



**AGENDA**  
**HUTCHINSON PLANNING COMMISSION**  
 Tuesday, March 1, 2016 – 5:00 p.m.  
**City Council Chambers**  
 125 East Avenue B, Hutchinson, Kansas

**1. ROLL CALL**

- |  |   |                                   |
|--|---|-----------------------------------|
| <input type="checkbox"/> Macklin               | <input type="checkbox"/> Woleslagel     | <input type="checkbox"/> Bisbee   |
| <input type="checkbox"/> Hamilton (Vice Chair) | <input type="checkbox"/> Peirce (Chair) | <input type="checkbox"/> Obermite |
| <input type="checkbox"/> Carr                  | <input type="checkbox"/> Hornbeck       | <input type="checkbox"/> Peterson |

**2. APPROVAL OF MINUTES** – Meeting of February 16, 2016.

**3. CORRESPONDENCE & STAFF REPORTS** – Motion to accept documents into the official record.

**4. NEW BUSINESS**

a. **16-SD-02: Request for approval of the Kisiwa West Addition Preliminary and Final Plat**

**TWO MOTIONS ARE NEEDED**

- 1) Motion to (Approve/Modify and Approve/Deny) the Preliminary Plat for the Kisiwa West Addition
- 2) Motion to recommend (Approval/Approval with Conditions as Outlined by Staff/Denial) of the Final Plat for the Kisiwa West Addition to the Hutchinson City Council  
*(Staff Representative: Jana McCarron, AICP, Planning & Development Director)*

**5. PUBLIC HEARINGS - NONE**

**6. UPCOMING CASES**

- a. Special Use Permit & Variance – Sonic Rebuild (621 E 4<sup>th</sup> Ave) [March 15, 2016]
- b. Preliminary Plat - Meadowlake Reserve Area [March 15, 2016]
- c. Rezone – Lincoln School Parking Lot from R-4 to P/I (00000 E Bigger St) [March 15, 2016]
- d. Preliminary & Final Plat – North Pointe (2803 N Lorraine St) [April 5, 2016]
- e. Conditional Use Permit – Self-Storage Facility (2803 N Lorraine St) [April 5, 2016]

**7. CITY COUNCIL UPDATE**

The following cases are scheduled for consideration by the City Council on March 1, 2016, however, there were outstanding items at the time this agenda was printed. An update will be provided at the meeting:

- a. Preliminary and Final Plat – Sandy Lake Addition
- b. Rezone – Sandy Lake Lots 1 & 2 (I-3 to C-3)
- c. Conditional Use Permit – Sandy Lake Lot 1 (Single Family Residence in C-3)

**8. OPEN COMMENTS FROM THE AUDIENCE** (Please limit comments to five minutes.)

**9. ADJOURNMENT**

|                 |                 |              |                   |              |
|-----------------|-----------------|--------------|-------------------|--------------|
| Staff Contacts: | Jana McCarron   | 620-694-2681 | Casey Jones       | 620-694-2667 |
|                 | Amy Denker      | 620-694-2638 | Stephanie Stewart | 620-694-2635 |
|                 | Charlene Mosier | 620-694-2639 |                   |              |

## Item 2

MINUTES  
 CITY PLANNING COMMISSION  
 TUESDAY, FEBRUARY 16, 2016 – 5:00 p.m.  
 EXECUTIVE CONFERENCE ROOM  
 125 EAST AVENUE B

1. The Planning Commission meeting was called to order with the following members present: Harley Macklin, Terry Bisbee, Janet Hamilton (5:20), Mark Woleslagel, Robert Obermite, Darryl Peterson, Tom Hornbeck, Todd Carr, and Ken Peirce. Staff present were Jana McCarron, Director of Planning and Development; Casey Jones, Senior Planner; Amy Denker, Housing Program Coordinator; Stephanie Stewart, Planning Technician; and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the February 2, 2016, meeting were approved on a motion by Macklin, seconded by Woleslagel, passed unanimously.

3. CORRESPONDENCE & STAFF REPORTS

The documents and staff reports were accepted into the official record on a motion by Bisbee, seconded by Peterson, passed unanimously.

4. NEW BUSINESS

- 4a. Planning Commission Training

McCarron presented a training on conditional use permits and special use permits. She reviewed the Table of Land Use Categories and the factors used for approval as well as what is not appropriate to consider when reviewing a conditional use permit or special use permit. She gave examples of what could create a lawsuit. The purpose of zoning and what to consider when rezoning a property were all reviewed.

(Obermite left at 5:35 p.m.)

There was general discussion and questions were asked. The group stated they liked meeting in the Executive Conference Room for this training meeting because it was accommodating for discussion with staff and commission members.

5. PUBLIC HEARINGS – NONE

6. UPCOMING CASES

- 6a. Preliminary & Final Plat – Kisiwa West (replat of 6 lots into 1 lot), scheduled for the March 1, 2016 meeting.

6b. Rezone – Northwest Corner of Bigger & Elm (from R-4 to P/I), scheduled for the March 15, 2016 meeting.

7. OPEN COMMENTS FROM THE AUDIENCE – None.

8. ADJOURNMENT – The meeting adjourned at 6:20 p.m.

Respectfully Submitted,  
Charlene Mosier

Approved this \_\_\_\_\_ day of \_\_\_\_\_

Attest: \_\_\_\_\_



**Planning Commission  
Staff Report**

PC Meeting Date: 3/1/2016

February 23, 2016

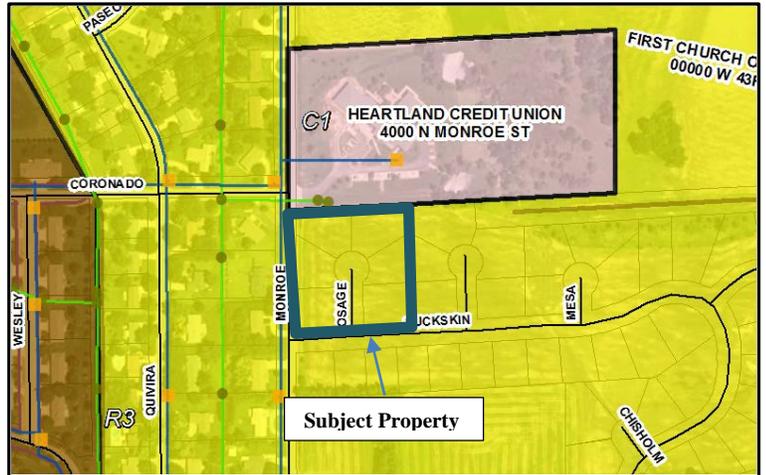
**TO:** Hutchinson Planning Commission

**FROM:** Jana McCarron, AICP  
Planning & Development Director

**SUBJECT:** 16-SD-02, Request for preliminary and final plat approval of the Kisiwa West Addition, a replat of Lots 1-6, Block B, Kisiwa North Addition

**OWNER:** Monroe Development, LLC  
(Dave Freund, Partner)

**AGENT:** Alpha Land Surveys, Inc.  
(Raymond Bretton)



**REQUEST:**

This request is for preliminary and final plat approval of the Kisiwa West Addition. The proposed subdivision is located to the south of Heartland Credit Union along Monroe Street in the City of Hutchinson and is a replat of six already-platted lots (1-6, Block B, Kisiwa North Addition). The Kisiwa North Addition was originally platted in March 1997. See **Exhibit A**. Subdivision development has not occurred at the desired pace and the applicant has an opportunity to sell several of the lots. The applicant proposes vacation of Osage Court and combination of the six lots surrounding Osage Court into a single lot. That lot would have access from Monroe Street, as Buckskin Road has not been constructed. The subdivision consists of one lot on 2.456 acres and is zoned R-3, *Moderate Density Residential District*. The subdivision is located in the South Half of the Northwest Quarter of Section 36, Township 22 South, Range 6 West of the 6th Principal Meridian. See **Exhibit B**. The owner proposes to sell the newly-created lot to a single owner for construction of a single family residential dwelling.

