

**City of Spring Hill, Kansas**  
**Minutes of Planning Commission Regular Session**  
**February 2, 2017**

A Regular Session of the Planning Commission was held in the Community Center, 613 S. Race St., Spring Hill, Kansas on February 2, 2017. The meeting convened at 7:00 p.m. with Chairman Stephen Sly presiding, and Christie Campbell, Planning Secretary recording.

Commissioners in attendance: Troy Mitchell  
Josh Nowlin  
Janell Pollom  
Stephen Sly  
Cindy Squire

Commissioners absent: Paul Ray  
Tyler Vaughan  
Vacancy  
Vacancy

Staff in attendance: Jim Hendershot, Community Development Director  
Patrick Burton, Project Coordinator, Community Development Dept.  
Christie Campbell, Planning Commission Secretary

Public in attendance: Councilman Chris Leaton

## **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. Mitchell, seconded by Mr. Nowlin, to approve the agenda as presented.

**Roll Call Vote:** Nowlin-Aye, Mitchell-Aye, Sly-Aye, Pollom-Aye, Squire-Aye

**Motion carried 5-0-0**

## **FORMAL ACTION**

### **1. Approval of Minutes from the Jan. 17, 2017 Special Meeting**

**Motion by** Mr. Mitchell, seconded by Mr. Nowlin, to approve the minutes as presented.

**Roll Call Vote:** Nowlin-Aye, Mitchell-Aye, Sly-Aye, Pollom-Aye, Squire-Aye

**Motion carried 5-0-0**

### **2. Amended Preliminary Plat for Subdivision Entrance Monument Sign – Dayton Creek**

Mr. Hendershot, Community Development Director, presented the staff report to the Planning Commission, as outlined above. He reiterated that during the final plat process the required 20' utility easement around the platted area was identified on the plat. The proposed entrance sign would be located within this easement area. However, if necessary the easement can be relocated within Tract A and not create any negative effect on adjoining residential lots. There are no utilities designed to be installed within the utility easement where the sign is proposed to be located.

Ms. Squire asked about lighting. Mr. Burton stated that the only proposed lighting at this time is located in the base of the structure, which would be a soft illumination.

Ms. Squire inquired about signage at any other entrances for the subdivision. Mr. Hendershot stated that there are no addition sign plans at this time, but the applicant would have to come back to the Planning Commission for plan approval before proceeding with any proposed plans in the future.

**Motion by** Mr. Nowlin, seconded by Ms. Squire, to approve the Dayton Creek Subdivision entrance sign as presented by Staff and detailed in the submittal drawings.

**Roll Call Vote:** Nowlin-Aye, Mitchell-Aye, Sly-Aye, Pollom-Aye, Squire-Aye

**Motion carried 5-0-0**

## DISCUSSION

### 3. Regulations and Comprehensive Plan Guidelines for Exterior Finish of Commercial Buildings

The City Council has directed staff and the Planning Commission to look at the Zoning Regulations and the Comprehensive Plan as they pertain to the exterior finish of commercial buildings for possible code amendments. Mr. Hendershot presented a PowerPoint outlining current Zoning Regulations related to commercial buildings. He also discussed regulations of surrounding communities as compared to Spring Hill's regulations.

Councilman Chris Leaton addressed the Planning Commission to discuss his opinions regarding the Comprehensive Plan and how it relates to the exterior design of commercial buildings. He referenced two recently approved commercial building projects as examples, located at 801 N. Webster St. and 20650 W. 191<sup>st</sup> St.

It was suggested that a combined meeting with the Planning Commission and City Council be scheduled in the near future.

It was also suggested that staff continue to research the zoning regulations of surrounding communities, and provide feedback as to how possible changes to the Spring Hill Zoning Regulations might benefit future development of commercial buildings with the city limits.

## REPORTS

6. Conditional Use Permit (CU-05-14) Annual Staff Review – Red Crow Brewing Company; staff reported that it is in compliance with the conditions set forth in the CUP.

## ANNOUNCEMENTS FROM PLANNING COMMISSIONERS AND STAFF

- Mr. Hendershot announced that Hometown Development, LLC is in good standing with the Kansas Secretary of State.

## ADJOURN

**Motion by** Mr. Mitchell, seconded by Ms. Squire, to adjourn.

**Roll Call Vote:** Nowlin-Aye, Mitchell-Aye, Sly-Aye, Pollom-Aye, Squire-Aye

**Motion carried 5-0-0**

The meeting adjourned at 9:20 p.m.

**The February 2, 2017 regular meeting minutes were approved by the Planning Commission on March 2, 2017, with amended note to the discussion section.**



Christie Campbell

Planning Commission Secretary