

CITY OF ANDOVER  
SITE PLAN REVIEW COMMITTEE  
**February 13, 2008**  
**MINUTES**

The Site Plan Review Committee reconvened on Wednesday, February 13, 2008 at the Andover Central Park Lodge located at 1607 E. Central, Andover, Kansas. Chairman Doug Allison called the meeting to order at 6:06 p.m. Members present were Jason Mohler, Clark Nelson, and Stephanie Melsheimer. Others in attendance were Les Mangus Director of Public Works and Community Development, Sasha Stiles Management Assistant, and Kandace Hunt Administrative Secretary. Don Kimble was not present.

**Review the minutes of the Site Plan Review Committee meeting of January 3, 2008.**

Call to order  
  
Review the minutes of the January 3, 2008 Site Plan Review Committee.

*Jason Mohler made a motion to approve the minutes. Stephanie Melsheimer seconded the motion. Clark Nelson abstained. Motion carried 3/0.*

**Communications:**

Communications

**Review the City Council minutes from the December 11, 2007 and December 27, 2007 meetings.** The minutes were received and filed.

**Review the minutes of the December 18, 2007 Planning Commission Meeting.** The minutes were received and filed.

**Review the Potential Residential Development Lot Report.**

**SP-2008-03 Review the revised Site Plan for the Building Addition at Treescapes (1202 N. Andover Rd.)**

**From Les Mangus' Memo:** The site plan for the building addition to Treescapes at 1202 N. Andover Road provides additional covered but not enclosed showroom areas attached to the existing structure. Several Small accessory structures will be removed or re-located with the project. Parking has been re-located and expanded to meet the requirements. The submittals provided are minimal. The grading plan and site lighting plans have not been provided, but appear to be easily accomplished. The

proposed monument sign is in conflict with an existing waterline easement.

Chad Allen and Patrick Meeds of Treescapes represented the application.

Mr. Allen informed the committee the parapet on the building will remain blue and they will continue that theme with the new addition. He continued by saying the landscape screening for the parking area is shown on the landscape plan and the area without plantings are going to be bermed and the berms will be higher than the planting areas. Mr. Allen also noted the plan being presented had changed from what was originally shown to the committee. He informed the group the grading plan of the parking lot was still with the engineer and would be sent to Les Mangus as soon as it was received. The lighting plan was also still out for changes to meet requirements and will be sent to Les Mangus as soon as it was complete. Mr. Allen said the existing lighting will be removed or replaced based on the new lighting plan. Mr. Allen and Mr. Meed brought pictures of the new lights for the committee to review.

Doug Allison stated the purpose of this presentation was the installation of a model pool and asked if they had a photograph of what the pool would look like. Mr. Allen said it was on the plan.

Les Mangus informed Clark Nelson that a month ago Treescapes had come before the committee and were short a lot of information, but the committee approved the installation of the pool, the deck around the pool and the fencing. Les Mangus then spoke of the lighting plan Treescapes had provided for the committee to review. Clark Nelson asked Les Mangus if the lighting plan presented met his criteria. Les Mangus stated a strip along the east side of the parking lot did not meet the one foot candle minimum so the plan was sent back to the electrical designer and has not yet been returned.

Stephanie Melsheimer asked if the new light poles would match the existing ones. Mr. Allen responded they would be very similar.

Jason Mohler asked if there was a grading plan for the parking lot in the works. Mr. Allen said the engineer was trying to get the plan worked out.

Clark Nelson asked Les Mangus about the conflict with the monument sign and the waterline easement he had spoke of in his

memo. Les Mangus said there was a problem, and one of the items he had asked for in his staff report was for Treescapes to show the waterline easement on the plan because the sign was set right in the middle of the easement. Clark Nelson asked if the monument needed to be moved or what other action could be taken. Les Mangus responded the monument would have to be moved out of the easement, because it can not set over a waterline. He continued by saying the existing sign is almost too far into the easement so the monument will need to be moved back into the parking lot. Clark Nelson asked if this portion of the project had been started yet. Mr. Allen responded no.

Doug Allison asked if there was plenty of room for parking. Les Mangus responded yes.

Clark Nelson asked if everything, other then the issues the committee had just addressed, was ok with Les. Les Mangus said yes, other than lighting, grading and the monument sign. Clark Nelson asked Les if he would be comfortable with the committee approving the project subject to Treescapes addressing the issues of lighting, grading and the location of the monument sign. Les Mangus responded yes.

Doug Allison asked if the vertical elements on the building were stone clad. Mr. Allen responded yes and they are going to continue the same theme all along the new addition. Doug Allison asked if the same was true on the north and east wall surface where there is wall in front of the posts. Mr. Allen stated the north side of the addition will be open. Doug Allison said there are some vertical elements shown on the plan on the north elevation that says they are stone. Mr. Allen responded eventually it will be finished off with stone and glass doors. Les Mangus stated on the east side there was no note on the stone. Doug Allison agreed and asked if there was stone on the east side. Mr. Allen responded that was a question he could not answer for certain, but would assume yes because they plan to make the whole facade match.

