

**MINUTES OF THE REGULAR MEETING OF THE COLUMBIA PLAN COMMISSION
OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
MAY 22, 2017 IN THE CITY HALL AUDITORIUM**

1. CALL TO ORDER

The Plan Commission meeting of the City of Columbia, Illinois held Monday, May 22, 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, Caren Burggraf, Karin Callis, Tony Murphy and Doug Garmer.

Absent: Commissioners Amy Mistler and Gene Bergmann.

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: Joe Koppeis, representing Admiral Parkway, Inc. (left meeting at 7:05 P.M.)

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

The minutes of the Monday, April 10, 2017 Plan Commission Meeting were submitted for approval.

A. MOTION:

It was moved by Commissioner Doug Garmer and seconded by Virgil Mueller to approve the minutes of the Monday, April 10, 2017 Plan Commission Meeting as presented and on file at City Hall. On roll call vote, all Commissioners present voted yes, with Commissioner Karin Callis abstaining. **MOTION CARRIED.**

(Agenda Items were discussed in the following order: 4.B. New Business – Fox Run Estate Phase 3 Final Plat; 4.C. Part of Lot 37 of Fox Run Estates Phase 1 – Easement Vacation and 7. Public Input prior to 4.A. Nominations and Election of officers for FY 2017-2018. Agenda Items 5.A. Old Business – St. Louis Regional Freightway and 6.A. Staff Reports - Country Crossing Drainage Concerns were tabled.)

4. NEW BUSINESS

A. Nominations and Election of Officers for FY 2017-2018

There was a brief discussion with nominations outlined in the following motion.

MOTION:

It was moved by Commissioner Caren Burggraf and seconded by Commissioner Russell Horsley to elect nominated slate of officers: Bill Seibel, Chairman; Gene Bergmann, Vice Chairman and Amy Mistler, Secretary. On roll call vote, Chairman Bill Seibel and Commissioner Russell Horsley, Virgil Mueller, Caren Burggraf, Karin Callis, Tony Murphy and Doug Garmer voting yes. **MOTION CARRIED.**

B. Fox Run Estate Phase 3 Final Plat

Chairman Bill Seibel opened the discussion by referring to the Fox Run Estates – Phase 3 Final Plat and the previous discussions concerning the land transfer and rezoning of the property. Bill asked if there were any questions or concerns with the final plat. Justin Osterhage said at this time there no issues. All in attendance participated in the discussion of the following items: (a) clarification of plat lots (Lot 37 of Fox Run Phase I has been divided into Lots 38 through 45); (b) Notes 12 and 13 concerning public right of way, easements and liability were added to the final plat (and were not on the preliminary plat); (c) potential placement of driveway and home on Lot 45 (since no building line indicated on the plat); and (d) clarification of the existing and addition of easements on Lot 45 and the back of Lots 38 through 44.

MOTION:

It was moved by Commissioner Russell Horsley and seconded by Commissioner Doug Garmer to recommend approval of Fox Run Estates Phase 3 Final Plat. On roll call vote, Chairman Bill Seibel and Commissioner Russell Horsley, Virgil Mueller, Caren Burggraf, Karin Callis, Tony Murphy and Doug Garmer voting yes. **MOTION CARRIED.**

C. Part of Lot 37 of Fox Run Estates Phase 1 – Easement Vacation

Chairman Seibel referred to the Admiral Parkway, Inc. Easement Vacation Legal Description and Easement Vacation Plat of Part of Lot 37 of Fox Run Estates Phase 1 distributed in the Plan Commission packet. Following a brief explanation that the easement is no longer needed since Lot 37 no longer exists and a portion had been deeded to the Sportsman's Club, Bill asked if there were any concerns with vacating the easement. There was none.

MOTION:

It was moved by Commissioner Doug Garmer and seconded by Commissioner Caren Burggraf to recommend approval of easement vacation Lot 37 Phase 1 of Fox Run Estates. On roll call vote, Chairman Bill Seibel and Commissioner Russell Horsley, Virgil Mueller, Caren Burggraf, Karin Callis, Tony Murphy and Doug Garmer voting yes.

MOTION CARRIED.

5. OLD BUSINESS

A. St. Louis Regional Freightway

Chairman Seibel requested this agenda item be tabled for discussion at a future meeting and all in attendance agreed.

6. STAFF REPORTS

A. County Crossings Drainage Concerns

Chairman Seibel requested this agenda item be tabled for discussion at a future meeting and all in attendance agreed.

Director of Community Development Emily Fultz distributed and briefly reviewed the Plan Commission Submittal Schedule. The schedule is posted on the city's website and copies were sent to local developers. Emily explained the schedule should help formalize the submittal process and make the process for developers more transparent while also providing more adequate time for staff review of plans.

Emily reported the city staff and council have been discussing the possibility of hiring a former city planner to provide assistance in updating the subdivision code. If hired, the contractor would be working with Emily to complete the zoning and subdivision code update by the end of the year. There was a brief discussion on the updating of the comprehensive plan once the zoning and subdivision code revisions are complete.

7. PUBLIC INPUT

A. Joe Koppeis extended an invitation for the Plan Commission to have a future meeting at Eleven South. Joe explained he has had a preliminary meeting with a few of the city staff members to discuss the potential location of a cell tower on the Eleven South property. He said the approved original plans for Eleven South had included a cell tower on the roof of the building and after the construction of the building, for several reasons the cell tower was not constructed. Joe explained he would be moving forward with the required paperwork for approval of the cell tower construction and he welcomed the Plan Commissioner's input and hopefully their recommendation.

Joe also mentioned the property know as "Land of Lincoln" (property at South Main and Route 3) and the potential for commercial development in the area with the possibility of the city's approval of moving the walking trail (GM&O Heritage Trail) for future 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 Russell Horsley and seconded by Commissioner Virgil Mueller to adjourn the Regular Meeting of the Columbia Plan Commission held Monday, May 22, 2017 at 7:27 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

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

Approved