



AGENDA
PLANNING COMMISSION
 Tuesday, March 15, 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 March 1, 2016.

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

4. PUBLIC HEARINGS

- a. 16-ZA-03: Rezone from R-4 to P/I (2 lots at the Northwest Corner of Elm St and Bigger St)**
 Petition by USD 308 for a zoning amendment from *R-4 Residential Neighborhood Conservation District* to *P/I Public and Institutional District* to construct a parking lot for Lincoln Elementary School
 (Staff Representative: Casey Jones, Senior Planner)

5. UPCOMING CASES

- a. Preliminary Plat and Final Plat - Meadowlake Reserve Area Division – On hold
- b. Preliminary Plat and Final Plat – North Pointe (2803 N Lorraine St) [April 5, 2016]
- c. Conditional Use Permit – Self-Storage Facility (2803 N Lorraine St) [April 5, 2016]

6. CITY COUNCIL UPDATE

The following cases are scheduled for consideration by the City Council on March 15, 2016. However, there were outstanding items at the time this agenda was printed. An update will be provided at the meeting:

- a. Final Plat – Kisiwa West Addition

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

8. 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		

MINUTES

CITY PLANNING COMMISSION
 TUESDAY, MARCH 1, 2016 – 5:00 p.m.
 CITY COUNCIL CHAMBERS
 125 EAST AVENUE B

ITEM 2.

1. The Planning Commission meeting was called to order with the following members present: Terry Bisbee, Janet Hamilton (5:10), Todd Carr, Tom Hornbeck, Darryl Peterson, and Ken Peirce. Harley Macklin, Mark Woleslagel, and Robert Obermite were absent. Staff present were Jana McCarron, Director of Planning and Development; Casey Jones, Senior Planner; and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the February 16, 2016, meeting were approved on a motion by Carr, seconded by Hornbeck, passed unanimously.

3. CORRESPONDENCE & STAFF REPORTS

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

4. NEW BUSINESS

- 4a. 16-SD-02: Request for approval of the Kisiwa West Addition Preliminary and Final Plat, a replat of Lots 1 – 6, Block B, Kisiwa North Addition

McCarron reviewed the request for preliminary and final plat approval of the Kisiwa West Addition. The owner is Monroe Development, LLC, Dave Freund, Partner. This is a replat of six platted lots (Lots 1 – 6 Block B) located in the Kisiwa North Addition, originally platted in March 1997. The proposed subdivision is located to the South of Heartland Credit Union along Monroe Street in the City of Hutchinson. Buckskin Road is shown on the plat; however, it has not been constructed.

The applicant proposes to vacate Osage Court and combine the six lots surrounding Osage Court into a single lot that would have access from Monroe St. Peirce asked how many driveways would be permitted on Monroe Street and where they would be installed. McCarron said that only one driveway will be permitted onto Monroe Street, and it will be required to be a minimum of 100 feet to the North of Buckskin Road. The subdivision will consist of one lot on 2.456 acres and is zoned R-3, Moderate Density Residential District. The newly-created lot will be sold for a single family dwelling.

Photos of the property were shown. McCarron said that the property has access to public water. However, an easement will be required to provide access to the nearest sanitary sewer main, which is located on the adjacent property to the North owned by Heartland Credit

Union. A sanitary sewer easement will need to be recorded, and a copy of the recorded easement shall be provided to the City prior to forwarding the final plat to the City Council. New utilities shall be located underground.

Buckskin Road will be part of a developer's agreement to guarantee participation by the owner in the construction of the road when it develops. A note will be placed on the plat stating no accessory structures will be constructed that are larger than the primary structure.

(Hamilton arrived).

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.
- 3) 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.
- 4) Submit a signed final plat mylar to the Planning Department a minimum of one week prior to the desired City Council meeting.

Peirce asked the agent, Raymond Bretton, for his presentation. Bisbee asked if Heartland Credit Union had any objection to dedicating a sewer easement on their property. Bretton said the Heartland Credit Union is in agreement with the sewer easement. Hamilton asked about the street vacation and what will happen to Buckskin Road. McCarron clarified that only Osage Court will be vacated, and Buckskin Road will remain a dedicated public street. Anything in the sight triangle must be under 30 inches in height and there is access control along Monroe St.

There were no further questions from the Planning Commission. Peirce asked if there were any comments from the audience; there were none. Peirce asked for two motions.

Motion by Bisbee, seconded by Hornbeck to approve the preliminary plat for the Kisiwa West Addition, passed with the following vote: Yes – Hamilton, Carr, Peterson, Hornbeck, Bisbee, Peirce.

Motion by Carr, seconded by Hamilton to recommend to the City Council approval with conditions as outlined by staff of the final plat for the Kisiwa West Addition, passed with the following votes: Yes - Bisbee, Peterson, Hornbeck, Hamilton, Carr, Peirce.

The City Council will consider this recommendation on March 15, 2016.

5. PUBLIC HEARINGS – None.

6. UPCOMING CASES

- 6a. Special Use Permit & Variance – Sonic Rebuild (621 E 4th Ave)
March 15, 2016
- 6b. Preliminary Plat – Meadowlake Reserve Area
March 15, 2016
- 6c. Rezone – Lincoln School Parking Lot from R-4 to P/I (00000 E Bigger St)
March 15, 2016
- 6d. Preliminary & Final Plat – North Pointe (2803 N Lorraine St)
April 5, 2016
- 6e. Conditional Use Permit – Self-Storage Facility (2803 N Lorraine St)
April 5, 2016
- 6f. Special Use Permit – Chick-fil-A (00000 E 17th Avenue)
April 5, 2016

7. CITY COUNCIL UPDATE

Jones updated the commission that the City Council approved the final plat for Sandy Lake Addition at today’s meeting. The rezone of the Sandy Lake Lots 1 & 2 from I-3 to C-3 was approved, as well as the conditional use permit for Sandy Lake Lot 1 for a single family residence in the C-3 District.

McCarron said the City Council also approved the Historic Preservation Ordinance, the updated Master Fee Schedule, Interfaith Housing Services Rehabilitation grant and amendments to the Rental Registration and Inspection Program.

- 8. OPEN COMMENTS FROM THE AUDIENCE – None.
- 9. ADJOURNMENT – The meeting adjourned at 5:25 p.m.

