



**AGENDA**  
**PLANNING COMMISSION**  
 Tuesday, June 21, 2016 – 5:00 PM  
**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 June 7, 2016.

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

**4. NEW BUSINESS**

**a. 16-SDP-03: Meadowlake Reserve Area Division Preliminary Plat**

Request for Preliminary Plat approval of the Meadowlake Reserve Area Division, a replat of Lot 5, Meadow Lake 2nd, and a portion of Reserve Area A, Meadowlake IV.

*(Staff Representative: Jana McCarron, Director of Planning and Development)*

**b. 16-SDF-03: Meadowlake Reserve Area Division Final Plat**

Request to recommend Final Plat approval to the City Council for the Meadowlake Reserve Area Division, a replat of Lot 5, Meadow Lake 2nd, and a portion of Reserve Area A, Meadowlake IV.

*(Staff Representative: Jana McCarron, Director of Planning and Development)*

**5. OLD BUSINESS**

**a. 16-ZA-06: Zoning Regulation Amendments for Residential Accessory Structures (Revised)**

Request for amendments to the *City of Hutchinson Zoning Regulations* pertaining to residential accessory structures.

*(Staff Representative: Jana McCarron, Director of Planning and Development)*

**6. UPCOMING CASES**

a. No cases for July 5, 2016, Meeting.

**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		



**PLANNING COMMISSION MINUTES**  
MEETING OF: TUESDAY, JUNE 7, 2016  
MEETING LOCATION: CITY COUNCIL CHAMBERS  
125 EAST AVENUE B

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1. ROLL CALL

The Planning Commission meeting was called to order at 5 PM with the following members present: Harley Macklin, Mark Wolesslagel, Robert Obermite, Tom Hornbeck, Darryl Peterson, Todd Carr, and Terry Bisbee. Ken Peirce and Janet Hamilton 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 May 3, 2016, meeting were approved on a motion by Obermite, seconded by Wolesslagel, passed unanimously.

3. CORRESPONDENCE & STAFF REPORTS

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

4. PUBLIC HEARINGS

4a. **16-ZA-06 Zoning Regulation Amendments for Residential Accessory Structures**

Bisbee opened the public hearing and asked for the staff presentation. McCarron presented the staff report for the case. Last year, Norman Grass, 619 N Grandview St., approached the Planning Commission requesting consideration of amendments to the Zoning Regulations pertaining to the maximum allowable size for accessory buildings. A public hearing notice was published on May 4, 2016. McCarron reviewed the amendments presented at the April 19, 2016 Study Session and the comments from the Development Review Committee meeting on April 26, 2016. A powerpoint presentation was given comparing current regulations and the proposed changes.

Bisbee asked for audience comments. David Rexroad, 1701 East 37<sup>th</sup> Ave., said he is planning to construct a storage building in the near future and wanted to understand what his options are concerning a metal structure.

Peterson asked about the use of metal in accessory buildings because it is more fireproof than wood.

McCarron said metal sheds were not the desire of our community for residential areas. Jones said only if the residence had metal would we consider approving a new metal residential accessory structure. The goal is to have compatible design and quality of buildings in residential neighborhoods.

Peterson also asked about buildings on skids and the requirement for concrete floors for garages. McCarron said structures with wood floors were not designed for the weight of a vehicle and deteriorate with water, oil and salt residue.

Macklin complimented Rexroad on attending the meeting and checking on the requirements before starting his project. After additional discussion, Bisbee closed the hearing and asked for a motion.

**Motion by Carr, seconded by Macklin to recommend to the City Council approval of Zoning Amendment request 16-ZA-06 for amendments to Residential Accessory Structures for sections 27-314, 27-408, 27-409, 27-410, 27-411, 27-412 and 27-415 as presented with the following amendments:**

- **Change maximum size on detached shed to be the same as for a detached garage.**
- **Restrict home occupations to those that occur entirely within the principal structure.**

**The motion passed with the following vote: Yes – Macklin, Carr, Hornbeck Obermite, Peterson, Bisbee; No – Woleslagel.**

## 5. NEW BUSINESS

### 5a. **16-SDP-05: Pine Hill Second Addition Preliminary Plat**

Bisbee asked if there were any outside contacts or conflicts of interest; there were none.

McCarron presented the staff report for the case, including an analysis of subdivision design requirements for considering a preliminary plat. The property owner is Kurt Mitchell Cogburn, Walsh, Colorado. The agent is Dave Freund. The request is for Preliminary Plat approval for a replat of Lots 2 and 3, Block A, of Pine Hill Addition to create 4 lots totaling 0.680 acres. An easement has been added and each of the lots must have 50 feet of street frontage. Staff recommended approval of the request.

Bisbee asked for the applicant presentation. Raymond Bretton, Alpha Land Surveys, Inc., 216 W 2<sup>nd</sup> Ave, explained Lot 3 is not yet developed. The hammerhead turn-around also took away too much of that lot with a 25' setback. It now has a 5' setback with the approved variance.

Bisbee asked if there were any comments from the audience. Hearing none, he asked for a motion on the preliminary plat.

**Motion by Carr, seconded by Macklin to recommend to the City Council approval of Preliminary Plat 16-SDP-05 for Pine Hill Second Addition, a replat of Lots 2 and 3, Block A, of Pine Hill Addition, based upon a finding that the requirements for subdivision contained in the City of Hutchinson Subdivision Regulations are met and including the following**

**staff-recommended condition:**

**Amended Covenants and Restrictions are recorded allowing for splitting of lots in the subdivision prior to Final Plat recordation.**

**The motion passed with the following vote: Yes – Macklin, Woleslagel, Hornbeck, Obermite, Peterson, Carr, Bisbee.**

5b. **16-SDF-05 Pine Hill Second Addition Final Plat**

Bisbee asked if there were any outside contacts or conflicts of interest; there were none.

McCarron presented the staff report for the case, including an analysis of subdivision design requirements for considering a final plat. The property owner is Kurt Mitchell Cogburn, Walsh, Colorado. The agent is Dave Freund. The request is for Final Plat approval for a replat of Lots 2 and 3, Block A of Pine Hill Addition to create 4 lots totaling 0.680 acres. Staff recommended approval of the request with conditions.

There were no comments from the audience. Bisbee asked for a motion on the final plat.

**Motion by Hornbeck, seconded by Carr to recommend to the City Council approval of case 16-SDF-05, the Final Plat for Pine Hill Second Addition, a replat of Lots 2 and 3, Block A, of Pine Hill Addition, based upon finding that requirements for subdivision contained in the City of Hutchinson Subdivision Regulations are met and including the following staff-recommended conditions:**

1. **Revised Final Plat Drawing.** A revised Final Plat drawing showing the missing telephone easement for Lot 4 is provided. **Said revised plat drawing shall be due to the City a minimum of 12 days prior to the desired City Council meeting for consideration of the Final Plat.**
2. **Reservations, Restrictions and Protective Covenants.** The applicant shall record **amended Reservations, Restrictions and Protective Covenants** removing the prohibition from splitting lots in this subdivision. Said recordation shall occur prior to recording of the Final Plat for this subdivision.
3. **Signed and Notarized Mylar.** A signed and notarized mylar shall be provided to the City a minimum of **12 days** prior to the desired City Council meeting for consideration of the Final Plat.
4. **Proof of Paid Taxes and Special Assessments.** A signed certification of paid taxes from the Reno County Treasurer shall be provided a minimum of **7 days** prior to the desired City Council meeting for consideration of the Final Plat.
5. **Check for Recording Fee.** A check in the amount of \$26.00 made payable to the “Reno County Register of Deeds” shall be provided within **7 days** prior to the desired City Council meeting for consideration of the Final Plat.

**The motion passed with the following vote: Yes – Macklin, Woleslagel, Obermite, Peterson, Carr, Hornbeck, Bisbee.**

The City Council will hear this case on July 5, 2016.

6. UPCOMING CASES

6a. 16-SDP-03 Meadowlake Reserve Area Preliminary Plat – June 21, 2016.

6b. 16-SDF-05 Meadowlake Reserve Area Final Plat – June 21, 2016.

7. OPEN COMMENTS FROM THE AUDIENCE – None.

7a. McCarron updated the commission that an offer has been made to an applicant for the Associate Planner position.

8. ADJOURNMENT – The meeting adjourned at 5:50 PM.

Respectfully Submitted,  
Charlene Mosier, Planning Technician

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2016

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



125 E Avenue B | Hutchinson KS 67501  
620.694.2639

# Staff Report

## Planning Commission

PC Agenda Item #: 4a

Planning & Development Department

Case: 16-SDP-03

June 13, 2016

Meeting Date: June 21, 2016

**REQUEST:**  
Preliminary Plat, Meadowlake Reserve Area Division

Staff

**Staff Representative:**

Jana McCarron, AICP  
Planning & Development  
Director



**Subject Property:**

Lot 5, Meadow Lake 2<sup>nd</sup> & portion of Reserve Area A, Meadowlake IV



Application Information

**Owners:**

Laurence & Donna Clarke  
3110 S Meadowlake Dr  
Hutchinson KS 67502

Deanna L. Marshall Living Trust  
2507 N Meadowlake Dr  
Hutchinson KS 67502

**Applicant:**

Shirley Lebien, Coldwell Banker  
107 E 30<sup>th</sup> Ave  
Hutchinson KS 67502

**Engineer/Surveyor/Architect:**

Dan Garber, Garber Surveying  
Service, P.A.  
2908 N Plum St  
Hutchinson KS 67502

**Application Materials:**

[Link to Application Materials](#)

**Concurrent Applications:**

16-SDF-03, Meadowlake Reserve  
Area Division Final Plat

**STAFF RECOMMENDATION: APPROVAL**

**MOTION:**

Approve/approve with conditions/deny Preliminary Plat number 16-SDP-03 for Meadowlake Reserve Area Division, a replat of Lot 5, Meadow Lake 2<sup>nd</sup>, and a portion of Reserve Area A, Meadowlake IV, based upon a finding that the requirements for subdivision contained in the City of Hutchinson Subdivision Regulations are met/not met.

**PROJECT SUMMARY:**

Request for Preliminary Plat approval for Meadowlake Reserve Area Division to create 2 lots totaling 6.172 acres.

