

**MINUTES OF THE REGULAR MEETING OF THE COLUMBIA PLAN COMMISSION  
OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
NOVEMBER 14, 2016 IN THE CITY HALL AUDITORIUM**

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**1. CALL TO ORDER**

The Plan Commission meeting of the City of Columbia, Illinois held Monday, November 14, 2016 was called to order by Chairman Bill Seibel at 7:30 P.M.

**2. ROLL CALL**

Upon roll call, the following members were:

Present: Chairman Bill Seibel and Commissioners Russell Horsley, Caren Burggraf, Karin Callis, Gene Bergmann and Tony Murphy.

Absent: Commissioners Virgil Mueller and Amy Mistler.

Quorum Present.

Administrative Staff Present: Director of Community Development Emily Fultz, Building Official Justin Osterhage and Accounting/Clerical Assistant Sandy Garmer.

Administrative Staff Absent: None.

Guests present: Salle Plunkett and Annette Woldanski, representing Main Street Abbey Re-Development (JAG, Inc) – left meeting at 8 P.M.

**3. APPROVAL OF PLAN COMMISSION MINUTES OF MONDAY, OCTOBER 24, 2016**

The minutes of the Monday, October 24, 2016 Plan Commission Meeting were unavailable – item tabled for the next meeting.

**4. OLD BUSINESS**

A. None.

**5. NEW BUSINESS**

A. Main Street Abbey

Chairman Bill Seibel opened the meeting by welcoming the guests and referring to the Main Street Abbey Re-Development material distributed in the Plan Commission packet. Building Official Justin Osterhage had additional site plan drawings for the Plan Commission to review which included more detail than the initial plans received and he outlined the differences. Justin explained Mr. Crawford is requesting the Main Street Abbey be a Mixed Use Development. Emily explained the Mixed Use Development approval process which includes the preliminary plan and rezoning application, notification period, publication in the newspaper and public hearing. The Zoning Board of Appeals meeting will be held on Wednesday, December 7 and the Public Hearing will Monday, December 12. Emily informed the Plan Commission that she would forward a copy of the current city ordinance regulating mixed-use developments. While reviewing the Main Street Abbey Re-Development plans, the following discussion included: (a) that the property is currently zoned as R-6 (single family residential) and is proposed to be rezoned as C-2 (mixed use development); (b) noted additions to the plans are lighting on the proposed parking and relocation of dumpster location for accessibility purposes; (c) the parking variance outlined in the Proposed Parking Analysis chart (C103) and the parking lease agreement with Lawlor Funeral home; (d) the ADA accessible paths from South Main to each structure and concerns with the paths through the parking lots; (e) possibility of converting East Liberty or East Madison Street to one-way streets to add angled parking; (f) possible traffic flow, parking problems and traffic impact study; and (g) timeframe for development since developer has two tenants who are ready to move in. Chairman Bill Seibel concluded the discussion by thanking the guests for their attendance and input and letting them know the Plan Commission will continue to review the Main Street Abbey Re-Development plans.

B. Sidewalk Text Amendment

Community Developer Director Emily Fultz distributed the Revised Code for Subdivision Code 34-5-8 (pages 829 and 830) and the existing and proposed language for Section 34-5-12 SIDEWALKS. Emily explained that the City Council approved the ordinance to be 5 foot in width, but added the following language, “Sidewalks shall be constructed with a minimum of four (4) inches of Portland Cement concrete and a base of two (2) inches of clean aggregate base”.

**MOTION:**

It was moved by Commissioner Gene Bergmann and seconded by Commissioner Russell Horsley to amend Subdivision Code 34-5-8, Section 34-12-5, to four (4) inches of concrete with two (2) inches of aggregate base. On roll call vote, Chairman Bill Seibel and Commissioner Russell Horsley, Caren Burggraf, Karin Callis, Gene Bergmann and Tony Murphy voted yes. **MOTION CARRIED.**

C. Subdivision Update – Fox Run Estates

Building Official Justin Osterhage reviewed the information distributed in the Plan Commission packet, “Fox Run Estates – Phase 3” and the Plat of Survey of Part of

