

City of Spring Hill, Kansas
Minutes of Planning Commission Special Meeting Session
August 6, 2019

A Special Meeting Session of the Planning Commission was held at the Community Center, 401 N. Madison St., Spring Hill, Kansas on August 6, 2019. The meeting convened at 7:00 p.m. with Chairman Stephen Sly presiding, and Amy Long, Planning Secretary recording.

Commissioners in attendance: Mary Dobson
Josh Erhart
Roger Welsh
Stephen Sly
Troy Mitchell
Josh Nowlin
Janell Pollom
Cindy Squire

Commissioners absent: Mike Denny

Staff in attendance: Jim Hendershot, City Administrator
Melanie Landis, Assistant City Administrator
Amy Long, Planning Commission Secretary

Public in attendance: Travis Ruf, Clayton Properties Group Inc., developer of Foxwood Ranch
Representative from Phelps Engineering for Foxwood Ranch

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

Mr. Hendershot noted a correction to the agenda that Mr. Mike Denny had not resigned his duties from Planning Commission.

Motion by Mr. Mitchell, seconded by Mr. Erhart to approve the agenda with the correction.

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

Motion carried 8-0-0

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.

FORMAL COMMISSION ACTION

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

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

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

Motion carried 8-0-0

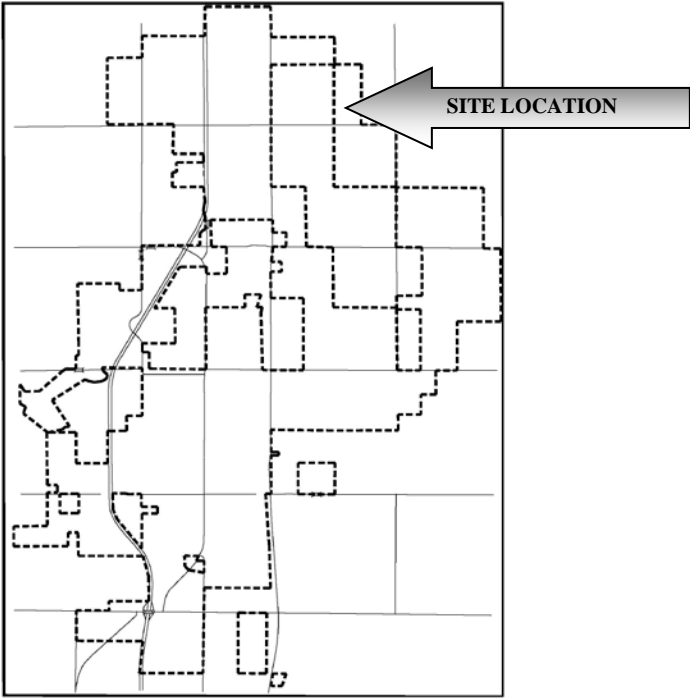
2. Site Plan Application (SP-06-19) – Foxwood Ranch – Pool & Clubhouse