**STAFF RECOMMENDATION:**

Staff recommends approval of the preliminary plat and final plat subject to the following:

- 1) All new utilities shall be located underground.
- 2) A recorded copy of the sanitary sewer easement shall be required prior to forwarding this item to City Council.
- 2) A signed Developer's Agreement, guaranteeing participation by the owner of Lot 1, Block A, Kisiwa West in the construction of Buckskin Road when that road develops, shall be provided prior to forwarding this item to City Council.
- 3) Submit a signed final plat mylar to the Planning Department a minimum of one week prior to the desired City Council meeting.

**MOTION FOR PRELIMINARY PLAT:**

Motion to (approve / modify and approve / deny) the preliminary plat for the Kisiwa West Addition.

**MOTION FOR FINAL PLAT:** Motion to recommend to the City Council (approval / approval with conditions as outlined by staff / denial) of the final plat for the Kisiwa West Addition.

**DEVELOPMENT REVIEW COMMITTEE:**

The Development Review Committee (DRC) met on January 26, 2016 to discuss the proposal. DRC comments were sent to the applicant following the meeting. Those comments are attached to this report as **Exhibit C**. Based on the DRC comments, the applicant provided revised plats on February 18, 2016. Additional changes were needed and a final version of the plats was submitted on February 23, 2016 (attached).

**ANALYSIS:**

1. Lot Dimensions, Frontage, and Street Access

The proposed lot is compliant with the minimum size, frontage, and access requirements of the *Hutchinson Zoning Regulations*. The street to be used for access to the property (Monroe Street) is already constructed and in place. The lot is significantly larger than the minimum lot size required in the R-3 District (9,000 square feet). Staff has required the applicant to include the requirements of the *Zoning Regulations* pertaining to accessory structures as a note on the plat. In addition, a notation indicating this is considered a corner lot has been added to the plat. Finally, the Engineering Department has limited access from Monroe Street to a single driveway located a minimum of 100 feet from Buckskin Road.

2. Drainage Plan

The applicant submitted a drainage plan as part of the original plat. The Engineering Department did not require a drainage study for this replat.

3. Utilities

The subdivision has adequate access to public water. Sanitary sewer access is via the adjacent Hutchinson Credit Union property. A recorded sanitary sewer easement is required prior to forwarding this item to the City Council for approval. According to the *Hutchinson Subdivision Regulations*, all new utilities and existing utilities not located in the public right-of-way shall be placed underground. This is a condition of approval of the plat.

4. Buckskin Road Construction

The applicant is required to enter into a Developer's Agreement with the City of Hutchinson agreeing to participation in a benefit district for the construction of Buckskin Road at the time that road is installed.

5. Revisions and Corrections

All required revisions have been made and this item is now ready for Planning Commission review.

**NEXT STEPS:**

1. Preliminary Plat – None. The Planning Commission is the approving body for preliminary plats
2. Final Plat:
  - a. Submission of recorded easement, signed Developer's Agreement and signed mylar by applicant
  - b. City Council review / approval (Tentatively March 15, 2016)
  - c. Signature of City Officials
  - d. Recording of plat with Reno County

**EXHIBITS:**

- A - Kisiwa North Addition Plat
- B - Preliminary & Final Plat Drawings
- C - DRC Comments
- D - Preliminary Plat Application
- E - Final Plat Application

020-7

# KISIWA NORTH ADDITION HUTCHINSON, RENO COUNTY, KANSAS



DATE OF PREPARATION: 11-12-1996  
 ACCEPTANCE DATE: 03-05-1997

0 50 100 200

(M) = MEASURED  
 (D) = DESCRIBED  
 (C-D) = CALCULATED PER DESCRIBED INFO

○ = 3/4" IRON IN THIMBLE (FOUND)  
 ● = #4 REBAR W/ SAUCHEMANT CAP (SE)  
 ● = #5 REBAR W/ "GARBER" CAP (FOUND)  
 ● = #5 REBAR W/ "GARBER" CAP ADJACENT TO 4"x4" STONE (FOUND)

| LOT    | BLOCK | ELEVATION |         |
|--------|-------|-----------|---------|
|        |       | MSL       | 1542.00 |
| 5-12   | A     |           | 1542.00 |
| 14, 15 | A     |           | 1542.00 |
| 9, 10  | B     |           | 1542.00 |
| 13, 14 | B     |           | 1542.00 |
| 16-30  | B     |           | 1542.00 |
| 32-35  | B     |           | 1542.00 |
| 37-48  | B     |           | 1542.00 |
| 17, 18 | F     |           | 1542.00 |

BENCHMARK: GRADE BLADE 60' SW OF THE SEC. COR. CORNER TO SEC. 25, 26, 35, 36, OF TWP. 22-S, R-6-W. ELEV. = 1547.80 M.S.L.

NOTES:  
 A. LOTS IN THIS SUBDIVISION MAY ONLY BE SOLD OR BUILT UPON AFTER THE HUTCHINSON CITY COUNCIL HAS FILED AN AFFIDAVIT FINDING THAT ALL REQUIRED INFRASTRUCTURE HAS BEEN INSTALLED OR ADEQUATE FINANCIAL GUARANTEES HAVE BEEN RECEIVED BY THE CITY COUNCIL. THIS AFFIDAVIT MUST SPECIFICALLY NAME THE LOTS AND BLOCKS RELEASED FOR SALE OR BUILDING PERMITS.  
 B. THERE SHALL BE NO VEHICULAR STREET ACCESS INCLUDING CURB CUTS OR DRIVEWAYS FROM MONROE STREET TO LOTS 1, 2 AND 3, BLOCK B AND TO LOT 1, BLOCK F. THE AREAS AFFECTED BY COMPLETE ACCESS CONTROL ARE INDICATED ON THE FACE OF THE PLAT BY THE FOLLOWING HATCH PATTERN:  
 INDICATES COMPLETE ACCESS CONTROL

C. APPROPRIATE DRAINAGE OF STORMWATER IN THIS SUBDIVISION IS CONTINGENT UPON FOLLOWING A SPECIFIC MASTER GRADING PLAN WHICH IS FILED WITH THIS SUBDIVISION AT THE REGISTER OF DEEDS OFFICE. ENFORCEMENT OF EACH LOT GRADING PLAN IS A PRIVATE MATTER AND SHALL BE ENFORCED BY THE HOMEOWNER ASSOCIATION AND RESTRICTIVE COVENANTS, AND NOT BY THE CITY OF HUTCHINSON, KANSAS.

Know all men by these presents that we, the undersigned, have caused the land in the surveyors certificate to be platted into Lots, Blocks, Streets, and Reserves to be known as "KISIWA NORTH ADDITION", Hutchinson, Reno County, Kansas. The utility easements are hereby granted as indicated for the construction and maintenance of all public utilities. The wall easements are hereby granted as indicated for the construction and maintenance of a private wall and utility main lines and service lines shall be allowed to cross these easements. The drainage easements are hereby granted as indicated for drainage purposes. The drainage and utility easements are hereby granted as indicated for drainage purposes and for the construction and maintenance of all public utilities. The drainage and pedestrian access easement is hereby granted as indicated for drainage purposes and for pedestrian access to and from Reserve "C". The drainage, utility, and pedestrian access easement is hereby granted as indicated for drainage purposes, for the construction and maintenance of all public utilities, and for pedestrian access to and from Reserve "C". The streets are hereby dedicated to and for the use of the public. Reserves "A" and "B" are hereby reserved for drainage and utility purposes. Reserve "C" is hereby reserved for open space, landscaping, drainage purposes, and utilities as confined to easements. Reserve "D" is hereby reserved for parking, landscaping, open space, berms, and utilities. Reserves "E" and "F" are hereby reserved for landscaping, open space, monument signs, sidewalks, berms, and utilities. Reserves "A", "B", "C", "D", "E", and "F" shall be owned and maintained by the Homeowner Association for the addition. All abutters rights of access to or from Monroe Street over and across the west line of Lots 1, 2, and 3, Block B, and Lot 1, Block F are hereby granted to the City of Hutchinson, Kansas. The Minimum Building Pad Elevations for the lowest opening to the structures shall be as indicated on the face of the plat.

