



1. CALL TO ORDER

The meeting was called to order by Acting Chairperson Kevin Graham at 6:00pm.

2. ROLL CALL

Committee Members present: Acting Chairperson Kevin Graham, Homer Henry, Jessica Friedrichs, Andrew Jarvis.

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

3. APPROVAL OF THE MINUTES OF THE AUGUST 12, 2025 MEETING

Homer Henry made a motion to approve the minutes of the August 12, 2025 meeting as presented. Seconded by Jessica Freidrichs. Motion carried 4-0.

4. COMMUNICATIONS

A. COMMITTEE & STAFF REPORT

None.

B. POTENTIAL RESIDENTIAL DEVELOPMENT REPORT

5. AGENDA

5.1 **SP-A25-0016 — REVIEW AND APPROVAL OF THE SIGN PLAN FOR MIDWEST DANCE MECHANIX, GENERALLY LOCATED AT 541 S. RIVERVIEW ST., ANDOVER, KANSAS**

Acting Chairperson Graham called the first agenda item pertaining to the sign plan for Midwest Dance Mechanix, generally located at 541 S. Riverview St.

Julie Boyd introduced the sign plan as a wall sign that will be replacing the existing sign, while using the existing electrical raceway. The new sign plan will also incorporate the use of the existing hanging lights, which were approved in a prior site plan. The new sign will have slightly less wall coverage and meets all requirements for approval. Staff recommends approval.

Homer Henry asked about the existing hanging lights and what type of bulbs they used. Julie Boyd responded that they are regular incandescent bulbs that are angled in towards the building to avoid light bleeding to the surrounding area.

Homer Henry asked about the type of material used for the sign, as he has noticed some newer signs around town have begun to fade due to sun exposure and he would like to avoid



that if possible. Julie Boyd answered that they sign is slated to be made out of black vinyl, which is more resistant to sun fade, than some of the acrylic signs around town.

Homer Henry made a motion to approve the sign plan as presented. Seconded by Jessica Friedrichs. Motion carried 4-0.

**5.2 SP-A25-0017 — REVIEW AND APPROVAL OF THE SIGN PLAN FOR THE
WATERCREST BUILDING, GENERALLY LOCATED AT 324 W. CENTRAL AVE.,
ANDOVER, KANSAS**

Acting Chairperson Kevin Graham called the next agenda item pertaining to the sign plan for the Watercrest Building, generally located at 324 W. Central Ave.

Julie Boyd introduced the sign plan as an existing monument sign that is being modified for increased height and the addition of an electronic messaging board. The existing monument sign was previously a legal nonconformance and now that it is being modified in a significant way, it will need to be brought up to Site Plan standards, including an approved landscaping plan. This landscaping requirement is difficult to enforce on the applicant as there is a sidewalk located next to the sign that impedes the installation of landscaping beds surrounding the sign. Staff do not feel it is good practice to make the applicant tear up part of the parking lot/sidewalk for the installation of landscaping beds. Staff worked with the applicant to come up with a proposed plan to extend the landscaping beds around the outer perimeter of the sidewalk without requiring the removal of any concrete. This proposed plan does leave the total landscaped area under the requirement, but Staff feels it is acceptable and meets the screening requirements. A final note, this project was a 2025 Andover Business Improvement Grant recipient, they received \$15,000 for the improvement of this sign.

Homer Henry and Acting Chairperson Kevin Graham asked about the existing landscape beds. Julie Boyd responded that there is existing boxwood planted alongside the bed, on the Central Ave side.

Homer Henry asked about the existing sidewalk and where it led to. Julie Boyd responded that it is part of the existing parking lot.

Homer Henry asked what Staff's opinion was on potentially extending the sidewalk down to meet the sidewalk that runs parallel to Central Ave. as it does not currently lead anywhere, and it is not a viable parking spot. Les Mangus responded that it is always a possibility, and they would have to remove a section of curb as well as potentially regrade a bit, but it could work.

Acting Chairperson Kevin Graham stated that he does like the idea of extending the sidewalk because typically with site design, you would extend pedestrian access out to the right of way, as a means of egress. It looks like about 10 feet of sidewalk would need to be added.



Les Mangus stated that he got on the Butler County GIS website to get a better aerial view of the site, and it looks like it has been striped so that it would be a continuous sidewalk from the front door to the sidewalk that runs along Central Ave.

Homer Henry made a motion to approve the sign plan with the staff comment that in lieu of requiring landscaping around the sign, the sidewalk be extended to reach the city owned sidewalk that runs along Central. Seconded by Jessica Friedrichs. Motion carried 4-0.

