



1. CALL TO ORDER

The meeting was called to order by Chairperson Woolsoncroft at 6:01pm.

2. ROLL CALL

Committee Members in Attendance: Chairperson Todd Woolsoncroft, Kevin Graham, Homer Henry, Andrew Jarvis, Brian Schwan

Staff Members in Attendance: Assistant City Administrator, Jolene Graham; Interim Planning & Zoning Administrator, Julie Boyd; Interim Planning Technician, Dylan Carroll.

3. APPROVAL OF THE MINUTES OF THE JUNE 3, 2025 MEETING

Homer Henry made a motion to approve the minutes for the June 3, 2025 meeting as presented. Motion seconded by Brian Schwan. Motion carried 5-0.

4. COMMUNICATIONS

A. COMMITTEE & STAFF REPORT

None.

B. POTENTIAL RESIDENTIAL DEVELOPMENT REPORT

5. AGENDA

5.1 SP-A25-0009 — REVIEW AND APPROVAL OF THE SITE PLAN FOR FREDDY’S, GENERALLY LOCATED AT 646 E. CLOUD AVE. STE. 100, ANDOVER, KANSAS

Chairperson Woolsoncroft called the next agenda item at 6:02pm pertaining to the site plan for the Freddy’s tenant finish generally located at 646 E. Cloud Ave Ste. 100.

Two representatives from Freddy’s, Kenny Saldana & Erica Knieb, were in attendance and spoke at the podium. The representatives stated that this was a straightforward tenant finish that they hoped to have completed in 90 days with construction starting in late July. This is a typical prototype Freddy’s restaurant with the hope of having patio seating if their conditional use is granted. The restaurant will be approximately 2,500 square feet and resemble many of the restaurants that are in Wichita.

Homer Henry asked if Freddy’s has any other endcap restaurants in Wichita. The applicant responded that they have an Amidon location, Derby location and a building located on Ridge Rd.



Julie Boyd mentioned that there is already an approved Site Plan for the building itself, which includes an approved light plan. This site plan is solely for the tenant finish of signs and awnings; 8 signs and 5 awnings will be added. In addition, 3 of the signs are backlit and all meet the size and placement requirements.

Kevin Graham asked if this Site Plan included a menu board. The applicants responded that there will be a menu board and that it is included in the Site Plan.

Chairperson Woolsoncroft asked if all the mechanical units will be rooftop mounted and if they will be screened. The applicants responded with yes, they will have 2 units mounted on the roof and they can be screened if need be.

Homer Henry made a motion to approve the Site Plan with the condition that the rooftop units be screened on all 4 sides. Brain Schwan seconded. Motion carried 5-0.

5.2 SP-A25-0010 — REVIEW AND APPROVAL OF THE SITE PLAN FOR HOPE COMMUNITY CHURCH, GENERALLY LOCATED AT 1831 E. 21ST ST., ANDOVER, KANSAS

Chairperson Woolsoncroft called the next agenda item at 6:10pm pertaining to the site plan for Hope Community Church, generally located at 1831 E. 21st St.

The applicant Scott Ramser was in attendance and spoke at the podium about the site plan. This Site Plan is for the expansion of the parking area located at Hope Community Church. The first round of bids will be for the first 65 parking spaces with the remaining 35 spots being bid later when funding is available. Part of the reason for the request is to make more accessible spaces closer to the building. In addition, there is the possibility of a Ministry building being built to the south of the parking lot later.

Homer Henry asked if the grass spot was currently being used for parking and if that factored into the request for additional spaces. The applicant responded that the space is currently being used occasionally for parking even though the Church discourages it.

The Commission asked if all light level and landscaping requirements have been met. Julie Boyd responded they have gone back and forth working with the Church to meet requirements and that staff are very happy with the last submittal and have no concerns.

Kevin Graham asked if there was a curb located along the drive up against the existing building. The applicant responded that there was not a curb located there, but they planned to use wheel stops along the drive. In addition, Kevin Graham mentioned that the UDM requires a 2-foot concrete buffer zone along islands in parking lots for individuals to stop out of the car onto. These will need to be added to applicable spaces.

The applicant mentioned that an engineering firm is currently looking at the drainage plan to determine if changes are needed to the drainage pond located on the property.



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

SITE PLAN REVIEW COMMITTEE MINUTES

JULY 1, 2025 | 6:00 P.M.

ANDOVER CITY HALL | 1609 E. CENTRAL AVE.

Homer Henry made a motion to approve the Site Plan for Hope Community Church with Staff able to approve the 2-foot concrete buffer zones, wheel stops, final grading plan & matching light poles. Seconded by Brian Schwan. Motion carried 5-0.

6. MEMBER ITEMS

No member items to report.

7. ADJOURN

Kevin Graham made a motion to adjourn the meeting. Motioned seconded by Homer Henry. Meeting adjourned at 6:21pm.