**LOCATION MAP:**



Subject  
Property  
(Approximate  
Alignment)



Zoning

**Zoning:**

R-3, Moderate Density Residential

**Comprehensive Plan Designation:**

Low Density Residential

Notice & Review

**Previous PC/BZA Actions:**

Meadow Lake 2<sup>nd</sup>, recorded  
2/20/1974; Meadow Lake IV,  
recorded 10/24/1981

**Development Review:**

February 23, 2016 (Exhibit A)

**Next Steps:**

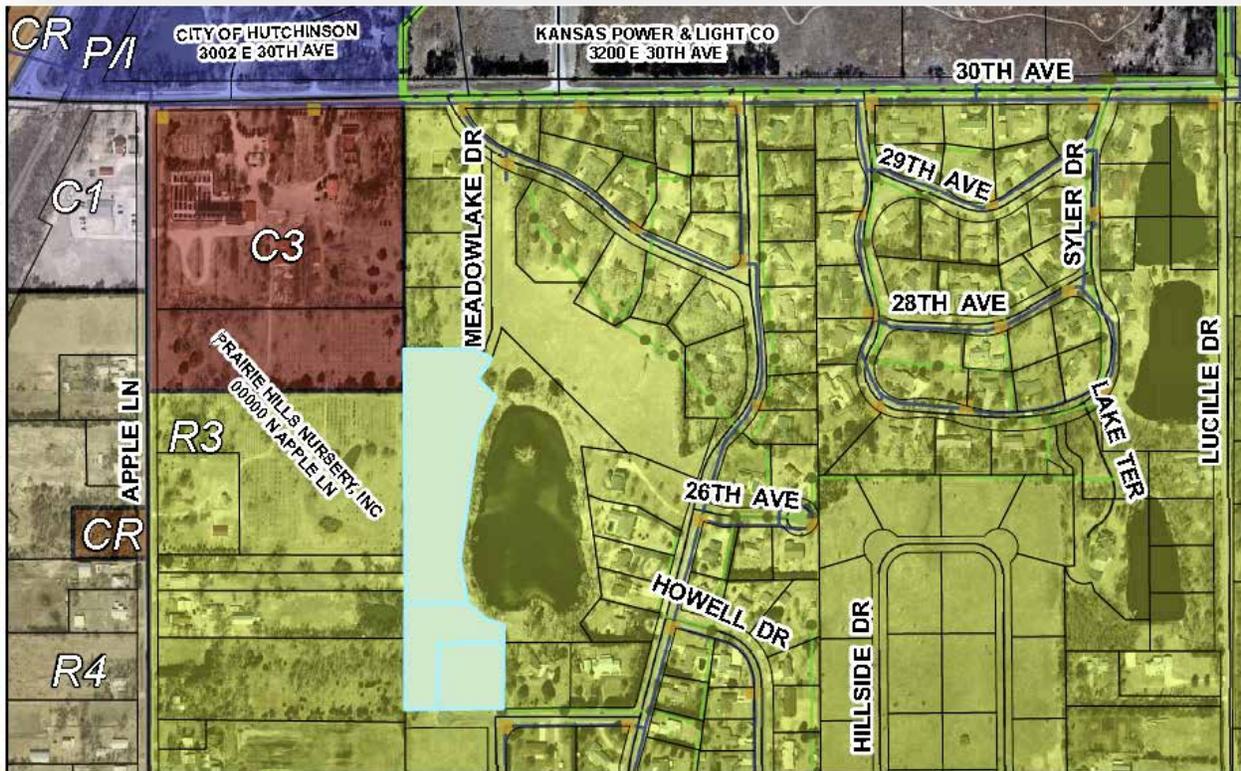
Final Plat, Tentative City Council  
Consideration: 7/5/2016

**SUBDIVISION DESIGN REQUIREMENTS ANALYSIS:**

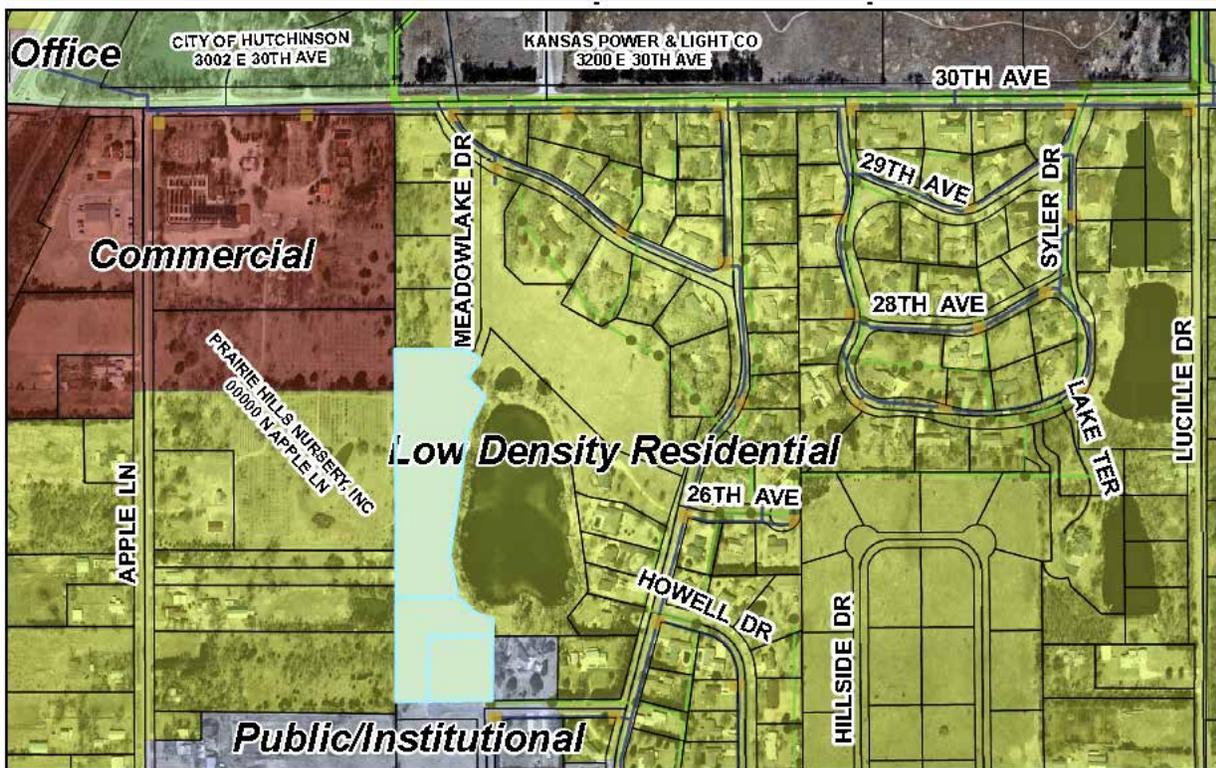
Item	Standard	Provided	Met   Not Met
<b>Reno County Platting Requirements</b>			
Scale	1"=60'; 1"=100' or 1"=200'; all phases at the same scale	1"=50'	⊖ Met
North arrow	Shown	Shown	⊖ Met
Closure table	Shown	Shown	⊖ Met
Lettering	Legible	Legible	⊖ Met
Adjoining parcels	Shown & identified by owner of record	Shown	⊖ Met
Surveyor Information	Name, address, phone number, date, signature information and seal information is shown	Shown	⊖ Met
Legal description	Accurate legal description	Shown	⊖ Met
Point of beginning	Shown	Shown	⊖ Met
Title/subtitle	Includes "preliminary plat" / includes quarter, section, township, range, city, county & state	Shown	⊖ Met
Lots	Numbered sequentially within blocks; include square footage/acreage	Shown	⊖ Met
Buildings	Locations of existing buildings, including measurements perpendicular to boundaries; if no buildings, note stating: "No buildings within this platted area."	Shown	⊖ Met
Vicinity map	Shown	Shown	⊖ Met
Floodplain	Floodplain designation; FIRM number & effective date	Shown	⊖ Met
<b>City of Hutchinson Platting Requirements</b>			
Applicant & owner information	Includes name, phone # and mailing address of applicant and owner of record	Shown	⊖ Met
Water features	Location of lakes, rivers, ponds, stormwater channels & creeks	Shown	⊖ Met
Streets & alleys	Existing & proposed streets, alleys and right-of-ways; width & approximate grade and connections to the existing road network; meet minimum requirements of 9-609	Shown	⊖ Met
Street names	Meet requirements of 9-610	Shown	⊖ Met
Common & reserve areas	Identified & numbered; Note: "It shall be the joint responsibility of all owners of property located within this plat to provide for the ongoing maintenance and upkeep of all common and reserve areas." Included on plat	Shown	⊖ Met
Restrictions & covenants	Not provided. Not required at time of this submittal.	Not applicable	⊖ Met
Utility and pedestrian corridors	Required for blocks > 800 feet where feasible; 10' minimum width; must contain a paved walking path or sidewalk 5' wide (or more); must be landscaped around pat	Shown	⊖ Met
Special flood hazard area	If within SFHA, boundaries for the 100-year & 500-year flood are shown; Base flood elevations are shown	Shown	⊖ Met
Topography	Contour lines provided a 2' interval	Shown	⊖ Met
Utilities	Water, sanitary sewer, electric, gas & stormwater facilities shown; connections shown new utilities located on private property are underground	Shown	⊖ Met
Easements	Required for all utilities; located next to ROW; minimum of 20' wide (City); 10' wide (other); drainage easements not collocated with other utilities; recreational easements may be required	Shown	⊖ Met
Existing trees	Annotated with species and size; noteworthy trees, as determined by the Director of Parks & Facilities, are included as part of a tree preservation area; utility easements located away from tree preservation areas; if removal of existing trees is deemed excessive, payment is made into Trees for Tomorrow Fund at a rate as specified in 9-615	Not Shown-Replat	⊖ Met

Item	Standard	Provided	Met   Not Met
Sidewalks	Location and width included; designed in accordance with 9-614; timing noted on plat; infill development may be exempted based upon proximity to schools, shopping, etc. and connections to the existing system	Not Shown. Exempt. Replat.	Ⓟ Met
Street Trees	Spaced approximately 40 ft apart; 1 tree per lot (residential); minimum caliper is 2"; one year warranty; 2 trees on corner lots; located in the planter strip or in the ROW behind the curb or sidewalk (if no planter strip)	Not Shown. Exempt. Replat.	Ⓟ Met
Parkland, trails, bikeways & open space dedications	Location & size; required where shown on the <i>Bicycle &amp; Pedestrian Master Plan</i> ; meet other requirements of ordinance	Not applicable	Ⓟ Met
Watercourse protection areas	Watercourse shown within an easement 2.5 times the average width of the watercourse; exceptions allowed for infill properties or via subdivision variance	Not applicable	Ⓟ Met
Zoning	Current zoning designation for property & surrounding properties	Shown	Ⓟ Met
Landscape & screening plan	Residential subdivision located adjacent to major streets include a landscaped buffer in accordance with §27-908.E.12	Exempt. Replat	Ⓟ Met
Section & city limit lines	Section & city limit lines located within and adjacent to the subdivision are shown	Shown	Ⓟ Met
Bridges & culverts	Existing & proposed shown	Not applicable	Ⓟ Met
Public facilities	Schools and other public site locations shown	Not applicable	Ⓟ Met
Benchmarks	Location, elevation and list of all established benchmarks	Shown	Ⓟ Met
Blocks	Identified, lettered sequentially beginning with "A", do not exceed 1,300 feet; meet tier requirements of 9-606	Shown	Ⓟ Met
Lots	Location, dimensions; numbered within each block beginning with "1"; meet requirements of Zoning Regulations; side lot lines are perpendicular to straight streets & radial to curved ones; have frontage on a public street (residential) and via a public or private street (non-residential); flag lots prohibited except in infill areas	Shown	Ⓟ Met
Streetlights	Existing & proposed shown	Not applicable	Ⓟ Met
Fire hydrants	Existing & proposed shown; located at each intersection and at an interval not to exceed 500 ft; no anticipated structure is >250 feet from a fire hydrant	Shown	Ⓟ Met
Utility improvements	All existing and proposed manholes, lift stations & other utility improvements shown	Shown	Ⓟ Met
Preservation of natural features & amenities	Existing features & irreplaceable assets shown, labeled & preserved wherever feasible	Not applicable	Ⓟ Met
Drainage facility/holding pond landscaping	Plans required; required to retard erosion and be comprised of living vegetation together with other materials (stone, gravel, concrete) to preserve and enhance function/appearance	Not applicable	Ⓟ Met
Driveways & access management	Each lot has access to a public roadway; location of proposed driveways shown (multi-family & non-residential)	Shown	Ⓟ Met
Driveway alignment	Aligned with driveways on opposite side of street (multi-family & non-residential) or offset by 150 feet	Not applicable	Ⓟ Met
Shared access	Encouraged for non-residential; access easement required	Not applicable	Ⓟ Met
Private streets	Meet requirements of 9-609.F	Not applicable	Ⓟ Met
Street connectivity	Allows for access to undeveloped properties. See 9-609.B	Shown	Ⓟ Met
Intersections	Meet the requirements of 9-609D.	Not applicable	Ⓟ Met
Median strips & entrance ways	Meet the requirements of 9-609.G.	Not applicable	Ⓟ Met