Doug Allison asked what type of display would be put directly west of the addition. Mr. Allen responded they were looking at putting trees which is what they have now. Les Mangus asked Doug Allison if he was speaking of the northwest corner of the parking lot. Doug Allison responded between the parking lot and the building. Mr. Allen said as far as landscaping the area was going to be shrubs, pots, furniture, etc. Les Mangus asked if it would be similar to what it was now. Mr. Allen responded yes, and it is an area they will change frequently.

Doug Allison asked if there were any requirements for mechanical systems since it is open and a new addition. Mr. Allen said since it was open, the only item in the area will be lighting.

*Clark Nelson made a motion to approve the application of SP-2008-03 subject to Les Mangus' approval of the lighting requirements, the grading plan and location of the monument sign. Jason Mohler seconded the motion. Motion carried 4/0.*

**SP-2006-07 Review the revised plan for the Monument Sign for Robert M. Martin Elementary School (2342 N. 159<sup>th</sup> E.)**

**From Les Mangus' Memo:** The revised monument sign plan for the Robert M. Martin Elementary School is a somewhat scaled down version of what was approved last year. The limestone column with the development logo and limestone cap shown in the original plan have been removed. The proposed sign meets the regulations for the zoning district. Staff supports the plan as submitted.

David Grossi of MKEC was present to represent the school district on the application. Mr. Grossi stated they had been before the committee last year for approval of the same sign but since that time had made some cut backs on the project to save on finances. He showed the committee a picture of the original proposal along with the revised sign. He informed the committee the only change made was removing the Cornerstone tower element. The base of the sign will still be drystack limestone from Winfield and the landscaping will remain the same. He continued by explaining the sign will be internally lit and although the revised plan showed the address removed from the sign, there was a question of putting it back.

Clark Nelson asked how much was saved by removing the tower. Mr. Grossi said he would guess around \$10,000.

Jason Mohler stated it was very helpful to see both the previous and current proposal.

*Jason Mohler made a motion to approve application SP-2006-07 as submitted. Stephanie Melsheimer seconded. Motion carried 4/0.*

**SP-2008-05 Review the Site Plan for the DVD Kiosk at McDonald's (115 W. Central)**

**From Les Mangus' Memo:** The proposed DVD kiosk at the McDonald's is a permitted accessory structure and meets the bulk regulations for the zoning district. Staff supports the plan as submitted.

Steve Monroe and Chris Monroe from Ultimate Construction along with Brian Henderson From Redbox were present to represent the application. This group has been placing DVD kiosks in McDonald's restaurants all over the United States.

Doug Allison asked if any of the committee members had seen one. No one had. Steve Monroe informed the group there was a unit in Augusta and several all over Wichita.

Clark Nelson asked if the purpose of this unit was to rent or buy DVDs. Chris Monroe responded it was to rent. Steve Monroe informed the group it is a dollar a day rental

Clark Nelson asked what the ballpark cost on installing one of these machines would be. Steve Monroe responded around \$7,000.

Doug Allison asked if the returns were made at the machine or inside the building. Chris Monroe responded they are made at the machine. Steve Monroe informed the committee there was no money involved because everything was done by credit card.

Clark Nelson asked where exactly the unit would be located. Steve Monroe responded it will be located on the west side of the establishment.

Doug Allison asked the representatives to explain how the landscaping would be effected. Steve Monroe said they were trying to remove as little as possible, but they would be removing some shrubbery. Stephanie Melsheimer asked if the tree would be removed. Steve Monroe responded yes. Doug Allison asked if they planned to relocate the tree. Steve Monroe said the problem with the tree is the owner wants it gone.

Doug Allison asked how far out towards the curb the unit would be. Steve Monroe responded it would be eight foot out from the curb. Doug Allison asked if that meant there would be eight feet of space between the curb and the unit. Steve Monroe responded no, the unit will be right against the curb and will be facing towards

the north. Doug Allison asked if the sidewalk would be held off of the curb a little. Steve Monroe stated yes, but they had talked about having the first eight feet of the sidewalk against the curb, putting a safety railing along that portion and then starting to angle over. direction. He continued by saying they have to get to the top of the handicap ramp so they have to angle it over towards the building. Chris Monroe stated with this plan they hope to save as much landscaping as possible.

Les Mangus said it looked like they were going to be leaving a three foot strip of grass between the sidewalk and the curb. Steve Monroe responded it would be two to three feet.

