

City of Spring Hill, Kansas
Minutes of Planning Commission Regular Session
September 3, 2020

A Regular Session of the Planning Commission was held at the Civic Center, 401 N. Madison St., Spring Hill, Kansas on September 3, 2020. The meeting convened at 7:00 p.m. with Chairman Stephen Sly presiding, and Amy Long, Planning Secretary recording.

Commissioners in attendance: Stephen Sly
Cindy Squire
Mary Dobson
Janell Pollom
Roger Welsh, II

Commissioners absent: Mike Denny
Troy Mitchell
Josh Erhart

Staff in attendance: Patrick Burton, Director of Community Development
Amy Long, Planning Secretary
Jim Hendershot, City Administrator
Antwone Smoot, I.T.

Others in Attendance: Matt Schlicht, Representative for Brookwood Farms, 6th
Bill Peterman, Resident
Rodolfo Arevalo, Resident

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 Ms. Squire to approve the agenda as presented.

Roll Call Vote: Dobson- Aye, Welsh- Aye, Sly-Aye, Pollom-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 thanked the Commissioners

FORMAL COMMISSION ACTION

1. Approval of Minutes from the August 20, 2020 Special Meeting

Motion by Ms. Squire seconded by Mr. Welsh to approve the minutes as presented.

Roll Call Vote: Dobson- Aye, Welsh- Aye, Sly-Aye, Pollom-Aye; Squire-Aye

Motion carried 5-0-0

2. Approval of Minutes from the July 10, 2020 Special Meeting

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

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

Motion carried 6-0-0

3. Motion to Amend Minutes from the June 4, 2020 Regular Meeting

Motion by Ms. Pollom seconded by Mr. Welsh to amend the minutes with noted corrections.

Roll Call Vote: Dobson- Aye, Welsh- Aye, Sly-Aye, Pollom-Aye; Squire-Aye

Motion carried 5-0-0

4. Final Plat (PLAT-000027-2020) – Brookwood Farms, 6th Plat

Beginning of Staff Report

SPRING HILL PLANNING COMMISSION FINAL PLAT STAFF REPORT

Case #: PLAT-000027-2020 **Meeting Date:** September 3, 2020

Description: Final Plat, Brookwood Farms, 6th Plat

Location: 201st Street and Cooper Street

Applicant: Engineering Solutions – Matt Schlicht

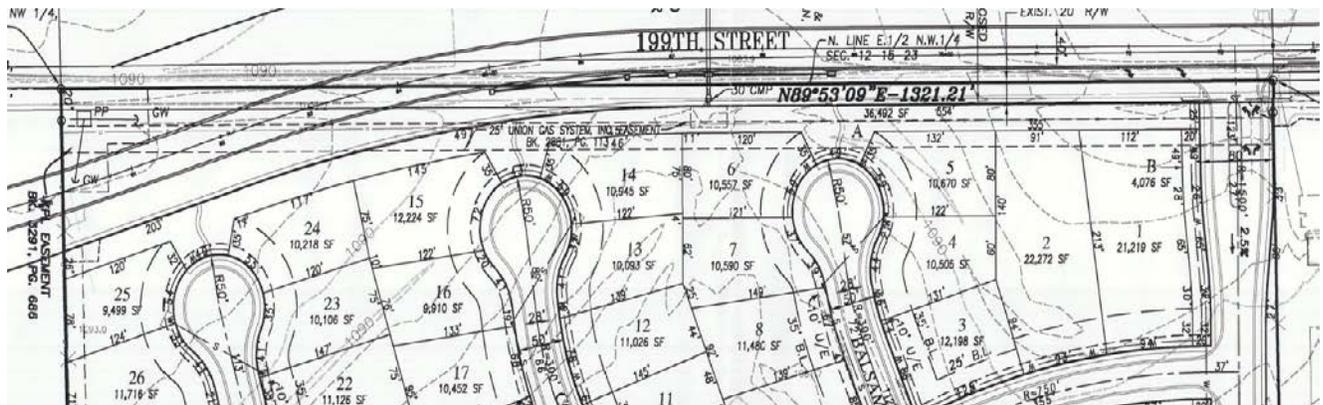
Owner: Catch Investments, LLC – Leonard Marks

Site Area: 4.06 acres

Minimum Lot Area: 9,000 sq. ft. **Number of Lots:** 14 Residential Lots

Current Zoning: “R-1” **Proposed Use:** Single-Family Residential

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 Plat-000008-2019





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, Sixth Plat consists of 14 residential lots on 4.06 acres with extensions to Cooper Street. The preliminary plat shows Cooper Street being extended to the south property line. The preliminary plat shows sidewalks to be installed along 199th Street and they have not been installed.