Respectfully Submitted,
Charlene Mosier

Approved this _____ day of _____

Attest: _____



Planning Commission
Staff Report

Public Hearing: 3/15/2016

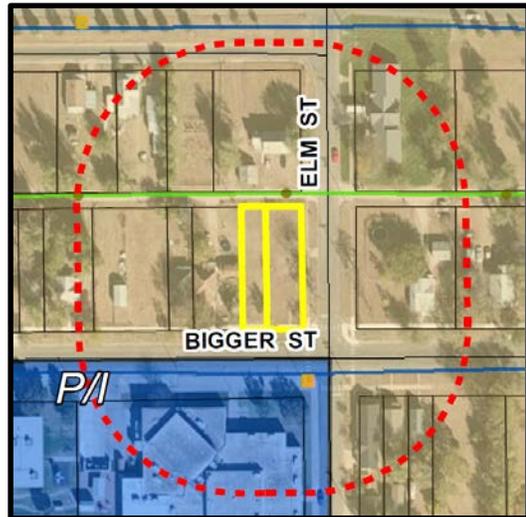
March 9, 2016

TO: Hutchinson Planning Commission

FROM: Casey A. Jones, AICP, CFM, Senior Planner *cg*

SUBJECT: 16-ZA-03, request to rezone two lots at the NW Corner of Bigger Street and Elm Street from R-4 to P/I

OWNER: Unified School District No. 308
Representative: Mr. Robert Williams, Jr.,
Director of Support Services



REQUEST:

Unified School District No. 308 (the applicant) has recently acquired two vacant lots at the northwest corner of Elm Street and Bigger Street directly across from Lincoln Elementary School. These lots are described as “Lots 2 and 4, G.C. Millar’s Addition to the City of Hutchinson.” Together, the two lots are 11,250 square feet in size. **The applicant is requesting to have the zoning designation of these lots changed from R-4 Residential Neighborhood Conservation District to P/I Public and Institutional District. The applicant proposes to construct a parking lot with 30 spaces to provide additional off-street parking for Lincoln Elementary School staff and visitors.** The applicant’s site plan and landscape plan for the proposed parking lot were approved by the Development Review Committee on 2/26/2016 subject to rezoning the property. Since the parking lot will be used for the school, it needs to have the same zoning designation as the school, which is zoned P/I. Once rezoned, the parking could be constructed according to the approved plans.

STAFF RECOMMENDATION: Staff recommends approval of this request.

MOTION: Motion to recommend to the City Council (approval / denial) of this request to rezone Lots 2 and 4, G.C. Millar’s Addition, from R-4 Residential Neighborhood Conservation District to P/I Public and Institutional District based upon due consideration of the following factors:

Factors:

1. Character of the neighborhood;
2. Zoning and uses of nearby property;
3. Suitability of the property for the proposed zoning classification and use;
4. Impacts on nearby properties;
5. Length of time the property has remained vacant;
6. Relative gain to the public health, safety, and welfare, as compared with the hardship to the land owner if the application were denied;
7. Availability of public utilities to serve the development;
8. Conformance to the Comprehensive Plan; and
9. Recommendations of the professional staff.

PUBLIC NOTIFICATION AND COMMENTS:

A public hearing notice was published in the *Hutchinson News* on February 22, 2016. Public hearing notices were mailed to all 13 owners of the 19 parcels located within 200 feet of the subject property. No comments were received as of the writing of this report.

DEVELOPMENT REVIEW COMMITTEE:

The Development Review Committee met to review this proposal on February 23, 2016. The Committee provided comments to the applicant on the site plan and landscape plan, but there were no comments or concerns about the proposed zone change. The applicant provided revised plans. Those were approved by Staff and an approval letter was sent on 2/29/2016.

ANALYSIS:

The following is Staff’s analysis of the factors that the Planning Commission must consider when making its recommendation.

1. Character of the neighborhood.

Met. The subject property is located in an established residential neighborhood of single family and two-family dwellings on large lots. The neighborhood contains an early childhood education center and a public elementary school, which are within walking distance of all homes in the neighborhood. The school has been located in this neighborhood since 1923.

2. Current zoning and uses of nearby property.

Met. An elementary school is located across the street from the subject property, and surrounding uses are primarily single family dwellings. There is a two-family dwelling to the Northeast of the subject property that is owned by Interfaith Housing Services.

	ZONING	LAND USE	OWNER
SITE	R-4 Residential Neighborhood Conservation District	Vacant lot	Unified School District No. 308
<i>NORTH</i>	R-4 Residential Neighborhood Conservation District	Single family dwelling	Ontario Clinic Ltd. Partnership, c/o Javier and Mayela Maciel Hernandez
<i>SOUTH</i>	P/I Public and Institutional District	Lincoln Elementary School	Unified School District No. 308
<i>EAST</i>	R-4 Residential Neighborhood Conservation District	Single family dwelling	Steven D. Cole and Diane M. Cook
<i>WEST</i>	R-4 Residential Neighborhood Conservation District	Single family dwelling	Forest S. Tennant Jr. and Miriam S. Tennant, c/o Cristi Martin

3. Suitability of the property for its current zoning designation and use as compared to the proposed zoning designation and use.

Met. The property is currently zoned R-4, and no improvements have been made to the property since the fire-damaged houses were demolished in 2009. With its current R-4 zoning and lot size, a single family dwelling or two-family dwelling could be built on the property.

The applicant’s request to change the zoning to P/I would allow for the construction of an off-street parking lot for the school. School parking at this location would be a compatible use, and the property is large enough to provide for adequate landscaping and fencing to protect the interests of nearby residents.

4. Extent of detrimental effects to nearby properties if the application were approved.

Met. The proposed parking lot could reduce traffic congestion in the area by freeing up street side parking and allowing for easier curbside student drop-off at the school. The off-street parking could help to provide a safer environment for staff, students, and visitors of Lincoln Elementary School. The adjacent single family dwellings to the North and West would be impacted by the parking lot, and the applicant has submitted an approved site plan and landscape plan that will mitigate some of the potential impacts. The applicant will be required to provide paved entrances and pave the alley adjacent to the property. These measures will help to cut down on dust and noise and should improve storm water drainage. The applicant proposes to install a 6-foot-high privacy fence and landscaping along the west side of the property and landscape beds around adjacent to both street frontages as required by the city code.

5. Length of time the property has remained vacant.

Met. The houses at 326 and 328 E. Bigger St. were both destroyed by fires and were demolished in 2009. The property has been vacant since then (nearly seven years). The school district acquired these lots in the fall of 2015.

6. Relative gain to the public health, safety, and welfare compared to the hardship imposed upon the landowner if the application were denied.

Health, safety, and welfare: Met. No significant impact anticipated.

Landowner hardship: Met. If the application were denied, the applicant would not be permitted to establish off-street parking on this property and would need to search for another location to put in parking. The owner would also need to find a different use for the property or sell the property.

7. Conformance of this request to the Comprehensive Plan.

Not met. The *Comprehensive Plan 2005-2010* calls for *low density residential* uses on the subject property. The request to rezone the property to P/I does not strictly conform to the Comprehensive Plan. However, the school is a well-established use in this neighborhood, and schools and their accessory uses are almost always located adjacent to residential property.

8. Impact on public facilities and utilities.

Met. The change of zoning from R-4 to P/I will require the owner to improve the alley and entrances to the property at the time of development.

Streets: The applicant proposes to remove the driveway approach on Elm Street and install a new approach onto Bigger Street when the property is developed.

Alley: The applicant proposes to use the alley for traffic circulation. According to city code, the applicant will be required to pave the 20-foot alley and the entrance onto Elm Street to City standards at the time of development. The applicant would only have to pave that portion of the alley abutting the property.