Approved this 5<sup>th</sup> day of March, 1997, by the Hutchinson-Reno County Joint Subdivision Committee.

*Tim Wendale*, Chairman  
*Tim Wendale*, Secretary

Approved this 27 day of April, 1997, by the City Council of the City of Hutchinson, Kansas.

*Vernon Stallman*, City Clerk  
*James J. Green*, Mayor

State of Kansas) ss The foregoing instrument acknowledged before me, this 8<sup>th</sup> day of April, 1997, by *Glen D. Freund* Manager, Kisiwa North, LLC, to me personally known to be the same person who executed the foregoing instrument of writing and duly acknowledged the execution of the same.

*Charlene A. Mairer*, Notary Public  
 My App't. Exp. 3-9-99

Recorded this 27 day of April, 1997 A.D. at L.H.

Fee Paid: *6.00*, Filed in plat.  
 Book: *8* Page: *131*

*Mary W. Jack*, Register of Deeds

Entered in the transfer record this \_\_\_ day of \_\_\_, 199\_\_.

*Shari A. Agulis*, County Clerk

State of Kansas) ss We, Baughman Company, P.A., Surveyors Sedgewick County and State do hereby certify that we have surveyed and platted "KISIWA NORTH ADDITION", Hutchinson, Reno County, Kansas and that the accompanying plat is a true and correct exhibit of the property surveyed, described as follows: A portion of the S1/2 of the NW1/4 of Sec. 36, Twp. 22-S, R-6-W of the 6th P.M., described as follows: Commencing at the SW Corner of the NW1/4 of said Sec. 36; thence east along the south line of said NW1/4, 817 feet for the point of beginning; thence with a deflection angle 86°29'59" left - north parallel with the west line of said NW1/4, 800 feet; thence with a deflection angle 93°30'01" left - west parallel with the south line of said NW1/4, 817 feet to the west line of said NW1/4; thence with a deflection angle 93°30'01" right - north along the west line of said NW1/4, 530.80 feet to the NW Corner of the S1/2 of said NW1/4; thence with a deflection angle 86°44'34" right - east along the north line of the S1/2 of said NW1/4, 2744.97 feet to the NE Corner of the S1/2 of said NW1/4; thence with a deflection angle of 92°23'30" right - south along the east line of said NW1/4, 1318.07 feet to the SE Corner of said NW1/4; thence with a deflection angle 87°21'42" right - west along the south line of said NW1/4, 1948.52 feet to the point of beginning, Reno County, Kansas, EXCEPT that part deeded to the City of Hutchinson, Kansas, a Municipal corporation, in Book 524 at Page 363, further described as follows: Beginning at the NE Corner

of the S1/2 of the NW1/4 of said Sec. 36, thence along the east line of the S1/2 of the NW1/4 of said Sec. 36, S02°29'27"W, 131.75 feet; thence S89°50'51"W, 80 feet; thence N45°09'09"W, 73.42 feet; thence parallel to and 80.0 feet perpendicular from the north line of the S1/2 of the NW1/4 of said Sec. 36, S89°58'29"W, 2057.78 feet; thence N00°01'31"W, 80.0 feet to the north line of the S1/2 of the NW1/4 of said Sec. 36; thence along the north line of the S1/2 of the NW1/4 of said Sec. 36, N89°58'29"E, 2195.59 feet to the point of beginning.

Existing public easements and dedications being vacated by virtue of K.S.A. 12-512(b).  
 Baughman Company, P.A.  
 315 Ellis  
 Wichita, Kansas 67211

*Michael D. Conroy*, Surveyor  
 Michael G. Conroy



*Glen D. Freund*, Mgr.

K-020



DRAWING NUMBER

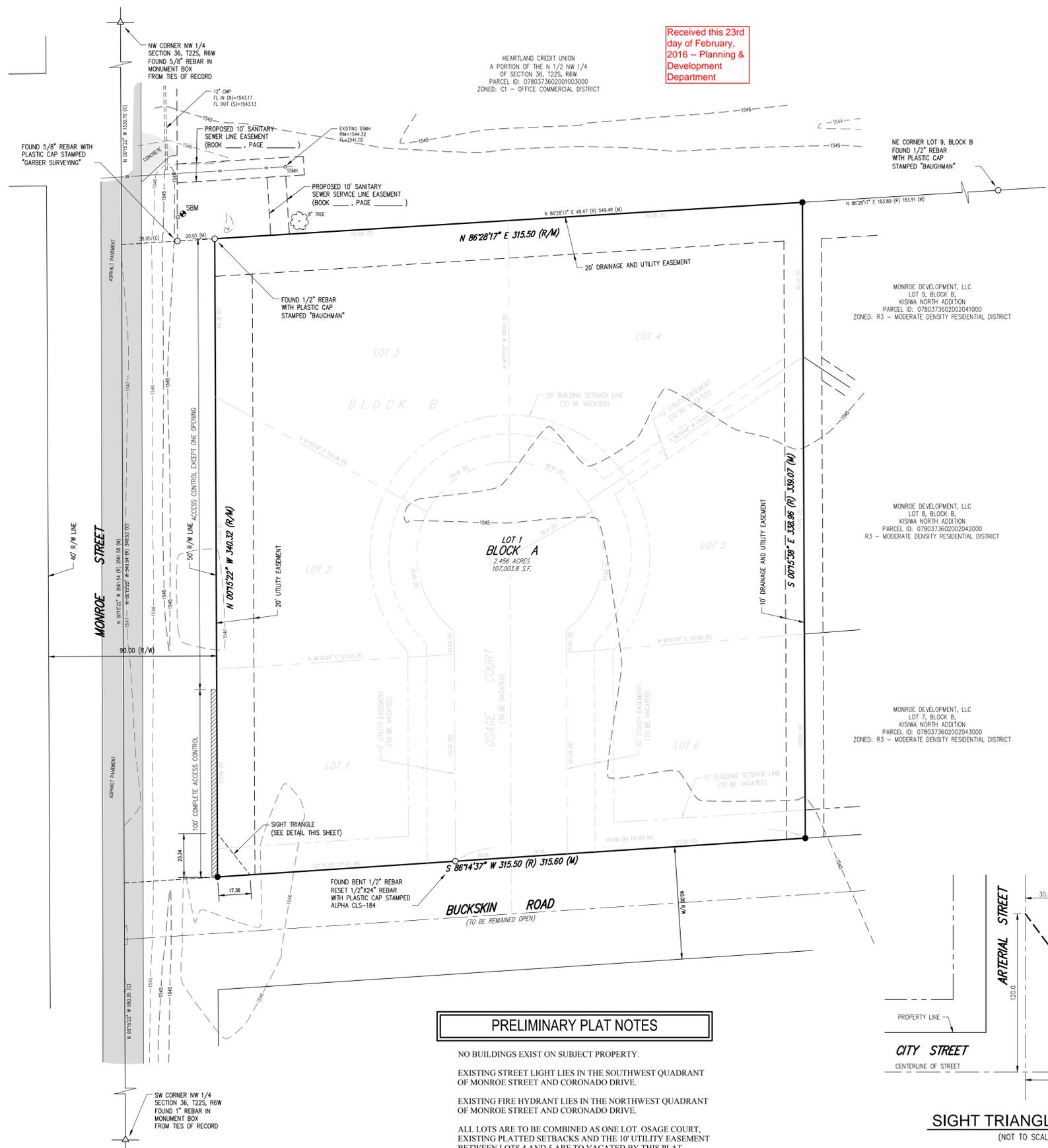
DRAWING NUMBER  
 SK 1

PRELIMINARY PLAT

# KISIWA WEST

A REPLAT OF LOTS 1, 2, 3, 4, 5, AND 6, BLOCK B, KISIWA NORTH ADDITION, HUTCHINSON, RENO COUNTY, KANSAS.

Received this 23rd day of February, 2016 -- Planning & Development Department



### DESCRIPTIONS

DESCRIPTION:  
LOTS 1, 2, 3, 4, 5, AND 6, BLOCK B, KISIWA NORTH ADDITION RENO COUNTY, HUTCHINSON, KANSAS.