5.3 SP-A25-0018 — REVIEW AND APPROVAL OF THE SITE PLAN FOR A PERIMETER FENCE IN THE SUMMERLIN ADDITION, GENERALLY LOCATED AROUND W. ROCKHILL PL., ANDOVER, KANSAS

Acting Chairperson Kevin Graham called the next agenda item pertaining to the site plan for the perimeter fence in the Summerlin Addition, generally located around W. Rockhill Pl.

Julie Boyd stated this is a bit unique as Site Plan does not typically get residential fences, in this case the applicant is seeking to install a brick perimeter fence around the new subdivision. The provisions of the PUD require that the fence be approved by the Site Plan Review Committee. As Site Plan does not generally deal with residential fences, there are not a whole lot of requirements to go over, one thing of note is that the max height for residential fences is 6 feet. With the concrete footing underneath portions of the wall, due to uneven grading, parts of the fence as a bit taller than 6 feet if you count the concrete footings.

Homer Henry asked if the fence was already up. Julie Boyd responded that parts of the fence are already constructed but not the entire project.

Homer Henry asked who put the PUD together to require Site Plan approval for any fence that is constructed. One of the applicants, Nick Lombardi, was in attendance and spoke at the podium to answer Mr. Henry's question. He stated they purchased this property from another homebuilder, and the PUD was already in place at the time of purchase.

Homer Henry stated he really liked the look of the fence and asked if Staff had heard from any surrounding homeowners about it. Julie Boyd stated that she had talked with a homeowner that lived adjacent to the new subdivision earlier today and he may be in attendance tonight if the Committee would like to hear from him.

Elton Armbrister of 1823 N Honeysuckle Cir was in attendance and spoke at the podium. He stated that he had a couple of concerns about the fence and its construction. He stated that the fence portion that borders his backyard is taller than the 6 feet allowed due to the concrete footing. In addition, since May he has been in contact with the City regarding the lack of mowing that has been done in the reserve section located to the East of the fence and between the Summerlin property line and his property line. He stated that he has photos taken earlier in the day to demonstrate the issue. He stated his worry is that once the rest of the subdivision and fence is completed, everyone will forget about this reserve area as it is out of sight and away from the houses.

Homer Henry asked to see the pictures that Mr. Armbrister had brought.



Les Mangus stated that he was at the property about 10 days ago and saw somebody on a mower actively mowing the area that is in discussion.

Homer Henry asked when the photos presented had been taken. Mr. Armbrister stated fairly recently, within the last week.

Acting Chairperson Kevin Graham asked about the reserve section and where it was located. Julie Boyd stated that there is a reserve section on the East side of the Summerlin Addition and that the fence runs along the West side of the reserve. She further stated that the reserve piece is owned by the HOA of the Summerlin Addition.

Homer Henry asked who is in charge of maintaining the area behind the fence. Julie Boyd stated that there is a reserve for drainage and that the HOA is responsible for maintaining the area.

Homer Henry asked who is in charge of mowing within the subdivision. Mr. Lombardi stated that the HOA is responsible for front yard mowing and individual property owners are responsible for back yard mowing. He further stated that as far as the reserve goes, they have mowed it about 3 times this year, with weed eaters and brush hogs since it is their responsibility.

Acting Chairperson Kevin Graham asked what the gaps in the fence were for. Mr. Lombardi stated that they are there as an entry point for mowers and personnel to get back there to maintain the reserve.

Homer Henry asked if there was anything else from a Staff perspective that could assure the concerned resident that it will be taken care of. Julie Boyd stated that ultimately if it is full of grass, they have to keep it below 12 inches and it cannot be a nuisance. Les Mangus said that it is just going to be a case where Staff will have to keep it on their radar and if necessary, involve the Code Enforcement Officer to start a violation case.

Acting Chairperson Kevin Graham asked what the maximum height of a fence can be in a residential neighborhood. Julie Boyd stated the maximum height is 6 feet stated in the PUD and zoning regulations. Acting Chairperson Kevin Graham then asked if it would require a zoning variance to have a fence higher than the 6 foot maximum. Julie Boyd responded yes, they would need a variance.

Homer Henry made a motion to approve the site plan as presented on the condition of zoning approval from the Board of Zoning Appeals regarding the height of the fence. Seconded by Jessica Friedrichs. Motion passed 4-0.



PLANNING & ZONING
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SITE PLAN REVIEW COMMITTEE MINUTES
SEPTEMBER 2, 2025 | 6:00 P.M.
ANDOVER CITY HALL | 1609 E. CENTRAL AVE.

6. MEMBER ITEMS

Homer Henry stated the Greater Andover Days are coming up and reminded everyone to get their bracelets and buttons.

7. ADJOURN

Acting Chairperson Kevin Graham made a motion to adjourn the meeting. Seconded by Homer Henry.

Meeting adjourned at 6:36pm.