Lots 15 and 37 of “Fox Run Estates Phase 1”. Justin explained the developer is proposing that Lot 37 in Phase 1 be subdivided into 8 additional lots (Lot 38 – 45) in Phase 3. The major concerns of the Phase 3 plan is the accessibility of Lot 45 due to the location of the sanitary sewer line easements and the creek on the lot. A discussion followed which included the following: (1) the explanation of the land transfer of .19 Acres from the Sportsman’s Club and small portion of Lot 15 to the developer, currently zoned as A1 to be rezoned as R5; (2) the explanation of the land transfer of 2 acres from the developer to the Sportsman’s Club, currently zoned as R7 to be rezoned as A1; (3) the explanation of rezoning the original Lot 37 (Phase 1) or the proposed Lots 38 to 45 (Phase 3) from R7 to R5; (4) possible solution of separating Lot 38 and 39 or 40, with an access land between the lots; and (5) potential solution suggested to developer to eliminate Lot 45 and enlarge Lots 38, 39 and 40. Justin will advise the developer of the Plan Commission’s concerns with the Phase 3 development.

**D. Subdivision Update - Walnut Ridge Estates**

Building Official Justin Osterhage distributed additional information to review including two aerial maps of the proposed Walnut Ridge Estates, two FEMA workmaps (Panel C3 and C4), Columbia Municipal Code Chapter 17.14 (R-2 One-Family Dwelling District) and Chapter 17.16 (R-3 One-Family Dwelling District), Section 17.48.020 Community Unit Plan—Type B and Ordinance No. 1809, and Gedern Village – Phase 1 Final Plat. Justin reviewed the background of the First Amended Annexation and Zoning of a Tract of Property Comprising 42.56 Acres, More or Less, Which Property is Located on Rueck Road in Monroe County, Illinois North of Palmer Road and the Quarry Road (The Estates at Palmer Creek), dated January 2008 which included 55 lots zoned R3 (south side of creek) and R2 (north side of creek), originally denied by the Plan Commission. Justin compared it with the Walnut Ridge Estates Preliminary Plat dated November 5, 2016, which included 63 lots, proposed to be developed as Community unit plan – Type B pursuant to Section 17.48.020 (currently zoned as R2). The following discussion included: (i) property already has utilities ran; (ii) Rueck Road has been improved; (iii) Community unit plan deviates from the required lot size but requires a playground/recreational area – where would that area be located?; (iv) no walking trails located on current proposed plan; (v) concerns on potential flood zone area; (vi) ninety percent (90%) side entry garages with driveways across easement; (vii) development requesting narrower streets; (viii) proposed entrances to development off Rueck Road would line up with entrances to Briar Lakes (Briar Lake Place and Golden Briar Lane); (ix) possibility of entrance off Palmer Road lining up with Laura Court entrance at Village of Wernings; (x) long term effects of keeping the existing R2 zoning and (xi) impact of current and surrounding developments.

**6. STAFF REPORTS**

**A. Director of Community Development Emily Fultz**

Emily explained in the Committee meeting there was a discussion about food vendors

and the difference between catering versus food trucks. The question was whether a company chose to cater an event out of a food truck serving only to their employees (not open to the public) on their private property – do they require business license? A brief discussion included: (1) would the health department still require an inspection; (2) all food truck vendors would be located on private property; and (3) not selling food to the public. Emily said she would continue to do more research on the subject.

Chairman Bill Seibel questioned the City Council meeting minutes from October 17 which referred to the City Attorney working with Emily and the Plan Commission to update the Comprehensive Plan to include some of the long term projects the City wants to accomplish. Emily explained his reference was the Columbia/Dupo Boundary Agreement, the continued work on the Comprehensive Plan and whether we can amend our current plan to meet his specifications. Emily will continue the discussion with the City Attorney and keep the Plan Commission updated.

## **7. PUBLIC INPUT**

A. See above public comments in Main Street Abbey Discussion.

## **8. MEETING ADJOURNED**

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

### **MOTION:**

Motion was made by Commissioner Gene Bergmann and seconded by Commissioner Caren Burggraf to adjourn the Regular Meeting of the Columbia Plan Commission held Monday, November 14, 2016 at 9:16 P.M. On roll call vote, all Commissioners present voted yes.

### **MOTION CARRIED.**

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\* Bill Seibel, Chairman

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\* Karin Callis, Acting Secretary

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\* Minutes by Sandy Garmer, Accounting/Clerical Assistant

**\*Copy of approved signed minutes and attachments are available in the Clerk's Office**