Sidewalks: The City recently installed a new sidewalk on the north side of Bigger Street from Walnut to Elm, and the sidewalk crosses in front of the subject property. The City also installed new sidewalk ramps including those at the intersection of Bigger and Elm.

Water: There are still two water meters and two service lines remaining from the demolished houses. The applicant proposes to remove one meter and service line and keep the second meter and service line to irrigate the landscaped areas.

Sewer: When the alley is paved, the City will coordinate with the owner to lower an existing manhole rim in the alley to match the new paved surface.

Drainage: The applicant has provided a drainage plan, which indicates that all storm water runoff will drain toward Bigger Street.

EXHIBITS:

- A. Zoning Amendment Application
- B. List of Property Owners within 200 Feet
- C. Current Zoning Map
- D. Future Land Use Map
- E. Photos of the Subject Property
- F. Site Plan Approval Letter, dated 2/29/2016
- G. Site Plan, Approved 2/26/2016
- H. Landscape Plan, Approved 2/23/2016

CC: Jana McCarron, AICP, Director of Planning and Development
Charlene Mosier, Planning Technician
Stephanie Stewart, Planning Technician

2016 ZONING AMENDMENT APPLICATION



CITY OF HUTCHINSON

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

FOR OFFICE USE ONLY

DATE RECEIVED: 2/4/16 CASE #: 16ZA-03 FEE PAID (\$210): \$210

PROJECT INFORMATION

Project Address 00000 Lot 2,4 Block 3 Millars GC NW corner of Elm & Bigger

Legal Description

Lot 2,4 Block 3 Millars GC Reno County, Kansas

Applicant Unified School District #308 Company USD #308 Hutchinson Public Schools

Mailing Address 1520 N. Plum Hutchinson, KS 67501

Phone 620-615-4000 E-Mail _____

Property Owner Unified School District #308

Mailing Address 1520 N. Plum Hutchinson, KS 67501

Phone 620-615-4000 E-Mail _____

Surveyor/Engineer/Architect

Landmark Architect - Engineer / Garber Surveying Company Landmark Architect - Engineer / Garber Surveying

Mailing Address Landmark 1020 N. Main Hutchinson, KS 67501 / Garber Surveying 2908 N. Plum Hutchinson, KS 67502

Phone Landmark 620-663-5421 Garber 620-665-7032 E-Mail _____

USE AND ZONING INFORMATION

- The property is currently being used for the following purposes:
Vacant, Undeveloped
- I/we request that the zoning designation of the property be changed from R4 to P/I.
- The Comprehensive Plan designation for the property is Low Density Residential.
- The proposed use for the property is:
Parking lot for Lincoln Elementary School



SUBMITTAL REQUIREMENTS

- Completed Zoning Amendment Application.
- Zoning Amendment Application Fee (\$210.00).
- A written and signed certification from the Reno County Treasurer's office that all property taxes for the property have been paid.
- Copy of the deed (available from the Reno County Register of Deeds).
- Legal description of the parcel.
- The names and mailing addresses of all property owners located within 200 feet of the boundaries of the parcel. If the parcel is adjacent to the city limits, the above list must also include all the properties located outside the city, but within 1,000 feet of the city limits. Please provide this information in print-out form from the Reno County Appraiser.
- Other documentation, as required. N/A

Please note: If the zoning amendment is being requested in order to change the use of a property or to construct a new building, additional applications and approvals will be required. Please contact the Planning and Development Department for more information.

ZONING AMENDMENT STATEMENT

Applicants for zoning amendments must submit a statement justifying how the proposed zoning amendment meets the factors listed in *Sec. 27-1201.B.* of the *Hutchinson City Code*. The Planning Commission and City Council are required to consider these factors when reaching a decision on a zoning amendment application. The factors are listed below and space is included for applicant responses. Please feel free to attach additional pages and any other supporting documentation, such as photographs, drawings, maps, statistics, legal documents and letters of support.

1. **How will the proposed development be in keeping with the character of the neighborhood?**
The proposed parking lot will be an extension of Lincoln Elementary across the street. The school has been an important part of this neighborhood since around 1923.
2. **How will the proposed use be consistent with the zoning and uses on nearby parcels?**
Lincoln Elementary is across the street, which is Public / Institutional. We hope to alleviate some issues with the street side parking by developing a parking lot.
3. **Why is the property more suited for its proposed zoning than its current zoning?**
We think it will create a safer environment for the children of Lincoln Elementary. At this time the proposed area is vacant land. With the proposed zoning change, we would be able to develop a parking lot and help the issues of street side parking.
4. **Will the proposed zoning have any detrimental effects on nearby properties?**
There should be no detrimental effects on any nearby properties.
5. **How long has the property been vacant prior to filing this application?**
The lots have been vacant for approximately 6+ years.



- 6. **What hardships would be faced if this application were denied?**
The safety of students and staff would not be able to be improved and also the street side parking would continue to be an issue.
- 7. **Does the proposed zoning designation conform to the Comprehensive Plan? Please explain.**
No, does not conform.
- 8. **Are existing public utilities and facilities adequate to serve the proposed use? List any new public facilities and utilities that will be required.**
There would be no additional public facilities or utilities needed.
- 9. **Additional comments:**
We appreciate your consideration of this proposed zoning change.

ZONING AMENDMENT APPLICATION PROCESS

- 1. **Submit the Zoning Amendment Application and all required supporting materials to the Planning and Development Department in accordance with the application deadlines on page 4.**
- 2. **Following receipt of a complete Zoning Amendment Application, planning staff will:**
 - a. Set date a date for a public hearing before the Planning Commission. The public hearing must be held within 60 days of acceptance of the application.
 - b. Notify property owners located within the notification radius of the date, time and place of the hearing. The general public and property owners located within the notification area will be invited to comment upon the application.
 - c. Publish a public hearing notice in the *Hutchinson News*. The notice must be published a minimum of 20 days prior to the public hearing.
 - d. Transmit application materials to the Development Review Committee (DRC) for their review, if needed. 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 hold a public hearing on the project, typically in accordance with the attached schedule. The Commission provides a recommendation to the City Council. The applicant MUST be present at the public hearing in order for the application to be considered. The application will be tabled if the applicant is not present.**
- 4. **No sooner than 14 days, nor later than 30 days after the public hearing, the City Council will consider the zoning amendment request. (The Council normally meets at 9 AM on the first and third Tuesday of each month). City Council may only override the Planning Commission's recommendation with a 2/3 majority vote.**

UNDER NORMAL CIRCUMSTANCES, A MINIMUM OF 60 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)