Beginning of Staff Report

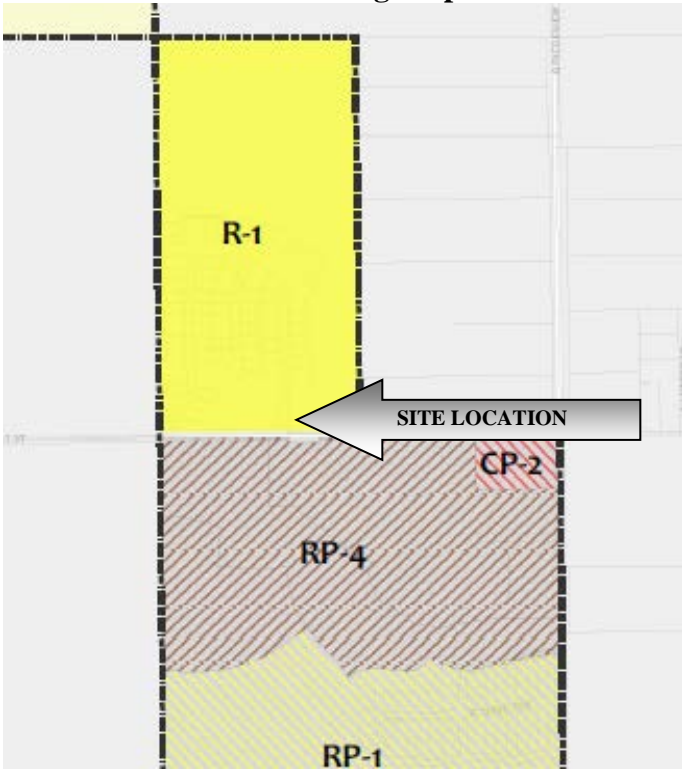
SPRING HILL PLANNING COMMISSION SITE PLAN STAFF REPORT

Case #:	SP-06-19	Meeting Date:	August 6, 2019
Description:	Foxwood Ranch Subdivision Community Pool and Clubhouse		
Location:	NW Corner of 191st St. and Mahaffie St. – Tract A, Foxwood Ranch, 1st Plat		
Applicant:	Clayton Properties Group, Inc., Lee’s Summit, MO		
Engineer/Architect:	Phelps Engineering – Olathe, KS		
Site Area:	4.63 Acres		
Minimum Lot Area:	N/A	Related Case:	Final Plat Foxwood Ranch, 1st Plat
Current Zoning:	R-1	Proposed Use:	Community pool, recreational area, parking and club house.
	Current Zoning	Existing Land Use	Future Land Use Map
Site:	R-1	Vacant	
North:	R-1	Vacant	Residential
South:	R-R	Vacant	Open Space
East:	R-1	Vacant	Residential
West:	R-1	Being Developed	Residential