Doug Allison asked if there was anyway to get more plants between the curb and the walk. Brain Henderson responded that was something they would have to discuss with the owner. Doug Allison stated he felt it would be a reasonable trade for the applicants to put some shrubbery along the sidewalk if they would be removing a tree.

Clark Nelson asked how a person would get to the unit. Steve Monroe said they will take the sidewalk that leads into the restaurant, but will branch off towards the unit. Clark Nelson asked if the use of the machine was credit card only. Chris Monroe responded yes and informed the committee all the information is encrypted, nothing is stored on the machine, so if someone happened to steal the machine they would not be able to get any credit card numbers.

Doug Allison asked if the landscaping was important to anyone else because it seemed to him if you are removing a tree and replacing it with a somewhat intrusive element some softening would be nice. All committee members agreed. Jason Mohler stated if this was a new development they would certainly require a nice landscaping plan. Brian Henderson said they could talk to the owner about landscaping possibilities. Chris Monroe asked if the committee wanted a landscaping design or if they just wanted them to place some bushes in between the curb and the sidewalk area. Doug Allison said he thought if they would just fill in the area between the sidewalk and the curb with shrubs of their choice it would be fine.

Les Mangus said he did not like the idea of a two to three foot strip of grass between the sidewalk and the curb. He suggested paving all the way to the curb and filling up everything left between the curb, sidewalk and the building. Steve Monroe said it

could be done to a point, but at the tail end they have to angle back towards the building because of the handicap ramp. Les Mangus responded right, but if you fill it in with concrete the accessible route still comes up to the top of the ramp. Steve Monroe said they could shift the whole sidewalk over then because it was a five foot wide sidewalk. Les Mangus said if the sidewalk was adjacent to the curb it had to be six feet wide. Brian Henderson stated if the sidewalk was made six feet wide it would pretty much go up to the original landscaping. Doug Allison asked if it had to be six feet. Les Mangus responded yes because there is supposed to be one foot from the traffic way and five feet of sidewalk.

Clark Nelson said McDonald's has done a nice job of maintaining its landscaping. Brian Henderson said if they took Les Mangus' suggestion the only landscaping they would really have to remove was the tree and, at most, a few more shrubs, which could be replaced.

Les Mangus stated if you compare the photos to the plan the wall that goes to the restrooms is the end of the bricks. So the box is actually going to set from the tree north. Steve Monroe responded it would from the tree back to the box, but the pad will be in the front. He continued by saying the owners wanted them to hang the unit from the window back so it would not block the view. Les Mangus said that was not what the plan was showing. Steve Monroe said it should be coming out 11 feet six inches from the gas line. Doug Allison stated Les Mangus was right; there was a discrepancy between the plan and photos. Les Mangus continued by saying he had been in the building and knew the wall is the brick line where the window starts. So what is shown on the plan is about ten feet off if the box is going to be perpendicular to the corner of the glass, which is even better because that would mean they could save more of the landscape.

Clark Nelson asked Les Mangus what his recommendation on this situation was. Les Mangus said if the unit was built the way it had been presented and not the way it had been drawn, more of the landscaping would be maintained. Steve Monroe stated the engineer probably had the unit in the wrong place but he had his business right, the unit has to be 11 feet six inches from the gas line.

Les Mangus again suggested the six foot wide sidewalk and making a mulched bed so it ties in and not worry about maintaining a two foot strip of grass. Steve Monroe asked if when they angled over they still needed to fill it all in and make it

concrete. Les Mangus responded yes, that made much more sense to him. Clark Nelson asked what everyone thought of the suggestion. Jason Mohler asked if there was an opportunity to do landscaping elsewhere on the side. He continued by saying the committee's ordinance would require, if this was a new development, some parking lot screening, which would be some along the street. He asked the developers if they thought the owner would be more agreeable to doing some landscaping in the parking lot in lieu of what will be removed to install the DVD kiosk. Steve Monroe said he thought there was already landscaping in the area. Jason Mohler responded he thought so too, but one of the photos provided shows the edge of the parking stalls and he was not seeing any landscaping there. Jason Mohler continued by saying he just wanted to throw out the suggestion.

Brain Henderson stated he felt the suggestion Les Mangus made regarding the blending of areas would work out well. Doug Allison asked if they were speaking about increasing the landscape bed between the building and the sidewalk. Steve Monroe said yes. Doug Allison said he was ok with that.

*Clark Nelson made a motion to accept the application subject to the six foot sidewalk and additional landscaping. Stephanie Melsheimer seconded the motion. Motion carried 4/0.*

**Member Items:****Member Items**

Doug Allison none.

Stephanie Melsheimer none.

Jason Mohler none.

Don Kimble not present.

