

MINUTES OF THE PLANNING COMMISSION MEETING HELD ON JULY 11, 2016

The meeting was called to order by Secretary Mechelle Childers at 7:30 PM

Roll call was taken: **Present: Gardner, Hicks, Rau, Vogt, Lutz and Childers.**

Secretary Childers asked if there were any additions or corrections to the minutes of the May 9, 2016 meeting. A motion was made by Hicks and seconded by Vogt to approve the minutes of the May 9, 2016 meeting as presented. Motion carried.

The Secretary asked if there were any citizens to address the Planning Commission. There were none.

The Secretary also asked if there were any corrections or deletions to the agenda. There were none.

OLD BUSINESS:

The Secretary asked if there was any old business. There was none

NEW BUSINESS:

A. Election of Planning Commission Chairman

The Zoning Administrator mentioned that due to the untimely death of Chairman Eric Baker, and per the City of Waterloo Municipal Code, the first order of business would be for the Planning Commission member's to elect a new Chairman. The Chairman's responsibility is to oversee the Planning Commission meetings and ensure that the Municipal codes are implemented. There is a \$20.00 increase in pay, per meeting, for holding this position. Secretary Childers request nominations to the position and recommended Mr. Bill Gardner, who declined the nomination. Mr. Hicks was also nominated and declined.

A motion was made by Hicks and seconded by Gardner to nominated Mr. Nathan Rau as Planning Commission chairman for the remaining 2016 fiscal year.

Members voted as follows: YES – Gardner, Hicks, Rau, Vogt, Lutz and Childers and Motion carried, and Mr. Rau accepted.

PETITIONS:

Z-16-06-01 Review and Comment on a Preliminary Plat of County Club Hills Phase II. (Parcel No. 08-17-100-001-000).

The Zoning Administrator requested that this petition be tabled until the next Planning Commission meeting. The petitioner has requested variances from the Subdivision code, and additional clarification is needed regarding these modifications before the petition can be heard. A special Planning Commission meeting will be scheduled for Monday, July 25th to review and comment on Petition Z-16-06-01. The variance requests are located on the Preliminary Plat under "Design Requests". The requests regarding the detention area are the one being reviewed. Lot 118 contains a dog leg into Lot 47 to allow for access to the farmhouse and to the detention

basin. Even with the dog leg, Lot 47 still falls within the required square footage requirement. The developer is also requesting a variance from the required three foot embankment on the detention basin.

A motion was made by Rau to recess the Planning Commission meeting until Monday, July 25, The motion was seconded by Vogt.

Members voted as follows: YES – Gardner, Hicks, Rau, Vogt, Lutz and Childers and Motion carried.

MINUTES OF THE PLANNING COMMISSION MEETING HELD ON JULY 25, 2016

The continuance of the meeting was called to order by Secretary Mechelle Childers at 7:32 PM

Roll call was taken: **Present: Hicks, Vogt, Lutz and Childers.**
Absent: Gardner, Rau

In the absence of the Chairman, Secretary Childers requested a nomination for a Vice Chairman for tonight's meeting.

A motion was made by Lutz and seconded by Vogt to nominated Mr. Kevin Hicks as Vice Chairman for the meeting.

Z-16-06-01 Review and Comment on a Preliminary Plat of County Club Hills Phase II. (Parcel No. 08-17-100-001-000).

Mr. Chris Jones, representative from Southern Illinois Development LLC and Mr. Craig Brauer, representative from Thouvenot, Wade and Moerchen, Inc., were present to speak on behalf of this petition. The Zoning Administrator mentioned that everyone should have the amended Preliminary Plat for County Club Hill Phase II and comments from Chris Wilson, City of Waterloo engineer, regarding the four design requests that were submitted. Mr. Brauer mentioned that the recommended lot sizes, that were requested by the Planning Commission on May 9, 2016, are implemented on this amended preliminary plat.

Design Request:

1. *Street to be terminated at property line without a cul-de-sac.*

Mr. Brauer mentioned that stubbing a street for future development is a normal request. Building a cul-de-sac and then ripping it out for future development did not make sense.

2. *Top of detention area embankment to be less than three feet above 100-year surface level.*

Mr. Brauer stated that this requirement is a new addition to the drainage code and should be referenced in the improvement plans not in a preliminary plat. The code is requiring a three foot freeboard above the 100-year water surface level. The preliminary layout for this detention basin is five foot deep and designed to hold 39,000 cubic feet of water. There is nothing in the design code that changes the amount of water to be stored, however following this new code would require storage of the water at a lower elevation which creates a detention basin that will now cover the two adjacent lots. A variance is being requested. If the water exceeds the 100-year surface level, Mr. Brauer would want it to run over the berm and not do damage to the

development. Mr. Brauer agrees a three foot berm would be needed if this was a lake, pond, damn, etc...Mr. Brauer mentioned that typically he configures a detention basin with a six (6) to eight (8) inch freeboard depending on hydronic analysis. Wave run up will be minimal, as the basin is designed to drain quickly after a four inch storm. Mr. Wilson's comments, that were submitted for this meeting, indicate that he thought the code could be relaxed for this particular development, however, it should not be relaxed to zero (0) feet.

3. Storm water detention area grading will be sufficient to tie into the existing grade.

The new code requires a twelve (12) foot driving lane around the detention basin. Mr. Brauer commented that this basin will be dry 99% of the time access to the other side should not be an issue. Also 90% of the detention basin issues will occur on the outlet side. The driveway to Lot 118 crosses this area and will allow access to the outlet structure.

4. Storm water detention outfall structure will be located less than 20 feet from the property line.

If the outfall structure is built underground to the adjacent subdivision, this will not be an issue. The property downstream and to the east is Remington Ridge. The plan has always been that the drainage from this development would go to a detention basin, that would then go into a storm sewer system, that would then tie into the storm sewer system in the adjoining subdivision, and then into a detention basin in their system downstream. Mr. Brauer will work with the adjoining development to ensure that this will happen. Mr. Brauer will have a minimum 20 foot drainage easement.

Motion was made by Lutz and seconded by Vogt to recommend approval for the Preliminary Plat of County Club Hills Phase II. (Parcel No. 08-17-100-001-000) with the following recommendation in regard to the Design Requests:

- 1. The Planning Commission has no issue with the streets terminating at the property line.**
- 2. The Planning Commission believes a six (6) inch freeboard should be required.**
- 3. The Planning Commission has no issue with the variance as requested**
- 4. The Planning Commission has no issue with the variance as requested**

Members voted as follows: YES – Hicks, Vogt, Lutz and Childers.

Motion carried.

**Motion to adjourn the meeting at 8:17 PM was made by Lutz and seconded by Vogt.
Motion carried.**

Minutes respectfully submitted by Mechelle Childers.