



**LOUISBURG PLANNING COMMISSION MEETING MINUTES**  
**Wednesday May 29, 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: Nate Apple, George Bazin, Donna Cook, Brandon Fosbinder, Rick Phillips  
City Administrator: Nathan Law  
Staff:  
Recording Secretary: Jean Carder  
City Council: Mayor Marty Southard  
Visitors: None

**ITEM 1: ROLL CALL**

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

Chairman Sauber asked that item **7A Administrator’s Report** be added to the agenda. A motion was made by Nate Apple to adopt the agenda. The motion was seconded by Rick Phillips. Motion passed 6-0.

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

A motion was made by George Bazin to approve the minutes from the April 24, 2019 meeting. The motion was seconded by Donna Cook. Motion passed 5-0. Rick Phillips 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: Discussion of Feather style signs**

Staff presented a request from a business owner to be allowed to install feather signs for a seasonal business. Donna Cook stated she is not in favor of these types of signs. Nate Apple said speaking for himself and Chairman Sauber they would not like to allow these signs as the commission spent quite a bit of time reviewing sign regulations and discussed these particular types of signs during that process.

Administrator Law asked the commission if it would consider allowing these types of signs under the temporary sign allowance, which allows 1 sign per parcel, up to five signs total, for up to 21 days each year.

Sheena (Rusty, can you fill in last name) was in attendance and spoke to the commission. She stated she would like to open a Liberty Tax Service office along with another business. She said the feather signs are important to the seasonal tax office mentioning that her locations in the metro area are allowed to use feather signs.

Chairman Sauber explained the commission is not in favor of changing the sign regulations to allow feather signs.

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

## **Item 7: Solar Policy**

The Commission discussed an updated solar policy that had been reviewed by Mid-America Regional Council's solar energy coordinator. The Commission had asked to have an authority in the field of solar weigh in on the process. Laura Machala reviewed Louisburg's proposed policy and made several suggestions.

Commission members said they had agreed solar panels could be placed on accessory buildings and that was not reflected in the current policy version.

Commissioners then went through the marked-up policy and indicated which items to adjust to reflect the suggested changes by the MARC staff and which items to leave as-is. They would also like to include the sample of the MARC check-list that was provided for review. Commissioners directed staff to make changes and bring back for final review.

## **Item 7A: Gravel parking lot located on W. Amity St.**

Administrator Law said at the most recent Council meeting a councilmember questioned the Planning Commission's discussion of the gravel parking lot that occurred at the April Planning meeting. This lot is located directly east of the NAPA Auto Parts store on W. Amity. Administrator Law said the councilmember thought that discussion should have been directed to the Board of Zoning Appeals rather than Planning Commission. Administrator Law said no formal council action was taken to send this item back to the Planning Commission. Mr. Law also noted the councilmember's interpretation that the lot is a non-conforming lot since it has no direct access to Amity Street and access is through the NAPA entrance.

Administrator Law said with no action by Council, staff is not requesting anything of the Commission at this point. Administrator Law said in the future if there were questions about interpretation of regulations, those items would go to BZA.

**NEW BUSINESS:**

**Item 9:** None

**REPORTS:**

**Item 10:** None

**Item 11: ADJOURNMENT:**

A motion was made by Brandon Fosbinder to adjourn the meeting. Second was made by Rick Phillips. The motion passed 6-0. Meeting adjourned at 7:29 p.m.

**Submitted by Jean Carder**