

City of Spring Hill, Kansas
Minutes of Planning Commission Special Session
January 6, 2020

A Special Session of the Planning Commission was held at the Civic Center, 401 N. Madison St., Spring Hill, Kansas on January 6, 2020. The meeting convened at 7:01 p.m. with Chairman Stephen Sly presiding, and Amy Long, Planning Secretary recording.

Commissioners in attendance: Stephen Sly
Cindy Squire
Mary Dobson
Josh Nowlin
Roger Welsh, II

Commissioners absent: Josh Erhart
Janell Pollom
Mike Denny
Troy Mitchell

Staff in attendance: Patrick Burton, Director of Community Development
Amy Long, Planning Secretary

Public in attendance: Doug Ubben, Jr. – Phelps Engineering
Bill Peterman
Rodolfo Arevalo

PLEDGE OF ALLEGIANCE

ROLL CALL

The Secretary called the roll of the Planning Commissioners. With a quorum present, the meeting commenced.

APPROVAL OF THE AGENDA

Motion by Mr. Welsh seconded by Mr. Nowlin to approve the agenda with corrections as noted.

Roll Call Vote: Nowlin- Aye, Welsh- Aye, Sly-Aye, Dobson-Aye, Squire- Aye

Motion carried 5-0-0

CITIZEN PARTICIPATION

Members of the public are welcome to use this time to make comments about City matters that do not appear on the agenda.

Bill Peterman inquired why RV Storage off 169 Hwy does not have doors and if any landscape would be added.

FORMAL COMMISSION ACTION

1. Approval of Minutes from the December 2, 2019 Regular Meeting

Motion by Mr. Nowlin seconded by Mr. Welsh to approve the agenda.
Roll Call Vote: Nowlin- Aye, Welsh- Aye, Sly-Aye, Dobson-Aye, Squire- Aye
Motion carried 5-0-0

