



VILLAGE OF SAVOY

Monday, July 27, 2020, 7:00 p.m.

**Location: Robert C. McCleary Municipal Center
611 North Dunlap Avenue
Savoy, IL 61874**

**Note: The full PC Meeting packet is now available on-line at
least 48 hours prior to the meeting at: www.village.savoy.il.us**

	<u>PUBLIC HEARING AND PLANNING COMMISSION MEETING</u>
Planning Commissioners:	William McNamara, Chairman Members: Greg Anderson, Paul Dalbey, Michelle Henderson, Larry Kanfer, Teresa Kelnhofer, and Joshua Young
Village of Savoy Staff:	Daniel R. Davies, Zoning Administrator Village of Savoy Trustee, Jan Carter Niccum, BOT/PC Liaison Dennis Donaldson, Director of Planning and Economic Development Billie J. Krueger, Village Clerk

AGENDA- PUBLIC HEARING AND PLANNING COMMISSION MEETING

1. PUBLIC HEARING – ORDINANCE AMENDING THE VILLAGE OF SAVOY MUNICIPAL CODE, TITLE 12 STREETS, SIDEWALKS AND PUBLIC PLACES – CHAPTER 12.08 ADDING CHAPTER 12.08.0201 STOCKPILE AREAS AND CHAPTER 12.08.0401 RESTORATION OF PUBLIC RIGHT-OF-WAY/EASEMENT AREAS

Open Public Hearing; Ask for public comment.

Need Motion to close Public Hearing

2. CALL TO ORDER, ROLL CALL, QUORUM DECLARED

3. BUSINESS:

A. APPROVAL OF PLANNING COMMISSION MINUTES OF 10-28-19

B. RESOLUTION FOR THE PLANNING COMMISSION – AMENDMENT TO THE VILLAGE OF SAVOY MUNICIPAL CODE, TITLE 12 STREETS, SIDEWALKS AND PUBLIC PLACES – CHAPTER 12.08 ADDING CHAPTER 12.08.0201 STOCKPILE AREAS AND CHAPTER 12.08.0401 RESTORATION OF PUBLIC RIGHT-OF-WAY/EASEMENT AREAS

4. ADJOURN PLANNING COMMISSION MEETING



Village of Savoy

Robert C. McCleary Municipal Center

611 North Dunlap Avenue

Savoy, IL 61874

MINUTES OF
PLANNING COMMISSION

DATE: October 28, 2019

PLACE: Robert C. McCleary Municipal Center
611 North Dunlap Avenue
Savoy, IL 61874

**PLANNING
COMMISSIONERS
PRESENT:**

Chairman William T. McNamara
Larry Kanfer
Teresa Kelnhofer
Joshua Young

**PLANNING
COMMISSIONERS ABSENT:**

Greg Anderson, Paul Dalbey, Michelle Henderson

**TRUSTEES, OFFICERS
AND STAFF PRESENT:**

Dick Helton, Village Manager
Dan Davies, Zoning Administrator
Dennis Donaldson, Director of Planning & Econ. Dev.
Alanie Nicholas, Intern
Billie Jean Krueger, Village Clerk

GUESTS:

None

CONVENED:

7:00 p.m.

ADJOURNED:

7:10 p.m.

1. CALL TO ORDER, ROLL CALL, QUORUM DECLARED

Chairman McNamara called the meeting of the Plan Commission to order at 7:00 p.m. Roll was called with Chairman McNamara being present and Plan Commissioners Larry Kanfer, Teresa Kelnhofer, and Joshua Young being present, and Plan Commissioners Greg Anderson, Paul Dalbey, and Michelle Henderson being absent, and a quorum declared.

2. BUSINESS

A. APPROVAL OF PLANNING COMMISSION MINUTES OF 9-23-19

Chairman McNamara stated that Plan Commissioner Greg Anderson had emailed him with a requested correction of the 9-23-19 Minutes on page 2, last paragraph, to read as follows:

“Plan Commissioner Greg Anderson stated he was in favor of no action at this time and liked the idea of having more time and don’t rush into this, since he does not think Savoy will make money on this for a long time.”

Plan Commissioner Kelnhofer moved to approve the Planning Commission Minutes of 9-23-19 as corrected, seconded by Plan Commissioner Young. By Plan Commissioner vote: Kanfer, yes; Kelnhofer, yes; Young, yes; and Chairman McNamara, yes. Absent: Anderson, Dalbey, Henderson; Motion carried.

