

**REGULAR PLANNING COMMISSION MEETING
CITY OF MERRIAM, KANSAS
9001 W. 62nd St.
COUNCIL CHAMBERS
MINUTES**

**January 4, 2017
7:00 P.M.**

The Regular Planning Commission meeting for the City of Merriam, Kansas was called to order at 7:00 p.m. by Chairman Carol Whitlock on Wednesday, January 4, 2017 in the Council Chambers with the Chairman inviting everyone present to participate in the Pledge of Allegiance to the Flag.

Chairman Carol Whitlock welcomed Reuben Cozmyer as the new Planning Commissioner, and Nancy Yoakum, Notary Public, swore in Reuben Cozmyer at 7:05p.m.

I. ROLL CALL

Members Present: Bill Bailey
Bill Carter
Reuben Cozmyer
Brian Dailey
Judy Devereay
Mitchell Fowler
Secretary Russ Harmon
Vice Chairman Leah Ann McCormick
Chairman Carol Whitlock

Members Absent: none

Also Present: Bryan Dyer, Community Development Director, John Hollis, City Planner and Nancy Yoakum, Recording Secretary.

II. APPROVAL OF MINUTES OF NOVEMBER 2, 2016

The minutes of the November 2, 2016 Planning Commission were erroneously omitted and were tabled to the February 1, 2017 meeting.

III. ITEMS OF BUSINESS

1. SDP16-000001 Site Development Plan for 9001 W. 62nd Street in a Parks, Schools & City Facilities District.

Chairman Carol Whitlock presented to the Planning Commission application SDP16-000001 a Site Development Plan for property located at 9001 W. 62nd St. in a Parks, Schools and City Facilities District.

Community Development Director Bryan Dyer stated the application is for a Site Development Plan for the Municipal Offices that include City Hall and the Merriam Police Department. Mr. Dyer stated that the Police department is requesting an addition to the current facility, primarily for their evidence room, HVAC upgrade and a sally port modification.

Mr. Dyer stated that when staff was reviewing and researching the proposal, staff realized that the Planning Commission never had an opportunity to review and approve a Site Development Plan for the Municipal complex when it was remodeled in 2003.

Mr. Dyer reviewed the Site Development Plan location and stated that the two facilities are located on approximately 2.7 acres. City Hall and the Fire Station building are approximately 19,000 sq. ft. and the existing Police Department is approximately 9,900 sq. ft.

Mr. Dyer reviewed a detailed plan of the proposed remodel. Mr. Dyer stated that the Police Department is looking to expand the parking further north and double load the existing spaces for a total of 18 spaces, and add an additional 3 spaces to the location as well. Per the parking calculations that will provide a total of 144 parking spaces which is adequate parking for the facility based upon square footage as well as the number of employees during a maximum shift.

Mr. Dyer stated that staff would like to point out that a few of the existing parking spaces encroach upon the IKEA property. It is difficult to delineate due to a large retaining wall. The parking lot was constructed a number of years ago by the city's Public Works Department and they did not realize they were that close to the property line. A condition of approval that staff recommends is that the city obtains an access and parking easement from IKEA prior to construction of the parking lot. Mr. Dyer stated the rest of the project would be able to move forward with construction.

Mr. Dyer reviewed the proposed expansion of approximately 1,300-1,400 square feet. The addition will mirror the façade of the current building with brick veneer and a standing seam roof.

Staff finds the request is in order for approval with the one condition listed. Mr. Dyer stated the Chief of Police is present and that he would answer any questions of the Planning Commissioners.

Chairman Carol Whitlock inquired if the Planning Commissioners had any questions for Mr. Dyer.

City Planner John Hollis stated that that Johnson County Waste Water would be doing a review as well.

Commission Bill Bailey inquired about the indication of a gas valve at the property.

Chief of Police, Mike Daniels stated that there is currently no gas to the building.

Commissioner Bill Bailey inquired why there was a code of GB on the plans submitted.

Mr. Hollis stated that there is no gas to the building at all, and staff has checked AIMS aerials and it is an all-electric facility.

Mr. Dyer stated the plans are from an Alta survey so there are many more details provided than what the Planning Commission typically reviews.

