



**PLANNING & ZONING**  
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## **SUBDIVISION COMMITTEE MINUTES**

**JULY 9, 2019 | 5:30pm**

ANDOVER CITY HALL | 1609 E. CENTRAL AVE.

### **1. CALL TO ORDER**

Gary Israel called the meeting to order at 5:30pm.

### **2. ROLL CALL**

Committee members in attendance: Gary Israel and Alex Zarchan. Member William Schnauber was absent. Staff in attendance: Jennifer McCausland, Assistant City Administrator; Steve Anderson, City Engineer & Building Official; Lance Onstott, Stormwater/GIS/Planning Technician; and DJ Gering, Management Intern.

### **3. APPROVAL OF THE MINUTES OF THE JUNE 11, 2019 MEETING**

*Alex Zarchan made a motion to approve the minutes of the June 11, 2019 meeting as presented. Motion seconded by Gary Israel. Motion carried 2/0.*

### **4. COMMUNICATIONS**

#### **A. COMMITTEE & STAFF REPORT**

#### **B. POTENTIAL RESIDENTIAL DEVELOPMENT REPORT**

### **5. FINAL PLANNED UNIT DEVELOPMENT PLAN – REVIEW OF AND RECOMMENDATION ON THE HERITAGE FIRST FINAL PLANNED UNIT DEVELOPMENT PLAN LOCATED AT THE SOUTHWEST CORNER OF SOUTH YORKTOWN PARKWAY AND EAST DOUGLAS AVENUE, ANDOVER, KANSAS**

Jason Gish, MKEC Engineering, Inc., was in attendance to represent the application.

Lance Onstott stated that staff comments included on the report have been addressed – the revised plan was received and reviewed by staff on June 8, 2019. A preliminary lot grading plan has not been received. Additionally, a revised drainage plan that reflects the realignment of Shay Road has also not been received yet.

Mr. Gish indicated that the drainage report is currently being revised and the lot grading plan is being finalized.

Steve Anderson noted that the applicant may look into the location of the planned easements, depths of storm sewer and their proximity to the foundation footings to ensure that proper steps are taken to ensure stability.

Mr. Gish responded that he believes the deepest sewers will be south of this plan, but he will double check with the engineers.

Alex Zarchan asked if the change from private alleys to public alleys is in response to the TIF.

Jennifer McCausland replied the change was necessary in order to publicly finance the alleys.

Lance Onstott stated that even though the alleys will be public, language on the plan requires private maintenance. This language will also be included within the covenants recorded against each each lot.

Mr. Gish added that there is also language that allows for the City to complete maintenance and assess the costs to the responsible party should the private maintenance not be completed.

Gary Israel asked if the alleys will be reflected in the special assessments for the lots.

Mr. Gish confirmed the costs of the alleys will be assessed to the lots.

Alex Zarchan asked staff if the Park Pl. and Park Ct. naming has been revised per staff comments.

Lance Onstott indicated that the revised plan received July 8, 2019 reflects the change requested by staff.

Alex Zarchan asked if the reserve language has been revised per staff comments.

Lance Onstott confirmed the latest plan does satisfy staff comments.

*Alex Zarchan made a motion to recommend approval of The Heritage First Final Planned Unit Development Plan located at the southwest corner of South Yorktown Parkway and East Douglas Avenue, Andover, Kansas per staff comments. Seconded by Gary Israel. Motion carried 2/0.*

**6. PRELIMINARY PLAT – REVIEW OF AND RECOMMENDATION ON THE USD 385 – ANDOVER CENTRAL HIGH & MIDDLE SCHOOL ADDITION PRELIMINARY PLAT LOCATED AT THE SOUTHEAST CORNER OF SHAY ROAD AND EAST CENTRAL AVENUE, ANDOVER, KANSAS**

Phil Meyer, Baughman & Co., was in attendance to represent the application.

Lance Onstott stated that staff and the applicant's agent have reviewed the staff comments, and a revised plan will be submitted before Planning Commission review. Staff has requested further refinement to the traffic impact study before review of the final plat.

Mr. Meyer stated that all are close to being on the same page in regards to the traffic study, and they will continue to work with staff.

