

**CITY OF ANDOVER  
SITE PLAN REVIEW COMMITTEE  
January 5, 2010  
MINUTES**

The Site Plan Review Committee met for a regular meeting on Call to order Tuesday, January 5, 2010 at the Andover Central Park Lodge located at 1607 E. Central, Andover, Kansas. Chairman Doug Allison called the meeting to order at 6:01 p.m. Members present were Don Kimble, Brandon Wilson, Fred Deppner, Clark Nelson and Dennis Bush. Others in attendance were Les Mangus Director of Public Works and Community Development, Sasha Stiles City Administrator and Kandace Hunt Administrative Secretary. Members absent were Jason Mohler and Chad Stearns.

**Review the minutes of the December 1, 2009 Site Plan Review Committee meeting.** *Clark Nelson made a motion to approve the minutes as presented. Fred Deppner seconded the motion. Motion carried 6/0.* Review the minutes of the December 1, 2009 Site Plan Review Committee

**Communications:** Communications

**Review the minutes of the November 24, 2009 and the December 8, 2009 City Council meetings.** The minutes were received and filed.

**Review the minutes of the November 17, 2009 Planning Commission meeting.** The minutes were received and filed.

**Review the minutes of the June 9, 2009 Subdivision Committee meeting.** The minutes were received and filed.

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

**SP-2009-16-** Review and approve the site plan for the Meritrust Credit Union awning copy located at 600 N. Andover Road. SP-2009-16

**From Les Mangus' Memo:** The proposed canopy signage for the Meritrust Credit Union is well below the 150 square feet allowed. Staff supports the application as submitted.

Chuck Carson of Luminous Neon, Inc. was present to represent the application.

Mr. Carson said the applicants are proposing to recover the three existing awnings with candy apple red fabric to match the Meritrust corporate colors. The applicants would also like to add vinyl copy to the awnings on the east entrance as well as on the east, west and south sides of the awning above the ATM.

Brandon Wilson asked what color the existing awnings are. Mr. Carson said they are blue which matched the Boeing Wichita Credit Union color scheme.

*Clark Nelson made a motion to approve SP-2009-16 as presented. Fred Deppner seconded the motion. Chairman Allison asked if there was any further discussion. There was none. Motion carried 6/0.*

**SP-2009-17-** Review and approve the site plan for Auto Craft SP-2009-17 Collision Repair signage located at 418 N. Andover Road.

**From Les Mangus' Memo:** The proposed wall signage for the Auto Craft Collision Repair building is well below the five percent maximum wall signage allowed, and the proposed name panel for the existing monument sign was included in the maximum surface area of the original sign. Staff supports the application as submitted.

Jeff Donham of George Lay Signs, Inc. and Tom Patton CFO of Auto Craft Collision Repair were present to represent the application.

Mr. Donham explained the words "Auto Craft" will be 12" tall flush mounted red LED illuminated channel letters with red acrylic faces, red trimcap and 5" deep red returns. The "Collision Repair" copy is 6" formed black acrylic and pad mounted. Signage with the businesses name and logo will also be placed on the existing tenant panel.

Clark Nelson asked how the location will operate. Mr. Patton said this site will be used as a drop off location; no repairs will be handled on site. This is meant to be a convenience to customers allowing them to receive estimates and leave their car at the site where it will be transported for repair then returned for pickup.

Clark Nelson asked Les Mangus if appropriate zoning is in place. Les Mangus said yes.

Dennis Bush asked if there would be any storage of automobiles

on site. Mr. Patton said no. Dennis Bush asked how long a wrecked vehicle will sit at the location. Mr. Patton said not more than a few hours. Dennis Bush asked Les Mangus if there are any restrictions that will keep the applicants from storing wrecked vehicles on the property. Les Mangus said inoperable vehicles are not allowed on the site per city code. Mr. Patton noted all vehicles dropped at the site will be in drivable condition, no vehicles will need to be towed.

*Brandon Wilson made a motion to approve SP-2009-17 as presented. Dennis Bush seconded the motion. Chairman Allison asked if there was any further discussion. There was none. Motion carried 6/0.*

**Member Items:** Don Kimble asked for the status of the updates being made to the Site Pan Review Criteria. Les Mangus said he is working on changing the ordinance and to develop policy guidelines that could be recommended by the Committee to the Planning Commission and accepted by the City Council. Don Kimble asked when the policies would be presented. Les Mangus said he hopes to have them prepared within the next 60 days. Don Kimble said he feels it will be important to include photo or graphic examples of what is and is not acceptable Les Mangus said Park Planning Consultant David Foster will help develop those examples.

Member Items

Brandon Wilson asked if the Committee is a final decision board. Les Mangus said yes, but if an applicant is unhappy with the decision of the Committee they can appeal to the Planning Commission.

Brandon Wilson asked how to prevent businesses from moving forward with projects before they receive site plan approval. Les Mangus said they could be cited to municipal court.

Brandon Wilson asked if the architects for the new city hall made any of the revisions the Committee had suggested regarding the parking lot. Les Mangus said the architect and the civil engineer discussed the shape, size and access to the parking spaces and decided because the aisles are wide the scenario originally presented will work. He continued by saying the city hopes to break ground on the project in February.

*Chairman Allison made a motion to adjourn the meeting at 6:27 p.m. Clark Nelson seconded the motion. Motion carried 6/0.*

Respectfully Submitted by

Kandace Hunt  
Administrative Secretary

Approved this 2<sup>nd</sup> day of March 2010 by the Site Plan Review Committee, City of Andover.