

**Village of Germantown Hills  
216 Holland Road, Village Hall  
Germantown Hills, IL 61548  
309-383-2209  
www.germantownhillsillinois.org**

**Planning Commission Meeting Minutes**

**June 16, 2014-6:00 p.m.**

**1. Call to Order/Roll Call/Minutes Approval**

Chairman Jim Willerton called the meeting to order at 6:03 pm and roll call was taken.

<b>Commissioner</b>	<b>Roll Call</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Jim Willerton - Chair	Present	Y	Y	Y	
John Taylor	Present	Y	Y	Y	
Bill Waters	Absent	-	-	-	
Steve Rudolph	Present	Y	Y	Y	
Scott Kramer	Present	Y	Y	Y	
Sean Mullins	Absent	-	-	-	
Ken Beschorner	Present	P	Y	Y	

Also Present:

Jim O’Laughlin, Village Trustee & Planning Commission Liaison

**a. May 19, 2014 Minutes**

**A motion** was made by John Taylor to approve the May 19, 2014 meeting minutes. The motion was seconded by Ken Beschorner. **Motion passed #1.**

**2. Discussion and Recommendation to the Village Board for a modification to the Subdivision Ordinance to allow the transfer of property between adjacent property owners to be approved under the boundary map requirements with all other applicable provisions of Title 10 of the Subdivision Ordinance being met for the Headington-Livingstone Plat.**

Another plat has been presented with a transfer of property between two adjoining property owners. The owners thought they knew where their property lines were and a fence was constructed along the line. One of the owners is selling his property and it has been determined the fence is not all on his property. They are proposing to do an exchange of some property in order to make the fence in compliance with the property lines.

Previously the village had treated the transfer of property between adjoining property owners in being exempt from the subdivision plat requirements. The Plat Act exempts the “The sale or exchange of land between owners of adjoining or contiguous land”. The Village’s subdivision regulations does not exempt this type of subdivision, thus it is required to follow complete subdivision process (preliminary and final plat). We have allowed this type of division in the past due to the previous interpretation of the ordinance. The village is in the process of making a change to the code but it has not been completed at this time.

The Planning Commission has the authority to make a recommendation to the Village Board to modify the provision so that this transfer could be completed. All other subdivision and zoning requirements would still need to be met. The Planning Commission will be looking at possible revisions of the language of the subdivision ordinance. One of the suggestions from the engineer is to have all structures within 30 feet of the property line be indicated on the plat so the setbacks in the area of the new property line can be confirmed for compliance.

**A motion** was made by John Taylor to recommend to the Village Board a modification to the Subdivision Ordinance to allow the transfer of property between adjacent property owners to be approved under the boundary map requirements with all other applicable provisions of Title 10 of the Subdivision Ordinance being met for the Headington-Livingstone Plat with a note on the plat indicating whether there are any structures within the 30' of the new property line, confirmation of compliance with the village setbacks and an updated plat certificate to meet our ordinance. The motion was seconded by Scott Kramer. **Motion passed #2.**

### **3. Discussion and Recommendation on the Revision of the Subdivision Ordinance Section 10-3-5, Boundary Map**

The Planning Commission discussed the exemptions of the Illinois Plat Act and Washington's Subdivision Code. The members recommended requiring all structures within 30 feet of the new property line to be shown on the plat for compliance. Jim O'Laughlin suggested having a fee in the future of \$100 for the engineering review and a \$100 attorney fee for review if needed to help offset the village's cost. Ken Beschorner recommended having language that would reference that the transfer of property can not constitute a buildable lot.

The Clerk noted these recommendations will be incorporated into language by the village attorney and village engineer for a public hearing to be held at their next meeting with a recommendation to the village board.

### **4. Comprehensive Plan Review and Recommendations**

A draft of the comprehensive plan was sent to the Planning Commission for review. If there are any recommended changes they will need to be to the clerk prior to the end of June. Ken Beschorner recommended getting a list of any changes that are made to the existing draft so they will know what changes were made to the document. Tri-County will make the revisions and send out a final draft so that the EDC and Planning Commission can review with recommendations to the village board.

Jim Willerton asked about the possibility of a Farmer's Market in Germantown Hills. The Clerk will check to see what needs to be done in order to get one in Germantown Hills.

### **5. Adjournment**

**A motion** was made by Jim Willerton to adjourn the meeting at 7:00 p.m. The motion was seconded by John Taylor. **Motion passed #3.**

Ann Sasso  
Village Clerk