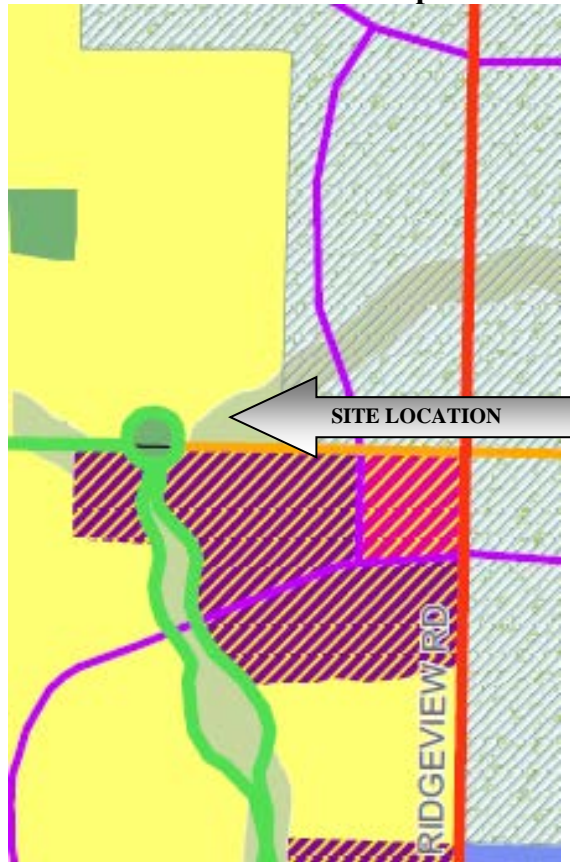
Site Location



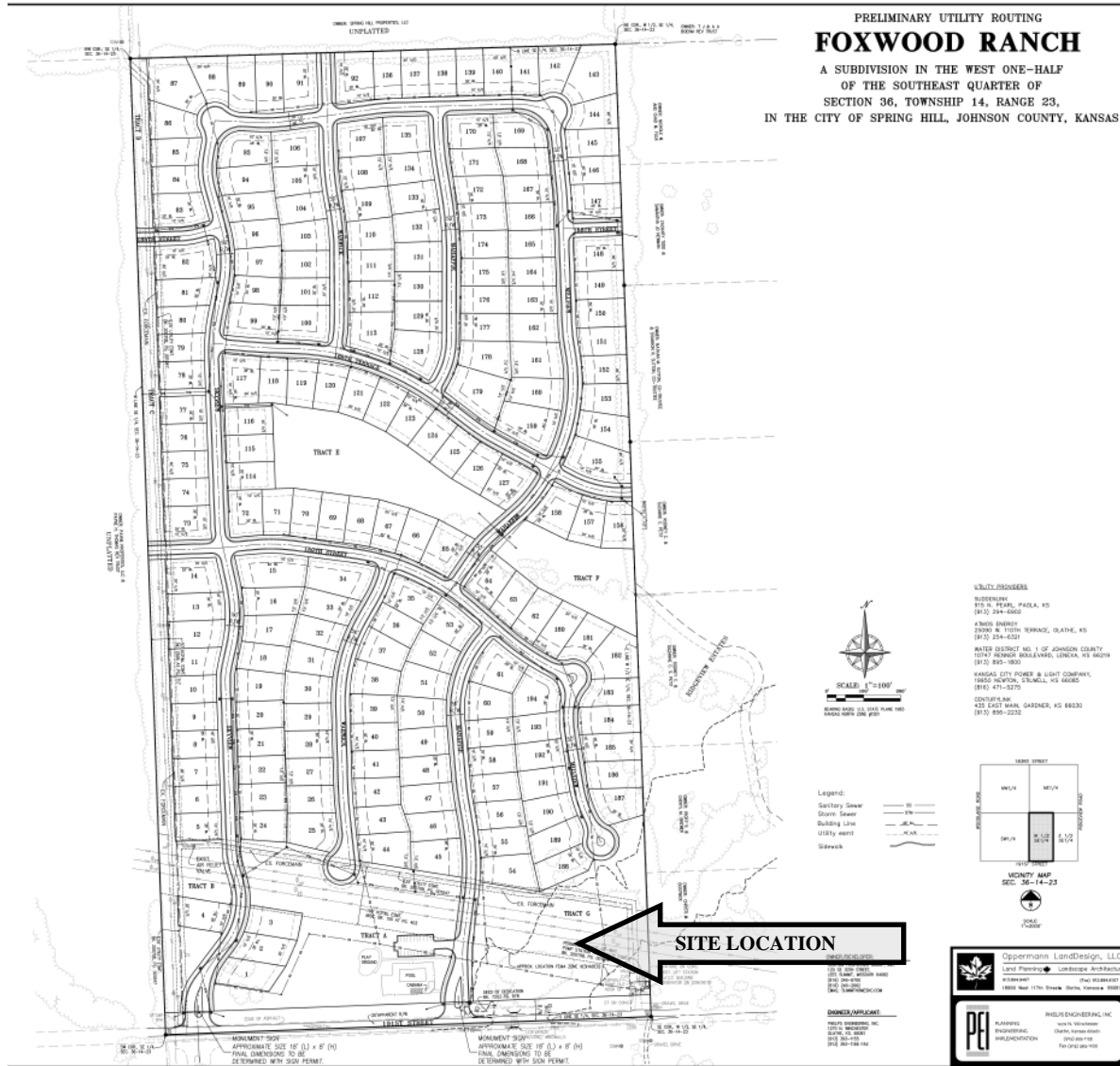
Zoning Map



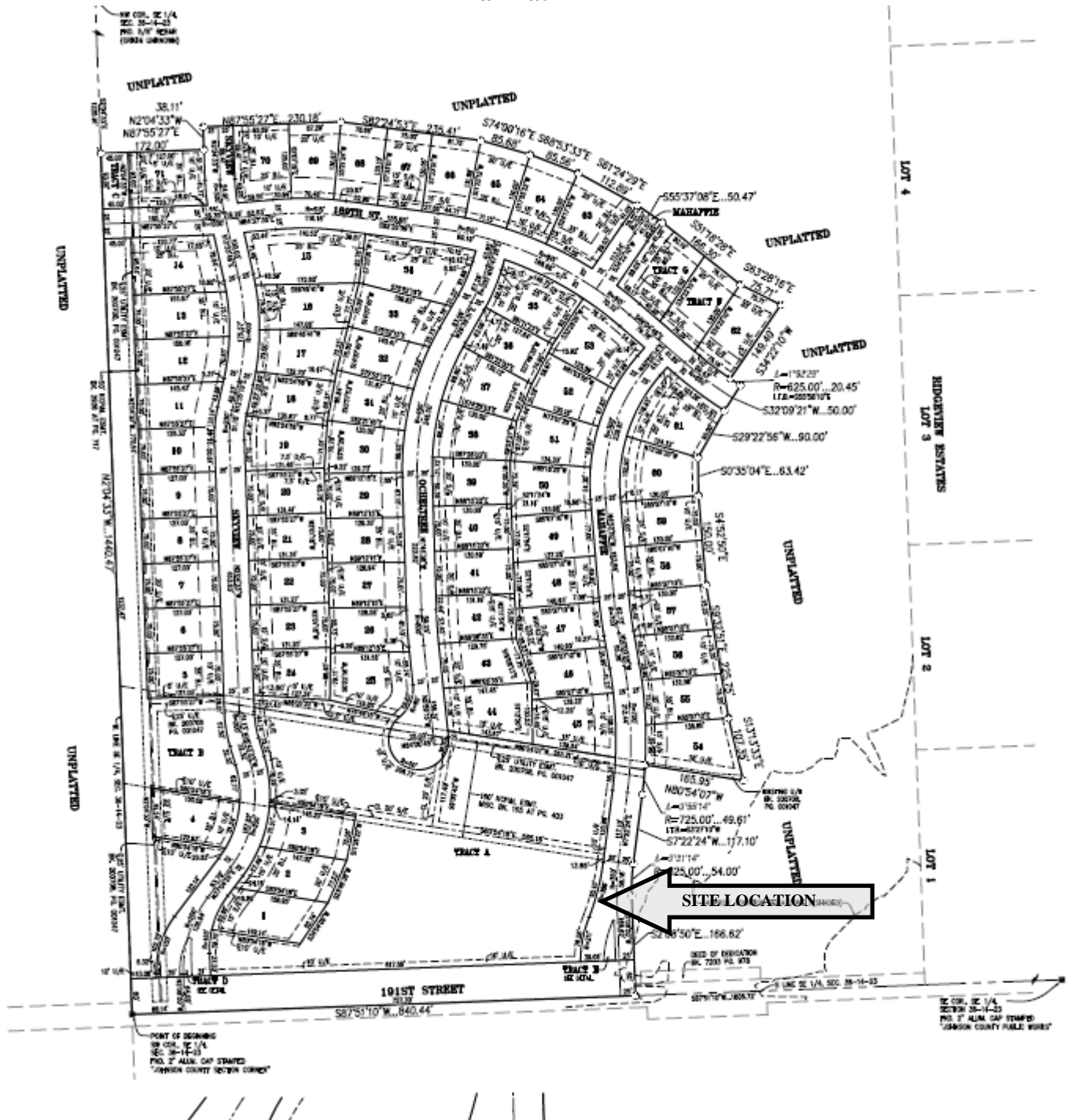
Future Land Use Map



Preliminary Plat



Final Plat



Background: The applicant, Clayton Properties, Inc., has submitted a request for approval of a site development plan for a neighborhood pool and clubhouse at the NW corner of 191st Street and Mahaffie Street, in the Foxwood Ranch Subdivision. The clubhouse, parking, recreational area, and pool are proposed

on Tract "A" of Foxwood Ranch, First Plat. The track contains 4.63 acres more or less. The clubhouse contains male and female restrooms and a unisex restroom, as well as a great room, multipurpose or flexible room, a covered patio and storage areas. The proposed facility also contains a swimming pool, parking lot and recreation areas. Proposed access to the facility is from Mahaffie Street. The project consists of constructing a 1,400 sq. ft. (approx.) clubhouse building that is shown to have stucco and stone veneer exterior finish along with composition shingle roof. The fully fenced pool area consists of the main pool, kid's pool, a shade structure, slide, concrete deck and drainage facilities. The remainder of the project shows sidewalks and a playground area. This facility will be owned and maintained by the Foxwood Ranch Homeowners Association.

STAFF REVIEW:

- 1) All lot lines, easements and R/W lines are identified.
- 2) All proposed structures and uses are identified.
- 3) The parking lot has 20 standard parking spaces and 1 ADA H/C spaces. This amount of parking is compliant with code requirements.
- 4) Type of materials to be used for the parking lot is shown and compliant with code.
- 5) The storm water discharge from this site has been reviewed by the City Engineer.
- 6) The landscape shown on the plan exceeds the required landscape per the code.
