



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

## **SITE PLAN REVIEW COMMITTEE MINUTES**

**AUGUST 1, 2023 | 6:00pm**

ANDOVER CITY HALL | 1609 E. CENTRAL AVE.

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

Chairperson Doug Allison called the meeting to order at 6:01 P.M.

### **2. ROLL CALL**

Committee Members in attendance: Chairperson Doug Allison, Todd Woolsoncroft, Kevin Graham, Homer Henry, and Brian Schwan. Staff in attendance: Lance Onstott, Assistant City Administrator, Justin Constantino, Assistant Director of Community Development, and Connor Boyd, Planning Technician.

### **3. APPROVAL OF THE MINUTES OF THE JULY 5, 2023 MEETING**

*Homer Henry made a motion to approve the minutes of the July 5, 2023 meeting as presented. Motion seconded by Brian Schwan. Motion carried 5/0.*

### **4. COMMUNICATIONS**

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

Mr. Constantino informed the committee about the progress on the 1306 E. 13<sup>th</sup> St. project, and let them know to expect a site plan for that location soon. Mr. Constantino also brought up the new Comprehensive Plan, stating that it is intended to go into effect early 2024.

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

None.

### **5. AGENDA**

#### **5.1 SP-A23-0018 – REVIEW OF THE SITE PLAN FOR A FREESTANDING EMERGENCY ROOM ON THE PROPERTY GENERALLY LOCATED AT 126 W. CLOUD AVENUE, ANDOVER, KANSAS**

Mr. Constantino stated that the applicant is planning a freestanding emergency room with on-site doctors and ambulance access, at the northeast corner of Cloud Ave. and Riverview St. Mr. Constantino continued that the property was recently rezoned from B-3 to B-5, within which the medical facility is an allowed use.

The applicant Avery Steed of Fulmer Lucas, along with Kevin Cook, joined the meeting virtually in order to answer any questions.

Mr. Graham asked about mutual access to the property by way of the shared parking lot with the adjoining lot. Mr. Constantino and Mr. Steed clarified that the lots are connected, and that temporary bollards would be installed until the final lot layout was approved with the other property owner.



Mr. Henry asked about the relative tree cover as shown in the site plan, as it seemed to not match with other recently approved Plans nearby. Mr. Constantino explained that the amount of trees to be installed is comparable, and that the colored renderings did not show the landscaping as clearly as the official landscape plan.

Mr. Allison inquired about the proposed ambulance access route. Mr. Steed explained that ambulances would be able to access the property from either entrance, and that an agreement had already been reached with the adjacent property's master developer regarding ambulance access. Mr. Allison asked about the materials for the face of the building. Mr. Cook answered that the face would be stucco, with metal I-beam canopies over entry doorways. Mr. Cook continued that the metal elements displayed on the building, "blade element[s]", were flat-faced metal panels with vertical joints and were not insulated. Mr. Allison noticed a possible mislabeling of the material of the blade elements. Mr. Cook concurred, and said he would have the material label changed from Metal 1 to the correct Metal 4 for the offending components.

Mr. Henry asked about a possible biohazard dumpster on the property, as none were shown in the Plans. Mr. Cook explained that biohazardous waste would be removed by an outside service.

Mr. Woolsoncroft asked about roof drainage for the building. Mr. Cook stated that the drain lines are located inside the I-beam supports, and drain to below grade, with additional overflow drains draining to grade in case of heavy water presence.

Mr. Henry then asked about the location of HVAC on the building, and whether it would be shielded from view as required. Mr. Steed clarified the location and confirmed that it would meet the requirements.

*Homer Henry made a motion to approve the site plan for the freestanding emergency room generally located at 126 W. Cloud Ave. Motion seconded by Kevin Graham. Motion carried 5/0.*

## **5.2 PRELIMINARY REVIEW – EVERIDGE BUILDING RENDERINGS**

Mr. Constantino stated that the applicant is proposing a building addition and dock construction on the existing building located at 215 E. 13th Street. Mr. Constantino stated that the applicant submitted existing site photos, building renderings, and a proposed landscape plan for preliminary review by the Site Plan Review Committee (SPRC), but did not submit a complete application including a site plan, elevations, or a sign plan depicting measurements.



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Matt Cartwright of MJC Architecture, representing the applicant, gave a brief description of the project proposal including the building and parking extensions and landscaping improvements. Tony Fleming of Everidge, the applicant, provided a history and description of the Everidge business.

Mr. Allison suggested revisions to the elevations to depict the sectional doors and rooftop units.

Mr. Woolsoncroft suggested that the applicant revise the elevations to depict more of the original building to provide greater aesthetic context.

Mr. Graham asked if the rooftop units would be screened. Mr. Cartwright stated that the rooftop units would not be screened. Mr. Constantino stated that any mechanical equipment is required to be screened from public view per the Unified Development Manual (UDM).

Mr. Graham asked if there was a reason why the SPRC could not approve the items provided by the applicant as presented. Mr. Constantino stated that the City had only received a full site plan proposal and elevations containing measurements one day prior to the SPRC meeting. Mr. Constantino stated that any expansion of parking would also be required to be shown on a site plan set to ensure the correct number of parking spaces for employees, visitors, and ADA patrons.

Mr. Graham asked if the City could conduct a concurrent planning & zoning and building permit review should the applicant choose to submit SPRC and building permit applications simultaneously. Mr. Constantino stated that the City could accommodate simultaneous reviews. Mr. Cartwright stated that his intent was to submit concurrent applications in an effort to expedite the review process.

Mr. Cartwright stated that he would make revisions to the plans and correct any mislabeled sheet numbers. Mr. Cartwright stated that he would also provide grading information on the plans. Mr. Woolsoncroft asked about the deadline submittal for the next SPRC review meeting. Mr. Constantino stated that the application deadline was August 7<sup>th</sup>.

*The Site Plan Review Committee took no formal action regarding the review of the Everidge Building Renderings and corresponding materials.*

### **6. MEMBER ITEMS**

None.



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### **7. ADJOURN**

*Homer Henry made a motion to adjourn. Motion seconded by Todd Woolsoncroft. Motion carried 5/0. The meeting was adjourned at 7:28 pm.*

Respectfully submitted by:

Justin Constantino  
Assistant Director of Community Development

Approved on the \_\_\_\_ day of \_\_\_\_ 2023 by the Site Plan Review Committee, City of Andover.