2. Final Plat Application (PLAT-000008-2019)– Brookwood Farms, 5th Plat

Beginning of Staff Report

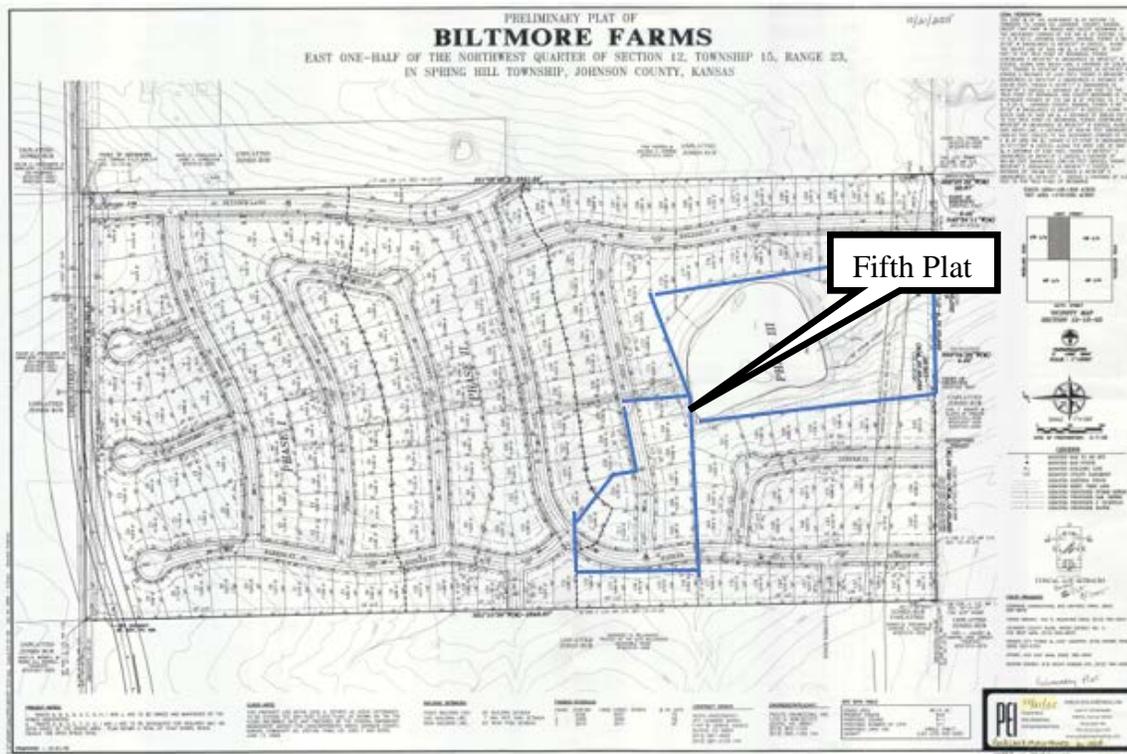
**SPRING HILL PLANNING COMMISSION
 FINAL PLAT STAFF REPORT**

Case #: PLAT-000008-2019 **Meeting Date:** January 6, 2019
Description: Brookwood Farms, Fifth Plat
Location: 201st Street and Balsam Street
Applicant: Engineering Solutions – Matt Schlicht
Owner: Catch Investments, LLC – Leonard Marks
Site Area: 11.16 acres

Minimum Lot Area:	9,000 sq. ft.	Number of Lots:	14 Residential Lots
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Current Zoning:	“R-1”	Proposed Use:	Single-Family Residential
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Related Applications: PP-04-05, FP-01-06, FP-04-07, FP-01-08, PP-14, FP-01-14, FP-01-16, FP-07-16,FP-05-18



BACKGROUND:

An application has been received for the development of the next phase of Brookwood Farms located on 199th Street, approximately one-half mile east of Woodland Road. Brookwood Farms, Fifth Plat consists of 14 residential lots and Tract H (pond) on 11.16 acres with extensions to Balsam Street and the addition of 201st St.

The preliminary plat was approved by the Planning Commission in 2007, then revised in 2014 with some changes to the open space. Staff finds that this final plat conforms to the preliminary plat. A copy of the preliminary plat is included with-in this staff report.

STAFF COMMENT:

Brookwood Farms, Fifth Plat, consists of 14 residential lots and Tract H. Staff finds the final plat to be in compliance with the previously approved preliminary plat and offers the following review of Section 17.372.D of the Spring Hill Subdivision Regulations:

1. Separate drawings of profiles and cross section of streets and public use areas have been forwarded to the City Engineer for review.
2. The Public Works Director, City Engineer, and various consultants have reviewed the plat.
3. Staff has verified the person or persons name on the plat are the owner(s) of the area subject to the final plat.
4. Staff has verified all due or unpaid taxes have been paid in full.
5. Drainage areas are subject to maintenance of adjoining homeowners or the homeowner’s association,
6. Public facilities are adequate and available to the site,
7. The proposed plat meets the City’s design standards for the proposed streets and sidewalks.
8. Fire, police, and school public services will be able to serve this subdivision adequately. The City of Spring Hill will provide sewer service, and Johnson County Water District Number One will provide water service.
9. Adequate control of storm water through appropriate BMP’s have been detailed on drawings submitted to the City Engineer for approval.
10. Construction refuse will be disposed of in an appropriate manner,

11. The required Improvement Agreement is being prepared by staff and will be forwarded to the applicant, City Engineer and City Attorney for review and approval. This Agreement will be signed by the applicant prior to consideration of the final plat by the Governing Body. All required excise tax, bonds and insurance documents will be submitted to the City prior to issuance of a Notice to Proceed from the City Engineer.
12. Staff finds the proposed final plat in substantial compliance with the preliminary plat for the subdivision approved by the Planning Commission in 2014, and with the Comprehensive Plan for the City of Spring Hill.
13. In the Tracts/Common Areas description language, must include that the areas are open to general public use. If the development does not want the general public to use the areas, then the lots are subject to a \$300.00 per lot park impact fee paid at building permit issuance

PLANNING COMMISSION REVIEW AND ACTION: Upon review of the final plat application the Planning Commission may by a majority vote of those members present:

- Recommend approval of the application to the Governing Body, or
- Recommend denial of the application to the Governing Body and notify the applicant of such action, or
- Table action on the application to a specific date and notify the applicant of such action

RECOMMENDATION:

It is the recommendation of staff, that the Planning Commission recommend approval of Final Plat PLAT-000008-2019, Brookwood Farms, Fifth Plat as presented by staff.

