



LOUISBURG PLANNING COMMISSION MEETING MINUTES WEDNESDAY AUGUST 30, 2017

The Planning Commission of the City of Louisburg, Kansas met at 6:30 p.m. in the City Hall Council Chambers with Chairperson Andy Sauber presiding.

ATTENDANCE:

Commission Members: Anne Smith, Nate Apple, Thorvald McKiernan, Gus Strughen, and Brandon Fosbinder
City Administrator: Nathan Law
City Staff: Jean Carder
Recording Secretary: Rusty Whitham
Visitors: John Cleek, Tabitha Ames, and Don Hopkins

ITEM 1: ROLL CALL

ITEM 2: ADOPTION OF THE AGENDA:

A motion was made by Anne Smith to adopt the agenda. The motion was seconded by Thorvald McKiernan. Motion passed 5-0-1. Brandon Fosbinder abstained.

ITEM 3: APPROVAL OF THE MINUTES:

A motion was made by Nate Apple to approve the minutes from the July 26, 2017 meeting. The motion was seconded by Anne Smith. Motion passed 4-0-2. Brandon Fosbinder and Gus Strughen abstained

ITEM 4: PUBLIC COMMENTS: Persons who wish to address the Planning Commission regarding items not on the agenda may do so at this time. Speakers will be limited to three (3) minutes. Any presentation is for information purposes only.

None

PUBLIC HEARING BUSINESS ITEMS:

Item 5: None

NON-PUBLIC HEARING BUSINESS ITEMS:

Item 6: 17002-LS (Lot Split) - 201 North 3rd Street (Parcel ID: 1093004007001020)

It was explained that the property owner (John Cleek) requests a Lot Split on his 3.04 acres of land located at 201 North 3rd Street. He wishes to divide his property into two tracts of land 1.02 acres (Tract 1) and 2.02 acres (Tract 2). Mr. Cleek is considering selling Tract 1 for residential purposes.

Staff explained that the proposed lot split meets the criteria outlined in Article 17, Lot Split Procedures, of the City Procedures Manual. In addition, tracts 1 and 2 meet the Lot Area and Lot Width requirements in Section 502, paragraph D of the 2010 Zoning Regulations.

After some discussion a motion was made by Nate Apple to approve the proposed lot split for the property located at 201 North 3rd Street as indicated on the submitted survey dated August 8, 2017. The motion was seconded by Anne Smith. The motion passed 6-0.

This Lot Split request with Planning Commission recommendation will be forwarded to the City Council for further consideration. This item will be placed the September 5, 2017 City Council Agenda.

Item 7: A discussion with Tabitha Ames concerning a signage proposal for her commercial property located at 119 South Broadway.

Tabitha Ames stated that she wishes to install a 2' x 6' projection mounted sign to the S/W corner of her building. This sign would be approximately 2' above the sidewalk. As an alternative she is also open to installing 2'x 8' freestanding sign near the S/W corner of her building. Ames mentioned that she prefers the projection sign. Staff explained that the type of sign proposed by Ames doesn't fit into the allowable categories of signs allowed in the C-2 General Business District. Ames described the type of materials used to build the proposed sign. She also mentioned that the sign will be professionally designed and constructed.

Anne Smith mentioned that she would like incorporate an historical aspect to the design and font that will be used on all future signs in the downtown district. Smith concedes the need to draw attention to Ames business but wishes to keep the historical feel in the downtown area. Ames suggested that her sign can have an historical feel by selecting appropriate colors. Ames stated that she can match the colors that will be used in the new street signs. However, the colors for the street signs have not been selected yet. Ames mentioned that her proposed sign will not be used for advertisement purposes. It will be more like a wayfinding sign that will provide direction to different suites in her building.

Anne Smith asked Ames where will she getting this sign. Ames replied “Sign Lady Graphix” located in Olathe, Kansas.

A lengthy discussion concerning sign location occurred. A major aspect of this conversation was public safety and ensuring that the sign will not interfere with the sidewalk or pedestrian traffic. It was determined that two feet of the sidewalk is located on Ames property. The City Administrator explained that new concrete sidewalk was extended onto Ames’ property at her request.

After this discussion it was the general consensus of the Planning Commission that Ames may install a sign on the S/W corner of her building with the following stipulations:

1. The sign shall be free standing (Ground Mounted) and not attached to her building in anyway.
2. The proposed sign shall be constructed on the 2 feet of concrete located on the owner’s property and shall not encroach on the public right-of-way.
3. The sign shall not exceed 2’ W x 8’ H.
4. Some kind of barrier shall be installed to prevent pedestrians from walking into the sign as they round the S/W corner of Ames building.

The discussion concluded without a motion or vote by the Planning Commission.

Item 8: 17003-SP (Site-Plan) 704 South Metcalf Road (Parcel ID: 1093101063001000)

After some discussion it was the general consensus of the Planning Commission that a Site-Plan is not required. The property owner (Don Hopkins) only wishes to install a fence on the north side of the existing building. The fence will be used to secure trailers outdoors. It was explained to Mr. Hopkins that the area where the trailers will be stored must be hard surfaced with either asphalt or concrete in accordance Section 703, paragraph E of the 2010 City Zoning Regulations. Hopkins acknowledged the hard surfacing requirements and agreed to discuss this issue further with Staff and obtain proper permits prior to construction.

No further action was taken by the Planning Commission concerning this item.

OLD BUSINESS: Any old business the Commission may wish to discuss

Item 9: None

NEW BUSINESS:

Item 10: None

REPORTS:

Item 11: None

Item 12: ADJOURNMENT:

A motion was made by Thorvald McKiearnan to adjourn the meeting. Second was made by Brandon Fosbinder. The motion passed 6-0. Meeting adjourned at 7:55 p.m.

Submitted by Rusty Whitham