B. RESOLUTION OF PLANNING COMMISSION – APPROVAL OF ANNEXATION PLAT OF PRAIRIE MEADOWS SUBDIVISION PHASE IV

Dan Davies explained that the Developer for Prairie Meadows Subdivision had presented an Annexation Plat and a Final Plat for Village approval, and for some reasons unknown, the Developer intentionally left Phase 4 for development later, since Phase 2 & 3 have already been approved, and the site is now near completion and the Village Engineer had approved all construction aspects of Phase 4.

Plan Commissioner Kanfer moved to approve the Annexation Plat of Prairie Meadows Subdivision Phase IV, as presented, seconded by Plan Commissioner Kelnhofer. By Plan Commissioner vote: Kanfer, yes; Kelnhofer, yes; Young, yes; and Chairman McNamara, yes. Absent: Anderson, Dalbey, Henderson; Motion carried

C. RESOLUTION OF PLANNING COMMISSION – APPROVAL OF FINAL PLAT OF PRAIRIE MEADOWS SUBDIVISION PHASE IV

Plan Commissioner Young moved to approve the Final Plat of Prairie Meadows Subdivision Phase IV, as presented, seconded by Plan Commissioner Kanfer. By Plan Commissioner vote: Kanfer, yes; Kelnhofer, yes; Young, yes; and Chairman McNamara, yes. Absent: Anderson, Dalbey, Henderson; Motion carried

Dan Davies asked the Plan Commissioners what day next month they would prefer to meet – November 18 or November 25. The consensus was either day.

3. ADJOURN

There being no further business to come before the Planning Commission, on motion to adjourn by Plan Commissioner Kelnhofer, seconded by Plan Commissioner Young, Chairman McNamara adjourned the meeting at 7:10 p.m.

Respectfully Submitted,

/s/ Billie Jean Krueger

Billie Jean Krueger, Village Clerk

This meeting was recorded.

Minutes approved this 27TH day of July 2020.

/s/ Billie Jean Krueger



July 7, 2020

To: Planning Commission
From: Dan Davies

Re: Ordinance amendments

Please see the attached proposed amendment to Chapter 12 of the Savoy Municipal Code. This change is at the request of the Village Engineer, Levi Kopmann.

The Building and Zoning staff, along with the Village Engineer plan to present numerous amendments to the Municipal Code including the Subdivision and Zoning Ordinances at future meetings. We encourage you to review the ordinances and look at changes that you would like to present as well.

I look forward to discussing and working through proposed changes with you.



July 27, 2020

RESOLUTION FOR THE PLANNING COMMISSION

**AMENDMENT TO THE VILLAGE OF SAVOY MUNICIPAL CODE, TITLE 12
STREETS, SIDEWALKS AND PUBLIC PLACES– CHAPTER 12.08 ADDING
CHAPTER 12.08.0201 STOCKPILE AREAS AND CHAPTER 12.08.0401
RESTORATION OF PUBLIC RIGHT-OF-WAY / EASEMENT AREAS**

WHEREAS, the Board of Trustees of the Village of Savoy, pursuant to the authority conferred by the Statutes of the State of Illinois, has established certain standards and procedures for subdivisions within the Corporate Limits of the Village of Savoy, Illinois and within one- and one-half miles thereof; and,

WHEREAS: The Savoy Municipal Code – Title 12, Chapter 12.08 Utility Excavations requires restorations within Village streets, right of ways and utility easements: and

WHEREAS: The regulation and control of land uses within the Village of Savoy will serve to promote and protect the general health, safety, and welfare; and

WHEREAS: The Savoy Municipal Code has been in effect for a period of time; and

WHEREAS: The Planning Commission has held a properly noticed public hearing on July 27, 2020 to receive public comment and has reviewed the proposed Amendment to said original ordinance and hereby recommends approval of this resolution to the Village of Savoy Board of Trustees.

BE IT THEREFORE RESOLVED this 27th day of July, 2020 by the Planning Commission of the Village of Savoy that:

The Planning Commission does recommend approval to the Board of Trustees the following amendments to the Village of Savoy Municipal Code – Title 12

1. **Add Chapter 12.08.0201 – STOCKPILE AREAS** with the following provisions:

a.) Short-term stockpile of backfill and crushed stone material will be allowed only where directed by the Village Engineer or Director of Public Works, and

b.) temporary stockpiles of materials shall not interfere with local and through traffic, and

c.) stockpiles of materials shall not be allowed on private property (unless permission is granted by owner in writing), outside street rights-of-way, and shall not be allowed to block private driveways or sidewalks, and

d.) any grass area that is damaged by stockpiled material shall be repaired with topsoil and sod as determined by the Village Engineer or Director of Public Works.