Lance Onstott indicated that the main concern for City staff is the queuing of vehicles on Central Ave. and Douglas Ave. during pick-up and drop-off times. The circulation plan as presented in the study should alleviate the current impacts to both streets.

Steve Anderson commented that some further clarity on the plat is being requested. All the required information is depicted, but staff is requesting some layer manipulation to create a few specialized maps.

Alex Zarchan questioned the middle school pick-up and drop-off being rerouted to the rear of the school.

Mr. Meyer replied that a big part of any school circulation plan is getting the parents to follow the plan.

Steve Anderson stated that principals, teachers and bus drivers were consulted as part of the plan formulation.

Mr. Meyer indicated that the task given to them by the City was to eliminate queuing on Central Ave. The only option to accomplish this is to relocate the pick-up and drop-off location to the rear of the middle school. The front-drive does not have the length to handle the amount of cars. The principals and athletic directors at each school have been involved in the circulation planning process.

Lance Onstott added that staff has requested the circulation revisions be added to parent information and orientation packets. The District also has an active communications presence they can utilize. For middle

schools, the zoning regulations do require one queuing space per ten enrolled students. Using the maximum enrollment for the middle school, the site is required to have 90 spaces or 2,250' of queuing lane. As submitted, 2,435' is provided. The loop-drive at the north end would not accommodate nearly enough queuing length for parent pick-up/drop-off.

Mr. Meyer agreed with staff comments as written.

*Gary Israel made a motion to recommend approval of the USD 385 – Andover Central High & Middle School Addition Preliminary Plat located at the southeast corner of Shay Road and East Central Avenue, Andover, Kansas per staff comments. Seconded by Alex Zarchan. Motion carried 2/0.*

**7. PRELIMINARY PLAT – REVIEW OF AND RECOMMENDATION ON THE USD 385 – ANDOVER HIGH & MIDDLE SCHOOL ADDITION PRELIMINARY PLAT LOCATED AT THE NORTHEAST CORNER OF NORTH ANDOVER ROAD AND WEST ALLISON STREET, ANDOVER, KANSAS**

Phil Meyer, Baughman & Co., was in attendance to represent the application.

Lance Onstott stated that staff has been in communication with the applicant throughout the development of the plat. Staff will work with the applicant on cleaning up a few minor items before review by the Planning Commission. As with the preliminary plat for the Central campus, staff is requesting further refinement to the traffic study before the review of a final plat. The preliminary plat as submitted substantially complies with the subdivision regulations.

Gary Israel stated that traffic is especially problematic during athletic events.

Lance Onstott indicated that improvements have been made to the District Stadium site. Furthermore, the recommendations included in the latest traffic study are quite substantial. Recommendations include right-turn lanes, two-way left-turn lanes, installation of two signalized intersections, the realignment of the middle school drive to align with Allison St., all in addition to on-site circulation revisions.

Alex Zarchan asked if any changes were planned for the drive identified as #4 in the study.

Lance Onstott indicated that staff has requested further clarification on that point.

Mr. Meyer stated that drive #4 is planned to be right-in/right-out only.

Alex Zarchan asked how the movements at that drive will be enforced.

Steve Anderson said many options have been discussed, but no final decision has been made. It is just one of the items that need refined/finalized before review of the final plat.

Alex Zarchan commented that the circulation plans on each school site will only work if the parents follow them.

Mr. Meyer agreed with staff comments as written.

*Alex Zarchan made a motion to recommend approval of the USD 385 – Andover High & Middle School Addition Preliminary Plat located at the northeast corner of North Andover Road and West Allison Street, Andover, Kansas per staff comments. Seconded by Gary Israel. Motion carried 2/0.*

**8. MEMBER ITEMS**

**9. ADJOURN**

*Gary Israel made a motion to adjourn. Seconded by Alex Zarchan. Motion carried 2/0. Meeting adjourned at 6:33pm.*

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Respectfully submitted by:



Lance Onstott  
Stormwater/GIS/Planning Technician

Approved on the 14<sup>th</sup> day of August, 2019 by the City of Andover Subdivision Committee.