

PLANNING COMMISSION REGULAR MEETING MINUTES

JUNE 28, 2016

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I. Regular Meeting

Call to Order:

Pursuant to due call and notice thereof, the Regular Meeting of the Planning Commission was held on Tuesday, June 28, 2016. Vice Chair Kenninger called the meeting to order at 6:30 p.m. with Commissioners VanderWiel, Clements, Forester, Mele, Henrie, and Freeman. Also in attendance were Senior Planner Klatt, Planner Nemcek, and Recording Secretary Roudebush.

The Pledge of Allegiance was said.

Additions to Agenda: None

Audience Input: None

Consent Agenda:

a. Approval of the May 24, 2016 Meeting Minutes.

MOTION by Forester

Second by Mele

Ayes: 6. Nays: 0. Henrie abstained as he was not in attendance.

Public Hearing:

6.a. Request by Prestwick LLC for a revised Preliminary Plat and Final Plat for Prestwick Place 13th Addition to build an additional 41 single family homes in the first development phase of the preliminary plat area. (16-21-PP, 16-22-FP)

Senior Planner Klatt notified the Planning Commission that this item has been continued to the July 26th Planning Commission Meeting.

The public hearing was opened at 6:32 pm.

Public comments: None.

MOTION by Clements to close the public hearing.

Second by VanderWeil.

Ayes: 7. Nays: 0. Motion Passes.

The public hearing was closed at 6:33 pm.

RECESS REGULAR PLANNING COMMISSION MEETING AND OPEN BOARD OF ZONING, APPEALS, AND ADJUSTMENTS

MOTION by Henrie to recess planning commission meeting and open board of zoning appeals and adjustments meeting.

Second by Forester

Ayes: 7. Nays: 0.

6.b. Request by Intermediate School District 917 for a Variance increase lot coverage from 30% to 37% for R-1 district. (16-26-V).

Planner Nemcek gave a brief summary of the staff report.

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Commissioner Clements inquired if this is the final phase of build out for the site and if the stormwater plan has been expanded. It was confirmed that this is the final phase and because the site is under an acre no stormwater plan is required.

Commissioner Forester inquired about parking in the event of overlapping events. Planner Nemcek stated that there are no special events after school hours. The applicant has acknowledged need for additional parking and has made an agreement with Community of Hope church. Forester also inquired about any additional landscaping requirements. Nemcek stated they will match existing landscaping but no additional screening would be added.

Chair Kenninger questioned if any trees would be removed in conjunction with the planned improvements. Nemcek stated nothing is to be replaced; the site was planned with the addition in mind. Kenninger also inquired what the site could it be used for in the future if the site is vacated. Nemcek stated he could only speculate on a future use but that any other use would need to come back to city for review.

Commissioner Henrie asked if there crosswalks for pedestrians to get from the school to the church across Biscayne Avenue. Nemcek stated that engineering felt initially there isn't enough traffic on Biscayne to warrant any changes and there are no current sidewalks or crosswalks

Commissioner Forester inquired if there are other conditional uses in the city that are similar to this one. Nemcek said that every CUP is different with a unique situation.

The public hearing was opened at 6:57 pm.

Public comments:

John Christensen, Superintendent of the School District, reported that at time of the original application they planned for an expansion. He stated that there are no more additions planned for the site, no after school or outside activity, and no removal of landscaping. The parking across the street in the church parking lot will be used overflow parking only; the church is very willing to allow them to use lot when needed. He also stated that there are no large buses, most of the traffic arrives at the site in personal vehicles, and that both sides of Biscayne Avenue are handicap accessible.

Commissioner Forester inquired about the existing sidewalk to the back of the property. Christensen stated that egress would go on the west and east sides of the building instead of on the south side. Nemcek also stated that the internal connections will be better defined plan as part of the building permit plan review and require Fire Marshal approval.

Tom French, 2328 Beech Street West, is concerned about parking and how it will work with the additional students and teachers. He also expressed concern about the south entrance and how close it is to Beech Street which creates confusion for drivers waiting at that intersection. French feels we should address the problems now before something happens. Senior Planner Klatt agreed that it is not an ideal situation, but that it would be hard to address given the railroad and the location of the building.

Mr. Christensen stated that they serve 9 school districts, located at various sites around the area. With the current approval the site will be at capacity and would need an additional site if they continue to grow.

