



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

## **SITE PLAN REVIEW COMMITTEE MINUTES**

**JUNE 1, 2021 | 6:00pm**

ANDOVER CENTRAL PARK LODGE | 1607 E. CENTRAL AVE.

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

Chairperson Doug Allison called the meeting to order at 6:00 pm.

### **2. ROLL CALL**

Committee Members in attendance: Doug Allison, Homer Henry, Don Kimble, Vu Nguyen, Brandon Wilson, and Todd Woolsoncroft. Member Dave Foley was absent. Staff in attendance: Jennifer McCausland, City Administrator, Les Mangus, Director of Community Development, and Justin Constantino, Assistant Director of Community Development.

### **3. APPROVAL OF THE MINUTES OF THE MAY 4, 2021 MEETING**

*Homer Henry made a motion to approve the minutes of the May 4, 2021 meeting as presented. Motion seconded by Todd Woolsoncroft. Motion carried 3/0/3.*

### **4. COMMUNICATIONS**

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

Mr. Constantino stated that this was the last meeting with physical meeting packets and that subsequent meeting packets will be digital. Mr. Constantino stated that the Site Plan Review Committee (SPRC) members have all received iPads and e-mail messages with directions on how to set up the iPad and access future meeting packets.

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

None.

### **5. AGENDA**

#### **5.1 SP-2021-07– REVIEW OF SIGNAGE FOR SHELTER INSURANCE ON THE PROPERTY GENERALLY LOCATED AT 742 N. ANDOVER ROAD, ANDOVER, KANSAS**

Mr. Mangus briefly introduced the agenda item and stated that the proposed wall signage falls within the maximum surface area for permitted wall signs.

The applicant, John Lay of George Lay Signs Inc., stated that the sign falls below the standard size for attached wall signage and that the sign will be backlit.

Mr. Woolsoncroft asked if the sign will be raceway mounted. Mr. Lay said that the line behind the lettering in the subject photo is a raceway that will be painted to match the color of the building.

Mr. Wilson asked if any patching would occur to cover any damage left by the previous sign. Mr. Lay stated that he assumed the area would be patched.

*Homer Henry made a motion to approve the signage for Shelter Insurance on the property generally located at 742 N. Andover Road. Motion seconded by Brandon Wilson. Motion carried 6/0.*



**5.2 SP-2021-09 – REVIEW OF A SITE PLAN FOR THE PROPERTIES GENERALLY LOCATED AT 1509 & 1519 N. ANDOVER ROAD, ANDOVER, KANSAS**

Chairperson Allison recused himself from the agenda item to represent the applicant of the project. Mr. Woolsoncroft offered to serve as interim chairperson for the agenda item.

Mr. Allison introduced the agenda item and stated that the intent of the project was to prepare the properties at 1509 and 1519 N. Andover Road for commercial development. Mr. Allison stated that the applicant is proposing a future café on the property located at 1519 N. Andover Road, but that he wasn't seeking approval for the building but for the layout of the project site. Mr. Allison stated that he is approaching the site in two phases that will ultimately create an L-shaped parking lot between the existing duplexes and the proposed café. Mr. Allison stated that parking spaces on the site would limit the interior café seating to 18 people. Mr. Constantino stated that any approval would be for the layout of the proposed project and that the applicant would have to return with a final plan for the second phase.

Mr. Henry asked if the property was properly graded. Mr. Allison stated that parking lot slopes away from the building and drains toward Andover Road and that new concrete would match up with the existing concrete. Mr. Allison also stated that the applicant would be installing a new ADA ramp on the east side of the building.

Mr. Wilson asked if the proposed commercial uses of the property were appropriate. Mr. Allison stated that the properties were zoned appropriately several years ago.

Mr. Wilson asked if there would be foot traffic through the proposed drive-through lane based on the parking lot configuration. Mr. Allison stated that the drive-through spacing would have to be managed by the staff of the café to allow for appropriate spacing for pedestrians. Mr. Mangus stated that the layout of the parking lot is similar to the Wendy's parking lot on Andover Road.

Mr. Henry asked if the trees on the property would be blocking the proposed monument sign. Mr. Mangus stated that the primary concern was that the applicant maintained sight triangles. BJ Sheu, the applicant, stated that there wouldn't be much difficulty seeing the sign if a vehicle was approaching the subject property from the south. Ms. Sheu asked if the committee would permit there being one less tree in the front of the building as required by the landscape plan to allow for sign visibility. Mr. Mangus stated that the tree that would need to be removed was a mature oak tree and that existing regulations require that the tree be trimmed and maintained.

Mr. Allison stated that the intent of the submittal is receive feedback from the SPRC and get approval for Phase 1 and feedback on Phase 2 of the project.



*Homer Henry made a motion to approve Phase 1 of the project and the concept of Phase 2 of the project and stated that he looks forward to seeing the completed Phase 2. Motion seconded by Don Kimble. Motion carried 6/0.*

**5.3 SP-2021-12 – REVIEW OF THE REVISED LANDSCAPING PLAN FOR THE USD 385 CENTER FOR ADVANCED PROFESSIONAL STUDIES ON THE PROPERTY GENERALLY LOCATED AT 1122 N. 159<sup>TH</sup> STREET EAST, ANDOVER, KANSAS**

Mr. Mangus introduced the agenda item and stated that the approved landscape plan was modified by the contractor during construction to move the monument sign to the primary entrance and reduce the number of street yard landscape plantings.

Will Stuhlsatz of Premier Landscape Construction and Maintenance stated that all 69 trees have been planted on the site and that he is willing to add erosion control to the site per staff's comment.

Mr. Kimble asked if the bank was too steep to mow. Mr. Mangus stated that ends of the culvert were too unsafe to mow.

Mr. Woolsoncroft asked if the plantings could be relocated elsewhere on the site. Mr. Stuhlsatz stated that there was some tall native grass in the area that could prevent him from relocating the landscaping.

Mr. Kimble stated that he would rather see any related funding go toward erosion control than toward the relocation or addition of landscaping. Mr. Mangus concurred.

Mr. Wilson asked who the landscape architect was on the project. Mr. Stuhlsatz stated that Baughman Company was the landscape architect.

Mr. Stuhlsatz stated that he would submit a revised plan to address the erosion control on the site. Mr. Mangus stated that the property currently has a temporary certificate of occupancy and the site will not receive a full certificate of occupancy until a revised landscape plan addressing erosion control is confirmed.

*Homer Henry made a motion to table the agenda item and inform the contractor that a more complete landscape plan is required. Motion seconded by Todd Woolsoncroft. Motion carried 6/0.*



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### 6. MEMBER ITEMS

Mr. Wilson asked about the spacing of newly-planted trees along the recently completed Andover Road pathway. Mr. Wilson stated that the trees looked uneven only being on one side of the road and expressed concerns with the growth and maintenance of certain species of trees.

Mr. Mangus stated that the decision regarding the placement and selection of trees was made by a certified landscape architect and were intentionally designed 25-feet on center to create a canopy and visual of a continuous line of trees.

Mr. Wilson asked why the project did not receive the approval of the SPRC. Mr. Mangus stated that the project is a public improvement and only requires the approval of the City Council.

Mr. Mangus stated that this was the last meeting of member Don Kimble who has served on the SPRC for over 20 years and thanked him for his service to the community.

### 7. ADJOURN

*Homer Henry made a motion to adjourn. Motion seconded by Don Kimble. Motion carried 6/0. The meeting was adjourned at 7:01 pm.*

Respectfully submitted by:

Justin Constantino  
Assistant Director of Community Development

Approved on the 6th day of July 2021 by the Site Plan Review Committee, City of Andover.