Commissioner Bill Bailey inquired what the big box was on the plans.

Chief Daniels stated it was an enclosure for a generator and part of the water cooling system for the HVAC system.

Mr. Hollis stated it is being re-oriented to a different direction.

Commission Bill Bailey inquired where the trash enclosure is located.

Mr. Dyer stated it is the current one that is used for both buildings to the west of the complex.

Commission Bill Bailey inquired about the new retaining wall on the plans.

Mr. Hollis stated it is actually an existing retaining wall, but is labeled new on the plans and will remain.

Chairman Carol Whitlock inquired if there were any other questions for Mr. Dyer, hearing none she asked Chief Daniels if he wished to speak to the Planning Commissioners.

Chief Daniels stated that he would answer any questions.

Chairman Carol Whitlock inquired if anyone in the audience had any questions. Hearing none, she entertained a discussion or motion.

BILL BAILEY MOVED THAT THE PLANNING COMMISSION APPROVE APPLICATION SDP16-000001, FOR A SITE DEVELOPMENT PLAN AT 9001 WEST 62ND STREET WITH THE CONDITION LISTED IN THE STAFF REPORT. LEAH ANN MCCORMICK SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

2. PA16-000002 Final Plat for 6445 Carter Ave. in a I-1 (Light Industrial) District.

Chairman Carol Whitlock presented to the Planning Commission application PA16-000001 for a Final Plat for property located at 6445 Carter Ave. in an I-1 (Light industrial) District.

Community Development Director Bryan Dyer stated the application is for a Final Plat for Shawnee Mission School District.

Mr. Dyer reviewed the final plat and stated that the location was previously occupied by American Cast Iron Pipe Company for their warehouse and distribution facility. Earlier this year SMSD purchased the property and have been in discussions with staff about a site development plan to build a warehouse on this location.

Mr. Dyer stated the site is approximately 6 acres and SMSD also purchased the property to the north so that they can gain access to the sanitary sewer line. In order to gain access to that sanitary sewer main, they purchased that property and the configuration is shown on the plat.

Mr. Dyer stated the property had not been previously platted. There is no need for dedication of right-of-way. The property is adjacent to the railroad right-of-way. The school district is dedicating perimeter easements as requested.

Mr. Dyer stated that Southern Star has a main gas line along the property and they requested an additional easement to cover the pipeline as it transverses from south to north, and the school district is willing to dedicate those easements.

Mr. Dyer stated that this is this first step towards submitting for a site development plan which they are proposing in the future for a warehouse facility.

Mr. Dyer stated he would answer any questions of the Planning Commissioners, and stated the owner's representative was present as well.

Commissioner Brian Dailey inquired if the Planning Commissioners were simply looking at the platting of the property at this time.

Mr. Dyer stated that is correct, and the property is zoned I-1 (Light Industrial) District so when the site development is proposed it will be coming back to the Planning Commission to review.

Chairman Carol Whitlock asked if there were any additional questions, hearing none, she asked if the owner's representative would address the Planning Commission.

Marty Arling from Kaw Valley Engineering and also present is Tyler Clubb from SMSD.

Commissioner Brian Dailey inquired what the projected number of employees will be at the warehouse facility.

Mr. Clubb stated they anticipated somewhere between 60 to 80 employees.

Commissioner Russ Harmon inquired what the time table was for the project.

Mr. Arling stated that would be contingent upon when Johnson County Wastewater would approve the sewer plans submitted.

Commissioner Mitchell Fowler inquired about the rail spur and if it would be moved.

Mr. Arling stated the rail spur bisects the property southwest and northeast and it will be removed, as it is where the proposed warehouse will be built. Mr. Arling stated it is a private rail spur so there is no right-of-way or easement attached.

Commissioner Bill Bailey inquired if the pipeline will be vacated.

Mr. Arling stated there is a dedication for the pipeline on the plans and it is described by meets and bounds in the plat. Mr. Arling stated he has been working with Southern Star and has sent them documentation per their request of a 33 foot offset from where the pipeline is located.

Commissioner Bill Bailey stated that he did not see the gas line on the proposed plat.

Mr. Arling stated that gas lines are not shown on a plat, but will be shown on the construction plans.

