

**ANDOVER CITY PLANNING COMMISSION /
BOARD OF ZONING APPEALS
Tuesday, February 20, 2018
Minutes**

1. Call to order. 00:00:05

Chairman Brian Lindebak called the meeting to order at 7:08 p.m.

2. Roll call. 00:00:17

Planning Commission members in attendance: Chairman Lindebak, Stephanie Gillespie, Lynn Heath, William Schnauber, Gary Israel, and Erik Pedersen. Members Alex Zarchan and Brandon Russell were not in attendance.

Staff in attendance: Director of Public Works Les Mangus, City Administrator Mark Detter, City Engineer Steve Anderson and Administrative Assistant Daynna DuFriend.

A/V: Craig Brown

3. Approval of the minutes of the January 16, 2018 meeting. 00:00:34

A motion was made by Gary Israel, seconded by William Schnauber to approve the minutes of the January 16, 2018 meeting. Motion carried 5/0/1. Erik Pedersen abstained as he did not attend this meeting.

4. Communications 00:01:27

- A. Committee and Staff Report.
- B. Potential Residential Development Report.

Les Mangus welcomed Erik Pedersen to the Planning Commission as a new member.

5. VA-2018-01- Public hearing on a petition for a vacation of a portion of the twenty (20) foot platted sanitary sewer easement on property located at 616 E. Douglas, Andover, Kansas.

00:02:00

Les Mangus explained that this easement is specific to sanitary sewer. It was platted with the original school in 1999/2000. The latest addition to Sunflower Elementary school is expanding the building to the north, to what would be this easement. They would like to vacate that portion of the easement. A sewer manhole will be installed at the end of the easement with the remainder to be either relocated or abandoned.

Phil Meyer, Baughman Company, P.A., agent to the applicant was present.

Mr. Meyer said he did not have anything to add.

A motion was made by Lynn Heath, seconded by William Schnauber, to approve VA-2018-01 as presented. Motion carried 6/0.

6. [Review for approval The Cornerstone Eighth Addition Final Planned Unit Development Plan.](#)

00:04:45

Chairman Lindebak recused himself from any discussion due to business relations.

Vice-Chair Schnauber asked staff if all questions from Subdivision Committee meeting had been answered.

Les Mangus stated that the issues were cleared on the building setbacks. There have been discussions with the engineer about the sanitary sewer location since the Subdivision Committee meeting. There is agreement on a route that satisfies the needs of the school and the Subdivision and to allow maintenance vehicles to service the line.

Mark Detter asked for details on what is looked for when approving a final PUD such as this.

Les Mangus explained that this is part of a many staged 505 acre Planned Unit Development. This subdivision has been laid out since the first preliminary plan in 2000. Over time things will change as the market changes. With property sold to the school the plat was changed slightly. It is generally in compliance with the original plan to have $\pm 10,000$ square foot lots within the single-family neighborhood of Cornerstone with a segregated commercial corridor and a school site. This final stage is where the Planning Commission actions are legislative in considering the factors before an application is approved. This plat is a rite. If all of the conditions are satisfied in the Subdivision Regulations and the Planned Unit Development, then a person has a rite to file a Final Plat creating new lots.

Jason Gish, MKEC Engineering Inc., agent to the applicant was present.

Mr. Gish said he did not have anything to add.

Lynn Heath asked if the street near the top of the drawing would lead to a future cul-de-sac.

Mr. Gish presented and explained a possible future layout for the remaining final unplatting lots for the commission.

A motion was made by Lynn Heath, seconded by Gary Israel, to approve [The Cornerstone Eighth Addition Final Planned Unit Development Plan](#) as presented. Motion carried 6/0.

Chairman Lindebak rejoined the Planning Commission.

7. Andover Unified Development Manual update from Foster Design Associates, LLC.
00:14:58

Bickley Foster and Debra Foster, Foster Design Associates, LLC. presented an update on the progress of the Unified Development Manual.

Debra Foster explained the process to date for the members new to the commission and provided details of the information included in the Planning Commission member packets.

Subdivision Regulations

No substantial changes have been made. Translations were made to plain English and reorganized to make more user-friendly. Detailed descriptions of everything that has to be included in a drawing for a preliminary plat or final plat is listed in an article. Required improvements and design standards are each shown in separate articles.

Les Mangus added that more definitions and illustrations were added to make the regulations more intuitive for the lay person.

Chairman Lindebak asked if the listed requirement of an aerial photograph was new.

Les Mangus replied yes.

Gary Israel inquired if any other types of aerial maps could be used.

Debra Foster stated that the type is not specified.

Chairman Lindebak asked if the 60 day period for deeming a plat null and void was too short.

Les Mangus noted that it is 60 days from acceptance of the plat and documents should be in order at that point.

Bickley Foster added that in longer time periods unreported changes are sometimes made.

Mark Detter clarified for the public that when these rules are adopted there are abilities to take exception or vary the rules. In order to do that one must go through a process. He asked staff to further explain this process.

Les Mangus explained that the Board of Zoning Appeals and the Planning Commission both have some latitude to approve variances. Whether it is through a formal application for a variance or the Planning Commission can take exception to its' on standards if it is deemed necessary.

Chairman Lindebak asked if the addition of grading plans listed under Contents of Final Plat was new and if the Planning Commission would be reviewing that information.

Les Mangus said that was added to the list and clarified. Modern building regulations require that a survey be done of the lot, including the drainage way on the lot and the height of the foundation, etc. This final plat master plan sets the standards so a builder knows how high to build a house and what must be maintained for drainage.

Chairman Lindebak suggested adding the word permanent to the overhead utility description under On-Site Improvements, item E. 1. Electricity and Communications.

8. Member items.

00:38:56

Chairman Lindebak welcomed Erik Pedersen to the Planning Commission.

Erik Pedersen appreciates the opportunity to serve on the Planning Commission.

Gary Israel asked for an Amphitheater update.

9. Adjourn.

00:41:09

A motion was made by Lynn Heath, seconded by William Schnauber, to adjourn at 7:49p.m. Motion carried 6/0.

Respectfully Submitted by

Daynna DuFriend
Administrative Assistant

Approved this 20th day of March, 2018 by the Andover City Planning Commission/Board of Zoning Appeals, City of Andover.