

Louisburg Planning Commission Regular Meeting
6:30 P.M. July 26, 2023
City Council Meeting Room
215 South Broadway
AGENDA

Livestream link:

<https://boxcast.tv/view/louisburg-planning-commission-e9vq5zcx44zrtifin195>

Item 1: ROLL CALL:

Item 2: PLEDGE OF ALLEGIANCE

Item 3: ADOPTION OF THE AGENDA:

Item 4: APPROVAL OF THE MINUTES:

- Minutes from the July 26, 2023, Meeting

Item 5: 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 6: None

NON-PUBLIC HEARING BUSINESS ITEMS:

NEW BUSINESS:

Item 7: 23004-TXA (Text Amendment) Sign Regulations. See attached memo.

Item 8: Introduction of Community Development Director Sarah Altic.

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

Item 9: Update from wayfinding sign committee.

Item 10: ADJOURNMENT:



LOUISBURG PLANNING COMMISSION MEETING MINUTES

Wednesday July 26, 2023

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

ATTENDANCE:

Commission Members: Jason Crooks, Michelle Olson, and George Bazin
Mayor: Donna Cook
City Council: TJ Williams
City Administrator: Nathan Law
City Staff: Jean Carder
Recording Secretary: Robert Lake
Visitors: Doug Bohi, Bryan Smith, Joel Lejoie, Tim Tucker, and Sheldon Bouwens.

Item 1: ROLL CALL

Item 2: PLEDGE OF ALLEGIANCE

Item 3: ADOPTION OF THE AGENDA:

George Bazin moved to adopt the agenda motion was seconded by Michelle Olson and passed 4-0

Item 4: APPROVAL OF THE MINUTES:

Michelle Olson moved to approve the minutes from the June 28, 2023, meeting. The motion was seconded by George Bazin and passed 4-0.

Item 5: PUBLIC COMMENTS:

None.

PUBLIC HEARING BUSINESS ITEMS:

Item 6: 23002-SUP (Special Use Permit) and Site Plan for Scooters Coffee.

Chairperson McKiernan opened the public hearing. Sheldon Bouwens approached the Planning Commission to discuss the Special Use Permit and the Site Plan. Sheldon said he has spoken with the landowner and was provided permission to demolish the car wash to place the business on that parcel. No further comments were made. Chairperson McKiernan closed the public hearing. Chairperson McKiernan asked the board if they had further questions. George Bazin asked if the trash enclosure was going to be used by all businesses on the parcel. Sheldon told him the trash enclosure is currently used by Shell and Burger King. It was decided that it would be okay if

businesses all used the same trash enclosure. No further discussion occurred.

Michelle Olson moved to approve the Special Use Permit Geroqe Bazin seconded and passed 4-0.

Item 7: 23001-Z (Rezoning) Zoning Change, 7 West Amity Street from R-1 to C-3.

Chairperson McKiearnan opened the public hearing. No comments were presented in front of the Planning Commission. City Administrator Nathan Law told the Planning Commission the zoning change was a process that was intended when the lots were merged but did not occur until now. Chairperson McKiearnan asked if anyone else had further comments. No further comments were made. Chairperson McKiearnan then closed the public hearing. George Bazin asked if there were future plans for this lot. City staff said there was not, the change is due to where the property where it is located. No further questions arose, and the zoning request is compatible with neighboring properties on Amity.

George Bazin moved to approve the zoning change Jason Crooks seconded it and passed 4-0.

NON-PUBLIC HEARING BUSINESS ITEMS:

NEW BUSINESS

Item 8: Presentation of proposed plot plan by scheduled visitor Joel Lajoie, Bryan Smith, and Tim Tucker.

Joel Lajoie and Bryan Smith approached the Planning Commission to discuss the potential site plan for the former golf course. The site plan was proposed with 226 lots, Bryan said that would not be feasible, this site plan was primarily to see just how many lots they could potentially place on the property. Bryan then said the biggest hurdle would be utilities such as sewer. Due to the amount of infrastructure that would need to be put in place, it would deem the property not feasible due to costs.

Discussion occurred about the sewer and if they could place an onsite sewer treatment plan to service the homes on that property.

It was decided that it would be best to have a conceptual discussion with city staff and City Council to discuss if there were any options for potential incentives for development.

The possibility of reopening Rockville Road was discussed.

Discussion occurred that indicated Pan handle pipeline might have an easement the developers could potentially use for sewer line.

Further discussion occurred. No decision was made from discussion.

OLD BUSINESS:

Item 9: Annual Review of Part 2: Comprehensive Plan/Community Vision and Land Use Safety page 101.

Chairperson McKiernan asked the board if they had any questions regarding the Comprehensive Plan. George Bazin said he thought the City followed the Comprehensive Plan well and did not have any additional comments.

City Administrator Nathan Law asked the Planning Commission if any changes needed additional discussion or that may need to be presented at a public hearing. George Bazin said building infrastructure would be in line with the mission statement, but financially it would be an issue. City Administrator said it was a mix of infrastructure of residential and commercial properties.

Discussion occurred. Chairperson McKiernan asked if the downtown projects or library should be excluded from the Comprehensive Plan. To accomplish that, there would be a process to adjust the entire plan or it could be noted to change at a later date with future requested changes. It was decided no changes were needed.

Item 10: Update from wayfinding sign committee.

