



1. ROLL CALL

The Planning Commission meeting was called to order at 5:30 p.m. with the following members present: Jon Richardson (2/2), Janet Hamilton (2/2), Todd Carr (2/2), Mark Woleslagel (2/2), Brock Wells (2/2), Tom Hornbeck (2/2), Valery Roberts-Ropp (1/2) and Darryl Peterson (2/2). Member Terry Bisbee (1/2) was absent.

Planning Staff present were: Jana McCarron, Director of Planning & Development; Aaron Barlow, Associate Planner; Amy Allison, Housing Program Coordinator; and Jade D. Shain, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the January 2, 2018 meeting were approved on a motion by Peterson, seconded by Carr, passed unanimously.

3. CORRESPONDENCE & STAFF REPORTS

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

4. PUBLIC HEARINGS

a. There was no public hearing.

5. OLD BUSINESS

a. There was no old business. Chairman Hornbeck requested the agenda order to be changed to do the Commissioner training last.

6. UPCOMING CASES

a. ZA18-000002/CPA18-000001 – 3005 and 3011 N. Halstead, Rezone from R-4 to CR – February 20, 2018.

7. ADMINISTRATIVE CASES

- a. Spring Clean Laundry SIT17-000012 (Lot 1, Block A, Josie Addition) – Site Plan under review
- b. Hobart Detter Lock Room Replacement SIT17-000017 (0 Emerson Loop) – Waiting for revised site plan to be submitted.

8. CITY COUNCIL ACTION ON CASES

- a. Sign Code – ZA17-000004
McCarron said that the sign code was approved by City Council 4-0. She thanked the Commissioners for their hard work and participation throughout the sign code amendment process.

9. NEW BUSINESS

- a. 2018 Planning Commissioner Training – Modules 1 and 2

McCarron provided the 2018 Planning Commissioner Training. Module 1 was a brief introduction to zoning, its history, purpose, and intent. Module 2 covered Kansas Statutes pertinent to zoning regulations and Planning Commission requirements.

10. OPEN COMMENTS FROM THE AUDIENCE

- a. There were no comments from the audience.

11. ANNOUNCEMENTS

- a. New Planning Commission and Board of Zoning Appeals Roster

A new Planning Commission and Board of Zoning Appeals Roster was distributed.

12. **ADJOURNMENT** - The meeting adjourned at 6:10 PM.

Respectfully Submitted,
Jade Shain, Planning Technician

Approved this 6th day of February, 2018

Attest: _____
