

KECHI PLANNING COMMISSION & BOARD OF ZONING APPEALS

Minutes January 15, 2020

1. Call to Order

Chairman Clark called the regular meeting of the Kechi Planning Commission to order at 7:01pm in Council Chambers of Kechi City Hall.

2. Roll Call

Members in attendance were Larry Burk, Richard Wolf, Virginia Riemann, Dan Clark, Buddy Pressnell, and Oscar Thomison entered at 7:03pm. Staff in attendance were Zoning Administrator Chris Morlan, City Administrator Robert Conger, and Planning Commission Secretary Theresa Morlan. Guest in attendance was Mitch Kaufman, PEC.

3. Approval of Agenda

Virginia Riemann moved to approve the Agenda. Buddy Pressnell seconded it. Motion passed 4-0.

4. Approval of Minutes

Virginia Riemann moved to accept the minutes from the December 10, 2019. Motion was seconded by Buddy Pressnell and carried 4-0.

5. Public Forum/ Communications

None

6. Public Hearings

Update/Rewrite of Kechi Subdivision Regulations

Chairman Clark called the agenda item. Rules of Conduct were accepted as written, as there was no one from the public in attendance. There were no abstentions, and a quorum of 5 was established, when Mr. Thomison arrived the quorum was noted to be 6. There were no ex parte communications, and the notice of the public hearing was published in the Ark Valley News on December 26, which meets the required number of days for advance notice.

ZA Morlan briefly highlighted the changes to the new regulations, summarizing the Power Point presentation he had made at the December meeting and will present to Kechi City Council on January 23, 2020.

Mr. Wolf asked if there would be an exemption for drainage and utility plans bases on lot size, which ZA Morlan said there would not and that the site plan submitted with the building permit would have to meet the drainage plan approved with the plat. Mr. Burk asked if replacing a structure on a lot, would the drainage be based on what is currently in place or what would be required base on approved street improvements. ZA Morlan stated that if it were a principle structure the lot would have to be platted and drainage would have to be approved by City Engineer and Director of Public Works, but if it was an accessory structure, no plat would be required.

There were no public comments nor any written comments. Public hearing was closed at 7:10pm. There were no deliberations.

Motion: Having prepared recommendations for regulating the subdivision of land, I, Virginia Riemann, move that the Planning Commission, in accordance with K.S.A. 12-74-9, shall adopt said recommendations in the form of the proposed subdivision regulations considered today, and submit them to the Governing Body to be considered for adoption by ordinance. The motion was seconded by Buddy Pressnell. The motion carried 6-0.

Chairman Clark stated that the recommendation will be forwarded to the Governing Body with a written summary of the public hearing to be considered on January 23, 2020. The meeting will be held in Council Chambers at 7:00pm.

7. Preliminary Plat

None

8. Final Plat

None

9. Unfinished Business

Comprehensive Plan and Strategic Plan 2020

In updating the Comprehensive and Strategic Plans for 2020-2025, there is expected to be workshops with the new council, and an annual review of the Comprehensive Plan is required by the Planning Commission. ZA Morlan doesn't expect a verbiage update to the Comprehensive Plan, but we could be looking at increasing the Urban Area of Influence based on a request from the city. MAPC staff has met with an advanced committee to prepare a new map based on the changes requested by Kechi Planning Commission as well as other cities. There is no date set on that meeting, but we will need to update maps within the Comprehensive Plan if the request is approved. There was a question regarding the difference between the Comprehensive Plan and Capital Improvement Plan (CIP). ZA Morlan stated that the CIP is part of the budget process, and PC reviews it annually to make sure that it is in compliance of the Comprehensive Plan, which is the City's long range plan. The Strategic Plan identifies the priorities for the City to focus on in the next 5 years in accordance of the Comprehensive Plan. He further stated that the City may wish to initiate rezoning on properties within the Arts & Business District to align with the plan within the next year or two.

10. New Business

None

11. Committee & Staff Reports

Z.A. Morlan stated that there has been an application for a plat that will come before PC in February. He had a very slow December with no permits for principle structures, but several fence permits. He answered questions regarding Planned Development Overlay Districts (PDO) for mixed use properties. It would be similar to a Site Plan Review, which we no longer have in the Zoning Regulations. It would be recorded and filed with the City as to where buildings, and parking would be, and it would have to be passed by the City as an ordinance. If the City wishes to have design standards for a zoning district, which could include types of facades or roofing material among other things, those design standards would need to be passed by City Council as an ordinance in reference to a zoning district or other defined area. They are meant to preserve the character of the neighborhood, with the Arts & Business District being a given example. In regards to utilities going in at Kechi Business Park, CA Conger stated that gas mains are in, Everygy, he believes are still working on getting lines in, and he wasn't sure about water at this time. When questions

about the next phase of Rock Pointe, CA Conger said the City has a letter of credit, and the petitions and developer's agreement have been sent to the City Attorney and PEC for review. ZA Morlan reiterated that the new Subdivision Regulations would require petitions be established with the final plat, thus avoiding some of the issues that have been encountered with developing phases 2 and 3 of Rock Pointe. In regards to the markings along 61st St and Kechi Rd, CA Conger stated that those were for identifying where underground utilities are located in preparations for relocating gas lines and other utilities for the planned upgrades to the intersection. The steel gas lines will be abandoned with replacement plastic gas lines running through the utility easement between Oliver and Anderson Streets.

12. Adjourn

Motion by Buddy Pressnell to adjourn at 7:38pm., second by Larry Burk. Motion passed 5-0.

Respectfully Submitted,

Dan Clark, Chairperson
Kechi Planning Commission

DRAFT