

**CITY OF ANDOVER  
SITE PLAN REVIEW COMMITTEE  
November 5, 2013  
MINUTES**

The Site Plan Review Committee met for a regular meeting on Tuesday, November 5, 2013 at the Andover City Hall located at 1609 E. Central Ave., Andover, Kansas. Chairman Doug Allison called the meeting to order at 6:00 p.m. Members present were Clark Nelson, Brandon Wilson, and Todd Woolsoncroft. Others in attendance were Les Mangus Director of Public Works and Community Development, Sasha Stiles City Administrator and Daynna DuFriend Administrative Secretary. Member Don Kimble arrived at 6:02 p.m.

**Review the minutes of the October 1, 2013 meeting.**

*Clark Nelson made a motion to approve the minutes as presented. Brandon Wilson seconded the motion. Motion carried 4/0. (Member Don Kimble was not present.)*

**Communications:**

**Review the minutes of the September 24 and October 8, 2013 City Council meetings.** All minutes were received and filed.

**Review the potential Residential Development Lot Report.**

**SP-2013-10-** Review for approval of the Andover Family Med Center remodel located at 307 W. Hwy 54, Andover.

Randy Phillips, Spangenberg Phillips Tice Architecture, was present to represent the application.

Russ Meyer, Restaurant Management, Inc., was also present to represent the application.

Mr. Phillips explained that this application is for a revised site plan for a main entry drive, porte-cochere and a drive-up lane for a pharmacy. Staff parking will be added in the loading dock area. If that would become an issue due to the grade and slope the parking count without these six spaces would comply. A trash enclosure will be constructed to match the building. The interior will be remodeled to accommodate patient rooms for the doctors' office, a pharmacy will occupy a portion of the space and the remainder will be reserved for a future tenant.

Clark Nelson asked about anything being done in the building to the south.

Mr. Phillips stated that a lot split was done on the property to simplify this application and separate the projects. Nothing is current at this time, they are hoping for a medical purpose.

Todd Woolsoncroft asked if the 4.4 per 1000 square foot parking count included the future tenant space and what material would be used on the trash enclosure.

Mr. Phillips replied that this calculation accounts for all of the floor space. The material for the trash enclosure will be brick to match the building.

*This information had not been submitted to staff/SPRC members prior to this meeting. Mr. Phillips supplied a copy for the case file.*

Chairman Allison asked what material would be used for face of the canopy.

Mr. Phillips said that it would be EIFS, the same material that is on the existing parapet details.

Brandon Wilson asked if Mr. Phillips knew what the pharmacy business hours would be.

Mr. Phillips said that he did not.

Don Kimble commented that the canopy face is better suited for installation of the signage lettering.

Mr. Phillips agreed, but stated that they have not received all of the final drawings from the sign company yet.

Brandon Wilson asked if the loading dock was currently two-sided and what material is on the existing.

Mr. Phillips replied that it is two-sided with board and batten cedar that will be replaced with EIFS to match the building.

Todd Woolsoncroft asked about the masonry wall located off of the south exterior wall of the building and the height of this wall.

Mr. Phillips said he would have to clarify the desired height of the wall. This is a screening wall for separation between staff parking and patient parking he asked the committee if they had a preference of the height. A height of 4 feet was discussed, but no formal request of that height was required by the committee.

*A motion was made by Clark Nelson to approve SP-2013-10 site plan for Andover Family Med Center remodel as presented to include the updated drawing. Todd Woolsoncroft seconded the motion. Motion carried 5/0.*

**SP-2013-11-** Review for approval of a new monument sign located at 321 S. Andover Rd.

The applicant was not present.

Les Mangus explained that the applicant has received a variance from the 10 ft. maximum height for signage at this location to allow the proposed 20 ft. sign. The retrofit of the sign into the existing parking lot configuration does not allow enough space to meet the guidelines for signage landscaping.

Sasha Stiles stated that staff is supportive of the request for a monument sign because for years they have heard from tenants in this building that they felt not having a monument sign in front of the building impacted their business. The new building owners are being responsive to their requests, but she would defer to the committee on the appropriate height of the sign.

Chairman Allison asked Les for clarification about not being able to accommodate the landscaping and what that relates to.

Les Mangus replied that this relates to the whole front yard. There is no green space between the building and the parking lot. Between the sidewalk and the parking lot is the only green space. They can meet the guidelines for the signage, but not for the required front yard.

Don Kimble stated that this sign is oversized. Existing power lines are 4 ft away from the location of the proposed sign. He suggested that the Site Plan Review Committee should not take any action at this time. Staff should then notify the applicant that this was not well received by the committee.

Chairman Allison suggested the sign be reduced in size by 20 percent, 8ft. wide by 16ft. tall.

*A motion was made by Don Kimble to continue SP-2013-09 site plan for a new monument sign for application representation to the December 3, 2013 Site Plan Review Committee meeting and staff to contact the applicant with SPRC comments regarding signage size. Clark Nelson seconded the motion. Motion carried 5/0.*

### **Member Items-**

There were no member items.

*Meeting was adjourned by Chairman Allison at 6:45p.m.*

Respectfully Submitted by

Daynna DuFriend  
Administrative Secretary

Approved this 3<sup>rd</sup> day of December, 2013 by the Site Plan Review Committee, City of Andover.