Commissioner Forester commented that the prior approval was before this Commission's time and that there may have been other factors that led to the approved placement of access points. He noted that the Commission would need police reports to document any traffic issues. Mr. Christensen stated that at the time of the original application the center median had not yet been installed. Staff noted that the median was a requirement for the railroad quiet zone. Mr. Christensen stated that he had received comments from drivers when the island was installed but that he was not aware of any significant traffic issues and noted that the current configuration is more of an inconvenience.

MOTION by Forester to close the public hearing.

Second by Clements.

Ayes: 7. Nays: 0. Motion Passes.

The public hearing was closed at 7:08 pm.

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Additional Comments:

Commissioner Forester inquired about how often the ball field is used, and if there is any concern about losing the sidewalk on the south side of the building. Nemcek stated there is no concern from the parks and recreation department.

Motion by Henrie to approve a variance from the R1-Low Density Residential maximum lot coverage standard of 30% to a maximum of 37%.

Second by Forester.

Ayes: 6. Nays: 0. Motion Passes.

MOTION by VanderWiel to recess board of appeals and adjustments meeting and reopen the planning commission meeting.

Second by Freeman

Ayes: 7. Nays: 0.

CONTINUE REGULAR PLANNING COMMISSION MEETING AND CLOSE ZONING BOARD OF APPEALS AND ADJUSTMENTS MEETING

6.c. Request by Intermediate School District 917 for a Conditional Use Permit to construct a 10,000 square foot addition. (16-25-CUP)

Chair Kenninger clarified that they are amending the current Conditional Use Permit and this is not a new request. Klatt confirmed that is correct.

Opened at 7:11

Public comments: None

MOTION by Henrie to close the public hearing.

Second by VanderWiel.

Ayes: 7. Nays: 0. Motion Passes.

The public hearing was closed at 7:12 pm.

Additional Comments:

Commissioner Forester asked how long the CUP would last. Nemcek stated as long as the current use continues.

Commissioner Clements inquired if there were any accidents at the site. Mr. Christensen said there were none of which that he is aware. Nemcek said that Staff has received no specific concerns from the police department or public works concerning traffic safety in this area. Klatt stated that the current entrances are the same entrances when it was the public works site, and that these entrances were not changed when school was approved. Clements wondered if the south entrance could be accessed from Beech Street instead of Biscayne. Klatt stated that staff will generally discourage placing entrances for larger facilities on local residential streets. If traffic volumes in the area increase the city may need to review accesses along Biscayne. Nemcek also stated that the property south of the school is owned by a homeowners association.

Commissioner Freeman questioned if this is a one-way road; Nemcek stated traffic can exit on either access point.

Commissioner Forester questioned whether or not the city code included requirements for setbacks between curb cuts. Klatt stated that the current situation may have been grandfathered in, and that although the current spacing is not ideal there are no other options at this time.

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Motion by VanderWiel to Motion to recommend that the City Council approve the conditional use permit for Intermediate School District #917, subject to the following conditions:

1. Submittal of a landscape plan and required surety for the landscaping with the building permit application.
2. Submittal of a signed contract confirming an agreement with Community of Hope Lutheran Church allowing the applicant to use a portion of the church's parking lot on weekdays.

Second by Henrie.

Ayes: 7. Nays: 0.

Set to go before City Council on July 19th.

Old Business: None.

New Business: None.

Reports:

8.a. Discuss Work Session Aug 9th- Training and Comp Plan Update

Senior Planner Klatt stated that smaller neighborhood meetings for the comprehensive plan updated have been conducted and that staff would like to meet with the commission on August 9th to present an update concerning the project. He also asked if the Planning Commission could meet earlier at 4:30 start time for training. The commission confirmed they could meet Aug 9th at 4:30 pm.

8.b. Flint Hills Tour

Klatt inquired if there is any interest on a tour of the Flint Hills site for the Planning Commissioners; all commissioners stated they would be interested in a tour. Staff will setup a time for a tour. Will try to get tour before July meeting, will see if July 12th works for Flint Hills.

Adjournment: There being no further business to come before this Commission, Chair Kenninger adjourned the meeting at 7:32 p.m.

Respectfully submitted,

Amy Roudebush, Recording Secretary