Suggested Motion: Move to recommend approval of PLAT-000008-2019, Final Plat, Brookwood Farms, Fifth Plat, subject to staff report.

Attachments: Final Plat
Preliminary Plat

End of Staff Report

Mr. Patrick Burton presented the staff report as outlined above.

Motion by Mr. Nowlin, seconded by Ms. Dobson to approve Final Plat Application (PLAT-000008-2019) as presented by staff.

Roll Call Vote: Nowlin- Aye, Welsh- Aye, Sly-Aye, Dobson-Aye, Squire- Aye

Motion carried 5-0-0

3. Site Plan Application (SP-000009-2019) – Cummins Property, 2nd Plat

Beginning of Staff Report

**SPRING HILL PLANNING COMMISSION
SITE PLAN STAFF REPORT**

Case #: SP-000009-2019 **Meeting Date:** January 6, 2020

Description: Site Plan- Store What? LLC

Location: 185th Terrace and Webster Street

Applicant: Store What? LLC – Bob Cummins

Owner: Store What? LLC – Bob Cummins

Engineer: Phelps Engineering, Inc. – Doug Ubben

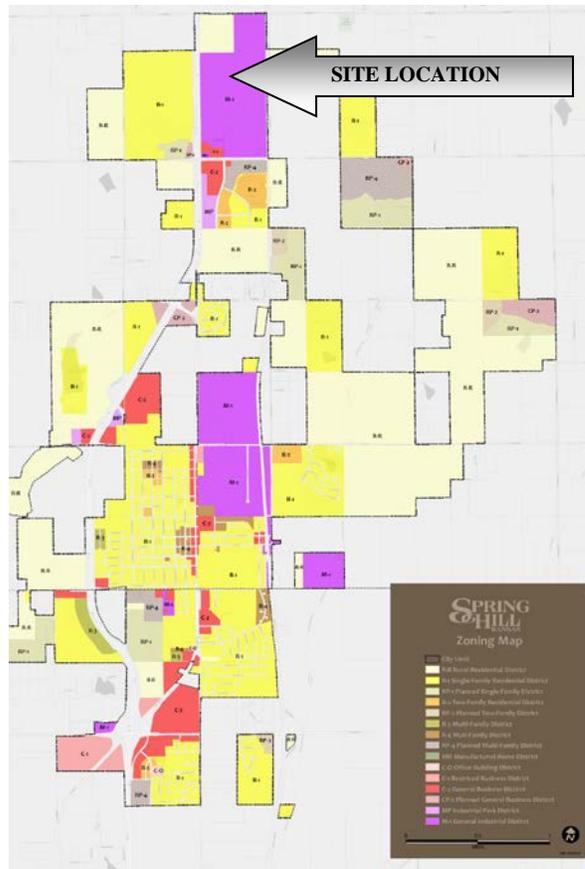
Current Zoning: M-1

Site Area: 3. Acres **Number of Lot(s):** 1

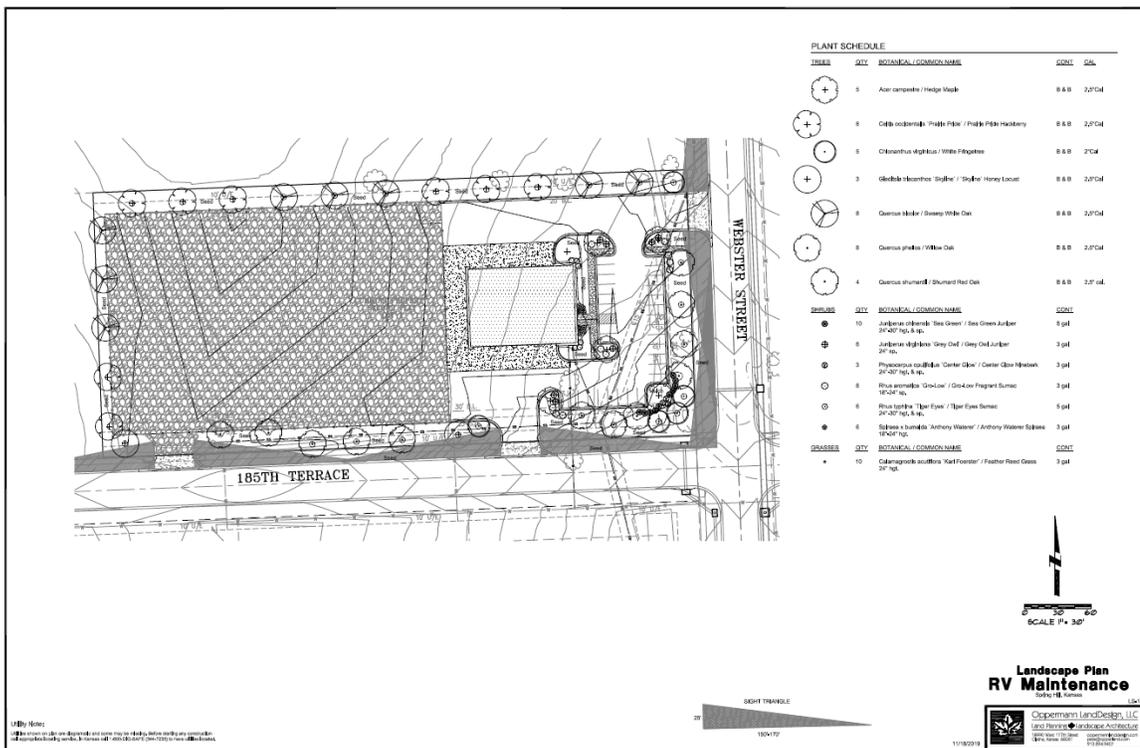
	Current Zoning	Existing Land Use	Future Land Use Map
Site:	M-1	Vacant	Industrial
North:	RUR	Res. and vacant	Commercial/Industrial
South:	M-1	Vacant	Industrial
East:	M-1	Railroad Vacant	BNSF R-O-W
West:	M-1	Vacant	Industrial

Proposed Use: Industrial – RV and automotive repair

Site Location



AREA ZONING (CITY)



BACKGROUND: An application has been received for the approval of a site development plan of a 3 acre. platted lot located at 185th Terrace and Webster Street. The project consists of a 7,500 sq. ft. building, two access points, 44,000 sq. ft.+/- of gravel outside storage area, 23,500 sq. ft. +/- of new hard surface with 30 parking stalls (2 are H/C), fencing, lighting, and landscaping. The property is currently zoned M-1 (General Industrial District) and was platted in December 2019. With the completion of the platting, the applicate is ready to develop the site.

STAFF REVIEW:

Staff has reviewed the site plan under the requirements of Section 17.340 of the Spring Hill Zoning Ordinance as follows:

- All lot lines and rights-of-way are identified
- All proposed structures with applicable data are identified until building permit stage.
- All parking and traffic areas have been identified and the type of surface and base course identified
- Utilities are available, identified, and in compliance with regulations
- Exterior lighting on the proposed structure will be reviewed with the building permit application. Manufacturer information on the fixtures will be reviewed by staff.
- Consultants, utility providers and city staff have reviewed the site plan and provide comments. These comments and recommendations have been and will be implemented into the site plan as applicable.
- Chain Link 6 feet fencing is shown around the back storage.
- Sidewalk is required along Webster Street and 185th Terrace.

STANDARDS OF REVIEW

In addition to the above noted items the site plan has been reviewed for compliance with the following standards:

1. *The extent to which the proposal conforms to the provisions of the Code*

The proposed use follows the Spring Hill Zoning Code.

2. *The extent to which the proposal conforms to the provisions of the Spring Hill Subdivision Regulations.*

The site follows the Spring Hill Subdivision Regulations. The proposed use of construction sales and service is consistent with the M-1 zoning regulations.

3. *The extent to which the development would be compatible with the surrounding area.*

The property is zoned M-1 and the proposed use is listed in the zoning district.

4. *The extent to which the proposal conforms to the recommendations of the Spring Hill Comprehensive Plan including but not limited to the Vision Plan, the Community Development Recommendations, and the Planning and Principles and Design Guidelines.*

The property use is shown industrial use on the Future Land Use Plan. The proposed site plan and use meets the M-1 requirements when staff and consultants' comments are implemented.