Shellaine Kiblinger
Signature

Signature

Shellaine Kiblinger
Printed Name

Printed Name

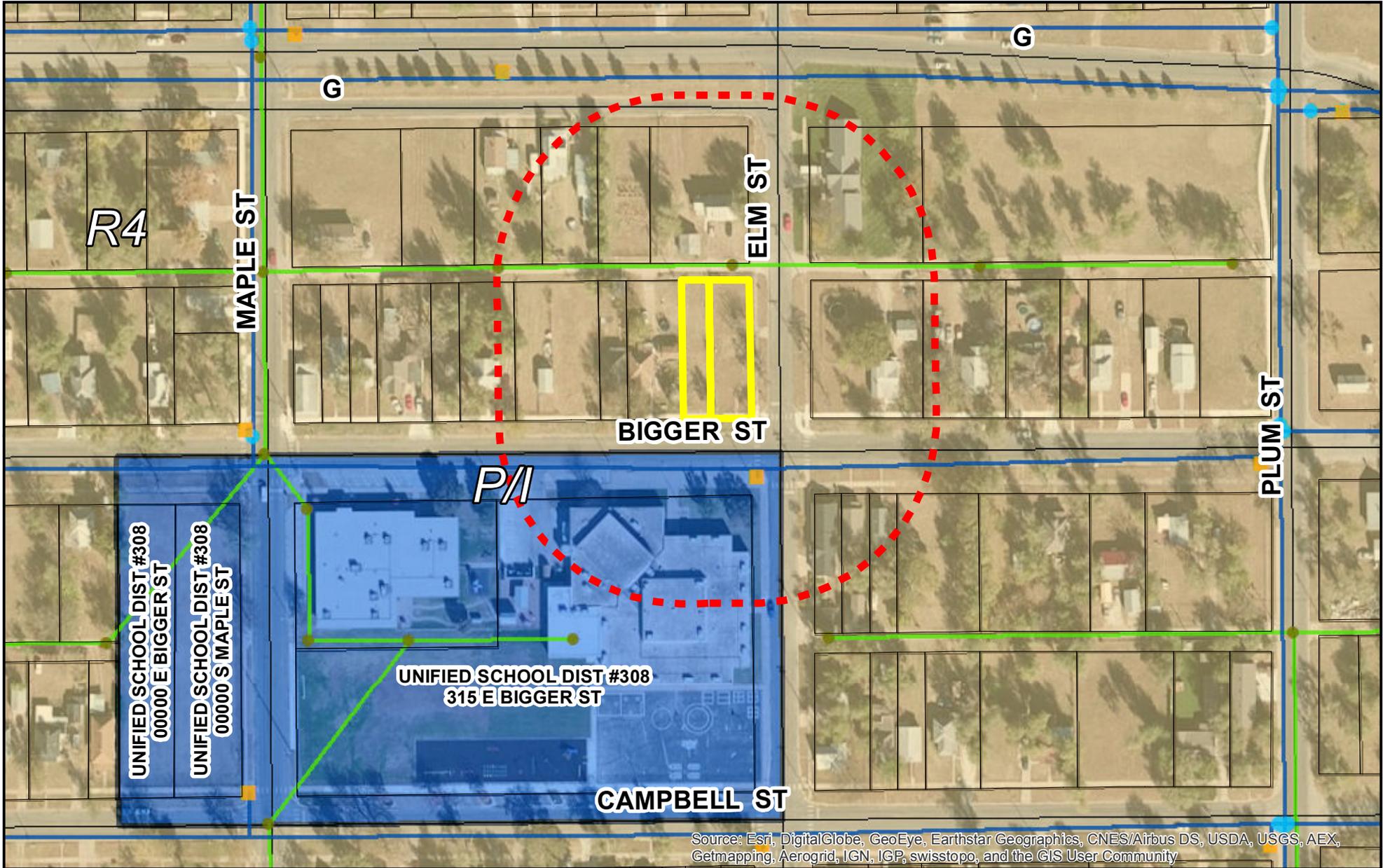
#16-ZA-03: Property Ownership List (Properties Within 200 Feet)

Exhibit "B"

OWNER OF RECORD	MAILING ADDRESS	CITY	STATE	ZIP	PROPERTY ADDRESS	PARCEL ID NO
SCHMIDT, LIOBA AND ALVIN J	401 E BIGGER ST	HUTCHINSON	KS	67501	401 E BIGGER ST	1262401011007000
ONTARIO CLINIC, LTD PARTNERSHIP C/O HERNANDEZ, JAVIER AND MAYELA MACIEL	707 S ELM ST	HUTCHINSON	KS	67501	707 S ELM ST	1262401003001000
ESTRADA, ESPIRIDION H AND JUDY A	311 E AVENUE G	HUTCHINSON	KS	67501	0 E AVENUE G	1262401003001010
ESTRADA, JUDY HAWK	315 E AVENUE G	HUTCHINSON	KS	67501	315 E AVENUE G	1262401003002000
INTERFAITH HOUSING SERVICES, INC	PO BOX 1987	HUTCHINSON	KS	67504	0 S PLUM ST	1262401002001000
INTERFAITH HOUSING SERVICES, INC	PO BOX 1987	HUTCHINSON	KS	67504	708 S ELM ST	1262401002002000
ESTRADA, ESPIRIDION H AND JUDY A	311 E AVENUE G	HUTCHINSON	KS	67501	311 E AVENUE G	1262401003003000
K L HOLDINGS NO 2 LLC	2318 COMANCHE RD	GALVA	KS	67443	414 E BIGGER ST	1262401002004000
UNIFIED SCHOOL DIST #308	1520 N PLUM ST	HUTCHINSON	KS	67501	0 E BIGGER ST	1262401003015000
COLE, STEVEN D AND DIANE M COOK	406 E BIGGER ST	HUTCHINSON	KS	67501	406 E BIGGER ST	1262401002003000
UNIFIED SCHOOL DIST #308	1520 N PLUM ST	HUTCHINSON	KS	67501	0 E BIGGER ST	1262401003014000
TENNANT, FOREST S JR & MIRIAM S C/O CRISTI MARTIN	322 E BIGGER ST	HUTCHINSON	KS	67501	322 E BIGGER ST	1262401003013000
ONTARIO CLINIC, LTD C/O METHENY, DANIEL	320 E BIGGER ST	HUTCHINSON	KS	67501	320 E BIGGER ST	1262401003012000
WERNER, HAROLD E, SR	400 E AVENUE F	HUTCHINSON	KS	67501	318 E BIGGER ST	1262401003011000
WERNER, HAROLD E, SR	400 E AVENUE F	HUTCHINSON	KS	67501	312 E BIGGER ST	1262401003010000
HENDERSHOT, DENNIS C	27504 S PARTRIDGE RD	PRETTY PRAIRIE	KS	67570	0 E BIGGER ST	1262401011004000
HENDERSHOT, DENNIS C	27504 S PARTRIDGE RD	PRETTY PRAIRIE	KS	67570	405 E BIGGER ST	1262401011005000
MOORE, CHRISTI A AND MICHAEL D	403 E BIGGER ST	HUTCHINSON	KS	67501	403 E BIGGER ST	1262401011006000
UNIFIED SCHOOL DIST #308	1520 N PLUM ST	HUTCHINSON	KS	67501	315 E BIGGER ST	1262401010001000

16-ZA-03: Current Zoning Map

Exhibit "C"