### OWNER / SUBDIVIDER

MONROE DEVELOPMENT, LLC  
DAVE FREUND, PARTNER  
1201 NORTH HALSTEAD  
HUTCHINSON, KS 67502  
PHONE: 620-669-9649

### SURVEYOR

LLOYD P. DORZWEILER, LS 885  
ALPHA LAND SURVEYS, INC.  
216 WEST SECOND AVENUE  
HUTCHINSON, KS 67501  
PHONE: 620-728-0012

### BENCHMARKS

BENCHMARK DATUM:  
SBM - CHISELED SQUARE IN NORTHEAST CORNER OF CONCRETE BASE FOR UNDERGROUND ELECTRIC AT POWER POLE 14.4 FEET NORTH AND 17.0 FEET WEST NEAR THE NORTHWEST CORNER OF PROPERTY.  
ELEV 1549.00(NAVD88)

### UTILITY NOTES

UTILITIES SHOWN HEREON WERE LOCATED BY THE UTILITY COMPANIES OR THEIR AGENTS RELATING TO KANSAS ONE-CALL TICKET NUMBER 15627568 DATED DECEMBER 21, 2015.

### CLOSURE REPORT

ERROR CLOSURE: 0.0082  
ERROR NORTH: 0.0082  
PERIMETER: 1310.49  
COURSE: N 04°17'24" W  
ERROR EAST: -0.0066  
PRECISION: 1 : 159910

### FLOOD NOTE

THIS PROPERTY IS LOCATED WITHIN FLOOD ZONE "X" (AREAS OF 0.2% ANNUAL CHANCE FLOOD; AREAS OF 1% ANNUAL CHANCE FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 1% ANNUAL CHANCE FLOOD) AS DETERMINED BY THE NATIONAL FLOOD INSURANCE PROGRAM, FLOOD INSURANCE RATE MAP FOR RENO COUNTY, KANSAS, COMMUNITY PANEL NUMBER 20155C0277F. EFFECTIVE DATE JANUARY 6, 2010.

### PROPERTY INFORMATION

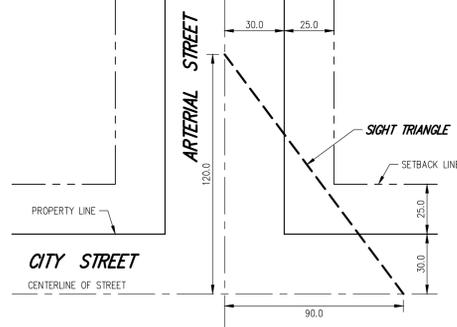
PROPERTY WAS SURVEYED ON JANUARY 5, 2016.  
EXISTING ZONING:  
R3 - MODERATE DENSITY RESIDENTIAL DISTRICT  
PROPOSED ZONING:  
R3 - MODERATE DENSITY RESIDENTIAL DISTRICT  
BASE FLOOD ELEVATION:  
N/A

### LEGEND OF SYMBOLS & ABBREVIATIONS

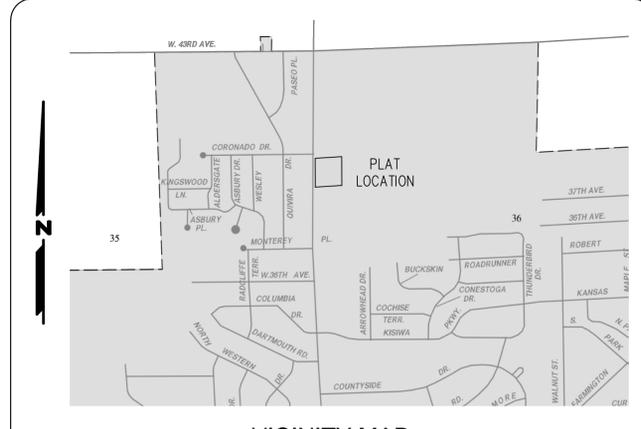
- △ SECTION SUBDIVISION CORNER FOUND
  - SURVEY MONUMENT FOUND
  - SET 1/2" REBAR WITH PLASTIC CAP STAMPED "ALPHA CLS-184"
  - ⊕ POWER POLE
  - ⊕ TELEGRAPH POLE
  - ⊕ LIGHT POLE
  - ⊕ GUY ANCHOR
  - ⊕ UNDERGROUND ELECTRIC BOX
  - ⊕ UNDERGROUND TELEPHONE PEDESTAL
  - ⊕ UNDERGROUND CABLE TELEVISION PEDESTAL
  - ⊕ TREE / SHRUB
  - ⊕ GAS METER
  - ⊕ MANHOLE
  - ⊕ SANITARY SEWER MANHOLE
  - ⊕ CLEANOUT
  - ⊕ STORM WATER SEWER MANHOLE
  - ⊕ WATER METER
  - ⊕ WATER VALVE
  - ⊕ FIRE HYDRANT
  - ⊕ MONITOR WELL
  - ⊕ SPRINKLER HEAD
  - ⊕ GUARD POST
  - ⊕ OVERHEAD ELECTRIC
  - ⊕ UNDERGROUND ELECTRIC
  - ⊕ UNDERGROUND TELEPHONE
  - ⊕ GAS LINE
  - ⊕ UNDERGROUND TELEVISION CABLE
  - ⊕ SANITARY SEWER LINE
  - ⊕ WATER LINE
  - ⊕ FENCE
- N. NORTH  
S. SOUTH  
E. EAST  
W. WEST  
° DEGREES  
' FEET OR MINUTES  
" INCHES OR SECONDS  
SQ. SQUARE  
FT. FEET  
VOL. VOLUME  
PG. PAGE  
O.R. OFFICIAL RECORD  
C. CALCULATED  
R. RECORD  
M. MEASURED
- R/W RIGHT OF WAY  
C/L CENTERLINE  
RCP REINFORCED CONCRETE PIPE  
CMP CORRUGATED METAL PIPE  
CMPHE CORRUGATED METAL PIPE HORIZONTAL ELLIPTICAL  
FL FLOWLINE  
FL TOP OF PAVEMENT  
EL ELEVATION  
TOW TOP OF WALL  
HC HANDICAP

### PRELIMINARY PLAT NOTES

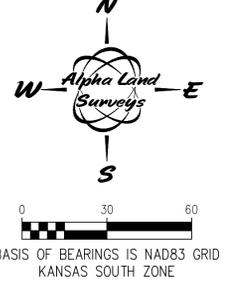
- NO BUILDINGS EXIST ON SUBJECT PROPERTY.
- EXISTING STREET LIGHT LIES IN THE SOUTHWEST QUADRANT OF MONROE STREET AND CORONADO DRIVE.
- EXISTING FIRE HYDRANT LIES IN THE NORTHWEST QUADRANT OF MONROE STREET AND CORONADO DRIVE.
- ALL LOTS ARE TO BE COMBINED AS ONE LOT. OSAGE COURT, EXISTING PLATTED SETBACKS AND THE 10' UTILITY EASEMENT BETWEEN LOTS 4 AND 5 ARE TO BE VACATED BY THIS PLAT.