5. *The extent to which the proposal conforms to customary engineering standards used in the City.*

The overall project has been designed by recognized and licensed architects and engineers. Additional data and details need to be provided to the City Engineer delineating the pavement, erosion control, closure report on legal description, existing R/W's, and storm sewer plans. It is typical these types of items are completed after the sub-division or site plan is approved.

6. *The extent to which the location of streets, paths, walkways, and driveways are located to enhance safety and minimize any adverse traffic impact on the surrounding area.*

As indicated in previous comments, there will need to be a sidewalk shown on the site plan and constructed along Webster Street and 185th Terrace.

PROOF OF ADEQUATE FACILITIES:

Adequate facilities are available to the site as follows:

- Sanitary sewer main is available on site
- Water to be supplied by WaterOne.
- Entrance to property will be via Webster Street and 185th Terrace. Both streets are designed to accommodate truck traffic.
- Other utilities are available to the site with coordination with the providers

ADDITIONAL REVIEW CRITERIA:

1. Site plan indicates 30 parking stalls 2 are accessible. The code requires 15 stalls and 1 accessible.
2. Park fee in the amount of \$13,068.00 will be due at time of issuing the building permit. Ord. 2005-44
3. No building elevations are provided as of this time. All areas of the building visible from Webster Street and 185th Terrace must have, at a minimum, brick, stone or stucco wainscot a minimum of 4 feet in height the entire length of building.
4. The dumpster area needs to be identified with screening not just chain link fencing.
5. Monument sign is shown with sizes on the site plan.

Planning Commission Review and Action: Upon review of the site plan application the Planning Commission may by a majority vote of those members present:

- Recommend approval of the application to the Governing Body, or
- Recommend denial of the application to the Governing Body and notify the applicant of such action, or

- Table action on the application to a specific date and notify the applicant of such action

RECOMMENDATION:

It is the recommendation of staff that the Planning Commission recommend approval of site plan SP-000009-2019, for the Store What? LLC – Bob Cummins, RV, and automotive repair facility to the Governing Body.

Suggested Motion: Motion to recommend approval of site plan application SP-000009-2019, Store What? LLC – Bob Cummins, RV, and automotive repair facility, as presented by staff.

Attachments: Site Development Plan

End of Staff Report

Mr. Patrick Burton presented the staff report as outlined above.

Ms. Squire requested the slats be the same material as the fencing around the dumpster area.

Motion by Mr. Welsh, seconded by Mr. Nowlin to approve Site Plan Application SP-000009-2019) as presented by staff.

Roll Call Vote: Nowlin- Aye, Welsh- Aye, Sly-Aye, Dobson-Aye, Squire- Aye

Motion carried 5-0-0

DISCUSSION

4. Pawn Shop Zoning
5. Precious Metals Zoning
6. Request for Proposal – Comprehensive Plan

REPORTS

7. **The following item(s) related to Community Development were approved at the December 12, 2019 City Council meeting:**

- No Agenda Items

8. **The following item(s) related to Community Development were approved at the December 18, 2019 City Council special meeting:**

- Site Plan – Spring Hill Schools Administrative Center
- Site Plan – O’Reilly Auto Parts Store
- Rezoning – 20230 Webster St. (R-R to RP-4)
- Rezoning - 20230 Webster St. (R-R to C-2)
- Rezoning - 20230 Webster St. (R-R to MP)

9. **The following item(s) related to Community Development were approved at the December 26, 2019 City Council meeting:**

- No meeting held due to holiday

ANNOUNCEMENTS FROM PLANNING COMMISSIONERS AND STAFF

ADJOURN

Motion by Mr. Welsh, seconded by Nowlin, to adjourn.

Roll Call Vote: Nowlin- Aye, Welsh- Aye, Sly-Aye, Dobson-Aye, Squire-Aye

Motion carried 5-0-0

The meeting adjourned at 8:02 P.M.

The January 6, 2020 special meeting minutes were approved by the Planning Commission on February 6, 2020 as presented.



Amy Long
Planning Commission Secretary