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

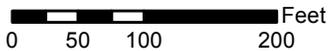
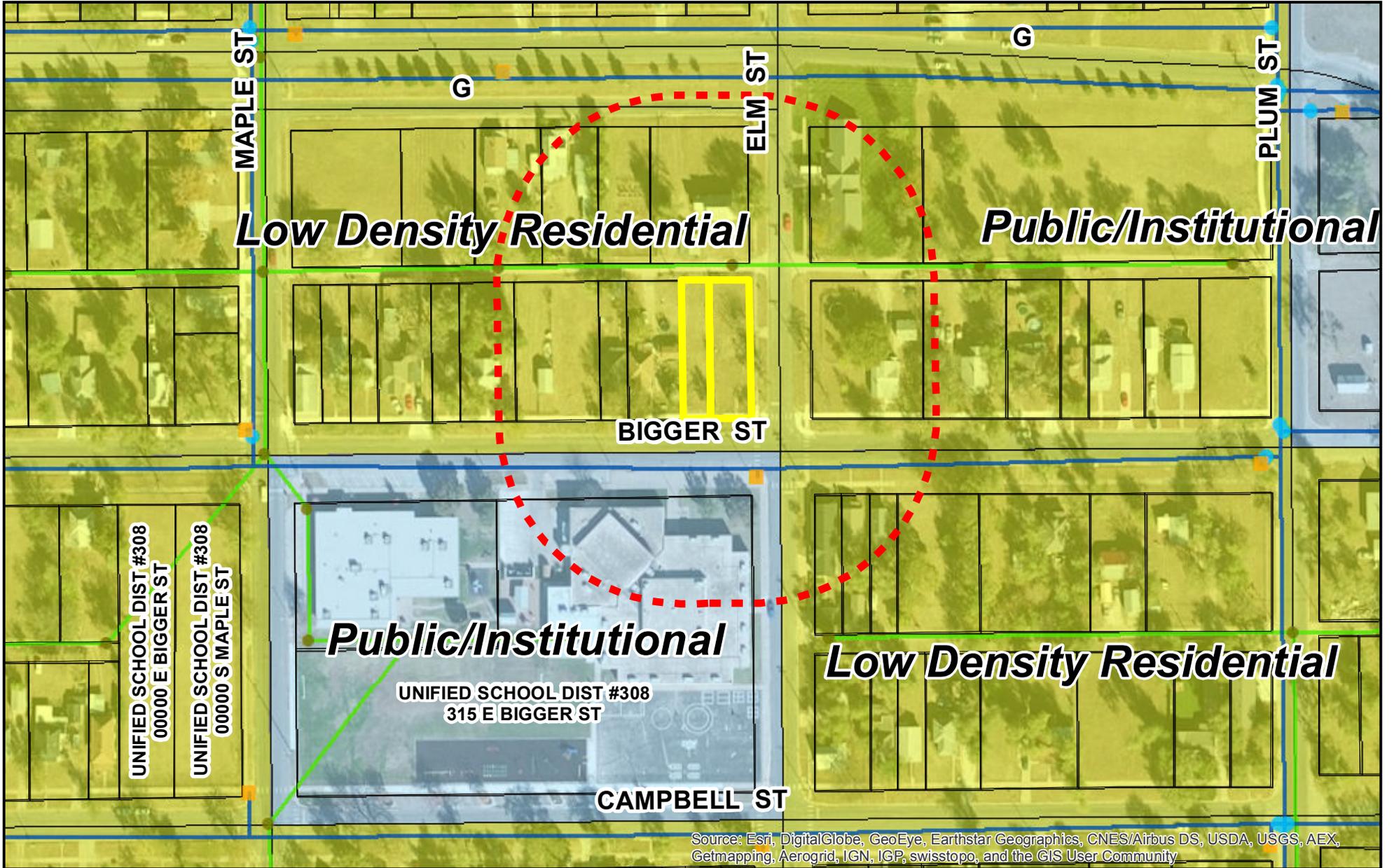


00000 E. Bigger St., Hutchinson, KS



16-ZA-03: Future Land Use Map

Exhibit "D"



00000 E. Bigger St., Hutchinson, KS



View of the Subject Property Looking North from Bigger Street



View of the Subject Property Looking West from Elm Street





Planning and Development Department
P.O. Box 1567
Hutchinson, KS 67504
620-694-2639 (ph) 620-694-2673 (fax)

February 29, 2016

Attn: Robert Williams, Jr.
Unified School District No. 308
1520 N. Plum St.
Hutchinson, KS 67501

RE: Site Plan Approval for the Lincoln School Parking Lot, NW Corner of Bigger and Elm, Hutchinson, Kansas (16-SITE-02)

Dear Mr. Williams:

On February 26, 2016, we completed our review of the landscape plan (received 2/4/2016) and the revised site plan (received 2/25/2016) for the above-referenced project. Both plans are approved, and Site Plan Approval is hereby granted subject to the following requirements and conditions:

1. Zoning. The property needs to be rezoned from *R-4 Residential Neighborhood Conservation District* to *P/I Public and Institutional District*. A zoning amendment application was received on February 4, 2016, and it will be reviewed by the Planning Commission on March 15, 2016, and by the City Council on April 5, 2016. The zoning amendment must be approved prior to the issuance of a building permit.
2. Site Plan.
 - a. Accessible Parking Spaces (ADA Parking). Given the total number of existing and proposed parking spaces around Lincoln School, the existing accessible parking spaces that are provided are sufficient to meet the 2010 ADA parking standards. No new accessible parking spaces are required.
 - b. Alley Paving and Manhole Lowering. The alley approach onto Elm Street and that portion of the 20' alley abutting the property shall be paved to City specifications. The alley pavement shall be installed along the full width of the property. The contractor shall contact Jim Brummer, 620 694-1900, to have the City lower the manhole during construction.
 - c. Existing Driveway Approach Removal. The existing driveway approach on Elm Street shall be removed, and new curb and gutter shall be installed in its place as indicated on the approved site plan.
 - d. Signage. All signage shall meet the requirements of the Hutchinson City Code.
 - e. Conformance to the Approved Site Plan. All work shall be performed in accordance with the approved site plan. Any change to the site plan that occurs during construction shall be approved by the Planning and Development Department prior to performing the work.
3. Landscape Plan. All landscaping shall be installed as shown on the approved landscape plan as soon as possible upon completion of the parking lot.
4. Required Permits.
 - a. Parking Lot Permit. A parking lot permit shall be obtained from the Planning and Development Department prior to construction of the parking lot (Fee: \$28.75). The parking lot permit will authorize construction of the parking lot, alley, alley approach, driveway approach, sidewalks, and curbing.

- b. Fence Permit. A fence permit shall be obtained from the Planning and Development Department prior to construction of the fence (Fee: \$28.75).
4. Paving, Landscaping and Striping Inspection. Once the parking lot is constructed and the striping and landscaping are in place, the applicant shall call the Planning and Development Department (620-694-2639) and request an inspection of the improvements. All landscaping, paving and striping shall be installed in accordance with the approved plans prior to commencement of use of the parking lot.

If you have any questions, please feel free to contact me.