2. Add Chapter 12.08.0401 – RESTORATION OF PUBLIC RIGHT-OF-WAY / EASEMENT AREAS with the following provisions:

a.) All excavation sites must be back filled with the proper materials as outlined in Chapter 12.08.020 of this ordinance, or as directed by the Village Engineer or the Public Works Director, and

b.) The excavated site and any area disturbed beyond the existing condition shall be covered in properly installed sod in accordance with Sections 211 and 252 of the Standard Specifications.

c.) A minimum of six inches (6") of clean agricultural topsoil must be installed before sodding, and

d.) the Contractor shall be responsible for removal of all debris and other deleterious material that would interfere or complicate the future maintenance of the restored surfaces and adjacent areas. All areas prepared and ready for sodding shall be inspected and approved by the Village Engineer or Public Works Director prior to sod application.

e.) Sodding shall be completed as soon as possible after the completion of the project

f.) The sodding times shall be in accordance with Article 252.04 of the Standard Specifications or as directed by the Village Engineer or Director of Public Works, and

g.) The Contractor shall be responsible for the sodded areas until they are fully established, which may require re-sodding of any bare or dead areas until growth is established. The sod shall be watered a minimum of five (5) times following installation.

PASSED THIS 27th DAY OF JULY 2020 BY THE VILLAGE OF SAVOY PLANNING COMMISSION.

Date: July 27, 2020

William T. McNamara, Chairman

Village of Savoy Planning Commission

SAVOY MUNICIPAL CODE – EXISTING ORDINANCE

- **Chapter 12.08 - UTILITY EXCAVATIONS**

[SHARE LINK TO SECTION](#)[PRINT SECTION](#)[DOWNLOAD \(DOCX\) OF SECTION](#)[EMAIL SECTION](#)[COMPARE VERSIONS](#)

Sections:

- **12.08.010 - Policy established.**

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The village sub-street utility excavation and trench backfill policy is established. The policy shall become effective as of June 15, 1994 and shall consist of the following provisions.

(Ord. 940601C § I (part))

- **12.08.020 - Backfill methods.**

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A. Beginning on June 15, 1994 and thereafter, all street cut trenches made either to existing pavements or sidewalks or future pavement areas shall be backfilled utilizing one of two recommended methods: those being the use of controlled low strength materials (CLSM) or, alternately, the placement of thin (six-inch maximum) mechanically compacted lifts of CA6 or CA10 aggregate materials as approved by the village. Water inundation or jetting of the fine aggregate backfill material will not be permitted. The proper backfill shall extend not less than two feet in each direction from the edge of the pavement.

B. "CLSM" is defined as a mixture of Portland cement, fine aggregate, water, fly ash and air-entraining admixtures. The mix shall be proportioned to provide a backfill material which is self-compacting and capable of being excavated with hand tools, as necessary, at a later date. Materials and proportioning shall comply with IDOT's Special Provision for Controlled Low-Strength Material as adopted on January 1, 1990 and revised as of March 1, 1990 or shall consist of one of the mix designs as shown below:

MIX NO. 1

Portland cement	50 lbs.
Fly ash	200 lbs.
Fine aggregate (SSD saturated surface dry)	2,990 lbs.

Water	49—57 gal. (as directed)
MIX NO. 2	
Portland cement	185 lbs.
Fine aggregate (SSD saturated surface dry)	2,990 lbs.
Air-entraining admixtures	<u>6</u> fluid ounces
Water	49-57 gal. (as directed)

These qualities will give an approximate yield of one cubic yard.

The mixing of the CLSM shall be as specified in Section 803 of the "Standard Specifications for Road and Bridge Construction" or as approved by the director of public works.

C. For both the CLSM and granular backfill methods, the top twelve (12) inches of the excavation shall be filled with soil of similar composition to that of the adjacent subgrade. The twelve (12) inches of soil shall be compacted to at least ninety five percent (95%) of maximum dry density. (AASHTO T99) with no more than one hundred ten percent (110%) optimum moisture.

(Ord. 940601C § I(A)—(C))

- **12.08.030 - Compliance with IDOT Special Provision for Controlled Low-Strength Material required.**

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Placement of CLSM, operation limitations, measurement methods and basis of payment, if applicable, shall all be in compliance with the IDOT Special Provision For Controlled Low-Strength Material as adopted January 1, 1990 and revised as of March 1, 1990.

