

**MINUTES OF THE REGULAR MEETING OF THE COLUMBIA PLAN COMMISSION
OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
JULY 24, 2017 IN THE CITY HALL AUDITORIUM**

1. CALL TO ORDER

The Plan Commission meeting of the City of Columbia, Illinois held Monday, July 24, 2017 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, Karin Callis, Amy Mistler, Gene Bergmann and Tony Murphy.

Absent: Plan Commissioners Doug Garmer and Caren Burggraf.

Quorum Present.

Administrative Staff Present: Director of Community Development Emily Fultz, City Engineer Chris Smith (left meeting at 6:58 P.M.), Building Official Justin Osterhage and Accounting/Clerical Assistant Kelly Mathews.

Administrative Staff Absent: None.

Guests present: Alderman Mary Ellen Niemietz (left meeting at 6:58 P.M.), Alderman James Agne (left meeting at 6:58 P.M.), Alderman Steve Reis (left meeting at 6:58 P.M.), Tracy Butler representing Home Builders Association, John and Rita Winters, Jim Vogt representing Heneghan & Associates, Paul Frierdich representing DOMEX Properties, Dennis Brand representing Brellinger Subdivision, Garret Johnson representing Garret Hershel Johnson, Joe Koppeis representing Admiral Parkway Development, and William Wilson representing ASAP Development Group. (all remaining guests left meeting at 7:50 P.M.)

3. APPROVAL OF PLAN COMMISSION MINUTES OF MONDAY, JUNE 10, 2017

The minutes of the Monday, June 26, 2017 Plan Commission Meeting were submitted for approval.

A. MOTION:

It was moved by Commissioner Karin Callis and seconded by Virgil Mueller to approve the minutes of the Monday, June 26, 2017 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. Subdivision Code Discussion

Chairman Bill Seibel opened the discussion and welcomed the guests in attendance. Emily introduced Scott Hanson, a consultant hired by the City, who then gave a presentation and led a discussion on the following topics:

- a. Green space provision and tree
- b. Major vs. minor subdivision plats
- c. Long-term maintenance of subdivision commons areas
- d. Traffic impact studies

After Scott Hanson finished the presentation, Chairman Bill Seibel asked guests in attendance to share their thoughts or concerns. The guests' comments included the following:

- What is the purpose of changing the subdivision code? In response, Emily discussed the importance of having a clear set of rules and regulations for both developers and City staff
- There were concerns regarding implementation of Special Service Areas (SSA), specifically implementing them at a later date when property owners may not be aware. There were also questions related to what would happen after the SSA expired.
- The need to accommodate all development including high end homes and starter homes
- There were mixed feelings regarding long term maintenance of storm water infrastructure with some people preferring drainage areas remain on common ground, while others would like to see all storm water infrastructure dedicated to the City
- Allowing flexibility between density per acre and minimum lot size, or possibly a combination of the two
- There was general consensus that City wide park development with an emphasis on green way connections is the preferred method of building and maintaining the City's park system.
- Promote non-cookie cutter development
- Develop a subcommittee that will work with staff on the subdivision code update
- Improvements to the overall development process (including the city review and approval process) will be key to the code update
- Possibly adding guidelines on Home Owner Associations to the subdivision code
- Consider allowing building material other than brick in new residential subdivisions (amend the City's existing brick ordinance)
- Tracy, a representative from the Home Builders' Association of Greater Southwestern Illinois, will ask the national organization for their feedback on Columbia's codes
- Questioning whether a deed restriction for tree preservation would be put on property at the concept plan or preliminary plat stage; this could make it difficult to get financing, particularly, on a property for which a preliminary plat or concept plan has

previously been approved

- How does the City regulate or plan to regulate things like solar panels

Additional comments from the Plan Commission included the following:

- Allow for mixed use zoning developments similar to downtown Kirkwood and downtown Naperville, which both have retail and office uses on the ground level and residential above
- Look for model ordinances from towns that are more similar to Columbia
- Include language regulating infrastructure outside of the City limits in a way that discourages “leap frog development”
- The City needs to begin thinking about maintaining character of neighborhoods, particularly with regard to infill development (e.g. when older homes are demolished and replaced with larger homes)
- Agreement with previous comments about revisiting and loosening the City’s brick requirements

5. OLD BUSINESS

Nothing to report.

6. STAFF REPORTS

- A. Emily updated the Plan Commission that they will discuss zoning code at the August 14th meeting. Emily plans to have a draft of many sections of the code at this meeting.
- B. Chairman Seibel asked for an update regarding the proposed business district at Columbia Centre. Emily explained that a business district would allow the City to levy an addition sales tax on some goods in order to fund infrastructure/roadway projects, which would mitigate congestion at the intersection of Route 3 and Veteran’s Parkway. She said that many business owners came to the Committee of the Whole meeting at which the idea was discussed and had other ideas for funding these improvements. The City Council is taking all of the feedback into consideration and has not yet decided whether or not to move forward with a business district. Commissioner Gene Bergmann told the Commission that he felt these types of planning issues should first be considered by the Plan Commission.

7. PUBLIC INPUT

- A. See the above discussion on the Subdivision Code for public input.

8. MEETING ADJOURNED

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

MOTION:

Motion was made by Commissioner Karin Callis and seconded by Commissioner Virgil

Mueller to adjourn the Regular Meeting of the Columbia Plan Commission held Monday, July 24, 2017 at 8:19 P.M. On roll call vote, all Commissioners present voted yes. **MOTION CARRIED.**

* Bill Seibel, Chairman

* Amy Mistler, Secretary

*Minutes by Kelly Mathews, Accounting/Clerical Assistant

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

Approved