Respectfully,



Casey A. Jones, AICP, CFM
Senior Planner
620-694-2667
CaseyJ@hutchgov.com

CC (via Email):

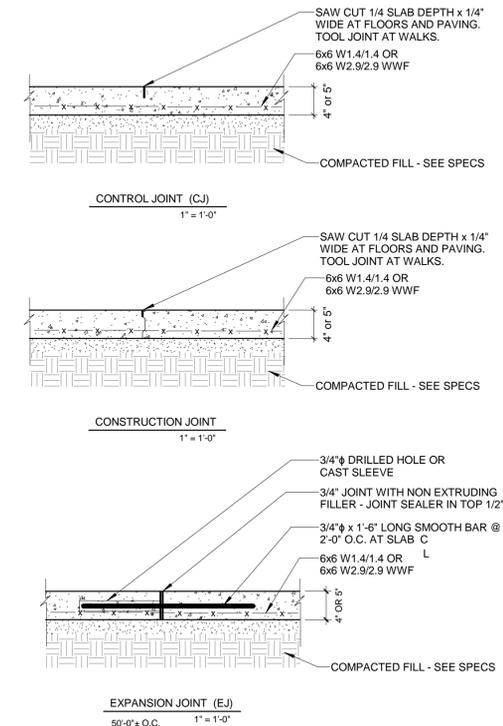
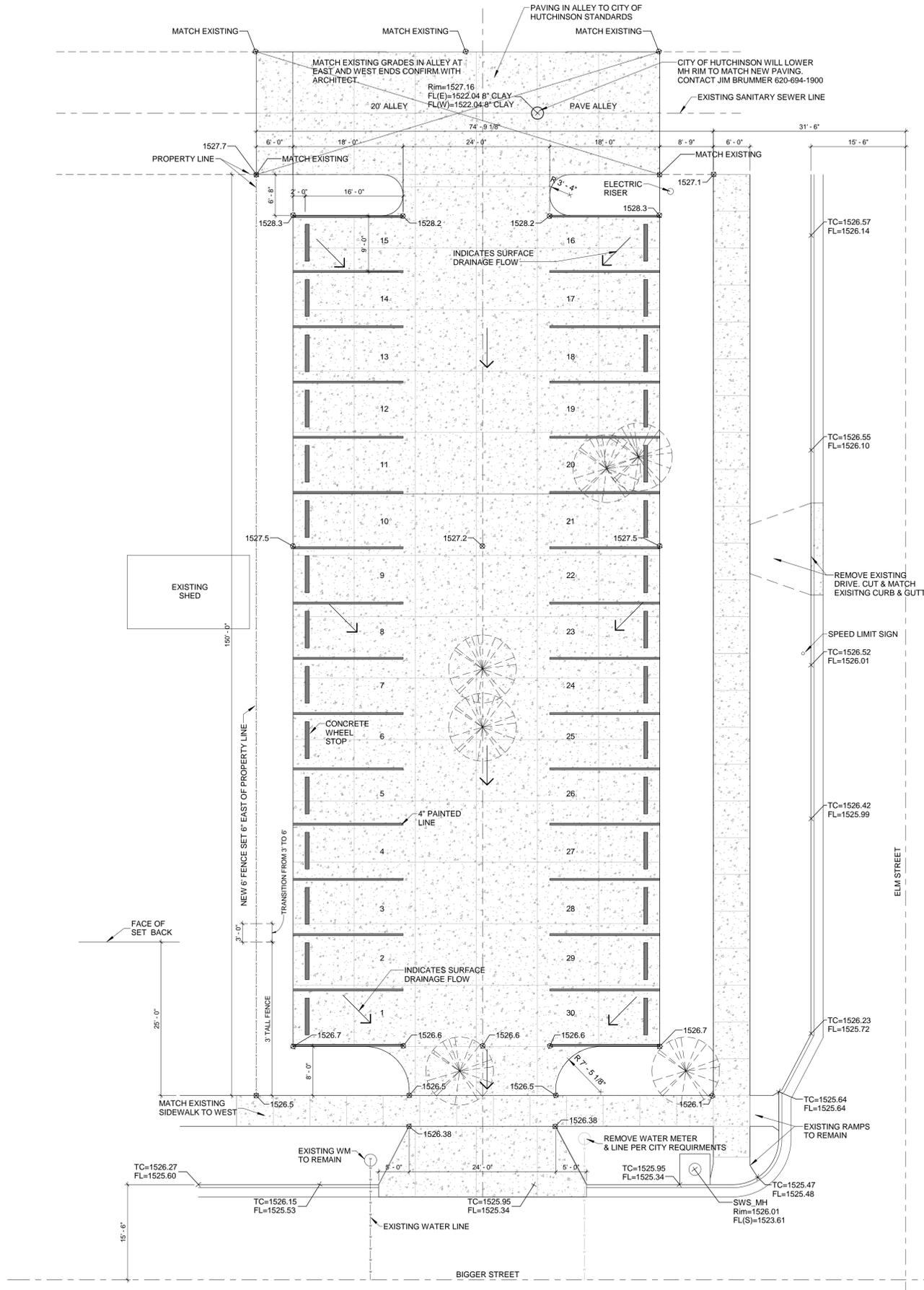
Jeff Peterson, PE, Interim Director of Engineering
Barry Becker, Asst. to Director of Public Works
Trent Maxwell, CBO, Building Official
Jana McCarron, AICP, Director of Planning and Development
Charlene Mosier, Planning Technician
Stephanie Stewart, Planning Technician
Dan Link, AIA, Landmark Architects
Vance Voth, LA, Engineering Consultants, PA

Enc. Approved Site Plan
Approved Landscape Plan

This site plan was approved on 2-26-2016 by the City of Hutchinson Development Review Committee.

Casey A. Jones
Casey A. Jones, AICP, CFM
 Senior Planner

Exhibit "G" -- Site Plan



CONCRETE JOINT DETAILS
 1" = 1'-0"

GENERAL NOTES

- 1 REMOVE ALL EXISTING TREES AND CONCRETE FROM PROPERTY
- 2 PARKING & DRIVES TO BE 5" CONCRETE. SIDEWALKS TO BE 4" CONCRETE.



VICINITY MAP
 1" = 60'-0"



LANDMARK ARCHITECTS
 1020 NORTH MAIN, HUTCHINSON, KANSAS 67501 620-663-5421 www.landmarkarchitects.net

A NEW PARKING LOT
USD 308 LINCOLN SCHOOL
HUTCHINSON, KANSAS 67501

COMM. NO. : 2722
DRAWN BY : C.Y.
REVISED :
DATE : 02/25/16
SHEET
A1

Received 2-25-2016
 Hutchinson Planning and Development Dept.

