



1. CALL TO ORDER

Chairperson Doug Allison called the meeting to order at 6:03 pm.

2. ROLL CALL

Committee Members in attendance: Chairperson Doug Allison, Todd Woolsoncroft, Kevin Graham, Homer Henry, and Brian Schwan. 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 AUGUST 1, 2023 MEETING

Homer Henry made a motion to approve the minutes of the August 1, 2023 meeting as presented. Motion seconded by Brian Schwan. Motion carried 5/0.

4. COMMUNICATIONS

A. COMMITTEE & STAFF REPORT

None.

B. POTENTIAL RESIDENTIAL DEVELOPMENT REPORT

None.

5. AGENDA

5.1 SP-A23-0019 – REVIEW OF THE SITE PLAN FOR A BUILDING ADDITION AT EVERIDGE GENERALLY LOCATED AT 215 E. 13TH STREET, ANDOVER, KANSAS

Matt Cartwright of MJC Architecture, representing the applicant, introduced the project and stated that the applicant desires to construct a building addition and dock construction on the existing Everidge building located at 215 E. 13th Street. Mr. Cartwright stated that changes were made to the original plans based on recommendations made by the Site Plan Review Committee (SPRC) at their August 1st meeting. Mr. Cartwright stated that the mechanical HVAC units for the building would be moved to the ground-level to the inside corner on the west side of the building for screening.

Mr. Allison asked if the elevations would be the same with the new addition. Mr. Cartwright stated that the new elevations are intended to match the existing elevations as closely as possible.

Mr. Woolsoncroft asked if the doors were existing. Mr. Cartwright said that the doors would be new. Mr. Woolsoncroft asked if the colors on the doors would match the existing door color. Mr. Cartwright stated that the doors will be white and will match as closely as possible.

Mr. Constantino stated that there were still some outstanding staff comments that need to be addressed but that staff was comfortable with conditional approval. Mr. Cartwright asked which comments were outstanding. Mr. Constantino stated that the City Engineer made four comments on the original document and would need to make sure that the comments were addressed by the applicant. Mr. Constantino stated that a staff comment regarding the



required number of ADA parking spaces was not addressed by the applicant. Kevin Graham stated that the parking looks to be addressed but that the parking calculation chart needs to be revised to match what is shown on the plan.

Homer Henry made a motion to approve the site plan for the Everidge building addition site plan generally located at 215 E. 13th Street, Andover, Kansas with the condition that any outstanding staff comments are addressed. Motion seconded by Todd Woolsoncroft. Motion carried 5/0.

5.2 SP-A23-0022 – REVIEW OF THE SITE PLAN FOR THE CITY OF ANDOVER WASTEWATER TREATMENT PLANT GENERALLY LOCATED AT 2115 E. HARRY STREET, ANDOVER, KANSAS

Rick Lanzrath, Director of Public Works, representing the City, stated that staff has reviewed the City's submittal for improvements to the wastewater treatment plant and provided comments. Mr. Lanzrath stated that he did not provide a response to staff comments and hoped to discuss revisions at the meeting. Mr. Lanzrath stated that the plans were at approximately 60% completion and that the elevations were not finalized and the building color was not picked yet. Mr. Lanzrath stated that the City would submit a lighting plan but was not concerned about light trespass from the site. Mr. Lanzrath requested that the SPRC waive the landscaping requirement as the project will not be visible from the public right-of-way.

Mr. Allison asked if the entrance to the facility from Harry Street was closed. Mr. Lanzrath said yes.

Mr. Graham asked if the SPRC had the ability to grant a waiver for the landscaping. Mr. Mangus said yes. Mr. Graham asked if the City was up against a timeline and why the plans were being submitted now if they were incomplete. Mr. Lanzrath stated that there was no imminent timeline but that the City wanted to get the information in front of the SPRC as soon as possible.

Mr. Allison stated that the site plan was in incomplete and that he would like to see the completed plans prior to approval.

Homer Henry made a motion to approve the site plan for the City of Andover wastewater treatment plant generally located at 2115 E. Harry Street, Andover, Kansas with the condition that any outstanding staff comments are addressed. Motion seconded by Kevin Graham. Motion carried 4/1. Chairperson Allison voted no.