ZONING MAP:



COMPREHENSIVE PLAN MAP:



VIEW FROM NORTH END NEAR SUBDIVISION



VIEW FROM SOUTH



**PROPOSED INFRASTRUCTURE FINANCING:**

No improvements proposed at this time. Prior to development of Lot 1, Block A, street improvements will be required.

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**EXHIBITS:**

- A. Development Review Committee Comments
  - B. Preliminary Plat
  - C. Meadow Lake Second Addition
  - D. Meadowlake IV Addition
-

## Development Review Comments

### 16-SD-03: Preliminary Plat for Replat of a portion of Meadow Lake 2<sup>nd</sup> and Meadowlake III & IV

A Development Review Committee meeting was held on February 23, 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 3/3/2016 in order for this item to be considered at the 3/15/16 Planning Commission meeting.**
2. Subdivision Extents & Cul-de-Sac (West Meadowlake Drive) Intent. West Meadowlake Drive projects into Lot 1 and is a dedicated public ROW. The entire road section needs to be included in the plat if the intent is to vacate this cul-de-sac. If vacation is desired, Lot 1 must have an approved access and West Meadowlake Drive must have an approved turnaround. A dead-end road is not an approved turnaround. **PP**
3. Zoning Data. Add "AH: Airport Hazard Overlay District (impacts a portion of Lot 2, Block A)" to the plat. **PP**
4. Block #. Change block number to "A" to conform with the City's subdivision regulations. **PP**
5. Legal Description. Legal description appears to be inaccurate. In line 4 of the second paragraph, it should read "Reserve Area A Meadowlake IV" instead of "Lot 5, Meadow Lake 2<sup>nd</sup>". **PP**
6. Existing 20' Utility Easement. There appears to be an existing 20' wide utility easement located south of the rear property line of Lot 2 (see Meadow Lake 2<sup>nd</sup> Final Plat). If the intent is to vacate this easement, it needs to be shown in a lighter color and denoted, as such. Vacation of the easement along Lot 2 will not vacate it along adjacent lots. Also, it appears this easement has existing utilities and it may not be possible for it to be vacated. **PP**
7. Runway Protection Zone. Show the extent of the Runway Protection Zone as it impacts Lot 2, Block A. **PP**
8. Meadowlake Drive. Our records indicate this is one word. Correct Meadow Lake Drive throughout the plat. **PP**
9. Plat Name. Plat must have a unique name to distinguish it from other plats in the City. Staff recommends "Meadow Lake Reserve Area Division", a replat of..... **PP**
10. Preliminary Plat Description. Description indicates a portion of South Meadowlake Drive is to be vacated. If vacation is intended, it looks like this should be "West Meadowlake Drive". **PP**

#### Barry Becker, Public Works Department

No comment.

#### Meryl Dye, City Manager's Office

No comments.

**Jeff Peterson, Engineering Department**

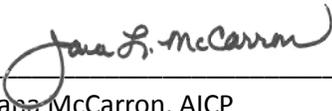
Confirm all existing easements are shown on plat. There are gas lines, telephone lines and powerlines in the easement that lines the western portion of this plat, but only the Kansas Power & Light Company pipeline easement is shown.

**PP = Revised Preliminary Plat required**

**FINAL PLAT**

A final plat application was submitted, but a final plat drawing was not included with the submittal. A final plat can be submitted for consideration at the April 5, 2016 Planning Commission meeting, as long as the drawings are submitted **no later than February 24, 2016 at 5 PM**. Drawings shall conform with the Preliminary Plat and the City's new subdivision regulations.

Entered by:

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

February 23, 2016  
Date









125 E Avenue B | Hutchinson KS 67501  
620.694.2639

# Staff Report

## Planning Commission

PC Agenda Item #: **4b**

Planning & Development Department

Case: 16-SDF-03

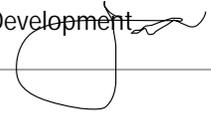
June 13, 2016

Meeting Date: June 21, 2016

**REQUEST:**  
Final Plat, Meadowlake Reserve Area Division

Staff

**Staff Representative:**  
Jana McCarron, AICP  
Planning & Development  
Director



**Subject Property:**  
Lot 5, Meadow Lake 2<sup>nd</sup> & portion of Reserve Area A, Meadowlake IV



Application Information

**Owners:**  
Laurence & Donna Clarke  
3110 S Meadowlake Dr  
Hutchinson KS 67502

Deanna L. Marshall Living Trust  
2507 N Meadowlake Dr  
Hutchinson KS 67502

**Applicant:**  
Shirley Lebien, Coldwell Banker  
107 E 30<sup>th</sup> Ave  
Hutchinson KS 67502

**Engineer/Surveyor/Architect:**  
Dan Garber, Garber Surveying  
Service, P.A.  
2908 N Plum St  
Hutchinson KS 67502

**Application Materials:**  
[Link to Application Materials](#)

**Concurrent Applications:**  
16-SDF-03, Meadowlake Reserve  
Area Division Final Plat

### STAFF RECOMMENDATION: APPROVAL-WITH CONDITIONS

ⓑ Staff-Recommended Conditions of Approval (Exhibit A)

### MOTION:

Recommend (approval/approval with conditions/denial) of Final Plat number 16-SDF-03 for Meadowlake Reserve Area Division (a replat of Lot 5, Meadow Lake 2<sup>nd</sup>, and a portion of Reserve Area A, Meadowlake IV) to City Council based upon a finding that the requirements for subdivision contained in the City of Hutchinson Subdivision Regulations are met/not met and with the staff-recommended conditions of approval.

### PROJECT SUMMARY:

Request for Final Plat approval for replat for Meadowlake Reserve Area Division to create 2 lots totaling 6.172 acres.

Zoning

**Zoning:**  
R-3, Moderate Density Residential

**Comprehensive Plan Designation:**  
Low Density Residential

### LOCATION MAP:



**Subject Property**  
(Approximate Alignment)



Notice & Review

**Previous PC/BZA Actions:**  
Meadow Lake 2<sup>nd</sup>, recorded  
2/20/1974; Meadow Lake IV,  
recorded 10/24/1981

**Development Review:**  
February 23, 2016 (Exhibit B)

**Next Steps:**  
Tentative City Council Consideration:  
7/5/2016

**SUBDIVISION DESIGN REQUIREMENTS ANALYSIS:**

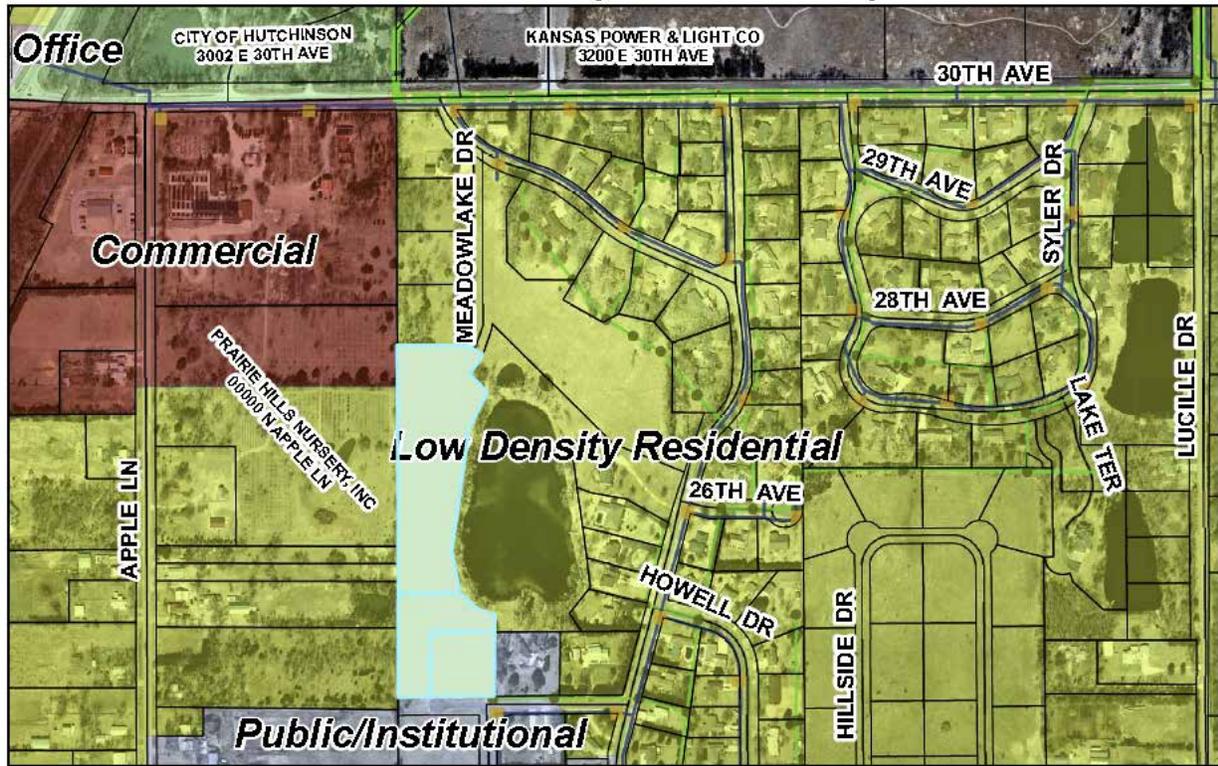
Item	Standard	Provided	Met   Not Met
<b>Reno County Platting Requirements</b>			
Scale	1"=60'; 1"=100' or 1"=200'; all phases at the same scale	1"= 20'	Ⓟ Met
North arrow	Shown	Shown	Ⓟ Met
Closure table	Shown	Shown	Ⓟ Met
Lettering	Legible	Legible	Ⓟ Met
Adjoining parcels	Shown & identified.	Shown	Ⓟ Met
Surveyor certificate	Name, address, phone number, date, signature information and seal information is shown and certified	Shown	Ⓟ Met
Legal description	Accurate legal description	Shown	Ⓟ Met
Point of beginning	Shown	Shown	Ⓟ Met
Title/subtitle	Includes "preliminary plat" / includes quarter, section, township, range, city, county & state	Shown	Ⓟ Met
Lots	Numbered sequentially within blocks; include square footage/acreage	Shown	Ⓟ Met
Basis of bearings	Shown	Shown	Ⓟ Met
Vicinity map	Shown	Shown	Ⓟ Met
Floodplain	Floodplain designation; FIRM number & effective date	Shown	Ⓟ Met
Monuments	Found, set, references, offsets	Shown	Ⓟ Met
Continuities & gaps	Noted (deed, record survey, physical evidence)	Shown	Ⓟ Met
Dimensions	Subdivision boundaries, rights-of-way, easements, other	Shown	Ⓟ Met
Legend	Shown	Shown	Ⓟ Met
Review Surveyor certificate	Signature block for the review surveyor	Shown	Ⓟ Met
<b>City of Hutchinson Platting Requirements</b>			
Conformance	Conforms with the Preliminary Plat	Conforms	Ⓟ Met
Applicant & owner information	Includes name, phone # and mailing address of applicant and owner of record	Shown	Ⓟ Met
Streets & alleys	Existing & proposed streets, alleys and right-of-ways; width & approximate grade and connections to the existing road network; meet minimum requirements of 9-609	Shown	Ⓟ Met
Street names	Meet requirements of 9-610	Shown	Ⓟ Met
Common & reserve areas	Identified & numbered; Note: "It shall be the joint responsibility of all owners of property located within this plat to provide for the ongoing maintenance and upkeep of all common and reserve areas." Included on plat	Not applicable	Ⓟ Met
Restrictions & covenants	Not provided. Not required at the time of this submittal.	Applicant is responsible for ensuring conditions are met.	Ⓟ Met
Utility and pedestrian corridors	Easements shown where required	Shown	Ⓟ Met
Special flood hazard area	If within SFHA, boundaries for the 100-year & 500-year flood are shown; Base flood elevations are shown	Shown	Ⓟ Met
Easements	Required for all utilities	Shown	Ⓟ Met
Existing trees	Tree preservation easement shown, if required	Not required	Ⓟ Met
Owner certificate & dedication	Signed certification by owner(s) and dedicating all parcels of land and easements intended for public use	Shown	Ⓟ Met
Planning Commission certificate	Certification that the final plat has been approved, including date of the public meeting and signatures of the PC Chairperson & Secretary	Shown	Ⓟ Met