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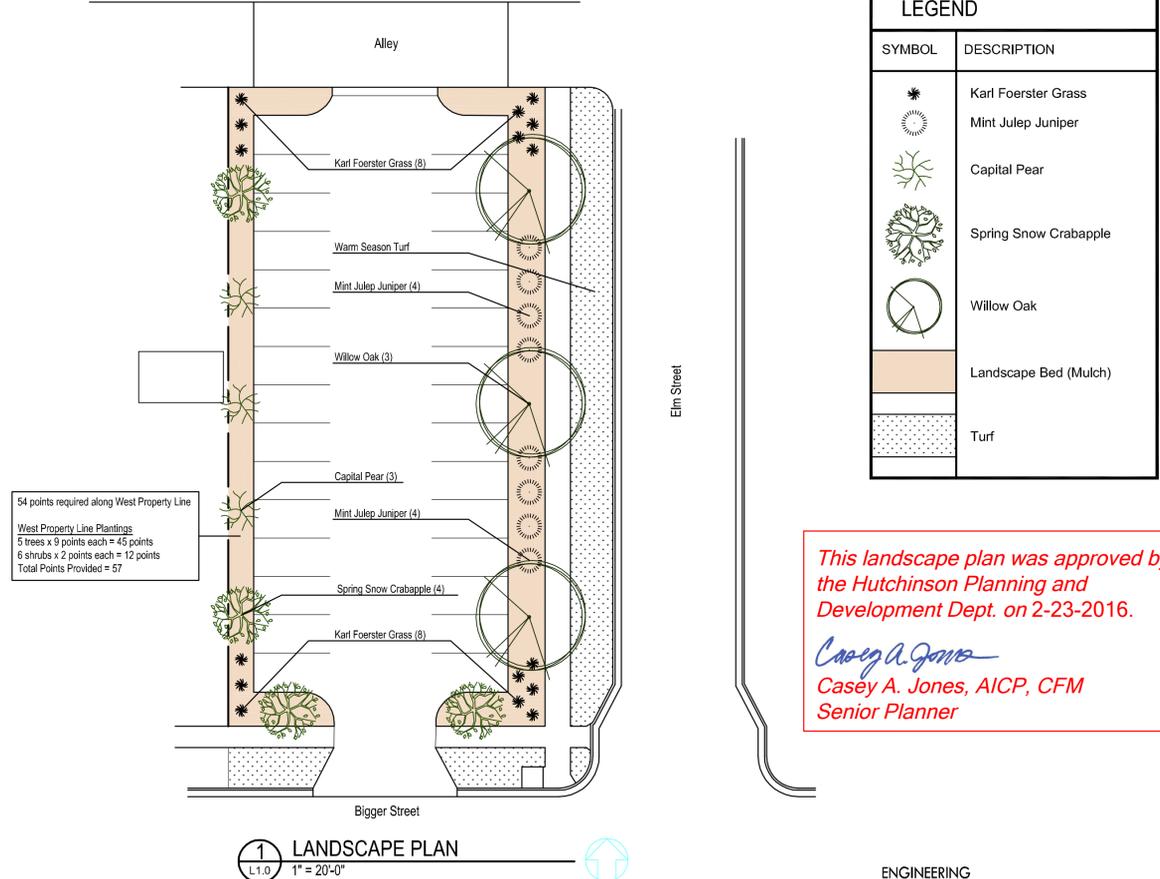
Exhibit "H" -- Landscape Plan

LANDSCAPING POINT CALCULATION SHEET																
Calculated by:		Vance Voth		Company:		Engineering Consultants, P.A.		Date:		2/1/2016		Design Alternative:		1		
Project:		RC Court Annex Renov.		Project #:		15-086										
Sq. Ft. of Disturbed Site:		N/A		Parking Spaces (required):		N/A		Parking Spaces (additional):		30		Points Needed:		90		
Type of Plant Material	Minimum Size (at time of planting)		Point Value	Proposed Plantings												
	Deciduous	Evergreen		Deciduous Tree	Points	Evergreen Tree	Points	Deciduous Shrub	Points	Evergreen Shrub	Points	Perennial	Points	Turf	Points	Berm/GC
Large Tree	8-inch or greater caliper	22 feet and higher	26	0	0	0	0	0	0	0	0	0	0	0	0	0
	7-inch caliper	19-21 feet in height	24	0	0	0	0	0	0	0	0	0	0	0	0	0
	6-inch caliper	16-18 feet in height	22	0	0	0	0	0	0	0	0	0	0	0	0	0
	5-inch caliper	13-15 feet in height	20	0	0	0	0	0	0	0	0	0	0	0	0	0
Medium Tree	4-inch caliper	11-12 feet in height	18	0	0	0	0	0	0	0	0	0	0	0	0	0
	3-inch caliper	9-10 feet in height	15	0	0	0	0	0	0	0	0	0	0	0	0	0
	2-inch caliper	7-8 feet in height	12	0	0	0	0	0	0	0	0	0	0	0	0	0
Small Tree	1.5-inch caliper	5-6 feet in height	9	10	90	0	0	0	0	0	0	0	0	0	0	0
Ornamental Tree	Multiple Trunk (Minimum of 3 trunks with smallest trunk 1.5-inch caliper)	5-6 feet in height	9	0	0	0	0	0	0	0	0	0	0	0	0	0
	Large Shrub/Perennial	#5 (5 gallon)	24 inches in height	5	0	0	0	0	0	0	0	0	0	0	0	0
Medium Shrub/Perennial	#3 (3 gallon)	12 inches in height	3	0	0	0	0	0	0	0	0	0	0	0	0	0
Small Shrub/Perennial	#2 (2 gallon)	8 inches in height	2	0	0	0	0	24	48	0	0	0	0	0	0	0
	#1 (1 gallon)		1	0	0	0	0	0	0	0	0	0	0	0	0	0
Groundcover (GC)			0.5 per square yard	0	0	0	0	0	0	0	0	0	0	0	0	0
Existing Significant Tree	Ornamental Tree	2-inch caliper ornamental tree	12	0	0	0	0	0	0	0	0	0	0	0	0	0
	Non-Ornamental Tree	2.5-inch caliper ornamental tree	15	0	0	0	0	0	0	0	0	0	0	0	0	0
		6-inch caliper	22	0	0	0	0	0	0	0	0	0	0	0	0	0
		7-inch caliper	24	0	0	0	0	0	0	0	0	0	0	0	0	0
		8 to 10-inch caliper	26	0	0	0	0	0	0	0	0	0	0	0	0	0
		10.1-inch caliper to 15-inch DBH	30	0	0	0	0	0	0	0	0	0	0	0	0	0
		15.1 to 20-inch DBH	35	0	0	0	0	0	0	0	0	0	0	0	0	0
		20.1 to 25-inch DBH	40	0	0	0	0	0	0	0	0	0	0	0	0	0
		Over 25-inch DBH	50	0	0	0	0	0	0	0	0	0	0	0	0	0
Landscape Berm	30 in. in height, 10 ft. in length, and 3:1 slope		0.2 per linear foot	0	0	0	0	0	0	0	0	0	0	0	0	0
Turf Grass	N/A		0.25 per square yard	0	0	0	0	0	0	0	0	0	0	0	0	0
			Sub-Totals	90	0	0	0	48	13.5	22.5	0	0	0	0	0	0
			Total Points:	138	48	0	0	0	0	0	0	0	0	0	0	0
Notes			DBH = Diameter at breast height Caliper = Diameter measured 6 inches above ground level for new material No more than 25% of the total points may be located within the public right-of-way Minimum of 60% of Site Points shall be used for landscaping in front and side yards Minimum of 10% of required points shall be used for Evergreen plantings Maximum of 25% of required points may be used for Turf Grass. Turf located within the street right-of-way is excluded Maximum of 15% of required Site Points may be used for Perennial plantings. Parking Lot Points: 2 points of landscaping for each required parking space and 1 point for each additional parking space Any addition to existing building(s) or alterations to an existing site with a Developed Area exceeding 500 sq. ft. over a period of 18 months shall require 1 point of landscaping for every 200 sq. ft. of developed area, with a minimum of 10 points plus 2 points of landscaping for every parking space constructed for the building addition.													



