



LOUISBURG PLANNING COMMISSION MEETING MINUTES

Wednesday August 30, 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, Michael Sharp, Carol Aust, Chris Hoffman, and George Bazin
Mayor:

City Council:

City Administrator: Nathan Law

City Staff: Sarah Altic and Jean Carder

Recording Secretary: Robert Lake

Visitors:

Item 1: ROLL CALL

Item 2: PLEDGE OF ALLEGIANCE

Item 3: ADOPTION OF THE AGENDA:

Chairperson McKiernan asked for Item 7 and Item 8 to be switched. All members agreed on this change. Chris Hoffman moved to adopt the amended agenda, was seconded by Michael Sharp, and passed 6-0.

Item 4: APPROVAL OF THE MINUTES:

George Bazin moved to approve the minutes from the August 30, 2023, meeting. The motion was seconded by Carol Aust and passed 4-0. Michael Sharp and Chris Hoffman abstained.

Item 5: PUBLIC COMMENTS:

None.

PUBLIC HEARING BUSINESS ITEMS:

Item 6: None

NON-PUBLIC HEARING BUSINESS ITEMS:

NEW BUSINESS

Item 8: Introduction of Community Development Director Sarah Altic.

Community Development Director Sarah Altic introduced herself to the Planning Commission and provided background information about her past education and experience. Sarah asked each Planning Commission member to introduce themselves and give a brief description of what their goals are for the Planning Commission and for the City of Louisburg. Each member introduced themselves and provided what they wanted to accomplish and why they are a part of the Louisburg Planning Commission. Nothing further occurred from this discussion.

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

City Staff told the Planning Commission about the new Community Sign that will replace the current one. The new sign was approved by the City Council and will be an Electric Messaging Center sign. The current community sign is located at the cemetery which is zoned as “R-1” Single Family Dwelling District. The current sign regulations only allow for school districts and churches located “R-1” to have an EMC as long as certain setbacks are met.

City Staff provided the Planning Commission with the current Zoning Regulations and recommended that municipal government be added as a text amendment to the current regulations to allow for the City to place the EMC in the area that is zoned “R-1”.

Chairperson McKiernan asked if the area could be rezoned to a commercial district to allow for potential uses for an EMC for the businesses across the street. The current Zoning Regulations do not allow for that area to have an EMC due to it being near “R-1”. Community Development Director Altic advised there are other issues that could arise from rezoning the area and that it would be best to table the item for future discussions. Discussion occurred.

It was decided to discuss this item at a future meeting.

OLD BUSINESS:

Item 9: Update from wayfinding sign committee.

Chairperson McKiernan advised there is no update on wayfinding signs at this time.

Possible addition of baseball fields discussion.

Chris Hoffman asked if there were any more discussions regarding the addition of any more baseball fields, practice fields or more sports fields in general. Discussion occurred.

Return discussion of item 7 for feathered flags regulation discussion.

City Administrator Nathan Law asked the Planning Commission to return to item 7 for the feather flag language that was added as that was not previously looked at and asked if they would like to go over the proposed changes. Discussion occurred. It was decided to change the language to 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 fade.

The Planning Commission decided it would be best to move forward with the text amendment at a later date when there are more text amendments for signage.

Item 11: ADJOURNMENT:

Chris Hoffman moved to adjourn the meeting, seconded by Jason Crooks passed 6-0. The meeting adjourned at 7:02 p.m.

Submitted by Robert Lake