



PLANNING & ZONING
1609 E. CENTRAL AVE.
POB 295
ANDOVER, KS 67002
316.733.1303

SUBDIVISION COMMITTEE MINUTES

FEBRUARY 11, 2020 | 5:30pm
ANDOVER CITY HALL | 1609 E. CENTRAL AVE.

1. CALL TO ORDER

Alex Zarchan called the meeting to order at 5:33pm.

2. ROLL CALL

Committee members in attendance: Gary Israel and Alex Zarchan. Member William Schnauber was absent. Staff in attendance: Jennifer McCausland, City Administrator; Lance Onstott, Assistant City Administrator; Les Mangus, Director of Community Development; and Justin Constantino, Assistant Director of Community Development.

3. APPROVAL OF THE MINUTES OF THE NOVEMBER 12, 2019 MEETING

Gary Israel made a motion to approve the minutes of the November 12, 2019 meeting as presented. Motion seconded by Alex Zarchan. Motion carried 2/0.

4. COMMUNICATIONS

A. COMMITTEE & STAFF REPORT

Les Mangus presented the 2020 building activity report and stated that the number of two-family permits and single-family permits that have been issued in 2020 are the same, indicating that the housing market is changing.

Alex Zarchan asked if we had an annual report for 2019. Mr. Mangus stated that the city issued 80 single-family and 30 two-family building permits.

B. POTENTIAL RESIDENTIAL DEVELOPMENT REPORT

5. FINAL PLANNED UNIT DEVELOPMENT – REVIEW OF AND RECOMMENDATION ON THE SUMMERLIN ADDITION FINAL PLANNED UNIT DEVELOPMENT PLAN LOCATED EAST OF NORTH 159TH STREET EAST AND SOUTH OF EAST 21ST STREET, ANDOVER, KANSAS

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

Mr. Meyer stated that there was a minor revision to the preliminary plan to make Reserve B larger in an effort to accommodate a larger pavilion-style community structure, resulting in changes to the reserves indicated inside the street loop of the plat. Mr. Meyer stated that there were no revisions to the any of the lot sizes or the perimeter of the plat.

Mr. Zarchan asked if Reserve F was going to be green space. Mr. Meyer stated that Reserve F was going to be used for detention and would contain landscaping. Mr. Mangus asked if the detention would be wet or dry. Mr. Meyer replied that the detention would be dry.

Mr. Zarchan asked if Lot 2 would be part of the main house. Mr. Meyer stated that the main house sits on Lot 1 and that the out-structure currently sits on Lot 2. Mr. Mangus added that there is a note on the plat stating that if a house is developed on Lot 2 then it would have access to Rockhill Place. Mr. Israel asked that if a house was developed on Lot 2 then would a drive be added to Reserve A. Mr. Meyer confirmed that there would be a drive added if a house was developed on Lot 2.

Gary Israel made a motion to recommend approval of the Summerlin Addition Final Planned Unit Development Plan as presented. Seconded by Alex Zarchan. Motion carried 2/0.

6. FINAL PLAT – REVIEW OF AND RECOMMENDATION ON THE SANDSTONE MEADOWS 1ST ADDITON FINAL PLAT LOCATED AT CORNERSTONE PARKWAY AND NORTH ANDOVER ROAD, ANDOVER, KANSAS

Kirk Miller, KE Miller Engineering., was in attendance to represent the application.

Mr. Zarchan asked for an explanation of the block length requirements and why staff was not concerned with the proposed block length shown on the plat as the block length is shorter than what is required in the Unified Development Manual (UDM). Mr. Mangus stated that it is shown on the Preliminary Plat that Cornerstone Parkway is required to line up with the road across the street which cuts the subject property and does not allow for the property to meet the approximate 400 feet to 1,320 feet block length requirement.

Mr. Mangus stated that staff had several initial comments on the plat, including the legal description not matching and questions about Reserve C. Mr. Mangus stated the Rural Water District #5 had a comment about water utility extensions and timing and asked Mr. Miller if he had coordinated with the water district as to how the subdivision will be served. Mr. Miller stated that he hasn't personally spoken with Rural Water District #5 but that his associate Michael has reached out to them and he does not know what the answers are but will follow-up.

Mr. Mangus stated that the mapping department at the register of deeds had several comments about the legal description and ownership and that all 2019 taxes are due. Lance Onstott stated that the plat cannot be recorded until all taxes on the property are paid.

Justin Constantino stated that front building setbacks would have to be indicated on all properties.

Mr. Miller asked if the words "Final Plat" had to be included in the title of the document. Mr. Mangus confirmed that it did.

Mr. Mangus stated that staff tried to follow the legal description but could not match the description with the dimensions.

Mr. Mangus stated that one of the utility easements was labeled as "Evergy" but needed to be labeled "utility easement."

Mr. Constantino stated that the wording of the signature blocks needed to be revised and titled and that templates for the signature blocks were available in the UDM.

Mr. Mangus stated that the city has a specific line about HOA properties that needs to be included in the Owner Dedication signature block.

Mr. Mangus stated that the revisions would need to be made and the updated plat submitted to the city by Thursday, February 13th, 2020.

Mr. Zarchan asked if Reserve A was being held for future development. Mr. Miller stated that Reserve A is where the pond will be located.

Mr. Miller asked about the special assessments for the neighboring Cornerstone property. Mr. Constantino stated that he had sent the tax detail information to Mr. Miller and Mr. Miller stated that he had reviewed the information on the Butler County website.

Gary Israel made a motion to recommend approval of the Sandstone Meadows 1st Addition Final Plat located at Cornerstone Parkway and North Andover Road, Andover, Kansas with corrections as noted in the staff comments and discussed at this Subdivision Committee meeting. Motion seconded by Alex Zarchan. Motion carried 2/0.

7. MEMBER ITEMS

Mr. Zarchan asked about the status of the development of the property located near the sports park. Jennifer McCausland stated that the delay would likely be through the month of March.

Mr. Israel asked for a status update regarding businesses that have electronic signs that are too bright. Mr. Mangus stated that staff has notified the businesses via letter but would reach out to individual businesses if the issue persists.

Gary Israel made a motion to adjourn. Seconded by Alex Zarchan. Motion carried 2/0. Meeting adjourned at 6:19 pm.

Respectfully submitted by:

Justin Constantino
Assistant Director of Community Development

Approved on the 12th day of May 2020 by the City of Andover Subdivision Committee.