PLANT SCHEDULE			
QTY.	COMMON NAME	BOTANICAL NAME	SIZE
SHRUBS			
16	Karl Foerster/Feather Reed Grass	<i>Calamagrostis x acutiflora 'Karl Foerster'</i>	#2
8	Mint Julep Juniper	<i>Juniperus chinensis 'Monlep'</i>	#2
TREES			
3	Willow Oak	<i>Quercus phellos</i>	1.5"Ø
3	Capital Pear	<i>Pyrus calleryana 'Capital'</i>	1.5"Ø
4	Spring Snow Crabapple	<i>Malus x 'Spring Snow'</i>	1.5"Ø
TURF			
212	Warm Season Turf	USD 308 will select a bermuda or buffalograss turf type	s.y.
ACCESSORIES			
None	'Cobra' Edging - Black	Commercial Heavy Duty Grade	L.F.
2,693	Landscape Beds	Shredded Cedar Mulch AND Weed Barrier	s.f.
Establishment of turf and landscape beds - see irrigation and maintenance notes below			
IRRIGATION and MAINTENANCE NOTES			
All turf and plants at landscape beds (mulched areas) will be watered and maintained by USD 308 as needed for establishment and on-going survival of plants.			
In order to meet the requirements of Planting Note #12, the landscape contractor shall provide plant establishment guidelines to USD 308 and may monitor USD 308 maintenance of newly installed plants. If, in the opinion of the landscape contractor, adjustments need to be made to the maintenance of the plants in order to insure survival, the landscape contractor shall contact USD 308 and request such adjustments. USD 308 will make every effort to meet the requested revisions or risk forfeiture of plant guarantee.			

PLANTING NOTES	
1.	Landscape contractor to provide all materials, labor, service and equipment necessary to provide a complete installation of plantings, planting beds, soil amendments, and reestablishment of disturbed areas according to the plans and specifications.
2.	Landscape contractor to coordinate installation of landscaping with all other required trades and subcontractors.
3.	Unless noted otherwise, installation of plant material shall be in accordance with the "American Standard for Nursery Stock" as published by AmericanHort.
4.	All contractor(s) to familiarize themselves with all underground utilities. Notify landscape architect of any underground obstructions that may prevent the effective placement of materials. Where required, adjustments may be made with the approval of the landscape architect.
5.	Quantities of materials shown on the plans take precedence over quantities shown on the quantities summary. Landscape contractor shall be responsible for verifying all quantities on the planting plan.
6.	Report any discrepancies in the planting plan to the landscape architect, prior to starting construction.
7.	Landscape contractor to maintain the work site in a reasonably neat and clean condition.
8.	Apply anti-dessicant to foliage prior to transportation to site. If required, re-apply anti-dessicant after planting to reduce transpiration.
9.	Amended fill as noted on the plans shall be free of clay lumps, stones, roots and other foreign matter.
10.	All plants delivered to site for installation to be healthy, vigorous and representative of species specified. Prior to final acceptance of work, the owner and landscape architect reserve the right to reject any and all plants, that in their opinion, fail to meet these requirements.
11.	All plants to be free of insects, diseases, bruises, scrapes, cracked branches and physical damage.
12.	All plants shall be guaranteed to live for 3 months. The guarantee shall commence upon final acceptance of the project. Any plants that are dead or in an unhealthy condition before final acceptance, will be replaced by the landscape contractor at the landscape contractor's expense. This replacement shall not be considered a guaranteed replacement.
13.	Mulch (3" depth) as noted on plans shall be double ground shredded cedar mulch. Place 4" of mulch in all tree saucers within turf areas. Tree saucers to be a minimum of 5'-0" diameter.
14.	Notify landscape architect of conditions that might adversely affect the establishment and maintainability of plant materials and beds.
15.	Reseed all disturbed areas due to construction activity with similar vegetation. Contact landscape architect for appropriate turf seed mixes.
16.	Place backfill at all plantings around base and sides of root ball to two-thirds (2/3) depth of ball, thoroughly soak with water to allow settlement. Upper one-third of planting hole shall then be backfilled, allowing for depth of mulch, saucer and settlement of backfill and thoroughly soaked again.
17.	Place commercial grade weed barrier at all planting beds (mulched areas).
LANDSCAPE REQUIREMENT NOTES	
Per 27-908.E.3.j., Parking lots abutting a public or private street must have a perimeter hedge or vegetative buffer growing to a height of at least three feet within 24 months from the date of issuance of the certificate of occupancy. Such hedges or vegetative buffers may include sections of decorative fences and walls, shrubbery and trees.	
Per 27-908.E.3.l., Stand-alone parking lots shall require three points of landscaping for each parking space and shall be exempt from site points for the developed area.	
Per 27-908.E.10.a., Buffering and Screening of Residential Property - Buffers and screening shall be provided on the site of the more intensive use in accordance with the following: (i) A solid fence and a landscaped buffer with a minimum width of five feet with (1.) a minimum of nine points of landscaping installed for every 25 linear feet of abutment (150l.f./25ft. x 9points = 54 points required)	
Total parking spaces provided: 30 spaces	Total disturbed area: N/A
Landscaping points required: 30 (parking spaces) x 3points/space = 90 points required.	

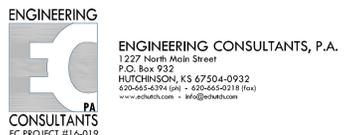


This landscape plan was approved by the Hutchinson Planning and Development Dept. on 2-23-2016.

Casey A. Jones
 Casey A. Jones, AICP, CFM
 Senior Planner

1 LANDSCAPE PLAN
 L1.0 1" = 20'-0"

Received 2-4-2016 Hutchinson Planning Dept.



LANDMARK ARCHITECTS
 1020 NORTH MAIN, HUTCHINSON, KANSAS 67501 620-663-5421 FAX 620-663-5421

LINCOLN SCHOOL PARKING LOT
 BIGGER and ELM STREETS HUTCHINSON, KS

COMM. NO. :	2722
DRAWN BY :	V.V
REVISED :	
DATE :	FEBRUARY 2016
SHEET	L1.0

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