Chairperson McKiernan provided an update on the meeting. The wayfinding sign subcommittee had a meeting prior to the Planning Commission meeting and will meet once again 30 minutes prior to the start of the next Planning Commission meeting.

Feathered Flags Discussion.

Jason Crooks asked about the feathered flag zoning regulations as a business had reached out to him regarding the number of flags they could have as a business. Discussion occurred and it was decided to address changing the language clarification the next time there is a text change.

Item 11: ADJOURNMENT:

George Bazin moved to adjourn the meeting, seconded by Jason Crooks passed 4-0. The meeting adjourned at 7:14 p.m.

Submitted by Robert Lake



Memo:

To: Louisburg Planning Commission

From: City Staff

Date: August 30, 2023

Re: Item #7 23004-TXA (Text Amendment) Article 8 Sign Regulations Section 804 General Standards D7 and P1.

The City of Louisburg City Council has approved City Staff to purchase an Electronic Message Center (EMC) Sign to replace the existing community sign generally located in the 1000 block of West Amity Street on the north side of the roadway. The State of Kansas has also provided approval of the sign.

The size of the approved EMC would be 12'.2" in height and the base is 14'.5". The size of the screen would be 4'5" in length and 10'.3" in width. The 14'.5" concrete base will have two 3'5 ¼" brick pillars on each side. On top of the brick pillars, there will be two metal pillars that will hold the screen in place. Between the two brick pillars will be a brick base that will hold a 6' wide and 2' tall center stone that will have "Incorporated 1882" engraved inside. The message length and hours of operation will be in accordance with current EMC zoning regulations. For further design details see attached picture.

The current sign is located in an "R-1" Single-Family Dwelling District.

Current Zoning Regulation Language (Article 8, Section 804, Paragraph 7).

7. District Limitations. Electronic Message Center Signs are limited to C-2, C-3, B-P, I-1, I-2, to include schools and churches whose structures are dedicated to school or church use and are located in R-1, may be allowed an EMC as long as all other EMC guidelines are met. (Ord. 1165; amended)

In order for the City of Louisburg to replace the current sign with the proposed EMC, there is a need for an amendment to this zoning regulation to include municipal government.

Proposed Zoning Regulations

7. District Limitations. Electronic Message Center Signs are limited to C-2, C-3, B-P, I-1, I-2, to include schools, churches, and **Municipal Government**, whose structures are dedicated to school, church, or **municipality** use and are located in **an R-1 zoning district**, may be allowed an EMC as long as all other EMC guidelines are met. (Ord. 1165; amended)

At the last Planning Commission meeting, it was discussed to change Article 8. Sign Regulations, Section 804 General Standards, P-1.

Current Zoning Regulation Language (Article 8, Section 804, paragraph P1).

P. Feather Advertisement Flag, Teardrop Flag or Wind Flag:

1. Each business may display a maximum of two (2) flags per road side with the exception of a multi-tenant complex (strip mall) shall not exceed more than (6) flags per total private property at any given time. Flags shall be displayed during open business hours only and must be removed at night. Flags must be replaced should they become tattered, worn or faded.

Proposed Zoning Regulations

P. Feather Advertisement Flag, Teardrop Flag or Wind Flag:

1. Each business may display a maximum of two (2) flags per road side. With the exception of a multi-tenant complex **ex:** strip mall shall not exceed more than (6) flags per total private property at any given time. Flags shall be displayed during open business hours only and must be removed at night. Flags must be replaced should they become tattered, worn or faded.

Or

P. Feather Advertisement Flag, Teardrop Flag or Wind Flag:

1. Each business may display a maximum of two (2) flags per road side. **A multi-tenant complex shall not exceed more than six (6) flags.** Flags shall be displayed during open business hours only and must be removed at night. Flags must be replaced should they become tattered, worn or faded.

Financial: None.

Recommendation: Review and discuss to provide recommendation to move to public hearing.



PROPOSED



EXISTING



All noted dimensions are approximate and may be modified slightly during manufacturing to allow proper component usage.

SPECIFICATIONS:

- PRODUCE AND INSTALL (1) DOUBLE-FACED CITY ENTRY DISPLAY WITH FULL COLOR ELECTRONIC MESSAGE CENTER, WITH TRESTLE-LIKE STRUCTURE AND BENCHMARK BASE
- MESSAGE CENTERS ATTACH TO TWO UPRIGHT "TRESTLE-LIKE" OPEN STEEL STRUCTURES PAINTED BLACK
- 16MM, 72X180 MATRIX FULL COLOR EMC DISPLAY WITH GOLD PACKAGE OFFERINGS, LIFETIME BROADBAND COMMUNICATION SERVICE WITH EACH SIDE HAVING SEPARATE CONTROLLERS, REQUIRES AUTO DIMMER CONTROLS.
- EXPANDED POLYSTYRENE BRICK BASE WITH "CHISELED" AND PAINT FILLED PMS WARM GRAY 8C "INCORPORATED 1882"
- CONCRETE MOW PAD TO SPAN ENTIRETY OF SIGN

CUSTOMER: CITY OF LOUISBURG
NAME: RUSTY WHITHAM
LOCATION: 215 S BROADWAY
 LOUISBURG, KS 66053

DATE: 5/25/23
DESIGN NO: SP-5065 /6774
ARTIST: JH
SCALE: 1/2" = 1'
SCALE: 1/8" = 1'

APPROVED:

DATE:

