



1. CALL TO ORDER

The meeting was called to order at 5:35pm by Chairperson Todd Woolsoncroft.

2. ROLL CALL

Committee Members present: Chairperson Tood Woolsoncroft, Andrew Jarvis, Kevin Graham, Homer Henry, Brian Schwan & Jessica Friedrichs.

Staff Members present: Director of Community Development, Les Mangus; Interim Planning & Zoning Administrator, Julie Boyd & Interim Planning Technician, Dylan Carroll.

3. APPROVAL OF THE MINUTES OF THE JULY 1, 2025 MEETING

Homer Henry made a motion to approve July 1, 2025, minutes as presented. Seconded by Brian Schwan.

Motion passed 6-0.

4. COMMUNICATIONS

A. COMMITTEE & STAFF REPORT

None.

B. POTENTIAL RESIDENTIAL DEVELOPMENT REPORT

5. AGENDA

5.1 CITY OF ANDOVER PROJECT — REVIEW AND APPROVAL OF THE SIGN PLAN FOR THE CENTRAL PARK LODGE, GENERALLY LOCATED AT 1527 E. CENTRAL AVE., ANDOVER, KANSAS

Chairperson Woolsoncroft called the first agenda item, pertaining to the review and approval of the sign plan for the Central Park Lodge, generally located at 1527 E. Central Ave.

Parks and Recreation Manger Daniel Schapaugh spoke to the Committee regarding the sign plan. He stated that this sign plan is following the original building plan submitted last year. At the time, signage plans were not finalized due to design and budget considerations. He further stated that the new sign will mirror the existing Capital Federal sign, but it will convex instead of concave, with similar height and structure. It will feature backlit lettering, similar to modern retail signs.

A representative from Key Construction, Scott Bonebrake, was present to answer questions from the committee.



Homer Henry had questions regarding the Capital Federal sign and whether it would be updated with the backlit lettering to match the style of the new Lodge sign. Mr. Bonebrake replied that the sign will be updated to match the style to provide visual consistency while maintaining brand distinction.

Homer Henry also had questions about the electrical and structural details of the signage. Mr. Bonebrake responded that all power supplies will be concealed behind the sign and screened with landscaping. In addition, this sign design eliminates visible raceways while integrating all components within the stone structure.

There was a discussion among committee members about the landscaping considerations for the sign. There was a concern that the proposed landscaping would be tall enough to obscure sign visibility, particularly from the west approach. Mr. Schapaugh and Mr. Bonebrake addressed these concerns by stating that the proposed grasses grow to approximately 18-20 inches, ensuring visibility. In addition, there was a consensus that the rendering exaggerated the height of the grasses.

Mr. Bonebrake concluded that the letters will be high-quality, backlit and easier to maintain than prior custom pieces. In addition, the sign construction aims to minimize vandalism, climbing and skateboarding opportunities.

Homer Henry made a motion to approve the sign plan as presented. Seconded by Kevin Graham. Motion passed 6-0.

5.2 SP-A25-0011 — REVIEW AND APPROVAL OF THE SIGN PLAN FOR THE DENTAL OFFICE ON CLOUD, GENERALLY LOCATED AT 646 E. CLOUD AVE. STE. 200, ANDOVER, KANSAS

Chairperson Woolsoncroft called the next agenda item, pertaining to the sign plan for The Dental Office on Cloud, generally located at 646 E. Cloud Ave. STE. 200.

Julie Boyd introduced the sign plan for The Dental Office on Cloud. She stated that this sign plan is for a multi-tenant retail building on Cloud Ave. The proposal includes three internally lit wall signs and two monument signs. She further stated that all wall signage is within the allowable coverage limits. Landscaping for the monument signs was previously approved with the original site plan for the building shell in 2023, no new landscaping is included in this submittal.

Chairperson Woolsoncroft had a question regarding irrigation of the landscaping. Julie Boyd responded that all sod and landscaped beds will be irrigated.

Homer Henry had a question about the electrical boxes on the south end of the building and their appearance. Les and Julie explained that although it is not the responsibility of the applicant, the CD team is coordinating with the shell owner, who is working toward a solution, potentially including fencing around the area.



Kevin Graham stated his concerns about the potential conflicts between monument sign footings and underground utilities (gas, sewer, electric) at the south of the location.

The applicant Rich Audette was in attendance via phone call and responded to Kevin Grahams concerns. Rich Audette stated that instead of a two post system which could potentially interfere with the underground utilities, they would use a spread footing.

Homer Henry asked if there were any potential concerns with the lighting of the monument sign with it being located close to Kellogg. Julie Boyd responded that the sign is internally lit and should have a negligible effect on the lighting of the area.

Homer Henry made a motion to approve the sign plan as presented. Seconded by Brian Schwan. Motion passed 6-0.

**5.3 SP-A25-0014 — REVIEW AND APPROVAL OF THE SIGN PLAN FOR THE
ANDOVER AREA CHAMBER OF COMMERCE, GENERALLY LOCATED AT 1034 N.
ANDOVER RD. STE. 300, ANDOVER, KANSAS**

Chairperson Woolsoncroft called the next agenda item, pertaining to the sign plan for the Andover Area Chamber of Commerce, generally located at 1034 N. Andover Rd. STE. 300.

Julie Boyd introduced the sign plan by stating that this is a proposal for the Andover Area Chamber of Commerce located at the South end of the building. The building is set back far from the road which allows it to have generous wall signage. With the proposed signage and the nail salon signage already installed on the building, total signage area would only reach approximately 3%, which is well within code requirements.

Anders Herpolsheimer from Ron's Sign Company and Lori Cullum from the Andover Area Chamber of Commerce were in attendance to answer any questions the committee may have.

Homer Henry asked if the wall behind the sign is going to be painted to cover the black shadows left by the previous sign. Lori Cullum responded that they did not have any plans at this time. Homer Henry also asked if the sign was going to be lit up. Mr. Herpolsheimer responded that the sign will be illuminated, and the Andover part will use day/night vinyl so that it will be black during the day and illuminate white at night. All letters on the sign will be front-lit.

Chairperson Woolsoncroft made a motion to approve the sign plan, with the recommendation that the chamber try to patch the holes and cover the shadows left by the previous sign. Seconded by Homer Henry. Motion passed 6-0.



**5.4 SP-A25-0015 — REVIEW AND APPROVAL OF THE SIGN PLAN FOR CHIPOTLE,
GENERALLY LOCATED AT 520 E. CLOUD AVE., ANDOVER, KANSAS**

Chairperson Woolsoncroft called the next agenda item, pertaining to the sign plan for Chipotle, generally located at 520 E. Cloud Ave.

Julie Boyd introduced the next sign plan by stating this proposal will be for the new Chipotle location on E Cloud Ave. This sign plan includes wall signs, directional signage in the parking lot and a monument sign that is similar to other monument signs located in The Marketplace. She further stated that landscaping around the monument sign has previously been approved with the original building site plan being approved in February. All walls signs comply with coverage requirements, and the monument sign complies with the PUD requirements established in The Marketplace PUD.

Homer Henry asked if there was going to be a monument sign located directly on Cloud Ave. Mrs. Boyd stated that there was just the monument sign located off of Kellogg.

Kevin Graham asked if there was a planned menu board present. Julie Boyd stated there will not be a menu board as Chipotle plans on using an order ahead system.

The installer/applicant Chuck Carson was present to answer questions from the committee. Mr. Carson stated that this monument sign will use a similar footing style as the nearby monument signs in the PUD.

Chairperson Woolsoncroft made a motion to approve the sign plan as presented. Seconded by Homer Henry. Motion passed 6-0.

6. MEMBER ITEMS

None.

7. ADJOURN

Brian Schwan made a motion to adjourn the meeting. Seconded by Homer Henry. Motion passed 6-0.

Meeting adjourned at 5:58pm.