 IN THE CITY HALL AUDITORIUM**

1. CALL TO ORDER

The Plan Commission meeting of the City of Columbia, Illinois held Monday, September 10, 2018 was called to order by Chairman Bill Seibel at 6:30 P.M.

2. ROLL CALL

Upon roll call, the following members were:

Present: Chairman Bill Seibel and Commissioners Russell Horsley, Virgil Mueller, Caren Burggraf, Karin Callis, Tony Murphy and Doug Garmer.

Absent: Plan Commissioner Amy Mistler.

Quorum Present.

Administrative Staff Present: Building Official Justin Osterhage and Accounting/Clerical Assistant Sandy Garmer.

Administrative Staff Absent: None.

Guests present: Dennis Brand and Mark Scoggins, representing the Brellinger Partnership (left meeting at 6:45 P.M.).

3. APPROVAL OF PLAN COMMISSION MINUTES OF MONDAY, AUGUST 13, 2018

The minutes of the Monday, August 13, 2018 Plan Commission Meeting were submitted for approval.

A. MOTION:

It was moved by Commissioner Doug Garmer and seconded by Commissioner Caren Burggraf to approve the minutes of the Monday, August 13, 2018 Plan Commission Meeting as presented and on file at City Hall. On roll call vote, all Commissioners present voted yes. **MOTION CARRIED.**

4. NEW BUSINESS

A. Final Plat Brellinger Fourth Addition Subdivision

Chairman Seibel opened the discussion by welcoming Dennis Brand and Mark Scoggins, representing the Brellinger Partnership. Mr. Brand explained there was a minor revision

on the final plat for the Brellinger fourth addition subdivision in which he outlined the reduction of the detention area and the revised drainage routes on Lot 3. There was a brief discussion of the following items which included: (1) explanation concerning the common ground detention area on Lot 15 (which consists of trees and rough terrain) and the building area being closer to the cul-de-sac; (2) review of the streets with temporary cul-de-sacs to the south of the development, which includes Frost Landing and Benjamin Drive for possible future expansion; and (3) the streets will be rock during the construction phase and asphalt in the final phase. Chairman Seibel asked if the City has any concerns and Building Official Justin Osterhage explained the City requested a note be added to the final plat on lots that have two building lines, establishing the building lines at either 50 (fifty) or 30 (thirty) feet.

A. **MOTION:**

It was moved by Commissioner Doug Garmer and seconded by Commissioner Caren Burggraf to recommend approval of the Brellinger Fourth Addition Subdivision Final Plat. On roll call vote, Chairman Bill Seibel and Commissioner Russell Horsley, Virgil Mueller, Caren Burggraf, Karin Callis, Tony Murphy and Doug Garmer voted yes. **MOTION CARRIED.**

5. OLD BUSINESS

A. Chapter 17.60 “Building Permit Site Plan Requirements”

Building Official Justin Osterhage briefly explained the purpose of the Building Permit Site Plan Requirements is to outline detailed site plan requirements for accessory structures, single-family dwellings, multi-family dwellings, commercial properties and planned unit developments. The detailed site plan requirements will require the site plans to be signed and sealed by a professional engineer, architect or surveyor. There was a lengthy discussion which included the following issues: (a) an accessory structure would require signed and sealed site plans if the property includes, stormwater detention facilities, sink holes, springs, streams, silt berms, ponds, silt control facilities, floodways, floodplains, wetlands, sanitary sewage treatment and/or septic fields (outlined in Item #10 under 17.60.020 Accessory Structures); (b) the majority of the accessory structures would not require the signed and sealed site plans depending on topographical features; (c) additional expense involved in requirement of signed and sealed site plans; (d) additions, such as a decks, to single-family dwellings would require signed and sealed site plans if: (1) the City has not site plan on file for the subject property, and (2) the Building Official or designee determines that substantial site modifications or environment changes have rendered the original site plan obsolete (outlined in Item #11 under 17.60.030 Single-Family Dwellings); (e) many lots have floodways, floodplains and drainage retentions at the rear of the lots where homeowners want to place fences, pools or accessory buildings – with the signed and sealed site plans provided this could eliminate future development issues; (f) fences are not included in the site plan requirement; (g) positive benefits of having an accurate professional site plan completed since it can be used as future reference for homeowners for fencing pools, additions, etc.; (h) most small contractors for decks and fences want the homeowners to complete the site plans to avoid responsibility;

(i) new subdivision code requires proposed elevations be provided since there has been numerous issues with foundations and walk outs being placed too low that causes drainage problems; and (j) signed and sealed site plans would provide proof of structures not being constructed in floodplains according to FEMA and IDNR regulations.

A. **MOTION:**

It was moved by Commissioner Caren Burggraf and seconded by Commissioner Virgil Mueller to recommend approval of the Chapter 17.60 Building Permit Site Plan Requirements. On roll call vote, Chairman Bill Seibel and Commissioner Virgil Mueller, Caren Burggraf, Karin Callis, Tony Murphy and Doug Garmer voted yes, Commissioner Russell Horsley voted no. **MOTION CARRIED.**

6. STAFF REPORTS

A. None.

7. PUBLIC INPUT

A. None.

8. MEETING ADJOURNED

Since there was no further business to discuss, Chairman Seibel entertained a motion to adjourn.

MOTION:

Motion was made by Commissioner Russell Horsley and seconded by Commissioner Virgil Mueller to adjourn the Regular Meeting of the Columbia Plan Commission held Monday, September 10, 2018 at 7:25 P.M. On roll call vote, all Commissioners present voted yes.

MOTION CARRIED.

* Bill Seibel, Chairman

* Karin Callis, Acting Secretary

* Minutes by Sandy Garmer, Accounting/Clerical Assistant

* Copies of signed and approved minutes are available in the Clerk's Office.