Mr. Dyer stated that the easement dedications are noted on the plat.

Commissioner Bill Carter stated he had a comment that in 1864 there was a Merriam Zoo that was at this location, and stated there might be artifacts uncovered. Mr. Carter stated that when American Cast Iron Pipe company was there, they didn't really do any digging on the property.

Mr. Arling stated they would be doing some digging to put in some storm lines and the sewer, but would mainly be at match grade or come up a little bit.

Chairman Carol Whitlock asked that they keep their eyes open as the city would be interested if anything historical was found.

Chairman Carol Whitlock inquired if there were any other questions, hearing none she entertained a discussion or motion.

RUSS HARMON MOVED THAT THE PLANNING COMMISSION FORWARD A RECOMMENDATION OF APPROVAL TO THE CITY COUNCIL FOR APPLICATION PA16-000002, FOR A FINAL PLAT AT 6445 CARTER AVENUE. LEAH ANN MCCORMICK SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.

3. Discussion of Text Amendments.

Chairman Carol Whitlock stated there would be a text amendment discussion.

Community Development Director Bryan Dyer stated that this is a continuing discussion that City Council and the Planning Commission have had about a variety of text amendments that staff, City Council and Planning Commission have identified that need to be made to the municipal code.

Mr. Dyer stated after the last Planning Commission meeting, staff received direction from the Planning Commissioners and staff put together some very detailed changes and amendments. Mr. Dyer stated that tonight is simply a discussion about these changes, and it will not be a public hearing item until next month's Planning Commissioner meeting. Mr. Dyer stated there is no action this evening other than to provide staff more direction of any changes the Planning Commissioners would like to see. Mr. Dyer stated if the Planning Commissioners are comfortable with what is presented then they could direct staff to put the findings into ordinance form for approval at the next public hearing meeting.

Mr. Dyer reviewed the items provided in the packet.

Mr. Dyer stated he would answer any questions of the Planning Commissioners.

Commissioner Mitchell Fowler inquired about the Planning Commission and City Council having the ability to change a zoning classification on a property.

Mr. Dyer stated that the city does have the ability to initiate rezoning a property.

Chairman Carol Whitlock inquired if any of the Planning Commissioners had any comment or discussion. Hearing none, she stated for Mr. Dyer to move forward with the process.

Mr. Dyer stated he would prepare the changes into ordinance form and will present it at next month's Planning Commission meeting.

4. Election of Officers

Chairman Carol Whitlock stated that the first meeting of the year is the time to elect officers.

Community Development Director stated that there are two ways that the elections can take place. Officers can be nominated individually or as a group.

Mr. Dyer stated that the current officers are Carol Whitlock-Chairman, Leah Ann McCormick-Vice President, and Russ Harmon-Secretary.

BILL BAILEY NOMINATED CAROL WHITLOCK AS CHAIRMAN, LEAH ANN MCCORMICK AS VICE CHAIRMAN, AND RUSS HARMON AS SECRETARY. MITCHELL FOWLER SECONDED THE NOMINATIONS. THE NOMINATIONS WERE UNANIMOUSLY APPROVED.

IV. BUSINESS FROM THE FLOOR

Community Development Director Bryan Dyer provided the following updates:

- Halling Plat was approved at the City Council meeting and the Board of Zoning Appeals approved the variance. Construction of the home is scheduled to start in the spring.
- The development south of the Infiniti dealership has slowed down and unsure if the project will be moving forward.
- Parks and Recreation has been working with a committee to discuss what type of facility would be appropriate for a Pool and Recreation Center and will be presented to the City Council at Monday's meeting.
- The K-Mart building reportedly has been sold, but the transaction is unconfirmed at this time. The city has not received any applications at this time.

V. UNFINISHED BUSINESS

None

VI. OLD BUSINESS

None

VII. ADJOURNMENT

With no further business for discussion, Chairman Carol Whitlock asked for a motion for adjournment.

BILL BAILEY MOVED FOR ADJOURNMENT. The meeting was adjourned at 7:57p.m.

Respectfully Submitted,

**Nancy Yoakum
Recording Secretary**

Approved: February 1, 2017