SIGHT TRIANGLE DETAIL  
(NOT TO SCALE)



VICINITY MAP  
(NOT TO SCALE)



SURVEY TYPE:  
**PRELIMINARY PLAT**  
Alpha Land Surveys, Inc.  
216 WEST SECOND AVENUE  
HUTCHINSON, KANSAS 67501  
PH. (620) 728-0012 FAX. (620) 728-0413

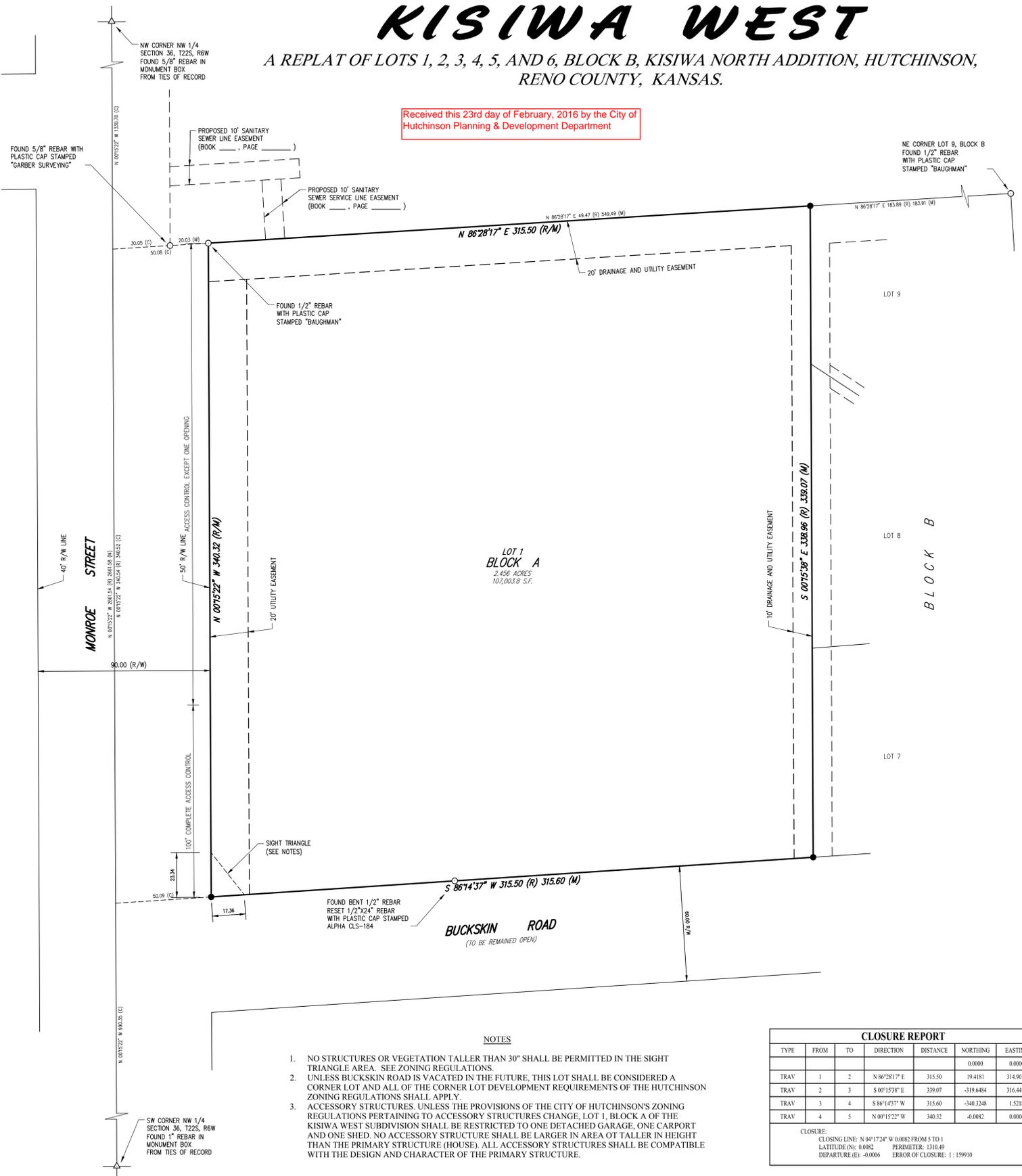
SURVEY DATE: 01/05/2016 PLOT DATE: 01/18/2016  
DRAWN BY: RB PROJ. NO.: 150260P  
CHECKED BY: LPD SHEET 1 OF 1

# FINAL PLAT

## KISIWA WEST

A REPLAT OF LOTS 1, 2, 3, 4, 5, AND 6, BLOCK B, KISIWA NORTH ADDITION, HUTCHINSON, RENO COUNTY, KANSAS.

Received this 23rd day of February, 2016 by the City of Hutchinson Planning & Development Department



### NOTES

- NO STRUCTURES OR VEGETATION TALLER THAN 30' SHALL BE PERMITTED IN THE SIGHT TRIANGLE AREA. SEE ZONING REGULATIONS.
- UNLESS BUCKSKIN ROAD IS VACATED IN THE FUTURE, THIS LOT SHALL BE CONSIDERED A CORNER LOT AND ALL OF THE CORNER LOT DEVELOPMENT REQUIREMENTS OF THE HUTCHINSON ZONING REGULATIONS SHALL APPLY.
- ACCESSORY STRUCTURES: UNLESS THE PROVISIONS OF THE CITY OF HUTCHINSON'S ZONING REGULATIONS PERTAINING TO ACCESSORY STRUCTURES CHANGE, LOT 1, BLOCK A OF THE KISIWA WEST SUBDIVISION SHALL BE RESTRICTED TO ONE DETACHED GARAGE, ONE CARPORT AND ONE SHED. NO ACCESSORY STRUCTURE SHALL BE LARGER IN AREA OR TALLER IN HEIGHT THAN THE PRIMARY STRUCTURE (HOUSE). ALL ACCESSORY STRUCTURES SHALL BE COMPATIBLE WITH THE DESIGN AND CHARACTER OF THE PRIMARY STRUCTURE.

| CLOSURE REPORT |      |    |               |          |           |          |
|----------------|------|----|---------------|----------|-----------|----------|
| TYPE           | FROM | TO | DIRECTION     | DISTANCE | NORTHING  | EASTING  |
|                |      |    |               |          | 0.0000    | 0.0000   |
| TRAV           | 1    | 2  | N 86°28'17" E | 315.50   | -19.4181  | 314.9019 |
| TRAV           | 2    | 3  | S 00°15'38" E | 339.07   | -319.6484 | 316.4438 |
| TRAV           | 3    | 4  | S 86°14'37" W | 315.60   | -340.3248 | 1.5218   |
| TRAV           | 4    | 5  | N 00°15'22" W | 340.32   | -0.0882   | 0.0006   |

CLOSURE:  
 CLOSING LINE: N 04°17'24" W 0.0082 FROM S TO 1  
 LATITUDE (N): 0.0082 PERIMETER: 1310.49  
 DEPARTURE (E): -0.0006 ERROR OF CLOSURE: 1: 159910

DESCRIPTION  
LOTS 1, 2, 3, 4, 5, AND 6, BLOCK B, KISIWA NORTH ADDITION RENO COUNTY, HUTCHINSON, KANSAS.

SURVEYOR'S CERTIFICATE  
STATE OF KANSAS )  
COUNTY OF RENO ) SS

I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT I AM A REGISTERED LAND SURVEYOR IN THE STATE OF KANSAS, WITH EXPERIENCE AND PROFICIENCY IN LAND SURVEYING; THAT THE HERETOFORE DESCRIBED PROPERTY WAS SURVEYED AND SUBDIVIDED BY ME, OR UNDER MY SUPERVISION; THAT ALL OF THE SUBDIVISION REGULATIONS OF THE CITY OF HUTCHINSON, KANSAS, HAVE BEEN COMPLIED WITH IN THE PREPARATION OF THE PLAT; AND THAT ALL OF THE MONUMENTS SHOWN HEREIN ACTUALLY EXIST AND THEIR POSITIONS ARE CORRECTLY SHOWN TO THE BEST OF MY KNOWLEDGE AND BELIEF.

ALL RESERVES, STREETS, UTILITY EASEMENTS, BUILDING SETBACKS, ACCESS CONTROLS, TOGETHER WITH ANY AND ALL OTHER PUBLIC DEDICATIONS, RIGHTS-OF-WAY, AND/OR EASEMENTS WITHIN THE HEREON DESCRIBED PROPERTY ARE HEREBY VACATED AND REPLATTED BY VIRTUE OF K.S.A. 12-512(B).

GIVEN UNDER MY HAND AND SEAL AT \_\_\_\_\_, KANSAS, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

LLOYD P. DORZWEILER, L.S. #885

### REVIEW SURVEYOR'S CERTIFICATE

STATE OF KANSAS )  
COUNTY OF RENO ) SS

I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT I HAVE REVIEWED THIS PLAT ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_. THIS PLAT HAS BEEN REVIEWED FOR FILING, PURSUANT TO K.S.A. 58-2005 AND K.S.A. 58-2001 FOR CONTENT ONLY AND IS IN COMPLIANCE WITH THOSE PROVISIONS. NO OTHER WARRANTIES ARE EXTENDED OR IMPLIED

DANIEL E. GARBER, L.S. #683

### OWNER'S CERTIFICATE AND DEDICATION

STATE OF KANSAS )  
COUNTY OF RENO ) SS

THIS IS TO CERTIFY THAT THE UNDERSIGNED OWNER(S) OF THE LAND DESCRIBED IN THE SURVEYOR'S CERTIFICATE HAVE CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED ON THE ACCOMPANYING PLAT INTO LOTS, BLOCKS, STREETS AND OTHER PUBLIC WAYS UNDER THE NAME OF "KISIWA WEST, A REPLAT OF LOTS 1, 2, 3, 4, 5, AND 6, BLOCK B, KISIWA NORTH ADDITION, HUTCHINSON, RENO COUNTY, KANSAS"; THAT ALL HIGHWAYS, STREETS, ALLEYS, EASEMENTS AND PUBLIC GROUNDS AS DENOTED ON THE PLAT ARE HEREBY DEDICATED TO AND FOR THE USE OF THE PUBLIC, UNLESS OTHERWISE NOTED; AND FOR THE PURPOSE OF CONSTRUCTING, OPERATING, MAINTAINING AND REPAIRING PUBLIC IMPROVEMENTS. I (WE) FURTHER CERTIFY THAT THE LAND CONTAINED HEREIN IS HELD AND SHALL BE CONVEYED SUBJECT TO ANY RESTRICTIONS, RESERVATIONS AND COVENANTS ON FILE OR HEREAFTER FILED IN THE OFFICE OF THE REGISTER OF DEEDS OF RENO COUNTY, KANSAS.

MONROE DEVELOPMENT, LLC

DATE SIGNED: \_\_\_\_\_

DAVE FREUND, PARTNER

### NOTARY CERTIFICATES

STATE OF KANSAS )  
COUNTY OF RENO ) SS

THAT ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE AFORESAID, CAME DAVE FREUND, PARTNER, WHO IS KNOWN TO ME TO BE THE SAME PERSON AND EXECUTED THE FOREGOING PLAT AND THE WITHIN INSTRUMENT OF WRITING.

IN TESTIMONY WHEREOF:

I HAVE HERETO SET MY HAND AND AFFIXED MY NOTARIAL SEAL THE DAY AND YEAR MENTIONED ABOVE. MY COMMISSION EXPIRES: \_\_\_\_\_

\_\_\_\_\_, NOTARY PUBLIC

### PLANNING COMMISSION CERTIFICATE

STATE OF KANSAS )  
CITY OF HUTCHINSON ) SS  
COUNTY OF RENO )

THIS PLAT WAS APPROVED BY THE CITY HUTCHINSON PLANNING COMMISSION ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_, AND WAS RECOMMENDED FOR APPROVAL BY THE CITY COUNCIL OF HUTCHINSON, KANSAS.

DATE SIGNED: \_\_\_\_\_

BY: \_\_\_\_\_  
KEN PEIRCE, CHAIRMAN

ATTEST:

JANA MCCARRON, SECRETARY

### CITY COUNCIL CERTIFICATE

STATE OF KANSAS )  
CITY OF HUTCHINSON ) SS  
COUNTY OF RENO )

THIS PLAT IS APPROVED AND ALL DEDICATIONS SHOWN HEREON ARE HEREBY ACCEPTED BY THE CITY COUNCIL OF THE CITY OF HUTCHINSON, KANSAS THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

DATE SIGNED: \_\_\_\_\_

BY: \_\_\_\_\_  
JADE PIROS DE CARVALHO, MAYOR (SEAL)

ATTEST

KAREN WELTMER, CITY CLERK

### REGISTER OF DEEDS CERTIFICATE

STATE OF KANSAS )  
COUNTY OF RENO ) SS

RECORDED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D. : \_\_\_\_\_ A.M./P.M.

FEE PAID: \_\_\_\_\_, FILED IN PLAT FILE: \_\_\_\_\_, SLEEVE: \_\_\_\_\_.

BONNIE RUEBKE, REGISTER OF DEEDS

ENTERED IN THE TRANSFER RECORD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

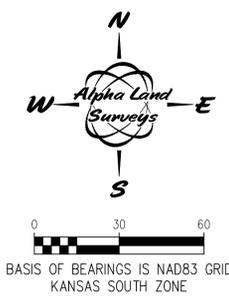
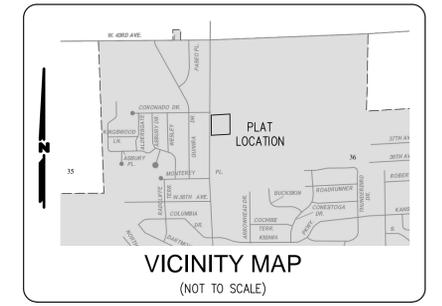
DONNA PATTON, COUNTY CLERK

### EASEMENTS

EASEMENTS AS SHOWN ON THIS PLAT ARE HEREBY DEDICATED TO THE PUBLIC, AND SAID EASEMENT MAY BE EMPLOYED IN PERPETUITY AS A COVENANT RUNNING WITH THE LAND FOR PURPOSE OF INSTALLING, REPAIRING, REINSTALLING, REPLACING AND MAINTAINING SEWER, WATER LINES, GAS LINES, ELECTRIC LINES AND POLES, TELEPHONE LINES AND POLES AND OTHER FORMS AND TYPES OF PUBLIC UTILITIES NOW OR HEREAFTER GENERALLY UTILIZED BY THE PUBLIC.

### FLOODPLAIN NOTE

THIS PROPERTY IS LOCATED WITHIN FLOOD ZONE "X" (AREAS OF 0.2% ANNUAL CHANCE FLOOD; AREAS OF 1% ANNUAL CHANCE FLOOD WITH AVERAGE DEPTHS OF LESS THAN 1 FOOT OR WITH DRAINAGE AREAS LESS THAN 1 SQUARE MILE; AND AREAS PROTECTED BY LEVEES FROM 1% ANNUAL CHANCE FLOOD) AS DETERMINED BY THE NATIONAL FLOOD INSURANCE PROGRAM, FLOOD INSURANCE RATE MAP FOR RENO COUNTY, KANSAS, COMMUNITY PANEL NUMBER 2015C0284F. EFFECTIVE DATE JANUARY 6, 2010.



### LEGEND OF SYMBOLS & ABBREVIATIONS

- △ SECTION SUBDIVISION CORNER FOUND
- SURVEY MONUMENT FOUND
- SURVEY MONUMENT FOUND
- POURED CONCRETE AROUND MONUMENT
- SET 1/2"x24" REBAR WITH PLASTIC CAP STAMPED "ALPHA CLS-184"
- SET 1/2"x24" REBAR WITH PLASTIC CAP STAMPED "ALPHA CLS-184" IN CONCRETE
- N. NORTH
- S. SOUTH
- E. EAST
- W. WEST
- ° DEGREES
- ' FEET OR MINUTES
- " INCHES OR SECONDS
- SQ. SQUARE
- FT. FEET
- VOL. VOLUME
- PG. PAGE
- O.R. OFFICIAL RECORD
- C. CALCULATED
- R. RECORD
- M. MEASURED
- R/W RIGHT OF WAY
- P.O.B. POINT OF BEGINNING

**FINAL PLAT**

**Alpha Land Surveys, Inc.**  
 216 WEST SECOND AVENUE  
 HUTCHINSON, KANSAS 67501  
 PH. (620) 728-0012 FAX: (620) 728-0413

SURVEY DATE: 01/05/2016 PLOT DATE: 01/18/2016  
 DRAWN BY: RB PROJ. NO.: 150260P  
 CHECKED BY: LPD SHEET 1 OF 1



## Development Review Comments

### 16-SD-02: Kisiwa West, Preliminary and Final Plats

A Development Review Committee meeting was held on February 9, 2016, and the following comments were received:

#### PRELIMINARY PLAT

##### Jana McCarron, Planning & Development

1. Revised Plat Required. Based upon the comments received, a revised preliminary plat drawing is required. **Please provide 13 full-size and 1 reduced version, along with one PDF version, of the revised Preliminary Plat drawing no later than 2/19/2016 in order for this item to be considered at the 3/1/16 Planning Commission meeting.**
2. Existing Lot Lines. Change symbol for existing lot line to some sort of dashed or grayed symbol and indicate in some fashion that these are "to be removed by this plat". **PP**
3. Existing Lot Numbers. Correct existing lot numbers and make them in a grayed symbol. All existing lots are block B. Lots on the east side of Osage Court are 4, 5 & 6. **PP**
4. Preliminary Plat Notes. Add a note under the preliminary plat notes that states: "All lots are to be combined as one lot. Osage Court, existing platted setbacks and the 10' utility easement between lots 4 & 5 are to be vacated by this plat." **PP**
5. Existing Platted Setbacks to be Vacated. Identify via notation, symbols or both existing platted setbacks to be vacated by this plat. **PP**
6. Existing Easements to be Vacated. Identify via notation, symbols or both existing easements to be vacated by this plat.
7. Existing Roadway to be Vacated. Label Osage Court as "to be vacated by this plat". **PP**
8. Block. Change the Block to Block "A", per the City's subdivision regulations. **PP**
9. Access Control. There is access control in place on the west portion of the plat. Per Engineering, lot will be allowed one vehicular access onto Monroe and the remainder of the lot will remain with access control. Revise plat accordingly. **PP**
10. Sight Triangle. Show sight triangle on plat and add note: "No structures or vegetation taller than 30" shall be permitted in the sight triangle area."
11. Platted Setbacks. The platted setbacks do not meet the minimum requirements of the City's zoning regulations. Remove all platted setbacks so as not to constrain future development of the lot. Development shall comply with the City's Zoning Regulations. **PP**

##### Meryl Dye, Assistant City Manager

1. The developer must meet with me and Westar officials to develop a streetlight plan. The streetlight plan must be shown on the preliminary plat. **PP**

##### Jeff Peterson, Interim Engineering Director

1. Access Control. Access control on Monroe will be required outside of the driveway area to this property. Show proposed driveway location and access control outside of that location. The

minimum distance that a driveway shall be located north of the proposed right of way of Buckskin Road shall be 100 feet. Only one driveway shall be allowed off of Monroe Street. **PP**

2. Developer's Agreement. Property owner shall be required to participate in the development of Buckskin Road, when that occurs. A Developer's Agreement to that effect shall be required. **MI**
3. Sewer. The closest available public sewer is located on the Heartland Credit Union property to the north. A private sewer easement from that public sewer to this property shall be required prior to final approval of platting. Show the easement, including book and page number, on the preliminary plat. **PP**
4. Sewer Connection Fee. A sewer connection fee will be required. The sewer connection fee for this property shall be \$4,726.

**PP = Revised Preliminary Plat required**

**MI = Missing Information**

#### **FINAL PLAT**

1. Revised Plat Required. Based upon the comments received, a revised final plat drawing is required. Please provide 13 full-size and 1 reduced version, along with one PDF version, of the revised Final Plat drawing no later than 2/19/2016 in order for this item to be considered at the 3/1/16 Planning Commission meeting.
2. Review Surveyor's Name. Reno County no longer contracts with a review surveyor. The applicant will need to arrange for a licensed Kansas Surveyor to review and sign the plat document. Please update this information accordingly. **FP**
3. Block. Change the block to Block A, per the City's subdivision regulations. **FP**
4. Building Setback Lines. Remove the platted setback lines. The line along Buckskin Road does not meet the City's minimum requirements. **FP**
5. Vacation Note. Revised dedication note to indication that all easements, setbacks and roadways previously platted and not depicted by this replat are hereby vacated and clarify that Buckskin Road is to remain. **FP**
6. Hutchinson Planning Commission Certificate. Change "Hutchinson-Reno County Joint Subdivision Committee" to "Planning Commission". The Joint Subdivision Committee has been dissolved. **FP**
7. Certificates. The City has standardized its certificates (see Final Plat example). The developer is encouraged to include the standard version on the plat and make the necessary modifications needed because this is a replat. **FP**
8. Access Control. There is access control in place on the west portion of the plat. Per Engineering, lot will be allowed one vehicular access onto Monroe and the remainder of the lot will remain with access control. Show drive location and access control on final plat. **FP**
9. Sight Triangle. Show sight triangle on plat and add note: "No structures or vegetation taller than 30" shall be permitted in the sight triangle area." **FP**
10. Platted Setbacks. The platted setbacks do not meet the minimum requirements of the City's zoning regulations. Remove all platted setbacks so as not to constrain future development of the lot. Development shall comply with the City's Zoning Regulations. **FP**
11. Corner Lot. Newly platted lot is still a corner lot even though Buckskin Road is not yet developed. All fencing, setback and other requirements for corner lots shall apply. Add note to the plat, as follows: "Unless Buckskin Road is vacated in the future, this lot shall be considered a corner lot"

and all of the corner lot development requirements of the *Hutchinson Zoning Regulations* shall apply.” **FP**

- 12. Lot Size.** Planning staff has concerns regarding the size of the lot. The applicant is advised that the City has restrictions on the size, height and number of accessory structures allowed on residential properties. Add a note to the plat, as follows:

“Accessory Structures. Unless the provisions of the City of Hutchinson’s *Zoning Regulations* pertaining to accessory structures change, Lot 1, Block A of the Kisiwa West Subdivision shall be restricted to one detached garage, one carport and one shed. No accessory structure shall be larger in area or taller in height than the primary structure (house). All accessory structures shall be compatible with the design and character of the primary structure.” **FP**

- 13. Developer’s Agreement.** Based upon the comments from the Engineering Department, a Developer’s Agreement is required and shall be approved by City Council concurrently with Final Plat approval. **MI**

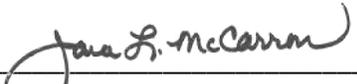
**FP = Revised Final Plat required**

**MI = Missing information**

**Additional comments**

1. **Mylar.** Following Planning Commission approval of the Final Plat, please provide a revised, signed mylar a minimum of one week prior to the desired City Council meeting. Mylar must be signed by the Land Surveyor, Review Surveyor, Owner and Notary prior to submission.

Entered by:

  
\_\_\_\_\_  
Jana McCarron, AICP  
Director of Planning & Development  
JanaM@Hutchgov.com  
620-694-2681

February 9, 2016  
Date



## 2016 PRELIMINARY PLAT APPLICATION

**FOR OFFICE USE ONLY**

DATE RECEIVED: 1/29/2016 CASE #: 16-SD-02 FEE PAID: \$100.00  
(1-4 lots = \$100.00)  
 (5 or more lots = \$100.00 + \$15 per lot)

**PROJECT INFORMATION**

Name of the Proposed Subdivision Kisiwa West

Approximate Address 3900 North Monroe Street

Legal Description of land to be subdivided (Attach additional pages, if needed.)  
Lots 1, 2, 3, 4, 5 and 6, Block B, Kisiwa North Addition, Hutchinson, Reno County, Kansas.

