



**AGENDA  
PLANNING COMMISSION**

Tuesday June 23, 2020 – 5:30 PM

**Via Zoom:** <https://us02web.zoom.us/j/84405190212>

**or via Phone: 312-626-6799, Meeting ID: 844-0519-0212**

**1. ROLL CALL**

- |   |                                   |   |
|---|-----------------------------------|---|
| <input type="checkbox"/> Richardson (Chair) | <input type="checkbox"/> Gamber   | <input type="checkbox"/> Bisbee               |
| <input type="checkbox"/> Leuenberger        | <input type="checkbox"/> Vacant   | <input type="checkbox"/> Roberts-Ropp         |
| <input type="checkbox"/> Vacant             | <input type="checkbox"/> Peterson | <input type="checkbox"/> Swearer (Vice Chair) |

**2. APPROVAL OF MINUTES** – Meeting of June 9, 2020

**3. CORRESPONDENCE & STAFF REPORTS** – Motion to accept correspondence and staff reports into the official record.

**4. PUBLIC HEARINGS** - None

**5. NEW BUSINESS**

**a. STUDY SESSION: ZA20-000002 – Text Amendment: ADUs in the R-5 District**

Request to amend Section 27-406.A. (Use Table – Residential) and 27-406.A.1. (Accessory Dwelling Unit (ADU) Design Standards & Use Restrictions) of the *Hutchinson Zoning Regulations*, concerning regulations related to Accessory Dwelling Units.

*(Staff Representative: Amy Allison, Senior Planner)*

**6. UPCOMING CASES** - None

**7. ADMINISTRATIVE CASES**

- a. **SIT20-000003** – 3,000 SF Office Building (On Hold)
- b. **SIT20-000004** – 2,400 SF Industrial Building (Approved)

**8. COUNCIL ACTION ON CASES** – None

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

**10. ANNOUNCEMENTS**

**11. ADJOURNMENT**

Staff Contacts:	Ryan Hvitløk	620-694-2681	Vacant	620-259-4198
	Amy Allison	620-694-2638	Vacant	620-259-4134
	Charlene Mosier	620-259-4133	Jim Seitnater	620-694-2667



**1. ROLL CALL**

The Planning Commission meeting was called to order at 5:30 pm with the following members present: Logan Leuenberger (5/5), Terry Bisbee (5/5), Jane Gamber (4/5), Valerie Roberts-Ropp (4/5), Darryl Peterson (4/5), Jackson Swearer (4/5), and Jon Richardson (5/5) (Chair).

Planning Staff present were Ryan Hvitløk, Director of Planning & Development; and Charlene Mosier, Planning Technician.

**2. APPROVAL OF MINUTES**

The minutes of the March 10, 2020 meeting were approved on a motion by Bisbee, seconded by Leuenberger, passed unanimously.

**3. CORRESPONDENCE & STAFF REPORTS**

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

**4. PUBLIC HEARING**

a. ZA20-000001 – Text Amendment: Research and Development Uses

Request to amend Section 27-406.C. (Use Table – Industrial & Other) and 27-406.C.6. (Research and Development Design Standards & Use Restrictions) of the Hutchinson Zoning Regulations, concerning regulations related to Research & Development Uses.

Richardson opened the public hearing. Hvitløk presented an overview of the proposed text amendment

Currently the Zoning Ordinance does not allow for research and development uses outside of industrial districts. Businesses such as Genzada Pharmaceuticals in the former Dillons building at Plum and 30<sup>th</sup> Ave and Sensor Dynamix, located in the former Fire Station on East Avenue B are examples. In 2017 less than 3 percent of jobs in Hutchinson were in the information field. Attracting this type of technical and professional business is a goal of the Comprehensive Plan. The proposed ordinance amendment would allow these lighter uses in the C-4 Special Commercial District and C-5 Downtown District with design requirements. Design standards mimic standards for R & D in the I-1 and I-2 districts. Outdoor storage of materials and goods would be limited and hazardous materials would be prohibited.

This amendment would make development more friendly and mitigate concerns of neighboring properties.

There were no public comments. Richardson closed the public hearing and asked for a motion.

A motion was made by Gamber, seconded by Swearer to recommend approval to the City Council of Zoning Amendment request number ZA20-000001 for amendments to Section 27-406.C. and Section

**PLANNING COMMISSION MINUTES**

MEETING OF: TUESDAY, JUNE 9, 2020

27-406.C.6. of the Hutchinson Zoning Regulations amending the industrial use table and the Research and Development Design Standards and Use Restrictions. The motion passed with the following vote: Yes – Bisbee, Gamber, Leuenberger, Peterson, Roberts-Ropp, Swearer, Richardson.

The City Council will consider this case on July 7, 2020.

**5. NEW BUSINESS**

- a. None

**6. UPCOMING CASES**

- a. None.

**7. ADMINISTRATIVE CASES**

- a. SIT20-000001 - Commerce Gardens Phase II (Approved)
- b. SIT20-000002 – 36,000 SF Industrial Building J & J Drainage (Approved)
- c. SIT20-000003 – 3,000 SF Office Building (On Hold)
- d. SIT20-00004 – 2,400 SF Industrial Building (Under Review)

Hvitløk said there is a potential study session on June 23 for a text amendment for ADU's in the R-5 High Density Residential District.

**8. COUNCIL ACTION ON CASES**

- a. None.

**9. OPEN COMMENTS FROM THE AUDIENCE**

- a. None.

**10. ANNOUNCEMENTS**

- a. Hvitløk said a \$132,000 CDBG-CV grant has been awarded to Hutchinson and another \$132,000 to Reno County for small business emergency relief due to the pandemic. The deadline to apply is June 16, 2020.