Item	Standard	Provided	Met   Not Met
City Council certificate	Certification by City Council that the final plat has been approved, including date of the public meeting, and signatures of the Mayor & City Clerk	Mayor's name needs to be changed on the plat	⊖ Not Met
Reno County Register of Deeds certificate		Shown	⊖ Met
Reno County Clerk statement		Shown	⊖ Met
Parkland, trails, bikeways & open space dedications	Location & size; required where shown on the Bicycle & Pedestrian Master Plan; meet other requirements of ordinance	Not applicable	⊖ Met
Watercourse protection areas	Watercourse shown within an easement 2.5 times the average width of the watercourse	Not applicable	⊖ Met
Section & city limit lines	Section & city limit lines located within and adjacent to the subdivision are shown	Shown	⊖ Met
Public facilities	Schools and other public site locations shown	Not applicable	⊖ Met
Blocks	Identified, lettered sequentially beginning with "A", do not exceed 1,300 feet; meet tier requirements of 9-606	Shown	⊖ Met
Lots	Location, dimensions; numbered within each block beginning with "1"	Shown	⊖ Me
Preservation of natural features & amenities	Existing features & irreplaceable assets shown, labeled & preserved wherever feasible	Not applicable	⊖ Met
Driveways & access management	Each lot has access to a public roadway; location of proposed driveways shown (multi-family & non-residential)	Not applicable	⊖ Met
Driveway alignment	Aligned with driveways on opposite side of street (multi-family & non-residential) or offset by 150 feet	Not applicable	⊖ Met
Shared access	Encouraged for non-residential; access easement required	Not applicable	⊖ Met
Private streets	Meet requirements of 9-609.F	Not applicable	⊖ Met
Subdivision variances	Final plat contains a list of all subdivision variances granted by the Planning Commission, including case number, nature and date granted	None requested	⊖ Met

ZONING MAP:



COMPREHENSIVE PLAN MAP:



VIEW NORTH OF SUBDIVISION LOOKING SOUTH



VIEW FROM THE SOUTH



PROPOSED INFRASTRUCTURE FINANCING:

No improvements proposed at this time. Prior to development of Lot 1, Block A, street improvements will be required.

EXHIBITS:

- A. Staff-Recommended Conditions of Approval
- B. Development Review Committee Comments
- C. Final Plat
- D. Preliminary Plat
- E. Meadow Lake Second Addition
- F. Meadowlake IV Addition



## STAFF RECOMMENDED CONDITIONS OF APPROVAL

### 16-SDF-03: Meadowlake Reserve Area Division, Final Plat

1. Revised Final Plat Drawing. A revised Final Plat drawing showing the corrected information for the Mayor is required. Said revised plat drawing shall be due to the City a minimum of 7 days prior to the desired City Council meeting for consideration of the Final Plat.
2. Lot 1 Development. Lot 1 shall not be developed until such time as the roadway improvements are installed.
3. Signed and Notarized Mylar. A signed and notarized mylar shall be provided to the City a minimum of 7 days prior to the desired City Council meeting for consideration of the Final Plat.
4. Proof of Paid Taxes and Special Assessments. A signed certification of paid taxes from the Reno County Treasurer shall be provided a minimum of 7 days prior to the desired City Council meeting for consideration of the Final Plat.
5. Check for Recording Fee. A check in the amount of \$26.00 made payable to the "Reno County Register of Deeds" shall be provided within 7 days prior to the desired City Council meeting for consideration of the Final Plat.

**Development Review Comments****16-SD-03: Preliminary Plat for Replat of a portion of Meadow Lake 2<sup>nd</sup> and Meadowlake III & IV**

A Development Review Committee meeting was held on February 23, 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 3/3/2016 in order for this item to be considered at the 3/15/16 Planning Commission meeting.**
2. Subdivision Extents & Cul-de-Sac (West Meadowlake Drive) Intent. West Meadowlake Drive projects into Lot 1 and is a dedicated public ROW. The entire road section needs to be included in the plat if the intent is to vacate this cul-de-sac. If vacation is desired, Lot 1 must have an approved access and West Meadowlake Drive must have an approved turnaround. A dead-end road is not an approved turnaround. **PP**
3. Zoning Data. Add "AH: Airport Hazard Overlay District (impacts a portion of Lot 2, Block A)" to the plat. **PP**
4. Block #. Change block number to "A" to conform with the City's subdivision regulations. **PP**
5. Legal Description. Legal description appears to be inaccurate. In line 4 of the second paragraph, it should read "Reserve Area A Meadowlake IV" instead of "Lot 5, Meadow Lake 2<sup>nd</sup>". **PP**
6. Existing 20' Utility Easement. There appears to be an existing 20' wide utility easement located south of the rear property line of Lot 2 (see Meadow Lake 2<sup>nd</sup> Final Plat). If the intent is to vacate this easement, it needs to be shown in a lighter color and denoted, as such. Vacation of the easement along Lot 2 will not vacate it along adjacent lots. Also, it appears this easement has existing utilities and it may not be possible for it to be vacated. **PP**
7. Runway Protection Zone. Show the extent of the Runway Protection Zone as it impacts Lot 2, Block A. **PP**
8. Meadowlake Drive. Our records indicate this is one word. Correct Meadow Lake Drive throughout the plat. **PP**
9. Plat Name. Plat must have a unique name to distinguish it from other plats in the City. Staff recommends "Meadow Lake Reserve Area Division", a replat of..... **PP**
10. Preliminary Plat Description. Description indicates a portion of South Meadowlake Drive is to be vacated. If vacation is intended, it looks like this should be "West Meadowlake Drive". **PP**

**Barry Becker, Public Works Department**

No comment.

**Meryl Dye, City Manager's Office**

No comments.

**Jeff Peterson, Engineering Department**

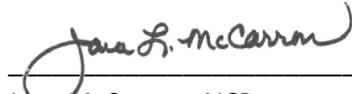
Confirm all existing easements are shown on plat. There are gas lines, telephone lines and powerlines in the easement that lines the western portion of this plat, but only the Kansas Power & Light Company pipeline easement is shown.

**PP = Revised Preliminary Plat required**

**FINAL PLAT**

A final plat application was submitted, but a final plat drawing was not included with the submittal. A final plat can be submitted for consideration at the April 5, 2016 Planning Commission meeting, as long as the drawings are submitted **no later than February 24, 2016 at 5 PM**. Drawings shall conform with the Preliminary Plat and the City's new subdivision regulations.

Entered by:



---

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

February 23, 2016

Date

FINAL PLAT

MEADOWLAKE RESERVE AREA DIVISION

A REPLAT OF LOT 5, MEADOW LAKE 2ND, AND A PORTION OF RESERVE AREA A, MEADOWLAKE IV, A SUBDIVISION OF A PORTION OF THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 6TH PRINCIPAL MERIDIAN, IN HUTCHINSON, RENO COUNTY, KANSAS.

LAND SURVEYOR'S CERTIFICATE AND DESCRIPTION

I, the undersigned, licensed land surveyor of the State of Kansas, do hereby certify that the following described tract of land was surveyed on August 21, 2015 and the accompanying final plat prepared and that all monuments shown herein actually exist and their positions are correctly shown to the best of my knowledge and belief.

A portion of Reserve Area A, Meadowlake IV and Lot 5, Meadow Lake 2nd, all in the Northeast Quarter of Section 4, Township 23 South, Range 5 West of the 6th Principal Meridian in Hutchinson, Reno County, Kansas, more particularly described as follows: Commencing at the Southwest corner of the Northeast Quarter of Section 4, Township 23 South, Range 5 West of the 6th Principal Meridian; thence with a bearing North 00°13'09" West (basis of bearings is NAD83 Kansas South Zone) along the West line of said Northeast Quarter 568.30 feet to the Southwest corner of said Reserve Area A, Meadowlake IV to the City of Hutchinson for the point of beginning; thence continuing North 00°13'09" West along the West line of said Northeast Quarter 1154.64 feet to the Southwest corner of Lot 4, Meadow Lake 2nd Addition to the City of Hutchinson; thence North 89°39'18" East along the South line of said Lot 4 a distance of 223.23 feet to the Southeast corner of said Lot 4; thence South 19°44'28" West 58.04 feet; thence following the arc of a curve to the left having a radius of 60.00 feet Southerly 251.34 feet (chord bears South 40°15'51" East 103.92 feet); thence South 45°04'20" East 30.96 feet; thence South 24°49'20" West 136.96 feet; thence South 08°08'28" West 403.77 feet; thence South 09°02'31" East 133.62 feet; thence South 47°32'17" East 78.50 feet; thence South 71°33'26" East 63.62 feet; thence South 00°13'09" East parallel with the West line of said Northeast Quarter 59.38 feet to the Northeast corner of Lot 5, Meadow Lake 2nd Addition; thence South 00°14'12" East along the East line of said Lot 5 a distance of 209.86 feet (platted as 210 feet) to the Southeast corner of said Lot 5; thence South 89°39'36" West along the South line of said Lot 5 a distance of 313.98 feet to the point of beginning containing 6.172 Acres.



