

**Louisburg Planning Commission Regular Meeting  
6:30P.M. February 26, 2020  
City Council Meeting Room  
215 South Broadway  
AGENDA**

**Item 1: ROLL CALL:**

**Item 2: ADOPTION OF THE AGENDA:**

**Item 3: APPROVAL OF THE MINUTES:**

- Minutes from the January 29, 2020 Meeting

**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 informational purposes only.

**PUBLIC HEARING BUSINESS ITEMS:**

**Item 5: 20001-DXA** Deannexation of 0.36 acres located at 6302 West 295<sup>th</sup> Street from the City of Louisburg to Miami County as authorized by the provisions of: K.S.A. 12-504.

**NON-PUBLIC HEARING BUSINESS ITEMS:**

**Item 6:** Annual election of Planning Commission Chairman, Vice-Chairman and Secretary in accordance with Article 3, Planning Commission By-Law, in the Procedures Manual.

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

**Item 7:** None

**NEW BUSINESS:**

**Item 8:** None

**Item 9: REPORTS:**

**Item 10: ADJOURNMENT:**



## LOUISBURG PLANNING COMMISSION MEETING MINUTES Wednesday January 29, 2020

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: Rick Phillips, Nate Apple, Les Page, Michelle Olson, Michael Sharp, Brandon Fosbinder and George Bazin  
City Administrator: Nathan Law  
Staff: Jean Carder  
Recording Secretary: Rusty Whitham  
Visitors: Bob Bazin

### **ITEM 1: ROLL CALL**

### **ITEM 2: ADOPTION OF THE AGENDA:**

A motion was made by Les Page to adopt the agenda. The motion was seconded by Brandon Fosbinder. Motion passed 8-0.

### **ITEM 3: APPROVAL OF THE MINUTES:**

A motion was made by Brandon Fosbinder to approve the minutes from the December 18, 2019 minutes. It was seconded by Michelle Olson. Motion passed 6-0-2. Nate Apple and Les Page 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:** 20001-SP (Site-Plan) – Vacant 4.67 Acre Tract of Land. The landowner recently installed a temporary construction building on the property for site security reasons (Parcel ID: 093003001004220).

Bob Bazin representing MBB, LLC. was present for this discussion. The Planning Commission considered potential issues associated with this property. Staff provided six potential topics for the Planning Commission to discuss. This list of discussion topics was not all inclusive. Below is the list of topics with Planning Commission recommendations:

1. How long will this temporary building be on the property and if it's in place for an extended period would a permanent building be more suitable? *After some discussion it was recommended by the Planning Commission to have City Staff review the site-plan annually. The Planning Commission may also review this site-plan if needed.*
2. Does the building need to meet setback requirements outlined within the zoning regulations? This property is zoned within the "I-1" Light Industrial District. *It was agreed that setbacks are not required for the temporary construction building.*
3. Shall control measures be established to eliminate dust, erosion and mud/dirt collecting on public streets. Mud/dirt on the streets may present issues with the individuals using the nearby carwash. As of this date, Staff has received one complaint concerning mud on the street. Immediately after the complaint was received the property owner had the street cleaned. *The property owner agreed to have the street cleaned within 24-hours from the City Staff.*
4. Would a chain-link fence be beneficial at the entrance of the property to prevent illegal dumping? A chain-link fence may add to the security measures the property owner wishes to obtain. A chain-link fence may also enhance public safety by limiting access to the property thus preventing potential injury. *It was agreed that a chain-link fence is not necessary at this time. This item will be revisited during the annual site-plan review.*
5. Would a construction entrance sign be beneficial? A sign to inform the community to not enter/trespass in the construction area may curtail potential accidents and illegal dumping. A sign may also provide the public and police emergency contact information if an incident occurs on the property. *After some discussion, the property owner agreed to install a sign on the temporary construction building.*
6. Shall limits be placed on the number and location of construction equipment permanently stored on the property and shall this equipment be stored on a hard surface? *It was agreed that no restrictions shall be placed to the property owner concerning equipment on the property at this time. This item will be revisited during the annual site-plan review.*

It was mentioned that the property owner requires a permit to install electricity on the temporary construction building.

Bob Bazin asked if he would be required to obtain approval from the Planning Commission if he decides to install a gate on the property. Most Planning Commissioners replied with no. Staff agreed no approval from the planning commission is required.

After some additional discussion A motion was made by Brandon Fosbinder to approve the site-plan as mentioned above in items 1-6. Rick Phillips seconded the motion. The motion passed 7-0-1. George Bazin abstained.

**Item 7:** As recommended by the City Council, the Planning Commission will discuss the Sign Regulations and consider the potential to allow feather signs.

After an extensive discussion it was the consensus of the Planning Commission that Staff schedule a workshop to discuss feather flags. The Planning Commission recommends that Staff invite business owners, Chamber of Commerce, the Mayor, City Council and interested organizations to solicit input concerning the use of feather flags within city limits.

**OLD BUSINESS:**

**Item 8:** None

**NEW BUSINESS:**

**Item 9:** None

**REPORTS:**

**Item 10:** None

**Item 11: ADJOURNMENT:**

A motion was made by Nate Apple to adjourn the meeting. Second was made by Rick Phillips. The motion passed 8-0. Meeting adjourned at 7:32 p.m.

**Submitted by Rusty Whitham**