**11. ADJOURNMENT** - The meeting adjourned at 5:47 p.m.

Respectfully Submitted

Charlene Mosier, Planning Technician  
Approved this        day of        2020

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

**Sec. 27-406 Table of Land Use Categories.**

**A. Use Table - Residential**

USE CATEGORY Specific Use	RESIDENTIAL							COMMERCIAL			INDUSTRIAL / OTHER				Design Standards and Use Restrictions*
	TA R-1 R-2	R-3	R-4	R-5	R-6	MH	MP	C-1 C-2	C-3 C-4	C-5	I-1 I-2	I-3 A-1	C-R E-N	P/I	
<b>RESIDENTIAL</b>															
<b>HOUSEHOLD LIVING, AS LISTED BELOW:</b>															
Accessory dwelling unit	N	D	D	DN	D	N	N	N	N	N	N	N	D	N	See 27-406.A.1.
Compact development / economy home	N	N	N	N	D	D	D	N	N	N	N	N	N	N	See 27-406.A.2. & 27-406.A.3.
Cottage court	N	N	D	D	D	D	N	N	N	N	N	N	N	N	See 27-406.A.4.
Live/work unit	N	N	N	N	N	N	N	N	S	D	N	N	S	N	See 27-406.A.5.
Manufactured home (residential design)	D	D	D	D	D	D	N	D	S	N	N	N	S	N	See 27-406.A.6.
Manufactured home (certified)	N	N	N	N	N	N	D	N	N	N	N	N	N	N	See 27-406.A.7.
Multi-unit living	N	N	D	D	D	N	N	D	D	D	N	N	D	D	See 27-406.A.8.
Non-ground floor dwelling (loft)	N	N	N	N	N	N	N	N	S	D	N	N	N	N	See 27-406.A.9.
Single-unit living	D	D	D	D	D	D	N	D	S	D	N	N	S	D	See 27-406.A.10.
Two-unit living	S	S	D	D	D	D	N	D	S	D	N	N	S	N	See 27-406.A.11.
<b>CONGREGATE LIVING, EXCEPT AS LISTED BELOW OR AS PROTECTED BY FEDERAL LAW:</b>	S	S	S	D	D	S	N	D	D	S	N	N	S	N	See 27-406.A.12.
Assisted living	S	S	S	D	D	S	N	S	S	D	N	N	S	S	See 27-406.A.12.
Dormitory, fraternity, sorority	S	S	S	D	S	S	N	N	N	D	N	N	S	N	See 27-406.A.13.
Emergency Shelters	D	D	D	D	D	N	N	P	P	P	N	N	P	D C	See 27-406.A.14

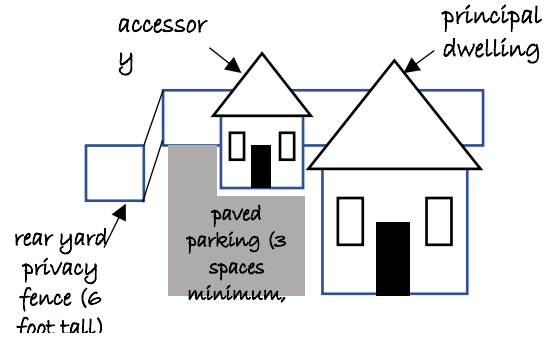
Key: P= Permitted Use S = Special Use C = Conditional Use N = Not Permitted D=Permitted with Design Requirements

\*Where parking, screening and other standards that are established elsewhere in this Article conflict with the standards established in Sec. 27-406.A.1. through Sec. 27-406.A.13, the provisions of this Section shall prevail.

## 1. Accessory Dwelling Unit (ADU) Design Standards & Use Restrictions

One accessory dwelling unit per residential zoning lot is permitted where the following design standards and use restrictions are met. Accessory dwelling units shall:

- a. ADUs shall be a minimum of 400 square feet and a maximum of 960 square feet and shall not exceed 50% of the size of the principal structure. In the R-3 District, the maximum size may be increased to 1200 square feet, but not more than 50% of the size of the principal structure.
- b. be permitted only in the side or rear yards. An ADU shall not project into the front yard or into the required side street front yard.
- c. be separated from adjacent residential properties by a minimum 6-foot privacy fence that meets the requirements of this Article.
- d. have a minimum of one, paved off-street parking space dedicated for the use of residents of the ADU. This parking space shall be in addition to required parking for the principal dwelling. Those parking spaces with access only from an unpaved alley shall be allowed to be gravel, in accordance with the provisions of Sec. 27-701.C. In the R-6 Zoning District, the parking requirement may be reduced to one per dwelling unit.
- e. be permitted only on zoning lots where the property owner resides in either the principal dwelling or ADU.
- f. be constructed of materials typically found in residential construction and compatible with the principal structure.
- g. have separate kitchen, sleeping, restroom and bathing facilities located within the ADU and not shared with the primary dwelling.
- h. meet all other setback and coverage requirements of the zoning district.
- i. meet the requirements of the adopted Hutchinson Residential Building Code.



*Accessory Dwelling Unit. Diagram is for illustrative purposes only.*

## 2. Compact Development Design Standards & Use Restrictions

Compact development is permitted on residential zoning lots where the following design standards and use restrictions are met. Compact development shall:

- a. provide a minimum of 1 paved off-street parking space per dwelling unit.
- b. be permitted to have access from a private street, as long as adequate provisions are made for maintenance and access.
- c. be required to have a minimum of 3 dwelling units per lot.
- d. provide separate connections to City utilities from each house. Composting toilets are not permitted.