Date \_\_\_\_\_, 2016.

EASEMENTS:

All easements shown on this plat, unless specified as private, are hereby dedicated to the public, the rights-of-way of which are shown as dashed lines on the accompanying plat, and said easements may be employed in perpetuity as a covenant running with the land for the purpose of installing, repairing, reinstalling, replacing and maintaining sewers, 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.

STREETS:

Streets shown on this plat and not heretofore dedicated to the public are hereby so dedicated.

OWNER'S CERTIFICATE AND DEDICATION

STATE OF KANSAS }  
COUNTY OF RENO } SS

This is to certify that the undersigned, owners of the land described in the Surveyor's Certificate, have caused the same to be surveyed and subdivided on the accompanying plat into Lots, Block and other public ways under the name of MEADOWLAKE RESERVE AREA DIVISION. A portion of the Northeast Quarter of Section 4, Township 23 South, Range 5 West of the 6th Principal Meridian in Hutchinson, Reno County, Kansas; that all easements and public sites as denoted on the plat are hereby dedicated to and for the use of the public for the purpose of constructing, operating, maintaining and repairing public improvements; and further that the land contained herein is held and shall be conveyed subject to any applicable restrictions, reservations, and covenants now on file or hereafter filed in the Office of the Register of Deeds of Reno County, Kansas.

Laurence Clarke, Owner

Donna Clarke, Owner

Deanna L. Marshall,  
Trustee of the Deanna L. Marshall Living Trust

NOTARY CERTIFICATE

STATE OF KANSAS }  
COUNTY OF RENO } SS

BE IT REMEMBERED:

That on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ A.D., before me, the undersigned, a notary public in and for the county and state aforesaid, came Laurence Clarke, Donna Clarke, and Deanna L. Marshall, Trustee of the Deanna L. Marshall Living Trust who are known to me to be the same persons who executed the foregoing plat and the within instrument of writing.

IN TESTIMONY WHEREOF:  
I have hereunto set my hand and affixed my Notarial Seal the day and year last mentioned above.

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_, Notary Public

REVIEW SURVEYOR'S CERTIFICATE

STATE OF KANSAS }  
COUNTY OF RENO } SS

I hereby certify that I have reviewed the surveyed plat and certify said plat to be in compliance with the requirements of K.S.A. 58-2005.

Lloyd P. Dorzweiler, RLS #885, Review Surveyor

HUTCHINSON PLANNING COMMISSION

STATE OF KANSAS }  
COUNTY OF RENO } SS

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_ by the Hutchinson Planning Commission.

Ken Peirce, Chairman

Jana McCarron, Secretary

CITY COUNCIL CERTIFICATE

STATE OF KANSAS }  
COUNTY OF RENO } SS

This plat has been submitted to and approved by the City Council of the City of Hutchinson, Kansas. Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Jade Piros de Carvalho, Mayor

Karen Weltmer, City Clerk

REGISTER OF DEEDS CERTIFICATE

STATE OF KANSAS }  
COUNTY OF RENO } SS

This is to certify that this instrument was filed for record in the Register of Deeds Office at \_\_\_\_\_ m. on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, in Book \_\_\_\_\_, Page \_\_\_\_\_.

Bonnie Ruebke, Register of Deeds

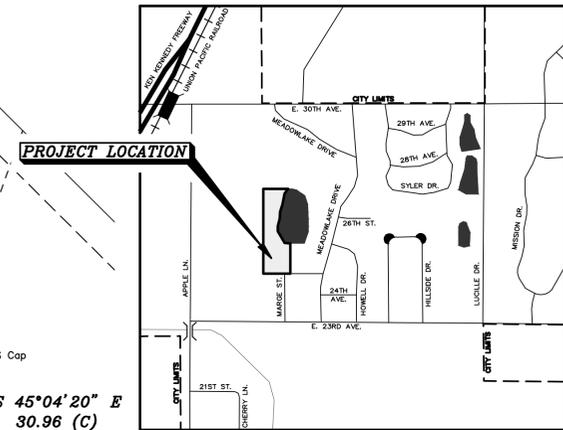
TRANSFER OF RECORD

STATE OF KANSAS }  
COUNTY OF RENO } SS

Entered on transfer record on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Donna Patton, County Clerk

Table with 2 columns: Prepared For (FINAL PLAT) and Description (A PORTION OF THE NE 1/4 SECTION 4, T23S, R5W HUTCHINSON, KANSAS). Includes Garber Surveying Service, P.A. logo and contact info, and a grid for recording details (Drawn By, Checked By, Date, etc.).

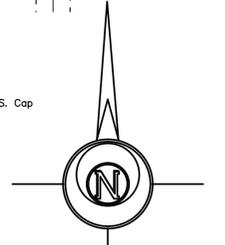


HUTCHINSON, KANSAS VICINITY MAP (NOT DRAWN TO SCALE)

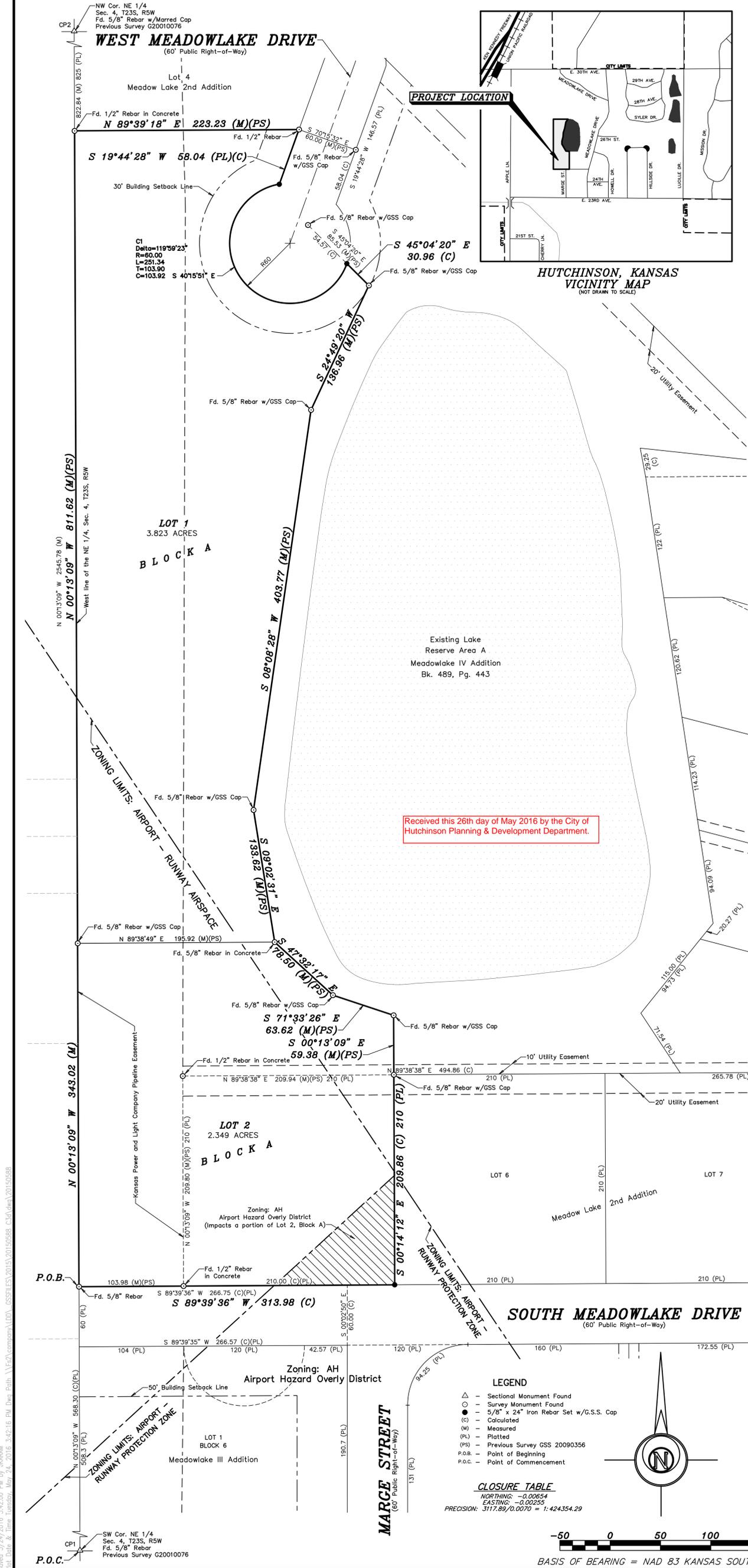
Received this 26th day of May 2016 by the City of Hutchinson Planning & Development Department.

LEGEND table listing symbols for Sectional Monument Found, Survey Monument Found, 5/8" x 24" Iron Rebar Set w/G.S.S. Cap, Calculated, Measured, Platted, Previous Survey GSS 20090356, Point of Beginning, and Point of Commencement.