Clark Nelson stated if anyone knew of any people interested in filling the open spots on the committee it would be appreciated. He continued by saying the Mayor had made a fairly significant point at the previous night's City Council meeting to try and fill up the Site Plan Review Committee. He also informed the committee someone at the City Council meeting had made a request to reanalyze the Site Plan Review Committee to see what pros and



cons it had along with what types of changes were needed. Clark Nelson said he was uncertain as to whether the review would be by the Planning Commission or an internal move, but he suggested a couple of Site Plan Review Committee members be a part of the process. He informed the committee nothing had been decided yet but expects it in the next few months.

Jason Mohler asked if the Mayor made a motion to review the committee. Les Mangus said he had been asked to begin to put together information on prescriptive standards. Jason Mohler asked Les Mangus if he was reviewing ordinances from other cities. Les Mangus said he had a whole stack of them he was looking over. He continued by saying it would be his suggestion that the Site Plan Review Committee be the ones to review the ordinances and establish the new criteria because, he feels, they are by far the most qualified to do so. Clark Nelson said he agreed with Les Mangus and his guess would be someone from the Planning Commission, someone from City Council and a few from Site Plan Review would be the ones reviewing the information.

Les Mangus informed the committee what he has been seeing with a lot of communities using a Site Plan Review Committee is they are now reverting to prescriptive standards for their staff to review. Clark Nelson asked what prescriptive standards meant. Les Mangus said it means you are given quotas such as having a certain amount of trees per square foot of grass. Clark Nelson asked if it was done that way would they still come before the Site Plan Review Committee. Les Mangus responded in some cities they do and in others they go straight to the staff.

Doug Allison said he did not feel there would be any need for the Site Plan Review Committee if it was decided to set up prescriptive standards. Clark Nelson said he felt some of the smaller administrative issues could be left to the staff, but with new construction, where the committee is particularly good with details, they should continue.

Jason Mohler asked if they were looking at doing what the City of Edmond does which is sending everything to the city commission level. Les Mangus stated he had printed the latest in Edmond's standards and they have a rather in-depth set of standards that starts with a 30 day review by the staff, then goes to the Planning Commission for another 30 day review and if the applicant disagrees with the Planning Commission they can appeal to the City Council which takes another 20 to 30 days.

Clark Nelson stated what he liked about the applicants going through the Site Plan Review Committee was once the applicant gets to that point they are done with the mechanics, as long as it is done correctly. He continued by saying if all the Site Plan cases had to go before City Council it might be the only thing they ever handle. Les Mangus responded it would be a free-for-all and would be taken out of a review-by-peers, which is what the committee was developed for.

Doug Allison asked if there had been problems recently that would be driving the need for prescriptive standards. Les Mangus responded no. Jason Mohler asked if it was the Fountains project that stirred this up. Les Mangus responded no.

Clark Nelson said he felt Andover was still small enough to get the personal attention of a lot of issues the Site Plan Review Committee handles. He feels they could ease off some items, but overall, until they just can't handle the matter, he still thinks they are better off doing exactly what they have been doing.

Les Mangus asked Jason Mohler what he thought of the end result when he did work in Edmond. Jason Mohler responded he thought it was good, and feels Andover is what Edmond was 15 to 20 years ago. He continued by telling the committee one of the things Edmonds Site Plan Committee said constantly at their reviews was they wanted brick. He said one of the projects he took through the Edmond Site Plan Committee was Kohl's. Kohl's builds its front facade as brick on its typical prototype, but Edmond's Site Plan Review Committee made Kohl's go back and put brick along all four sides.

Jason Mohler asked Les Mangus if the consultants for the Dillons project complained about the Site Plan Review process at all. Les Mangus responded not what so ever because they have done it all over the country.

Doug Allison asked if there was going to be a committee formed to reanalyze the Site Plan Review Committee. Clark Nelson responded he did not know when such a committee would be formed but it would probably be within the next 30 to 60 days. Les Mangus stated they had started down this road a few years ago but it fell apart. Jason Mohler asked if he was speaking of a review of the committee or an abolishment of it. Les Mangus responded a review.

Clark Nelson stated he did not feel it would be a monumental task

but he thinks the committee needs to present a plan that would be helpful all the way around so the committee would have a new refreshed idea as to what they are doing. Jason Mohler agreed.

Jason Mohler asked Les Mangus if a former applicant named Kim who is building at 13<sup>th</sup> Street might be interested in joining the Site Plan Review Committee. Les Mangus said he had asked him about it and he said absolutely not.

Clark Nelson said he appreciated everyone's comments and would bring them up with the Mayor.

*Clark Nelson made a motion to adjourn the meeting at 6:55 p.m. Adjourn  
Doug Allison seconded the motion. Motion carried 4/0.*

Respectfully Submitted by

Kandace A Hunt, Administrative Secretary

Approved this 1<sup>st</sup> day of April, 2008 by the Site Plan Review Committee, City of Andover.