



1. ROLL CALL

The Planning Commission meeting was called to order at 6:10 PM with the following members present: Jon Richardson [06/06] (Vice Chair), Terry Bisbee [06/06], Janet Hamilton [06/06], Brock Wells [05/06], Valerie Roberts-Ropp [05/06], Jackson Swearer [06/06], Todd Carr [06/06] (Chair). Darryl Peterson was absent [03/06].

Planning Staff present were: Ryan Hvitlæk, Director of Planning & Development; Amy Allison, Senior Planner; and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the April 9, 2019 meeting were approved on a motion by Swearer, seconded by Bisbee, passed unanimously.

3. CORRESPONDENCE & STAFF REPORTS

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

4. PUBLIC HEARINGS

a. None.

5. NEW BUSINESS

a. Study Session: 2019 Amendments

Proposed Amendments to Article V of the Subdivision Regulations (Minor Plats, Lot Splits and Lot Line Adjustments), Sec. 27-325 Public Hearings and Notice, Sec. 27-501 Conditional Use Permits, Sec 27-502 Special Use Permits, Sec. 27-1106 Public Hearing and Notice, Sec. 27-1202 Zoning District Amendments.

Hvitlæk presented a powerpoint on proposed amendments to Article V of the Subdivision Regulations including minor plats, lot splits, and lot line adjustments. This would include the removal of platted setbacks. He explained options to amend our current regulations and reviewed what other cities in Kansas are doing.

Minor plats would be limited to a small number of lots to be platted with no new public infrastructure or easements and they must comply with lot size standards of the zoning district.

The proposed changes would add regulations for lot line adjustments that would include lot lines moved or adjusted with no new lots created and the removal of platted setbacks that are an issue with older subdivisions. This could be a remedy from re-platting and would qualify as a minor plat with the proposed changes.

The city attorney has reviewed the proposed amendments and has some concerns ensuring the process lines up with State law and the Reno County Register of Deeds.

Staff recommends delaying the public hearing on this item until the August 13 Planning Commission meeting.

Hvitløk presented an overview of proposed changes to amend public hearing notices (ZA19-000003). Public notice requirements are currently located in numerous places throughout the ordinance, the proposed changes would locate the requirements in one location to avoid confusion. Currently the regulations require public notices to be mailed to surrounding property owners and a notice to be placed in the newspaper. Kanas State law allows for additional public notice procedures such as posting a sign on the property being considered for rezoning. There is an option for administrative adjustments if all requirements are met. Hvitløk showed an example of a sign that could be placed on a property to be rezoned. The City Attorney is reviewing these proposed amendments and a public hearing is scheduled for July 23.

6. OLD BUSINESS

- a. None.

7. UPCOMING CASES

- a. CUP19-000001 – Hazardous Materials Manufacture and Storage Facility at 1600 N Halstead St.

8. ADMINISTRATIVE CASES

- a. SIT19-000005 – Elliott Mortuary Office and Storage Building, 000000 E 13th Ave (Pending).
- b. SIT19-000006 – Outdoor Activity Area for Eastwood Church, 000000 N Plum St (Approved).
- c. PL19-000004 – Parking Lot, 1701 E 23rd Ave (Pending)
- d. PR19-000002 & ADJ19-000002 – Faris Elementary Expansion, 300 E 9th Ave (Approved).

9. COUNCIL ACTION ON CASES

- a. None

10. OPEN COMMENTS FROM AUDIENCE

- a. None.

11. ANOUNCEMENTS

- a. None.

12. ADJOURNMENT - The meeting adjourned at 6:35 p.m.

Respectfully Submitted

Charlene Mosier, Planning Technician
Approved this 23rd day of July 2019

Attest:  _____