



Pottawatomie County Planning Commission

Armon Bosse Jr - Chair
Karen Becker – Member
Tim Diederich – Member

Shellee Maginness - Vice Chair
Joe Thomas – Member
Jared Cox – Member
Marcie Wood - Member

Larry Cline - Secretary
Michael Heigert – Member
Andrew Klein - Member

Agenda

Date: April 19, 2018
Time: 7:00 P.M.
Location: Pottawatomie County Office Building - Sunflower Room (Basement)
612 E. Campbell St.
Westmoreland, KS

1. Call to Order - Roll Call
2. Approval of March 15, 2018 Meeting Minutes
3. Adoption of Agenda
4. Public Comment
5. Site Plan Review – Lot 5 Crestview Subdivision
Applicant: Fox Home Innovation
6. Discussion – Projects Update – Public Works Director & County Planner
7. Adjournment

Pottawatomie County

Office of Planning and Development

207 N. First St. P.O. Box 284 Westmoreland, KS 66549

www.pottcounty.org

Staff Report – April 19, 2018

Agenda Item - Review of the Fox Home Innovation site plan

Fox Home Innovation proposes to construct an office building and partial storage area on Lot 5 of Crestview Subdivision. This is a .98 acre lot located north and then west of the intersection of U.S. Highway 24 and Excel Road. The subdivision is zoned "C" Commercial and allows office buildings and shop areas.

The site plan shows a 2 story building with 6230 square feet on the ground floor. There is a public parking area of 15 spaces paved with either asphalt or concrete, with one handicapped space, and employee parking on asphalt millings to the rear of the building sufficient to accommodate the projected number of staff members. The rear parking area, which will also be used for storage, will be screened using a 6ft chain link fence with wood slats inserted.

No landscaping other than grass seeding is indicated and also the sign area is not shown. The regulations do not require a rendering of the sign, but do allow each building to have either a monument or pole sign and a building sign equal to approximately 30 percent of the area above the window line. Maximum sign sizes are located in the Unified Development Regulations

The plan shows straw wattles located at appropriate intervals to prevent soil erosion during construction, but a Site Specific Storm Water Prevention Plan (SWPP) is not required since it is less than one acre in size and since a SWPP was approved for the entire Crestview Subdivision before it was platted.

The floor plan shows the layout of the office space centered on a conference room and a show room at the front entrance. Approximately one half of the rear of the building is to be used for shop space. The mezzanine area on the second floor will be used for storage and unfinished until needed.

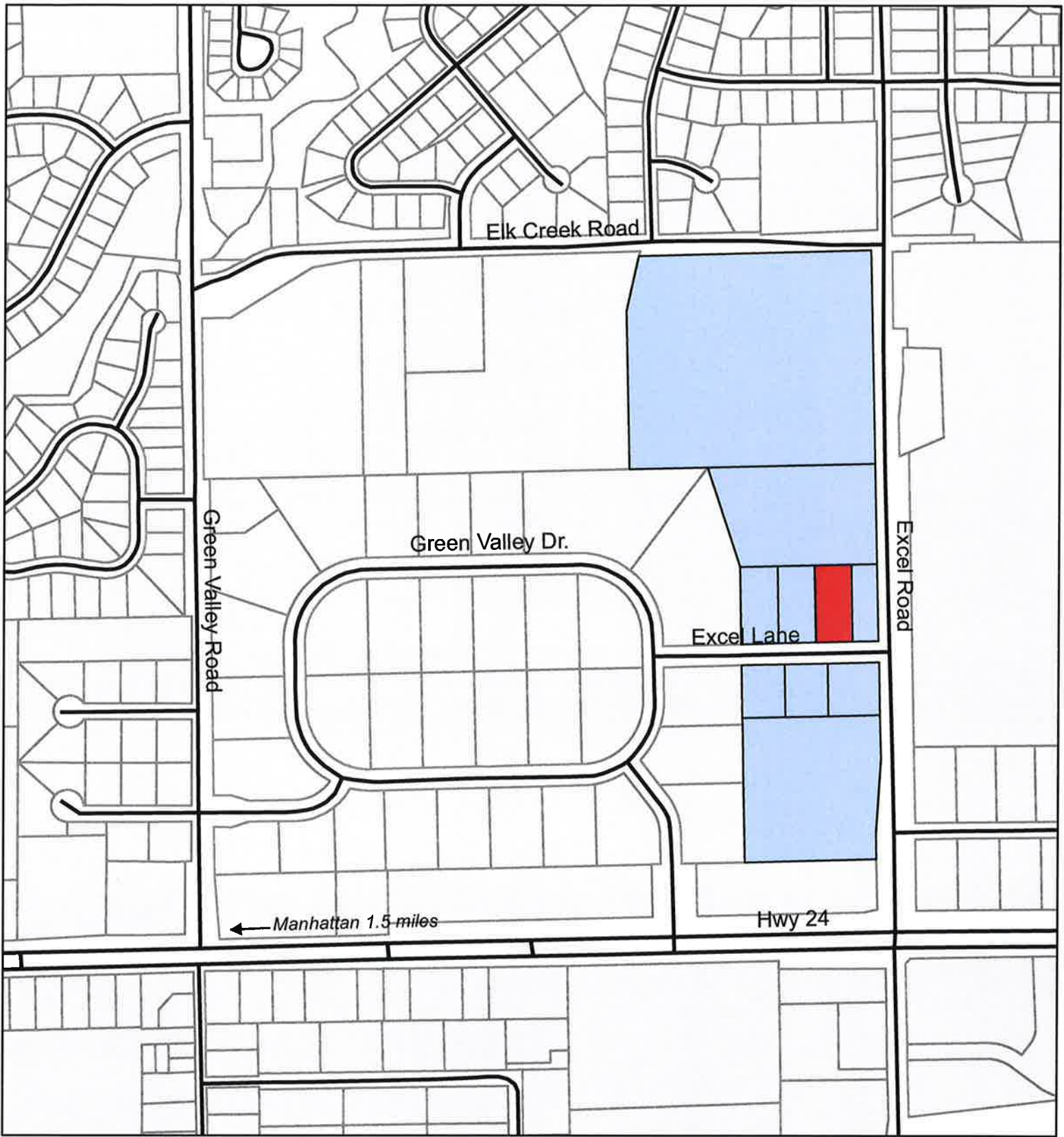
Other requirements such as electrical entrance, floor drains and the sewer connection are indicated on the plan as well as the easements and floodplain area.



