



## **LOUISBURG PLANNING COMMISSION MEETING MINUTES**

### **Wednesday January 25, 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 McKiearnan presiding.

#### **ATTENDANCE:**

Commission Members: Chris Hoffman, Carol Aust, George Bazin, Michelle Olson and Michael Sharp  
Mayor: Donna Cook  
City Council: Steve Town and T.J. Williams  
City Administrator: Nathan Law  
City Staff: Jean Carder  
Recording Secretary: Robert Lake  
Visitors: Bob Bazin, Kim Roquemore, and Jordan Roquemore

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

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

Michelle Olson moved to adopt the agenda, motion was seconded by George Bazin, and passed 6-0.

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

Michael Sharp moved to approve the minutes from the December 28, 2022 meeting. The motion was seconded by Chris Hoffman and passed 5-0. George Bazin abstained from voting.

#### **ITEM 4: PUBLIC COMMENTS: None**

#### **ITEM 5: Scheduled Visitors:**

Bob Bazin provided the planning commission board with documents regarding land the City of Louisburg has for sale at Amity and Vine and City of Louisburg Zoning Regulation Section 516 "HC-O" Highway K-68 Corridor Overlay District. Bazin provided input regarding this regulation and how it would affect the sale of the land due to the regulations placed by the city, to build anything on the property. Bazin asked the Planning Commission to consider a change in this regulation. The Planning Commission had a discussion regarding this item. This item will be added to a future agenda.

## **PUBLIC HEARING BUSINESS ITEMS:**

**Item 6:** None

## **NON-PUBLIC HEARING BUSINESS ITEMS:**

### **NEW BUSINESS:**

#### **Item 7: Discussion with Kim and Jordan Roquemore concerning the potential for a tiny home within the City of Louisburg:**

Kim Roquemore presented a slide show to the Planning Commission regarding their tiny home. Kim was able to provide input on what tiny homes are. Kim stated due to regulations they are not allowed to live within the City Limits due to zoning regulations.

Kim explained tiny homes are 100 square feet- 450 square feet in size, more affordable than the average home, environmentally friendly, and professionally built.

Kim and Jordan provided safety standards and ordinances to city staff, which will be provided to Planning Commission at the next meeting.

Kim advised she and Jordan have spoken to the owner of Louisburg Estates who would be willing to allow them to live on lots in Louisburg Estates. This would allow for the tiny homes to be regulated within "M-P" Mobile Home Park District within the zoning regulations since tiny homes are built similarly to mobile homes.

Kim asked the Planning Commission to amend the zoning regulations to the Mobile Home Park District to allow tiny homes within the regulations. Kim asked the Planning Commission if they had any questions.

Carol Aust asked how many lot spaces were available and if they are connected to city sewer and city water. Kim advised there were nine lots available, and they would be connected to city utilities.

George Bazin advised he had begun researching tiny homes as well and knew the biggest obstacle Kim faced last time was where tiny homes were placed in the zoning regulations and what the standard for safety would be. George was able to locate safety standards from different tiny home groups, such as Tiny Home Industry Association which has codes and regulations for the standards of tiny homes in accordance with International Code Council.

The board had a discussion regarding the safety standards between modular homes and tiny homes.

Chairperson McKiernan had discussion with Kim regarding the safety standards, quality of the build for tiny homes, inspections, and how the homes are tagged.

It was decided to have city staff provide the documents of safety standards and other documents for the board to look at and to discuss in a future meeting.

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

**Item 8: Discussion of potential large lot development to include: Mailboxes, public space, and green space, setback, and size of residences:**

The board began the discussion of large lot developments. The following was determined:

- Minimum lot size is 1 acre.
- The roadway shall be 26-foot-wide street. If it is not a sidewalk is needed. The developer may stripe the roadway separating traffic and pedestrians. This will not be required.
- Connect to city water and sewer. The developer will make the decision for gas connection.
- The maximum size for accessory buildings is 40X60 with sidewall height of 16 feet.
- Roofs will remain the same as current regulations.
- The development size for these lots would be a minimum of 20 acres.
- Street lighting will remain the same as current regulations.
- Livestock will remain the same as current regulations.
- The minimum home size would be 3,000 square feet on the ground floor.
- Open Space or public space, is not required due to lot sizes.
- Mailboxes would be up to the homeowner. Owners will need something to display their address approximately 50 feet from the roadway if they do not have a mailbox.
- Front yard setbacks would be 50 feet. Rear yard would be 50 feet. Side yard would be 30 feet.
- Curb and gutters are not required as long as storm water is maintained.
- Streets shall not exceed 1200 feet for blocks.
- Cul-de-sacs will remain the same as current regulations.
- HOA will be required if there is common space that needs to be maintained.

City staff will provide the draft of the changed regulations for the large lot estates for the next meeting.

**Item 9: Planning Director position:**

The discussion of the planning director began. The Planning Commission had a workshop where the board was able to create a job description and it was provided to all board members. Chairperson McKiernan advised of the changes in the document that was created, and the board discussed these changes.

Once all changes were agreed upon, no further discussion occurred.

Michael Sharp made the motion to recommend the Planning Director job description to the City council, was seconded by Michelle Olson and passed 6-0.

**Item 9: ADJOURNMENT:**

Chris Hoffman moved to adjourn the meeting, seconded by Michelle Olson and passed 6-0. The meeting adjourned at 8:06 p.m.

**Submitted by Robert Lake**