

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

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 15th day of March, 2016.

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