

PLANNING COMMISSION MEETING MINUTES

Tuesday, November 24, 2015 @ 7:00 p.m.

Members Present: Craig Stephan, Mark Yates, Lew Kasselmann, Merle Parks, Jason Krone, Lloyd Mesmer and Dave Pierce

Members Absent: Sherri Neff

Staff Present: Don Slone, AICP, CFM, Planning Director – Floodplain Manager

Chairman Parks called the meeting to order at 7:02 p.m. and asked for a roll call. Roll call listed above.

Chairman Parks introduced **Item No. 1: Approval of Minutes** and called for a motion to approve the minutes of the October 27, 2015 Planning Commission meeting. Commissioner Pierce made a motion to approve the minutes as written with a second from Commissioner Mesmer. Chairman Parks asked if there were any questions or comments about the minutes. Seeing none, he called for the vote. The minutes were approved by unanimous vote.

New Business:

Chairman Parks introduced **Item No. 2: Vacation: EV-103: “Santa Fe Subdivision to Saratoga Park, Block 56”** A petition was filed by Jason and Christine Slinkard requesting a vacation of part of the right-of-way of Santa Fe Road, Linwood Avenue and the 15’ wide alley as dedicated in Block 56 of Santa Fe Subdivision to Saratoga Park. This request is to vacate the platted right-of-way for Santa Fe Road, Linwood Road and the 15’ wide alley generally located at the northwest corner of Santa Fe Road and Loring Lane.

Chairman Parks opened the public hearing at 7:04 p.m. and asked for Staff Presentation. The Planning Director presented the case including the original platting in 1889. Staff’s recommendation is to approve the vacation subject to the four (4) conditions listed in the Staff Report. The Planning Director stated the first two conditions were completed by the applicant’s surveyor.

Chairman Parks asked if the applicant’s would like to address the Planning Commission. **Jason and Christine Slinkard** stated that they had nothing to add but would be glad to answer any questions.

Chairman Parks asked if anyone in the audience had any questions or comments. Seeing none he closed the public hearing at 7:07 p.m. and asked for a motion. Commissioner Stephan made a motion to approve the requested vacation subject to the four (4) listed conditions with a second from Commissioner Mesmer.

Chairman Parks asked if the right-of-way being vacated could be used for part of the City’s trail system. The Planning Director stated the right-of-way being vacated was not part of the any trail system but rather the old Santa Fe Road alignment that was never constructed. The trail system the Chairman referenced was proposed along the old railroad right-of-way of the Atchison Topeka Santa Fe Railroad that went up Wolf Creek.

Chairman Parks asked if the Planning Commission had any comments or questions. Seeing none he called for the vote. Motion passed 7-0.

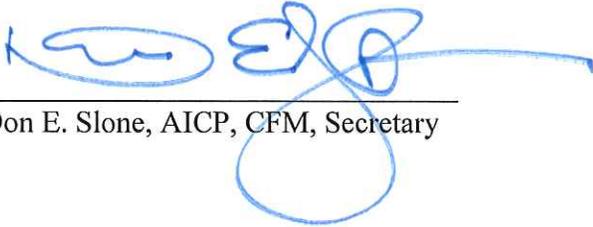
The Planning Director stated that he will forward this item to the Governing Body on December 14, 2015 with a Planning Commission recommendation of approval.

Chairman Parks introduced **Item No. 3: “Planning Commission & Board of Zoning Appeals 2016 Meeting Schedule”** and asked for Staff Presentation. The Planning Director discussed the meeting schedule as presented and recommended that all meetings be changed to the third Tuesday each month from the current fourth Tuesday. This change would reduce the number of conflicts the Planning Commission has had over the past several years as well as provide a significant reduction in the applicant’s wait time between the Planning Commission meeting and the Governing Body’s meeting. This change would remove the periodic member conflicts as well as reduce the wait time required for the 14 day Statutory Protest Period under State Law. This change would be very beneficial to our applicant’s for those months in conflict. Commissioner Mesmer stated that he thought this was a very good idea. He went to state that anything they can do to assist development the better it was for the City.

Chairman Parks asked if the Planning Commission had any further questions or comments. Seeing none he asked for a motion. Commissioner Yates made the motion to approve the change to the 2016 meeting schedule to the third Tuesday of each month unless otherwise amended with a second from Commissioner Kasselmann.

Chairman Parks asked if the Planning Commission had any comments or questions. Seeing none he called for the vote. Motion passed 7-0.

Chairman Parks asked if there was any further business. Seeing none, he adjourned the meeting at 7:20 p.m.

A handwritten signature in blue ink, appearing to be 'Don E. Slone', written over a horizontal line. The signature is stylized and includes a large loop at the end.

Don E. Slone, AICP, CFM, Secretary