CLOSURE TABLE with columns for NORTHING, EASTING, and PRECISION. Values: NORTHING: -0.00654, EASTING: -0.00255, PRECISION: 3117.89/0.0070 = 1:424354.29



BASIS OF BEARING = NAD 83 KANSAS SOUTH ZONE

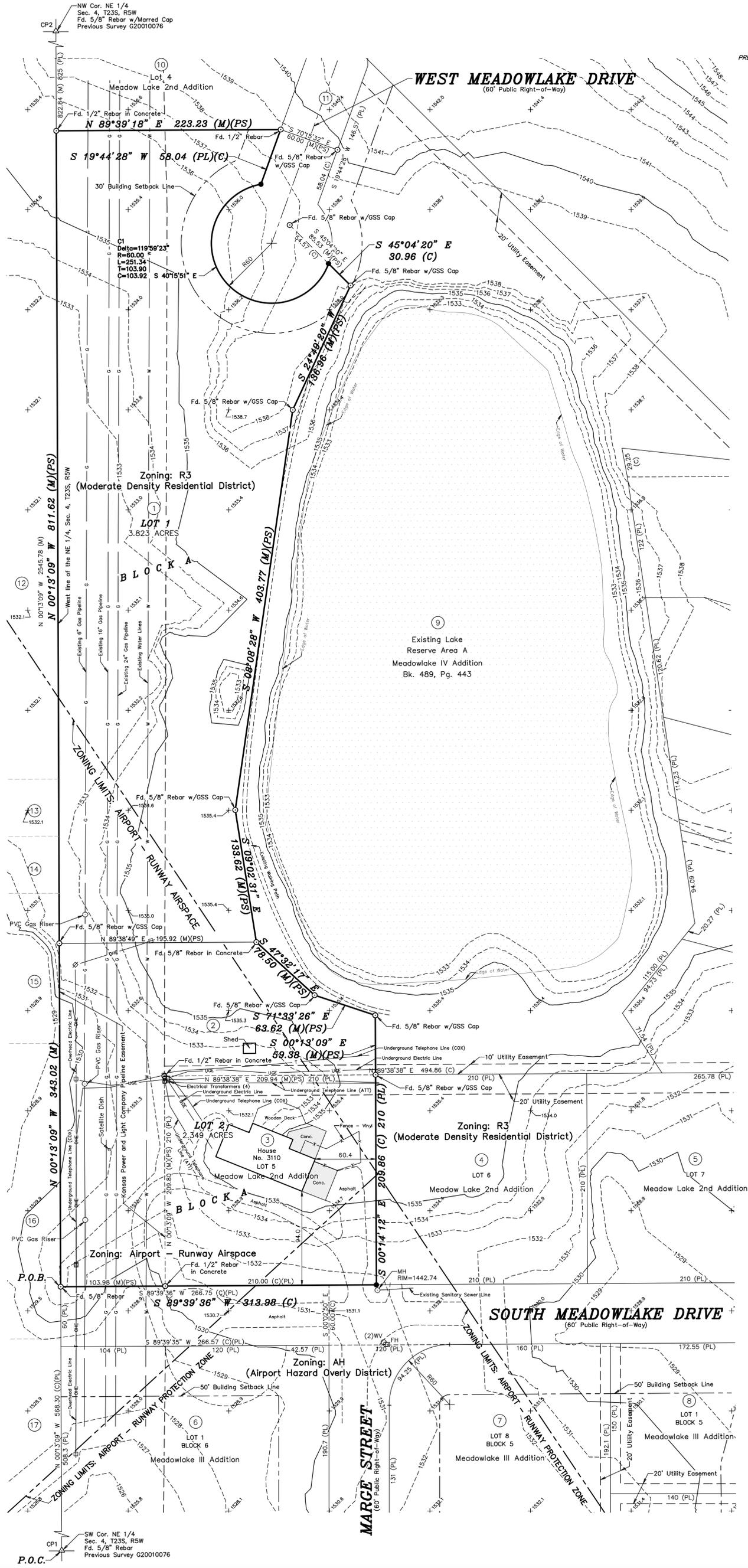


Vertical text on the left margin: Saved: 5/24/2016 3:42:00 PM by JGARAR... State of Kansas, Department of Transportation, Surveying and Mapping Division, License No. 001152588

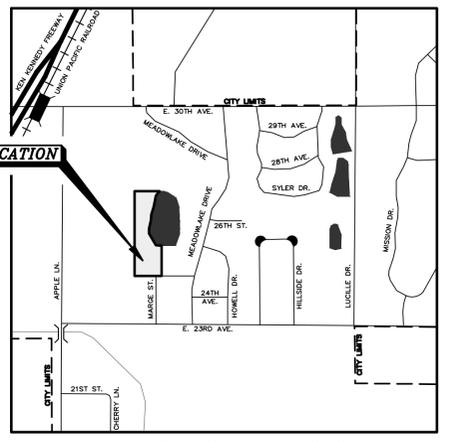
PRELIMINARY PLAT

MEADOWLAKE RESERVE AREA DIVISION

A REPLAT OF LOT 5, MEADOW LAKE 2ND, AND A PORTION OF RESERVE AREA A, MEADOWLAKE IV, A SUBDIVISION OF A PORTION OF THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE 6TH PRINCIPAL MERIDIAN, IN HUTCHINSON, RENO COUNTY, KANSAS.



CLOSURE TABLE with Northings, Eastings, and Precision values.



CONTROL POINTS: CP1: 5/8" Rebar... CP2: 5/8" Rebar w/ Marred Cap...

ADJACENT OWNERSHIP table listing parcel numbers, names, parcel IDs, and zones.

ZONING DATA: R-3: Moderate Density Residential District

Uses/Structures table with columns for Min. Lot Area, Minimum Frontage, Minimum Lot Depth, etc.

Front Yard Setback Table with columns for Rural Road, City Expressway, City Arterial, etc.

DESCRIPTION: A portion of Reserve Area A, Meadowlake IV and Lot 5, Meadow Lake 2nd, all in the Northeast Quarter of Section 4, Township 23 South, Range 5 West of the 6th Principal Meridian in Hutchinson, Reno County, Kansas...

FLOOD NOTE: According to Flood Insurance Rate Map No. 20155C0284F and 20155C0303F (dated January 6, 2010) published by the Federal Emergency Management Agency...

LIDAR HORIZONTAL AND VERTICAL CONTROL: http://www.kansasgis.org/

FILE: BARE EARTH DEM - 14SNH9515

PROJECTION: UTM Zone 14

HORIZONTAL DATUM: North American Datum of 1983 (NAD83(HARN))

VERTICAL DATUM: North American Vertical Datum of 1988 (NAVD88) using the latest geoid (Geoid09) for converting ellipsoidal heights to orthometric heights.

Received this 20th day of May, 2016 by the City of Hutchinson Planning & Development Department.

OWNER/SUBDIVIDER: LAURENCE & DONNA CLARKE 3110 SOUTH MEADOWLAKE DRIVE HUTCHINSON, KS. 67502 (620) 259-7344

ENGINEER: ENGINEERING CONSULTANTS, P.A. 1227 NORTH MAIN ST. HUTCHINSON, KS. 67501 (620) 665-6394

SURVEYOR: DANIEL E. GARBER GARBER SURVEYING SERVICE, P.A. 2908 NORTH PLUM ST. HUTCHINSON, KS. 67502

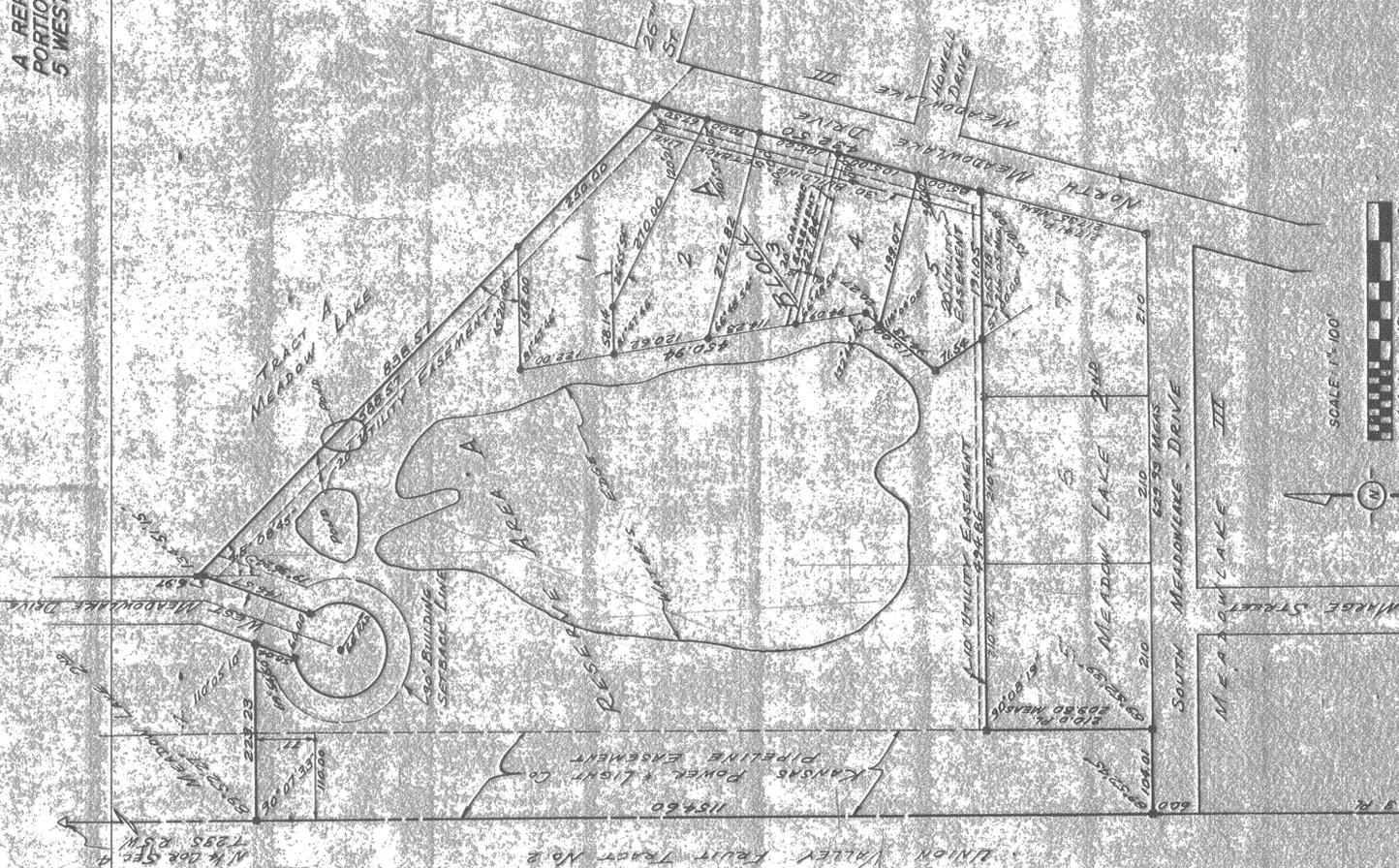


Prepared For: PRELIMINARY PLAT Description: A PORTION OF THE NE 1/4 SECTION 4, T23S, R5W HUTCHINSON, KANSAS. Prepared By: Garber Surveying Service, P.A. GSS HUTCHINSON (Main Office) 2908 North Plum St. 67502 Ph. 620-665-7032 Fax 620-663-7401...



# MEADOWLAKE IV

A REPLAT OF A PORTION OF MEADOWLAKE 2nd A SUBDIVISION OF A PORTION OF THE N.E. 1/4 OF SECTION 4, TOWNSHIP 23 SOUTH, RANGE 5 WEST, OF THE 6th PRINCIPAL MERIDIAN, RENO COUNTY, KANSAS.