5.3 SP-A23-0023 – REVIEW OF THE SIGN PLAN FOR A WALL SIGN AT JUMPSTART GAS STATION GENERALLY LOCATED AT 2035 N. ANDOVER ROAD, ANDOVER, KANSAS

Anders Herpolsheimer of Ron's Sign Company, representing the applicant, stated that the applicant is proposing a new south-facing wall sign above an existing drive-thru window at the Jumpstart gas station. Mr. Herpolsheimer stated that the sign will have LED-illuminated channel letters with a shoe box styled backer.



Mr. Allison asked if the backer cabinet would be located off the wall. Mr. Herpolsheimer said that the cabinet would be located a few inches off the wall. Mr. Allison asked if the signage could be moved up to be more centered on the wall. Mr. Herpolsheimer said that the signage could be moved up and that the reason it is set lower is because the roof angles down. Mr. Allison suggested moving the sign up six inches to one foot. Mr. Allison asked why the front façade of the building was painted a different color than the blue shown in the photos. Mr. Herpolsheimer stated that he was unaware of the color change.

Homer Henry made a motion to approve the sign plan for the Jumpstart gas station generally located at 2035 N. Andover Road, Andover, Kansas. Motion seconded by Kevin Graham. Motion carried 5/0.

**5.4 SP-A23-0025 – REVIEW OF THE SIGN PLAN FOR A WALL SIGN AT ADV FOREST
GENERALLY LOCATED AT 420 S. ANDOVER ROAD, ANDOVER, KANSAS**

Mr. Constantino stated that neither the applicant nor applicant's representative were in attendance. Mr. Constantino stated that the applicant is proposing a new west-facing wall sign. Mr. Constantino stated that the sign will have an acrylic face and will contain LED illumination.

Mr. Henry asked if the residue from the previous sign had been removed and if not, could the SPRC make the removal of any residue a condition of approval. Mr. Mangus stated that the SPRC could make the removal of any previous sign residue a condition of approval.

Homer Henry made a motion to approve the sign plan for the wall sign at ADV Forest generally located at 420 S. Andover Road, Andover, Kansas with the condition that any existing sign residue be removed prior to installation. Motion seconded by Kevin Graham. Motion carried 5/0.

**5.5 SP-A23-0027 – REVIEW OF THE SITE PLAN FOR A STORAGE SHED ON THE
PROPERTY GENERALLY LOCATED AT 123 W. CLOUD AVENUE, ANDOVER,
KANSAS**

Jeff Coykendall, the applicant, stated that he would be constructing a 1500 square-foot storage shed building located behind the primary structure on the subject property. Mr. Constantino stated that just prior to the meeting the City received a letter from the contractor working with Mr. Coykendall containing more information about the project. Mr. Constantino stated that the letter explained that no exterior lighting will be added to the project and that the edge of the new concrete slab will be adjacent to the existing parking lot. Mr. Constantino stated that the letter contained a note stating that neighboring properties will not be affected by additional runoff from the project and that the site would continue to drain effectively.

Chairperson Allison asked if the parking on the property would be affected with the addition of the storage shed. Mr. Coykendall said no.



PLANNING & ZONING
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SITE PLAN REVIEW COMMITTEE MINUTES
SEPTEMBER 5, 2023 | 6:00pm
ANDOVER CITY HALL | 1609 E. CENTRAL AVE.

Homer Henry made a motion to approve the site plan for the storage shed generally located at 123 W. Cloud Avenue, Andover, Kansas with the condition that any outstanding staff comments be addressed by the applicant. Motion seconded by Brian Schwan. Motion carried 5/0.

6. MEMBER ITEMS

Homer Henry asked about the status of the landscaping change in front of the Sonic restaurant located on Andover Road. Mr. Constantino stated that staff has reached out to the property owner regarding the landscaping change but has not formally issued a zoning violation. Mr. Henry requested that a formal zoning violation be issued.

7. ADJOURN

Homer Henry made a motion to adjourn. Motion seconded by Todd Woolsoncroft. Motion carried 5/0. The meeting was adjourned at 6:54 pm.

Respectfully submitted by:

Justin Constantino
Assistant Director of Community Development

Approved on the 2nd day of October 2023 by the Site Plan Review Committee, City of Andover.