



1. CALL TO ORDER

Chairperson Marla Canfield called the meeting to order at 5:31 P.M.

2. ROLL CALL

Committee members in attendance: Chairperson Marla Canfield; and Peter Fox.

Staff members in attendance: Jenni McCausland, City Administrator; Jolene Graham, Assistant City Administrator; Les Mangus, Director of Community Development; Mike Roosevelt, Fire Marshal; Kevin Graham (PEC), City Engineer; and Connor Boyd, Planning Technician.

3. APPROVAL OF THE MINUTES OF THE FEBRUARY 11, 2025 MEETING

Peter Fox made a motion to approve the minutes of the February 11, 2025 meeting as presented. Motion seconded by Chairperson Marla Canfield. Motion carried 2/0.

4. COMMUNICATIONS

A. COMMITTEE & STAFF REPORT

None.

B. POTENTIAL RESIDENTIAL DEVELOPMENT REPORT

5. AGENDA

**5.1 LS25-0001 — REVIEW AND RECOMMENDATION ON THE PROPOSED LOT SPLIT
GENERALLY LOCATED AT 424 E. FOUNDERS PKWY., ANDOVER, KANSAS**

Brian Lindebak with MKEC Engineering was in attendance. He stated that the parcel had in fact already been split in the deed process, and that this case was an administrative one. He stated that the property owner wished to handle the financing of the two parcels separately. Mr. Mangus compared it to a mortgage deed. Mr. Lindebak concurred, stating that while a different legal entity would develop each part, they were still related.

Mr. Roosevelt asked if an agreement would need to be in place to guarantee access to each lot after the split. Mr. Lindebak clarified that both parts would share parking, but that a cross-lot agreement for drainage and utilities may include language denoting the lot as well. Mr. Graham stated that the parking agreement may be a private legal matter. Mr. Graham asked if an additional storm sewer easement would be needed to cover a certain drainage pipe within the larger property. Mr. Mangus agreed that this pipeline would need to be covered by an easement. Mr. Lindebak assented, stating that this may be handled during permitting.

Mr. Roosevelt asked if the fire lane would retain access to both parts after the split. Mr. Mangus reminded Mr. Roosevelt that he has the authority to designate a new fire lane if he feels it is insufficient. Mr. Lindebak agreed, and stated that this would come up when the project went before the Site Plan Review Committee.

Chairperson Canfield asked if the split would have any effect on the approved Site Plan for the Residence at Heritage West/Andover Senior Living apartment complex. Mr. Boyd confirmed that it would not.



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SUBDIVISION COMMITTEE MINUTES

MARCH 11, 2025 | 5:30 P.M.

ANDOVER CITY HALL | 1609 E. CENTRAL AVE.

Mr. Fox asked if the apartment complex was an assisted living facility. Ms. McCausland and Mr. Lindebak stated that it would not be, but would contain some income-restricted units. Mr. Fox asked if the new Parcel 2B would be used similarly; Mr. Lindebak confirmed as much.

Chairperson Marla Canfield made a motion to recommend approval of the Lot Split at 424 E. Founders Pkwy. Motion seconded by Peter Fox. Motion carried 2/0.

6. MEMBER ITEMS

None.

7. ADJOURN

Peter Fox made a motion to adjourn the meeting. Motion seconded by Chairperson Marla Canfield. Motion carried 2/0.

Meeting adjourned at 5:35 P.M.