### DESCRIPTION

BEGINNING AT THE SOUTHWEST CORNER OF LOT 4, MEADOWLAKE 2nd A, THE SUBDIVISION OF A PORTION OF THE NORTHEAST QUARTER OF SECTION 4, TOWNSHIP 23 SOUTH, RANGE 5 WEST OF THE SIXTH PRINCIPAL MERIDIAN; THENCE EAST ALONG THE SOUTH LINE OF SAID LOT 4 A DISTANCE OF 233.23 FT. (PLATTED AS 233.53 FT.); THENCE WITH A DEFLECTION ANGLE 110° 00' 10" RIGHT SOUTH WEST ALONG THE WEST LINE OF WEST MEADOWLAKE DRIVE 98.04 FT.; THENCE WITH A DEFLECTION ANGLE 60° 00' 00" RIGHT TO TANGENT OF A CUL-DE-SAC HAVING A 60.00 FT. RADIUS AND FOLLOWING THE ARC OF SAID CUL-DE-SAC LEFT 34.16 FT. TO THIS EAST SIDE OF WEST MEADOWLAKE DRIVE; THENCE FROM TANGENT TO CURVE ALONG THE EAST LINE OF WEST MEADOWLAKE DRIVE 146.57 FT. THENCE WITH A DEFLECTION ANGLE 193° 16' 24" (PLATTED AS 20°) LEFT NORTH ALONG THE EAST LINE OF WEST MEADOWLAKE DRIVE 6.97 FT. TO THE SOUTHWESTERLY CORNER OF TRACT A, MEADOWLAKE, A SUBDIVISION OF A PART OF THE W. 1/2, N.E. 1/4 OF SECTION 4, T23 S., R5 W. OF THE 6th PM; THENCE WITH A DEFLECTION ANGLE 184° 51' 15" RIGHT SOUTHEAST ALONG THE SOUTHWESTERLY LINE OF SAID TRACT A A DISTANCE OF 838.97 FT. (PLATTED AS 838.8 FT.); TO THE WESTERLY LINE OF NORTH MEADOWLAKE DRIVE; THENCE WITH A DEFLECTION ANGLE 95° 33' 46" RIGHT 432.50 FT. (PLATTED AS 432.72 FT.) TO THE NORTHEAST CORNER OF LOT 2, MEADOWLAKE 2nd A; THENCE WITH A DEFLECTION ANGLE 75° 01' 08" RIGHT WEST ALONG THE NORTH LINE OF LOTS 5, 6 AND 7, MEADOWLAKE 2nd A A DISTANCE OF 695.91 FT. TO THE N.W. CORNER OF SAID LOT 5; THENCE WITH A DEFLECTION ANGLE 69° 51' 41" LEFT SOUTH 209.80 FT. (PLATTED AS 210 FT.) TO THE NORTH LINE OF SOUTH MEADOWLAKE DRIVE; THENCE WITH A DEFLECTION ANGLE 89° 52' 19" RIGHT WEST ALONG THE NORTH LINE OF SOUTH MEADOWLAKE DRIVE 1040.01 FT. TO THE WEST LINE OF THE N.E. 1/4 OF SAID SECTION 4; THENCE WITH A DEFLECTION ANGLE 90° 07' 15" RIGHT NORTH ALONG THE WEST LINE OF SAID N.E. 1/4 1154.60 FT. TO THE PLACE OF BEGINNING CONTAINING 16.08 ACRES IN HUTCHINSON, RENO COUNTY, KANSAS SUBJECT TO EASEMENTS OF RECORD.

### SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THIS PLAT TO BE A TRUE, CORRECT AND COMPLETE REPRESENTATION OF THE FIELD WORK WHICH HAS BEEN ESTABLISHED AND MARKED WITH PERMANENT MONUMENTS AND MONUMENT POINTS AS SHOWN HEREON, AS SUPERVISED BY ME, H. S. ZIMM, of Osage, 1981.



DANIEL E. GABER, R.L.S.

### EASEMENTS

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

### STREETS

STREETS SHOWN ON THIS PLAT AND NOT HERETOFORE DEDICATED TO THE PUBLIC ARE HEREBY SO DEDICATED.

### BUILDING LINES

BUILDING LINES OR SETBACK LINES ARE HEREBY ESTABLISHED AS SHOWN ON THE PLAT CONSTRUCTED BETWEEN THIS LINE AND THE STREET LINE. BUILDING SETBACK THIS PLAT SHALL BE 30.00 FT. MEASURED AT RIGHT ANGLES TO THE STREET LINE.

### RESTRICTIVE COVENANTS

RESTRICTIVE COVENANTS ARE FILED UNDER SEPARATE COVER.

PLAT PREPARED BY:  
GARBER SURVEYING SERVICE, P.A.  
217 EAST FIRST AVENUE  
HUTCHINSON, KANSAS 67501

### DEDICATION

THE UNDERSIGNED, ROCKWOOD INVESTMENTS, INC. AND MARK A. AND SUE A. SPAENY, HUSBAND AND WIFE, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS OF THE PROPERTY DESCRIBED HEREON AND HAVE SUBDIVIDED THE SAME INTO LOTS IN THE MANNER SHOWN ON THE ACCOMPANYING PLAT. SAID SUBDIVISION SHALL BE KNOWN AS "MEADOWLAKE IV" A REPLAT OF A PORTION OF MEADOWLAKE 2nd A SUBDIVISION IN THE N.E. 1/4 OF SECTION 4, T23 S., R5 W. OF THE 6th PM.

MARK A. SPAENY  
SUE A. SPAENY

STATE OF KANSAS

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS 12th DAY OF JULY, 1981 BY MIKE MCMAUL, PRESIDENT AND SECRETARY OF ROCKWOOD INVESTMENTS, INC., A KANSAS CORPORATION, ON BEHALF OF SAID CORPORATION, AND BY MARK A. SPAENY, HUSBAND & WIFE.

NOTARY PUBLIC

IN TESTIMONY WHEREOF

APPROVED THIS 14th DAY OF October, 1981 BY THE HUTCHINSON-RENO COUNTY JOINT SUBDIVISION COMMITTEE

APPROVED THIS 14th DAY OF October, 1981 BY THE BOARD OF COUNTY COMMISSIONERS OF RENO COUNTY, KANSAS

APPROVED THIS 22nd DAY OF October, 1981 BY THE CITY COMMISSION OF THE CITY OF HUTCHINSON, KANSAS

RECORDED THIS 17th DAY OF October, 1981 A.D. AT 9:00 P.M. FEE PAID: \$22.00 FILED IN PLAT FILE: NUMBER: 44

ENTERED IN THE TRANSFER RECORD THIS 25th DAY OF August, 1981.

GLENN HELDENBRAND, COUNTY CLERK



125 E Avenue B | Hutchinson KS 67501  
620.694.2639

# Staff Report

## Planning Commission

PC Agenda Item #: 5a

Planning & Development Department

Case: 16-ZA-06

June 13, 2016

Meeting Date: June 21, 2016

### REQUEST:

**Zoning Ordinance Amendments: Residential Accessory Buildings & Uses**

Staff

### Staff Representative:

Jana McCarron, AICP  
Planning & Development Director



### STORAGE SHED



Application Information

**Applicant:**  
Staff

**Application Materials:**  
[Link to Application Materials](#)

**Concurrent Applications:**  
None

### STAFF RECOMMENDATION: APPROVAL

### MOTION:

Recommend (approval / modification and approval / denial) to City Council of Zoning Amendment request number 16-ZA-06 for amendments to §27-314, §27-408, §27-409, §27-410, §27-411, §27-412, §27-415 and §27-901 of the Hutchinson Zoning Regulations pertaining to residential accessory structures.

### PROJECT SUMMARY:

Request for amendments to the City of Hutchinson *Zoning Regulations* to modify the requirements for residential accessory dwelling units (**Exhibit A**).

Zoning

**Zoning:**  
Residential Zones

**Comprehensive Plan Designation:**  
N/A

**Subdivision:**  
Various

### ACCESSORY STRUCTURE EXAMPLE: GAZEBO



Notice & Review

**Development Review:**  
4/26/2016

**Public Hearing Notice Published:**  
05/04/2016 (*Hutchinson News*)

**Previous Commission Action:**  
Study Session – 04/19/2016  
Public Hearing – 06/07/2016

**Next Steps:**  
City Council – 07/05/2016

**UPDATE:**

This item was considered by the Planning Commission at a Public Hearing held on June 7, 2016. Unfortunately, staff inadvertently included the incorrect attachment for **Exhibit A**. The version attached was the pre-DRC version. Consequently, Staff is bringing this item back to the Commission for recommendation of approval. The correct exhibit is included as Exhibit A to this report. The information provided as part of the public hearing notice, the body of the staff report and in the powerpoint was accurate. My apologies for the oversight.

**ACCESSORY STRUCTURE EXAMPLES:**

**DETACHED GARAGE**



**PERGOLA**



**GREEN HOUSE**



**POOL HOUSE**



**EXHIBITS:**

- A. Redlined Zoning Regulations, including Planning Commission recommendations from June 7, 2016

## 16-ZA-06: Zoning Amendments

### Proposed Changes: Accessory Buildings and Uses

#### Sec. 27-314 Accessory Buildings and Uses.

##### Intent and interpretation.

Unless expressly prohibited, accessory uses and structures shall be permitted in all zoning districts. Accessory uses and structures shall be clearly incidental to and customarily and commonly associated with the principal lawful use of the zoning lot on which they are located. The zoning administrator shall be granted the authority to interpret the provisions of this section and classify accessory uses and structures.

##### All accessory uses and accessory structures shall:

- A. Be subordinate in ~~size, extent and~~ purpose to the principal building or buildings served;
- B. Not be established on any zoning lot unless the principal structure has been more than one-half completed and is watertight;
- C. Not be erected in or encroach into any required yard, easement or sight triangle;
- D. Be located a minimum distance of five feet from all structures, unless permanently attached to such structures; and
- E. Detached accessory structures on interior lots shall not project nearer to the front lot line than the front exterior wall of the principal building and on corner lots shall not project nearer to the side street front lot line than the required setback.
- F. Lot Coverage and Height.
  1. The combined lot coverage of the principal building and all accessory buildings shall not exceed the lot coverage requirements found in these regulations.
  2. ~~An accessory building shall not exceed the established height of the principal structure.~~
  3. In the MH and MP Districts, accessory buildings shall not exceed 16 feet in height.
  4. In the TA District, accessory buildings shall be allowed to exceed the height of the principal building provided that all other restrictions are met. In the TA District, accessory buildings and principal buildings may have combined lot coverage of 10 percent or 25,000 square feet, whichever is less.
- G. Residential Garages, Carports and Storage Buildings.

The following regulations shall apply to all garages, carports and storage buildings for ~~all~~ residential uses in all districts except as noted in section 27-314.F.

1. Accessory buildings to residential uses shall be limited to buildings for domestic or household use or for the parking of motor vehicles and recreational vehicles. A hobby activity may be operated as an accessory use by a residential occupant of the premises solely for personal enjoyment, amusement or recreation; provided that any articles produced or constructed are not sold on the premises, except as

may be permitted for an approved home occupation, and that no objectionable noise, odor, light or other adverse effects are created.

