



LOUISBURG PLANNING COMMISSION MEETING MINUTES
Wednesday February 27, 2019

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: Michael Sharp, Nate Apple, Donna Cook, Rick Phillips, & George Bazin
City Administrator: Nathan Law
Staff: Jean Carder
Recording Secretary: Rusty Whitham
City Council: Lee Baer
Visitors: None

ITEM 1: ROLL CALL

ITEM 2: ADOPTION OF THE AGENDA:

A motion was made by Nate Apple to adopt the agenda. The motion was seconded by Donna Cook. Motion passed 6-0.

ITEM 3: APPROVAL OF THE MINUTES:

A motion was made by George Bazin to approve the minutes from the January 30, 2019 Regular Meeting. The motion was seconded by Michael Sharp. Motion passed 6-0.

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:

Chairperson Andy Sauber opened the meeting by welcoming the newest Planning Commissioner, Donna Cook. Administrator Law introduced Lee Baer as the new City Council Representative to the Planning Commission.

Item 5: 19001-TXA (Text Amendment) Addition of Section 621, “Small Cell Tower Aesthetic Design Standards” to Article 6 of the City of Louisburg Supplementary District Regulations.

Chairperson Sauber began the discussion by opening this item up for public comment. No comment was made and this portion of the discussion was closed.

City Administrator Nathan Law mentioned that the proposed text amendment to the Zoning Regulations also falls within the Right-of-Way (ROW) access ordinance in the City Code. Administrator Law stated that the Planning Commission may consider additional fees for installing cell towers in public ROWs. The proposed text amendment only addresses aesthetic design standards and does not mention any type of fee structure.

Chairperson Andy Sauber and Nate Apple both suggested that any fee structure associated with cell towers in public ROWs should be established by the City Council.

After a brief discussion a motion was made by George Bazin to approve the text amendment that will add Section 621, "Small Cell Tower Aesthetic Design Standards" to Zoning Regulations. The motion was seconded by Rick Phillips. The motion passed 6-0.

This recommendation will be forwarded to the City Council for additional discussion and consideration. No further discussion occurred concerning this item.

NON-PUBLIC HEARING BUSINESS ITEMS:

Item 6: None

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

Item 7: A discussion concerning a proposed Concrete Standards/Policy. This is a continued discussion that began during the December 19, 2018 Planning Commission Meeting.

Both Nate Apple and George Bazin recommended removing the requirement for rebar in sidewalks, and curbs. It was the consensus of the Planning Commissioners that the requirement for rebar be removed from sidewalks, and curbs. It was agreed that rebar shall be required in approaches and driveways.

Additional changes to the proposed Concrete Standards/Policy were recommended by the Planning Commission. Staff agreed to incorporate all changes to the draft policy and return it to the Planning Commission for additional discussion.

Item 8: A discussion concerning ground mounted solar panels in Residential Zoning Districts. This is a continued discussion that began during the January 30, 2019 Planning Commission Meeting.

Staff presented a draft amendment to the Zoning Regulations that address both ground and roof mounted solar panels.

After a brief discussion, the Planning Commission requested staff to research the following:

- Have other municipalities allowed both ground and roof mounted solar panel systems concurrently on the same property?
- What is the allowable size of ground mounted solar panels in other municipalities?

Staff agreed to conduct some additional research and present their finding to the Planning Commission at the next meeting. No further discussion occurred concerning this item.

NEW BUSINESS:

Item 9: A discussion concerning outdoor storage on commercial properties.

After a brief discussion the Planning Commission determined that no changes to the Zoning Regulations are needed for outdoor storage requirements on commercial properties. The current guidelines in the Zoning Regulations concerning outdoor storage are sufficient. No further discussion occurred concerning this item.

Item 10: A discussion concerning design standards for single-family residential homes. The Planning Commission may consider homes constructed primarily out of metal to include metal facades. Reference Section 618, paragraph A of the Zoning Regulations.

Staff explained that single-family residential homes are excluded from the design standard outlined in Section 618 of the Zoning Regulations:

*“These design standards are applicable in all zoning districts, and for all buildings **except single family residences**, and detached accessory buildings that do not exceed the dimensions of 36 feet by 24 feet and side wall height of ten (10) feet, constructed in residential districts.”*

Staff went on by saying that they were recently approached by an individual asking if they are allowed to construct a residential home with a metal façade. After some research, the answer was yes. Staff wanted to know if the Planning Commission is interested in reviewing the design standards for single-family residential homes.

It was mentioned that subdivisions with an active Homeowners Association (HOA) already regulate design standards within their subdivisions. The standards enforced by HOAs exceed the standards outlined in the Zoning Regulations.

After a brief discussion, it was the consensus of the Planning Commission members not to make changes to the design standards at this time. The current guidelines exempting single-family residential homes from the design standards will remain in place. No further discussion occurred concerning this item.

REPORTS:

Item 11: None

Item 12: ADJOURNMENT:

A motion was made by Michael Sharp to adjourn the meeting. The motion was seconded by Rick Phillips. The motion passed 6-0. Meeting adjourned at 7:46p.m.

Submitted by Rusty Whitham