Several minor changes to the plan were made by staff review. At this point the plan meets all the requirements of the Unified Development Regulations and the staff recommends approval by the Planning Commission

Actions:

1. Approve the site plan
2. Amend the site plan

[jwkplan/y:zoning_reports/April 19_2018](#)



-  Crestview Subdivision
-  Lot 5

Locator Map - Crestview Subdivision



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Meeting Minutes for March 15, 2018

In Attendance: Armon Bosse Jr. - Chair
Shellee Maginness - Vice-Chair
Andrew Klein
Michael Heigert
Marcie Wood
Tim Diederich
Jared Cox

Location: Public Works Building
Sunflower Room
612 E. Campbell St.
Westmoreland, KS

Absent: Joe Thomas
Karen Becker
Larry Cline

Staff: John Keller - County Planner
Gregg Webster - Zoning Administrator
Stephan Metzger - Assistant Planner
Peter Clark - Director of Public Works

Also in Attendance: (from sign-in sheet)

Denise Howard	102 Kaycee St. Belvue
Jenice K. Howard	102 Kaycee St. Belvue
Leroy Brunkow	510 Broadway St. Belvue
Ross Hill	5175 Broadway Rd. Belvue
Mary Ellen Omodt	102 Olive St. Belvue
Paula Woodward	103 Olive St. Belvue
James Omodt	102 Olive St. Belvue
? Omodt	102 Olive St. Belvue
Inga Omodt	102 Olive St. Belvue
Bridget Omodt	102 Olive St. Belvue
? Omodt	102 Olive St. Belvue

Call to order

The Chair called the meeting to order at 7:00 P.M.

The roll was called by Marcie Wood, with members being present as shown.

Approval of February 15, 2018 Meeting Minutes

Wood made a motion to approve the minutes with the noted change. Andrew Klein seconded the motion and it was approved by all.

Agenda

Wood made a motion to approve the agenda as presented. Tim Diederich seconded the motion and it was approved unanimously.

Public Comment

There was no public comment.

Conditional Use Permit Request – Francis Awerkamp/St. Marys Properties applicants Continued from January 18, 2018 meeting

Stephan Metzger stated that he had received a call earlier in the day from Mr. Awerkamp, stating he was withdrawing the request.

Wood made a motion to bring the request from the table.

Diederich seconded the motion and it was approved by all.

Keller stated that since the applicant has withdrawn the request, there is nothing to take action on.

Discussion – Comprehensive Plan

Metzger presented an update on the County Comprehensive Plan.

He discussed the Focus Groups, Steering Committee and Town Hall meeting held March 6.

He stated the consultant will be back at the end of April or the first part of May to gather more information.

He discussed the issues that arose at the meeting, being:

- Growth areas and preservation of agricultural land

- Infrastructure – needs and cost, how to pay for it

- Building Codes

- Balance between property rights and regulations for structured growth

- Commercial and Industrial uses

- Balance between commercial and residential growth

There was a brief discussion on impact fees and whether the County was moving ahead with exploring it further.

The “Quarter-Quarter” Rule was briefly discussed.

Metzger stated it has been suggested by a County Commissioner to consider 3 dwellings in the Quarter-Quarter, instead of 2.

He stated there may be recommendation as a result of the Comprehensive Plan addressing rural density.

Keller gave a history of the regulations.

Metzger suggested that if a change is being considered, that it wait until the Comprehensive Plan is finished and then review those regulations.

Other Discussion

Keller briefly discussed Planning Commission ethics, specifically Ex parte’ communications. He further explained the public hearing process, and conflict of interest.

Peter Clark presented an update on the Blue Township Sewer Master Plan.

He discussed the process that has taken place and the timeframe for approval.

He talked about the plans for constructing sewer interceptors, the cost, area of service and polices.

Metzger presented an update on the Neighborhood Plan for the growth area in Blue Township, with it initiating potentially in April.

As there was no further business, the meeting was adjourned.