2. ~~The combined lot coverage of all accessory buildings and accessory structures shall not exceed the lot coverage of the principal dwelling.~~
2. Accessory structures shall comply with the following maximum size requirements:

<u>Accessory Structure Type</u>	<u>Maximum Square Footage</u>
<u>Detached Storage Building</u>	<u>Same as Detached Garage</u>
<u>Detached Garage</u>	<u>1200 square feet. This may be exceeded to double the size of the principal structure, provided the total rear yard lot coverage is 10% or less.</u>
<u>Detached Carport</u>	<u>600 square feet.</u>

3. ~~Accessory structures on residential lots~~ shall not occupy more than ~~30-35~~ percent of the entire rear yard from the rear of the principal building to the rear lot line. This percentage shall be calculated using all accessory structures on the property, including those that do not require a building permit.
4. For each single family dwelling, there shall be permitted a maximum of one detached garage, ~~one detached storage building~~ and one carport, whether attached or detached.
5. For each duplex building, there shall be permitted a maximum of one detached garage, per unit, one detached storage building per unit, and two carports, whether such carports are attached or detached.
6. Carports shall not be attached to the front of a residential principal building. Carports shall be located only to the side or rear of the principal building and shall not project nearer to the front lot line than the principal building, whether attached or detached. On corner lots, carports shall not project nearer to the side street front lot line than the required setback. Carports shall not exceed the height of the principal building.
7. The sidewalls of garages and storage buildings shall not exceed ~~16-12~~ feet in height.
8. Garages, carports and storage buildings shall be constructed of materials customarily used in residential construction. The design and construction of such structures shall be similar to and compatible with the design and construction of the principal building. The exterior building materials and colors shall be similar to the principal building and shall be commonly associated with residential construction.
9. All garages and carports shall be provided and accessed by a driveway of an approved surface and design. Residential driveways accessing a detached garage or carport from a paved roadway shall be paved, as provided for in these regulations, from the roadway to the rear of the principal structure. From the rear line of the principal structure to the detached garage or detached carport, crushed rock or gravel may be used.
10. Storage sheds with access doors 8 feet wide or wider shall be considered detached garages for the purpose of these regulations.
11. All residential accessory structures shall be setback a minimum of 5 feet from the rear and side property lines, as measured from the eave of the accessory structure.

12. Accessory structures on permanent foundations that do not meet the setback or scale requirements of these regulations may be reconstructed in the same location and at the same size without having to obtain a variance from these regulations.

**Sec. 27-408 R-1 Single Household Suburban Residential District.**

**I. Height and Lot Requirements.**

The height and lot requirements shall be as follows:

Uses/Structures	Min. Lot Area (Sq. Ft)	Minimum Frontage (feet)	Minimum Lot Depth (feet)	Minimum Setbacks			Max. Height (feet)	Max. Lot Coverage (%)
				Front Yard (feet)	Rear Yard (feet)	Side Yard (feet)		
Principal uses w/o public wastewater collection	3 acres	100	100	(1)	25	10	35	15
Principal uses with public wastewater collection	1 acre	60	100	(1)	25	10	35	25
Accessory uses	-	-	-	(2)	5	<del>10</del> 5	35	<del>10</del> -

- (1) Refer to the Front Yard Setback Table below. Front yard setbacks are based upon the zoning of the lot and the classification of the street or road adjacent to the lot.
- (2) Accessory uses are not permitted in the front yard ~~setback~~.

Front Yard Setback Table						
Rural Road (feet)	City Expressway (feet)	City Arterial (feet)	City Collector		City Street (feet)	30 <sup>th</sup> Avenue Corridor (feet)
			Non-Residential (feet)	Residential (feet)		
40 <sup>1</sup>	30	30	30	30	30	25

<sup>1</sup> The minimum setback shall be the greater of 40 feet from the property line or 73 feet from the centerline of a county road

**Sec. 27-409 R-2 Single Household Residential District.**

**I. Height and Lot Requirements.**

The height and lot requirements shall be as follows:

Uses/Structures	Min. Lot Area (Acres)	Minimum Frontage (feet)	Minimum Lot Depth (feet)	Minimum Setbacks			Max. Height (feet)	Max. Lot Coverage (%)
				Front Yard (feet)	Rear Yard (feet)	Side Yard (feet)		
Principal uses	1	100	150	(1)	25	10	35	15
Accessory uses	-	-	-	(2)	5	<del>10</del> 5	35	<del>10</del> -

- (1) Refer to the Front Yard Setback Table below. Front yard setbacks are based upon the zoning of the lot and the classification of the street or road adjacent to the lot.
- (2) Accessory uses are not permitted in the front yard ~~setback~~.

Front Yard Setback Table						
Rural Road (feet)	City Expressway (feet)	City Arterial (feet)	City Collector		City Street (feet)	30 <sup>th</sup> Avenue Corridor (feet)
			Non-Residential (feet)	Residential (feet)		
30 <sup>1</sup>	30	30	30	30	30	25

<sup>1</sup> The minimum setback shall be 30 feet from the property line.

## Sec. 27-410 R-3 Moderate Density Residential District.

### I. Height and Lot Requirements.

The height and lot requirements shall be as follows:

Use/Structures	Min. Lot Area (Sq. Ft)	Minimum Frontage (feet)	Minimum Lot Depth (feet)	Minimum Setbacks			Max. Height (feet)	Max. Lot Coverage (%)
				Front Yard (feet)	Rear Yard (feet)	Side Yard (feet)		
Single family detached dwelling	9,000	60	100	(1)	15	5	35	45
Single family attached dwelling, per DU	5,000	30	100	(1)	15	5(3)	35	45
Two family dwelling/duplex	10,000	80	100	(1)	15	5(3)	35	45
Other principal uses	10,000	100	100	(1)	15	10(3)	35	40
Accessory uses	-	-	-	(2)	5	5	35	<del>15</del>

- (1) Refer to the Front Yard Setback Table below. Front yard setbacks are based upon the zoning of the lot and the classification of the street or road adjacent to the lot.
- (2) Accessory uses are not permitted in the front yard ~~setback~~.
- (3) No side yard setback shall be required along the common party wall.

Front Yard Setback Table						
Rural Road (feet)	City Expressway (feet)	City Arterial (feet)	City Collector		City Street (feet)	30 <sup>th</sup> Avenue Corridor (feet)
			Non-Residential (feet)	Residential (feet)		
30 <sup>1</sup>	30	25	25	25	25	25

<sup>1</sup> The minimum setback shall be 25 feet from the property line.

## Sec. 27-411 R-4 Residential Neighborhood Conservation District.

### I. Height and Lot Requirements.

The height and lot requirements shall be as follows:

Use/Structures	Min. Lot Area (Sq. Ft)	Minimum Frontage (feet)	Minimum Lot Depth (feet)	Minimum Setbacks			Max. Height (feet)	Max. Lot Coverage (%)
				Front Yard (feet)	Rear Yard (feet)	Side Yard (feet)		
Single family detached dwelling	9,000	60	100	(1)	15	5	35	45
Single family attached dwelling, per DU	5,000	30	100	(1)	15	5(3)	35	45
Two family dwelling/duplex	10,000	80	100	(1)	15	5(3)	35	45
Multiple family dwellings	10,000	100	100	(1)	15	10	35	50
Other principal uses	10,000	100	100	(1)	15	10	35	40
Accessory uses	-	-	-	(2)	5	5	35	<del>15</del>

- (1) Refer to the Front Yard Setback Table below. Front yard setbacks are based upon the zoning of the lot and the classification of the street or road adjacent to the lot.
- (2) Accessory uses are not permitted in the front yard ~~setback~~.
- (3) No side yard setback shall be required along the common party wall.

Front Yard Setback Table						
Rural Road (feet)	City Expressway (feet)	City Arterial (feet)	City Collector		City Street (feet)	30 <sup>th</sup> Avenue Corridor (feet)
			Non-Residential (feet)	Residential (feet)		
30 <sup>1</sup>	30	25	25	25	25	25

<sup>1</sup> The minimum setback shall be 25 feet from the property line.

**Sec. 27-412 R-5 High Density Residential District.**

**I. Height and Lot Requirements.**

The height and lot requirements shall be as follows:

Use/Structures	Min. Lot Area (Sq. Ft)	Minimum Frontage (feet)	Minimum Lot Depth (feet)	Minimum Setbacks			Max. Height (feet)	Max. Lot Coverage (%)
				Front Yard (feet)	Rear Yard (feet)	Side Yard (feet)		
Single family detached dwelling	5,000	30	100	(1)	15	5	35	45
Single family attached dwelling, per DU	2,500	25	100	(1)	15	5(3)	35	60
Two family dwelling/duplex	8,000	60	100	(1)	15	5(3)	35	50
Multiple family dwellings	10,000	100	100	(1)	15	10	45	50
Other principal uses	10,000	100	100	(1)	15	10	35	40
Accessory uses	-	-	-	(2)	5	5	35	<del>15</del>

- (1) Refer to the Front Yard Setback Table below. Front yard setbacks are based upon the zoning of the lot and the classification of the street or road adjacent to the lot.
- (2) Accessory uses are not permitted in the front yard ~~setback~~.
- (3) No side yard setback shall be required along the common party wall.

Front Yard Setback Table						
Rural Road (feet)	City Expressway (feet)	City Arterial (feet)	City Collector		City Street (feet)	30 <sup>th</sup> Avenue Corridor (feet)
			Non-Residential (feet)	Residential (feet)		
30 <sup>1</sup>	30	25	25	25	25	25

<sup>1</sup> The minimum setback shall be 25 feet from the property line.

**Sec. 27-415 EN Established Neighborhood District.**

**I. Height and Lot Requirements.**

The height and lot requirements shall be as follows:

Uses/Structures	Min. Lot Area (Sq. Ft)	Minimum Frontage (feet)	Minimum Lot Depth (feet)	Minimum Setbacks			Max. Height (feet)	Max. Lot Coverage (%)
				Front Yard (feet)	Rear Yard (feet)	Side Yard (feet)		
Principal uses	5,000	35	100	(1)	15	5 (3)	35	50
Accessory uses	-	-	-	(2)	5	5	35	<del>10</del>

- (1) Refer to the Front Yard Setback Table below. Front yard setbacks are based upon the zoning of the lot and the classification of the street or road adjacent to the lot.
- (2) Accessory uses are not permitted in the front yard ~~setback~~.
- (3) No side yard setback shall be required along the common party wall of a two family dwelling or a single family attached dwelling.

Front Yard Setback Table						
Rural Road (feet)	City Expressway (feet)	City Arterial (feet)	City Collector		City Street (feet)	30 <sup>th</sup> Avenue Corridor (feet)
			Non-Residential (feet)	Residential (feet)		
30 <sup>1</sup>	30	25	25	25	25	25

<sup>1</sup> The minimum setback shall be 25 feet from the property line.

**Sec. 27-901 Home Occupations.**

C. Site-Related Standards.

1. Signs:

One non-animated, non-illuminated, accessory identification sign of no more than five square feet in area shall be permitted. The allowed sign shall be placed flat against a wall or door, or displayed in a window.

2. Alterations:

The home occupation shall be limited to ~~one structure~~ the principal structure on the premises and shall not occupy more than 50 percent of the gross floor area of such structure.