

**MINUTES OF THE REGULAR MEETING OF THE PLAN COMMISSION  
OF THE CITY OF COLUMBIA, ILLINOIS  
HELD MONDAY, MAY 26, 2020 – VIRTUAL MEETING**

**1. CALL TO ORDER**

The Plan Commission meeting of the City of Columbia, Illinois held Monday, May 26, 2020 was called to order by Chairman Doug Garmer at 6:30 P.M.

**2. ROLL CALL & ESTABLISH QUORUM**

Upon roll call, the following members were:

Present: Chairman Doug Garmer, Commissioners Hal Hoppe, Pete Ingold, Beth Kutterer-Sanchez, Amy Mistler, Tony Murphy, Lauren Nobbe, Will Trowbridge and Andrea Yochum.

Absent: None

Quorum Present.

Administrative Staff Present: Director of Community Development Scott Dunakey, Building Official Justin Osterhage, City Engineer Chris Smith and Administrative Assistant Jackie Hausmann.

Administrative Staff Absent: None

**3. APPROVAL OF MINUTES - None**

**4. PUBLIC INPUT – No general comments.**

**5. PUBLIC HEARING**

a) Variance from requirements of Section 15.44.100 “Sign area allowance” of the Columbia Sign Code for a sign on property located at 1000 Eleven South, Monroe County parcel #04-08-417-001-000.

Chairman Garmer asked the Plan Commission Members to report ex parte communications regarding this request and if there were any abstentions from voting on the agenda item. There were none. Chairman Garmer declared a quorum of nine (9) Commissioners present for the Public Hearing.

Mr. Dunakey presented the Staff Report indicating that the sign had previously been approved for a variance for height, area and location. Applicant is now requesting an additional 123.75 s.f. electronic message center (EMC). The EMC is allowed according to the City's code, however the applicant needs approval for additional signage area.

Andy Hrdlicka (applicant) addressed the Plan Commission. The sign would be moved approximately 10 – 15 feet closer to Route 3 (to comply with IDOT set-back requirements) and turning the monument sign for better visibility from Route 3. In addition a masonry base of stone would be added to the base to improve aesthetics of the sign. Property owner (Applicant) Joe Koppeis added that the EMC would be an effective way to advertise smaller businesses are located inside the office buildings without having a lot of smaller separate signs – something he would like to avoid. This would be the monument sign for the entire complex.

**Public Comments – None**

**MOTION:**

Motion was made by Chairman Garmer and seconded by Commissioner Ingold that the Plan Commission, acting in its capacity as the Street Graphics Advisory Committee, finds that the applicant has met the Sign Code's standards of variance approval and recommends approval of the requested sign variance as submitted. On a roll call vote, all Plan Commission members in attendance voted yes; **MOTION CARRIED 9-0.**

**6. NEW BUSINESS**

a) Corrective final subdivision plat for "11 South Subdivision," constituting Monroe County parcels #04-08-417-001-000, #04-08-417-002-000, and #04-08-417-021-000.

Chairman Garmer asked the Plan Commission Members to report ex parte communications regarding this request and if there were any abstentions from voting on the agenda item. There were none. Chairman Garmer declared a quorum of nine (9) Commissioners present for the Public Hearing.

Mr. Dunakey presented the staff report. The original annexation agreement was approved by City Council on September 2, 2014. The original subdivision plats accounted only for the first development parcel. The next phases are now under development. The subdivision plat now under consideration will replace the original subdivision plats to account for the new development parcels. Staff finds all submittals to be consistent with the previously approved annexation agreement and all requirements of the Columbia Subdivision Code. Staff recommends that the Plan

Commission adopt the staff findings and recommend approval of this request.

Public Comments - None

MOTION:

Motion was made by Chairman Trowbridge and seconded by Commissioner Hoppe that the Plan Commission recommend approval of the Corrective Final Plat of 11 South Subdivision as submitted. On a roll call vote, all Plan Commission members in attendance voted yes; MOTION CARRIED 9-0.

- b) Preliminary subdivision plat for "Country Crossings II Subdivision," constituting Monroe County parcels #04-23-318-017-000, #04-23-318-000, #04-23-318-019-000, and #04-23-400-001-000.

Chairman Garmer asked the Plan Commission Members to report ex parte communications regarding this request and if there were any abstentions from voting on the agenda item. There were none. Chairman Garmer declared a quorum of nine (9) Commissioners present for the Public Hearing.

Mr. Dunakey presented the staff report noting the request is related to a recently heard Community Unit Plan (CUP) considered by the Plan Commission. The applicant has now submitted the preliminary plat with the same general layout, but with lot sizes adjusted accordingly. Applicant is requesting two variances:

- 1) *Approval of a cul-de-sac in excess of the maximum 500' cul-de-sac length.* Applicant is requesting a 700' cul-de-sac of Donna Court which provides access to 15 lots. A minimal number of lots would be affected and it would be difficult to provide access to those lots with an alternate street configuration. Improvement plans will be required to ensure adequate provision of water infrastructure to address fire response. The City Engineer is agreeable to this request.
- 2) *Approval of a 5-year effective period for the preliminary plat.* Per the subdivision Code and state statute, preliminary plats expire after 1 year by default. Variances to this requirement are typically approved for multi-phase developments that will occur over a specified timeframe. The applicant has provided an approval schedule of one phase per year for the five phases.

A revised preliminary plat drawing is required to be submitted prior to consideration by City Council. Upon satisfying all submittals to be consistent with the previously approved annexation agreement and all requirements of the Columbia Subdivision Code, staff recommends approval of these requests.

The applicant, Mr. Hubbard, noted there will be no additional ingress/egress added.

They will be using the existing roads.

**Public Comments:**

Patrick Fromme (written comment): would like confirmation that Hill Castle Lane (private drive) would be blocked off from construction traffic. Mr. Hubbard confirmed that Hill Castle Lane would not be used for construction traffic.

Gary Nickelson: Is there anything the Plan Commission can do to address the traffic safety concerns of additional traffic on Shadow Ridge, Clover Ridge, Gilmore Lake Road and Route 3 with the addition of the new homes? Mr. Dunakey noted we cannot require the applicant to perform off-site improvements. If a traffic study would be done, it will have to be done at the expense of the City.

**MOTION:**

Motion was made by Chairman Mistler and seconded by Commissioner Hoppe that the Plan Commission adopt the staff findings and recommend approval of the Country Crossings 2 Preliminary Plat. On roll call vote, all Plan Commission members in attendance voted yes; **MOTION CARRIED 9-0.**

7. **UNFINISHED BUSINESS** - None
8. **COMMITTEE REPORTS** - None
9. **STAFF REPORTS & COMMUNICATIONS**

Next Plan Commission Meeting is scheduled for June 8, 2020.

10. **ADJOURN**

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

**MOTION:**

Motion was made by Commissioner Nobbe and seconded by Commissioner Kutterer-Sanchez to adjourn the Regular Meeting of the Columbia Plan Commission held Monday, March 9, 2020 at 7:25 P.M. On voice vote, all Commissioners present voted yes. **MOTION CARRIED 9-0.**