- 7) There is no exterior lighting shown for the facility.
- 8) Fencing is shown enclosing the pool area as required.

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 is in compliance with the Spring Hill Zoning Code. Neighborhood pools are allowed without a conditional use permit when approved on the preliminary plat. This location and facility were identified and approved along with the preliminary plat in 2017.
2. *The extent to which the proposal conforms to the provisions of the Spring Hill Subdivision Regulations.* The site is in compliance with the Spring Hill Subdivision Regulations. This is an existing platted lot.
3. *The extent to which the development would be compatible with the surrounding area.*
The project is designed to service the subdivision area.
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 proposal is in conformance with the recommendations of the Comprehensive Plan including the Future Land Use map that identifies this area as residential use in nature.
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. The City Engineer, staff and consultants have reviewed the site plan.

Staff AND CONSULTANTS Review COMMENTS:

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

1. Utilities are available.
2. The pool must be reviewed, inspected and approved by the JOCO Health Department.
3. Consultants, utility providers, and city staff have reviewed the site plan and provided comments. These comments and recommendations will be implemented on the site plan as applicable.

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-06-19 for the Foxwood Ranch Pool and Clubhouse Facility.

Suggested Motion: Motion to recommend approval of Site Plan application SP-06-19 for Clayton Properties, Inc. as presented by staff.

Attachments: Site Development Plans
Elevations

End of Staff Report

Mr. Jim Hendershot presented the staff report as outlined above.