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 does not conform to the preliminary plat. Cooper Street is shown to be extended to the south property line. Follow up is in the staff comment section of this report. The preliminary plat is included with-in this staff report.

STAFF COMMENT:

Brookwood Farms, Sixth Plat, consists of 14 residential lots. Staff finds the final plat not to be in compliance with the previously approved preliminary plat (PP) and offers the following review of Section 17.372.D of the Spring Hill Subdivision Regulations:

1. Cooper Street is shown on the PP to be extended to the south property line of the subdivision to connect into future development to the south. Street needs to end at property line with a temporary turn-around installed.
2. Install sidewalk along 199th Street as indicated on the preliminary plat. The sidewalk must be installed prior to issuing building permits in this plat.
3. Separate drawings of profiles and cross section of streets and public use areas have been forwarded to the City Engineer for review.
4. The Public Works Director, City Engineer, and various consultants have reviewed the plat.
5. Staff has verified the person or persons name on the plat are the owner(s) of the area subject to the final plat.
6. Staff has verified all due or unpaid taxes have been paid in full.
7. Drainage areas are subject to maintenance of adjoining homeowners or the homeowner's association,

8. Public facilities are adequate and available to the site. An off-site easement description and exhibits for the sanitary sewer across Brookwood Farms, 5th Plat, Tract H. Additional easements are commonly needed.
9. The proposed plat meets the City's design standards for the proposed streets and sidewalks.
10. Fire, police, and school public services will be able to serve this subdivision adequately. The City of Spring Hill will provide sanitary sewer service, and Johnson County Water District Number One will provide water service.
11. Adequate control of storm water through appropriate BMP's have been detailed on drawings submitted to the City Engineer for approval. Additional easements are required where storm sewer is routed down a side lot line. Lots are listed in City Engineer's report.
12. Construction refuse will be disposed of in an appropriate manner,
13. 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.
14. Staff finds the proposed final plat in substantial compliance with the preliminary plat for the subdivision approved by the Planning Commission in 2014, except for Cooper Street extending to property line. The plat is in compliance with the Comprehensive Plan for the City of Spring Hill.
15. In the Tracts/Common Areas description language, must include that the areas are open to public use. If the development does not want the 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-000027-2020, Brookwood Farms, 6th Plat as presented by staff.

Suggested Motion: Move to recommend approval of PLAT-000027-2020, Final Plat, Brookwood Farms, 6th Plat, subject to staff report.

End of Staff Report

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

Discussion on extension of road.

Motion by Mr. Welsh seconded by Ms. Squire to approve the Final Plat Application (FP-000027-2020) for Brookwood Farms, 6th Plat as presented.

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

Motion carried 5-0-0

DISCUSSION

Jim Hendershot, City Administrator discussed proposed bylaw revisions.

REPORTS

5. The following item(s) related to Community Development were approved at the August 13, 2020 City Council meeting:

- No Agenda items

6. The following item(s) related to Community Development were approved at the August 27, 2020 City Council meeting:

- Final Plat (PLAT-000016-2020) – Spring Hill Middle School #3
- Conditional Use Permit (CU-000014-200) – Spring Hill Middle School #3

ANNOUNCEMENTS FROM PLANNING COMMISSIONERS AND STAFF

ADJOURN

Motion by Mr. Welsh, seconded by Ms. Dobson, to adjourn.

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

Motion carried 5-0-0

The meeting adjourned at 8:02 p.m.

The September 3, 2020 regular meeting minutes were approved by the Planning Commission on October 1, 2020 as presented.



Amy Long
Planning Commission Secretary