(Ord. 940601C § I(D))

- **12.08.040 - Restoration of concrete pavement.**

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When a trench is cut into an existing concrete street or sidewalk, the pavement shall be replaced in-kind with a total thickness two inches greater than existing to a maximum of ten (10) inches. When restoring concrete pavement, the entire slab into which the trench was cut shall be removed and replaced. If the surface is either asphalt or oil and chip, a six-inch concrete shall be installed and two inches of bituminous concrete base shall be placed over the base. Replacement pavement shall be installed no less than a distance of two feet in each direction from the edge of the excavation trench.

(Ord. 940601C § I(E))

- **12.08.050 - Replacement of utility structures required when.**

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A. All utility structures (i.e. shut-off valves, vault boxes, lids, poles, lines, markers etc.) that pose a threat to public safety shall be replaced when directed by the village director of public works or building inspector. Failure to make the repairs within an approved time frame will result in a penalty of seventy-five dollars (\$75.00) per day.

B. Any failures occurring outside of the original restored or repaired pavement or right-of-way area resulting from the utility activity will be repaired by the responsible utility company.

(Ord. 940711B § 1; Ord. 940601C § I(F), (G))

- **12.08.060 - Installation of underground utilities—Notification to village.**

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Any person, firm, corporation or entity which plans to install any underground utilities within a present or proposed street or sidewalk right-of-way area is required to notify the village public works or zoning department a minimum of twenty-four (24) hours prior to beginning work. The notification shall include the exact location and nature of the work to be performed. In emergency situations, the village shall be notified immediately upon the responsible party's decision that excavation is required. Roadway or sidewalk area repairs or restorations made without proper notification may require re-excavation and replacement with approved backfill.

(Ord. 940601C § I(H))

- **12.08.070 - Variances.**

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Variance from any of the utility excavation policy provisions as stated above may be granted, on a case by case evaluation basis, by the village director of public works. All variances granted shall be specifically outlined in writing and include a justification for the variance. Factors to be considered in rendering a variance decision may include, but not be limited to:

A. Specific trench width and/or depth;

B. Actual size of concrete slabs affected;

- C. Pipe size;
- D. Conditions of surrounding soil and/or pavement;
- E. Extent of variance requested;
- F. Environmental circumstances at work site; and
- G. Extent of possible future public damage.

Any questions, concerns or disputes regarding interpretation or administration of this chapter may be referred by an affected party to the village street and sewer committee who, by majority vote, shall have final authority in resolving such matters.

(Ord. 940601C § I(I))

- **12.08.080 - Right-of-way excavation permits**

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- A. Permits are required for utility excavations within any village right-of-way.
- B. Such utility work within or affecting the village rights-of-way will require the contractor to furnish the village engineer evidence of liability insurance coverage naming the village of Savoy as an additional insured. Additionally, a three-year bond for an amount equal to ten thousand dollars (\$10,000.00), or one hundred fifteen percent (115%) of the estimated value of the repair, whichever is greater, will be required for any such utility work that requires street cuts or sidewalk cuts or other removal and replacement of village infrastructure.
- C. The village engineer is empowered to issue right-of-way excavation permits for any use of village streets or other public property for periods of no longer than one hundred eighty (180) days for construction purposes.
- D. Subject to any applicable franchise agreement provisions, fees for issuance of a temporary permit pursuant to this section shall be as follows:

	For Up to 7 Days	For Each Day 8-180
Major arterial street	\$70.00	\$120.00/lane/day
Minor arterial street	70.00	60.00/lane/day
Commercial collector street	70.00	30.00/lane/day
Residential collector street	70.00	12.00/lane/day
Local street	70.00	6.00 lane/day
Sidewalk/parkway	70.00	6.00/sidewalk/day

Fees for total closure of the street shall be double the single lane fees.

E. For projects that cover large lineal distances, each individual permit will cover up to one mile in length. Additional permits will be required for each additional mile.

F. The village of Savoy reserves the right to require appropriate traffic control measures as shown in the Illinois Department of Transportation's Highway Standards in areas affected by the utility work as directed by the village engineer, zoning administrator, or village manager.

G. Permit applications shall include estimated construction schedules, general construction plans including site restoration provisions, erosion control measures (if needed), traffic control measures, and a list of contact information for the entity performing the work.

H. Entities working on village right-of-way without a permit are subject to fines as provided in [Section 1.12.010](#) of the Savoy Municipal Code.

(Ord. No. 2011-09, §§ 1, 2, 5-4-11)

[12.04.090 - Exhibits](#)