Mr. Mitchell asked if there was any outside lighting. Mr. Hendershot stated there was not any shown on the site plan.

Mr. Nowlin asked if there are any specific items that should be noted that were provided by staff and consultants. Mr. Hendershot said there were no outstanding comments to be rectified. All comments were implemented on the site plan.

Motion by Mr. Welsh, seconded by Mr. Nowlin to recommend approval of Site Plan Application (SP-06-19)
Roll Call Vote: Dobson-Aye, Erhart-Aye, Welsh-Aye, Sly-Aye, Mitchell-Aye, Nowlin-Aye, Pollom-Aye, Squire-Aye
Motion carried 8-0-0

DISCUSSION

3 Capital Improvement Program (CIP) Review for 2020-2024

Jim Hendershot discussed the 2020-2024 Capital Improvement Program (CIP). The CIP serves as a guide to city projects for planning and budgeting purposes. State Statute requires the Planning Commission to review the CIP and find it to be in compliance with the Comprehensive Plan. All projects listed in the CIP relating to infrastructure, building construction or other land use issues have been reviewed by staff and are compliant with the Comprehensive Plan. As a result, staff is recommending the Planning Commission find the CIP in compliance with the Comprehensive Plan.

One of the items listed on the 2020 budget is improvements to the existing Spring Hill Aquatic Center. For example, the reconstruction of the slide on the east side. It has not been operational for 2 years. The City asked

the patrons of the pool if they would like to see something else put its place or fix the existing slide. Some of the recommendations were a splash park, lap pool area, etc. Even when the slide was operational, it was not used very much. Mr. Sly asked what happened to the slide to cause it to not be operational for 2 years. Mr. Hendershot stated that the material used as the slides surface has turned loose. The slide is out of warranty and the cost to repair it would be approximately \$75,000.

Ms. Squire stated she doesn't see a budgeted item for sidewalks and asked why it had been removed from the CIP. Melanie Landis, Assistant City Administrator said money has been allocated for a sidewalk plan in 2019 and then in a proposed plan for construction based on that study.

Mr. Nowlin stated the sidewalks needed to be added to CIP. Ms. Pollom made a statement the sidewalks used to be on CIP. Ms. Landis stated it was removed in the last couple of years due to no plan or funding for it.

Mr. Erhart would like to see sidewalk study worked in with the comprehensive plan and park study update.

Ms. Squire asked if City could reach out to K-State, University of Kansas or any other local college to have college students do a study for sidewalks.

Ms. Pollom stated that in the future maybe sidewalks become a requirement for builders in subdivisions. Ms. Pollom said sidewalks were added at and around the new school in Olathe and would like to see the City of Spring Hill require something like that in the future.

Mr. Sly made a request for Staff to research what was required by the City of Olathe to have the sidewalks installed.

Ms. Squire recommended the sidewalk program be added to CIP on an annual basis beginning in 2020 and the rehabilitation of Webster St. be moved up from 2023 to 2020. Ms. Landis stated that moving the Webster St. program to 2020 it would be unfunded as the 2020 items already have funding in place. More than likely become an item for 2021.

Motion by Ms. Squire, seconded by Mr. Mitchell to approve the 2020-2024 Capital Improvement Plan with recommended changes that a sidewalk program be added on an annual basis for 2020 and rehabilitation of Webster St. be moved up from 2023 to 2020, as being in compliance with the Spring Hill Comprehensive Plan.

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

Motion carried 8-0-0

REPORTS

4. The following item(s) related to Community Development were approved at the July 11, 2019 City Council meeting:

- There were no related items on this agenda

5. The following item(s) related to Community Development were approved at the July 25, 2019 City Council meeting:

- Approval of Site Plan (SP-04-19) for Dayton Creek, 6th Plat
- Approval of Conditional Use Permit (CU-2019-0002) for Dayton Creek, 6th Plat

ANNOUNCEMENTS FROM PLANNING COMMISSIONERS AND STAFF

- Mr. Hendershot said a review of the chip & seal vs. 2 in. overlay requirements will be brought to Commissioners in September.

- Review on micro distillery's, pawn shops and signs to be added to discussions within the next few months.
- Mr. Hendershot announced that Assistant City Administrator for Community Development and Public Works has been divided into Community Development Director and a Public Works Director.

ADJOURN

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

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

Motion carried 8-0-0

The meeting adjourned at 8:27 p.m.

The August 6, 2019 special meeting minutes were approved by the Planning Commission on September 5, 2019, with corrections.



Amy Long
Planning Commission Secretary