**Applicant**

Name Dave Freund Company Monroe Development, LLC  
 Mailing Address 1201 North Halstead Street, Hutchinson, KS  
 Phone 620-669-9649 E-Mail \_\_\_\_\_

**Property Owner**

Name Same as above  
 Mailing Address \_\_\_\_\_  
 Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

**Surveyor/Engineer/Architect/Agent** (Attach additional pages, if needed.)

Name Raymond Bretton Company Alpha Land Surveys, Inc.  
 Mailing Address 216 West Second Avenue, Hutchinson, KS  
 Phone 620-728-0012 E-Mail raymond@alphalandsurveys.com

**SUMMARY OF SITE CHARACTERISTICS**

1. Zoning R3 - Moderate Density Residential District 107,004 SF
2. Lot Area Minimum Required \_\_\_\_\_ Minimum Provided \_\_\_\_\_ Average Provided \_\_\_\_\_
3. Flood Zone Zone "X"
4. Soil Characteristics \_\_\_\_\_
5. Existing or Proposed Covenants & Restrictions X (None) \_\_\_\_\_ (Yes, see attached)
6. Availability of Utilities and other Public Facilities Yes
7. Traffic volumes on adjacent streets Monroe Street - 3220



8. **Acreage to be dedicated or used for:**

Right of Way None Paved Streets & Sidewalks None  
 Utility Easements 0.4 Acre Drainage Easements & Reserve Areas 0.2 Acre  
 Park land and trails None Schools None

**SUBMITTAL REQUIREMENTS**

- Completed Preliminary Plat Application.** (See Preliminary Plat Design Requirements)
- Preliminary Plat Application Fee (1-4 lots = \$100.00 // 5 or more lots = \$100.00 plus \$15.00 per lot).**
- 5 folded, full-size copies of the Preliminary Plat.**
- 1 copy of a Preliminary Drainage Study, including Water Quality, if total acreage in the subdivision is one acre or greater.**
- 1 electronic version (PDF) of the Preliminary Plat submitted via email to: Stephanie.Stewart@Hutchgov.com.**
- Traffic Impact Study.** Please contact the City Engineer to determine if a traffic impact study is required.
- Water/Stormwater Feature Specifications.** Design information including depth, relationship to water table, methodology for filling/draining, composition of lining, etc.
- Other documentation, as required by City Staff.**

**SUBDIVISION PUBLIC IMPROVEMENTS**

Sec. 9-603 and Sec. 9-614 of the Hutchinson City Code require the following to be provided for public improvements associated with the subdivision:

| <u>Improvement</u> | <u>Timing of Installation</u> | <u>Proposed Financing</u> |
|--------------------|-------------------------------|---------------------------|
| Streets            | <u>n/a</u>                    | <u></u>                   |
| Water              | <u>n/a</u>                    | <u></u>                   |
| Sanitary Sewer     | <u>n/a</u>                    | <u></u>                   |
| Stormwater         | <u>n/a</u>                    | <u></u>                   |
| Sidewalks          | <u>n/a</u>                    | <u></u>                   |
| Other              | <u>n/a</u>                    | <u></u>                   |

**PRELIMINARY PLAT APPLICATION PROCESS**

1. Submit the attached **Preliminary Plat Application** and all required supporting materials to the Planning and Development Department in accordance with the application deadlines on page four of this application.
2. Following receipt of a complete **Preliminary Plat Application**, planning staff will:
  - a. Set date a date for a public meeting before the Hutchinson Planning Commission.
  - b. Transmit application materials to the Development Review Committee (DRC) for their review.
  - c. The DRC will meet to discuss the project. The DRC will provide written comments which will be sent to the applicant. Based upon the comments received, revised plans may be required. Revised plans, once received, will be routed to the DRC for final comment.
3. The Planning Commission will conduct a public meeting on the project, typically in accordance with the attached schedule. The Planning Commission may approve the Preliminary Plat, deny the Preliminary Plat, approve the Preliminary Plat with modifications or table the item pending receipt of additional information or completed studies.
4. **Following Preliminary Plat approval, the applicant may commence preparation of a Final Plat for the subdivision.**



**Planning and Development Department**

125 E. Avenue B, Hutchinson, KS 67501

(620) 694-2639 Fax: (620) 694-2673

**UNDER NORMAL CIRCUMSTANCES, A MINIMUM OF 45 DAYS IS REQUIRED FROM SUBMITTAL OF A COMPLETED APPLICATION TO THE FINAL DECISION.**

We, the undersigned, hereby authorize the submittal of this application and associated documents and certify that all the information contained therein is true and correct.

(Signatures of property owners)



Signature

Signature



Printed Name

Printed Name



CITY OF HUTCHINSON
Planning and Development Department
125 E. Avenue B, Hutchinson, KS 67501
620-694-2639 phone ~ 620-694-2673 fax

2016 FINAL PLAT APPLICATION

FOR OFFICE USE ONLY
DATE RECEIVED: 1/29/2016 CASE #: 16-SD-02 FEE PAID: No Fee
(Final plat only: \$100)
(With preliminary plat: No fee)

PROJECT INFORMATION

Name of the Proposed Subdivision Kisiwa West

Approximate Address 3900 North Monroe Street

Legal Description of land to be subdivided
Lots 1, 2, 3, 4, 5 and 6, Block B, Kisiwa North Addition, Hutchinson, Reno County, Kansas.

Applicant

Name Dave Freund Company Monroe Development, LLC
Mailing Address 1201 North Halstead Street, Hutchinson, KS
Phone 620-669-9649 E-Mail

Property Owner

Name Same as above
Mailing Address
Phone E-Mail

Surveyor/Engineer/Architect

Name Raymond Bretton Company Alpha Land Surveys, Inc.
Mailing Address 216 West Second Avenue, Hutchinson, KS
Phone 620-728-0012 E-Mail raymond@alphalandsurveys.com

SUBMITTAL REQUIREMENTS

- Completed Final Plat Application. (See Final Plat Design Requirements)
5 folded, full-size copies of the Final Plat.
5 full-size copies of Final Landscaping Plans for drainage basins, holding ponds and subdivision buffers.
1 electronic version (PDF) of the Final Plat and Landscaping Plans submitted via Email to: Stephanie.Stewart@Hutchgov.com.



- Proof of Taxes and Special Assessments and Certification from the Reno County Treasurer that all taxes and special assessments for the property have been paid.**
- Signed and Notarized Mylar (may be submitted after Planning Commission approval).**
- Check in the amount of \$23.00 per Final Plat page made payable to Reno County Register of Deeds**
- 1 copy of the Final Drainage Study, including Water Quality (if applicable).**
- Final copy of Restrictions and Covenants (if proposed for the subdivision).**
- 2 copies of Construction Drawings, including water, sewer and street plans.**
- 2 copies of Engineering Cost Estimates for public improvements.**
- Assurance for Construction or Installation of required improvements (surety bond, letter of credit, escrow of funds, property escrow, public agency financing, etc.)**

**FINAL PLAT APPLICATION PROCESS**

1. Submit the **Final Plat Application** and all required supporting materials to the Planning and Development Department in accordance with the application deadlines on page 3.
2. Following receipt of a complete **Final Plat Application**, planning staff will:
  - a. Set date a date for a meeting with the Hutchinson Planning Commission.
  - b. Transmit application materials to the Development Review Committee (DRC) for their review.
  - c. The DRC will meet to discuss the project. The DRC will provide written comments which will be sent to the applicant. Based upon the comments received, revised plans may be required. Revised plans, once received, will be routed to the DRC for final comment.
3. The Planning Commission will review the Final Plat and make a recommendation to the City Council, typically in accordance with the attached schedule. The Planning Commission may recommend approval, denial or approval with modifications.
4. **Following Final Plat consideration by the Planning Commission, the plat will be forwarded to City Council for approval. The attached schedule is optimal and assumes that all required construction drawings, studies and financing have been submitted and approved by the appropriate City Departments. Subdivisions requesting special assessments will require additional time for approval.**
5. Once the Final Plat is approved, Planning staff will obtain the appropriate City signatures and will take the plat mylar, along with the recording fee and proof of taxes paid to the County Recorder. Please allow a minimum of 3 working days for plat recordation.

**UNDER NORMAL CIRCUMSTANCES, A MINIMUM OF 45 DAYS IS REQUIRED FROM SUBMITTAL OF A COMPLETED APPLICATION TO THE FINAL DECISION.**

We, the undersigned, hereby authorize the submittal of this application and associated documents and certify that all the information contained therein is true and correct.  
(Signature of property owners)

Glenn D. Freund  
Signature

\_\_\_\_\_  
Signature

Glenn D Freund  
Printed Name

\_\_\_\_\_  
Printed Name