



## LOUISBURG PLANNING COMMISSION MEETING MINUTES

### Wednesday November 18, 2020

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: George Bazin, Michael Sharp, Lee Baer, and Nate Apple  
City Administrator: Nathan Law  
City Council: Thorvald McKiernan and Donna Cook  
Recording Secretary: Jean Carder  
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 George Bazin. The motion passed 5-0.

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

A motion was made by Nate Apple to approve the minutes from the October 28, 2020 meeting. The motion was seconded by Michael Sharp. The motion passed 5-0.

A motion was made by Nate Apple to approve the minutes from the November 4, 2020 Special Call meeting. The motion was seconded by Michael Sharp. The motion passed 3-0-2. George Bazin and Lee Baer 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:**

#### **NEW BUSINESS:**

**Item 6:** Review of Sign Regulations as requested by the City Council during their regularly scheduled meeting on September 8, 2020.

City Administrator Law mentioned there has been a request by the City Council for the Planning Commission to review the Sign Regulations. Councilmember McKiernan is currently conducting meetings with business owners about ways for the City to help their businesses that includes signage. Administrator Law said it might be better for the Planning Commission to table review of the Sign Regulations until those meetings have concluded. Administrator Law also stated that Staff is not enforcing sign regulations at this time until more clarification is received from City Council. Administrator Law also said a key item that is missing in the regulations are wayfinding signs. The meetings and discussions happening at the Council level might provide further direction.

Chairperson Sauber said the Planning Commission has reviewed sign regulations within the past year. Sauber reminded those in attendance that the commission's thought process is that people use their smartphones and GPS to locate businesses. People do not rely on signage as much anymore.

Lee Baer asked if there is a current list of non-conforming signs. Administrator Law said Staff completed a review last week and has put together a current list of such signs.

Nate Apple said he would like to see a specific list of items the City Council wants the Planning Commission to address.

It was the consensus of the Planning Commission that this discussion should be tabled until further guidance is provided by the City Council.

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

**Item 7:** Chairperson Sauber asked Administrator Law about the status of the recent text amendment concerning gravel driveways. Administrator Law said he will take that to the next Council meeting on December 7, 2020.

**Item 8:           ADJOURNMENT:**

A motion was made by Nate Apple to adjourn the meeting. Second was made by George Bazin. The motion passed 5-0. Meeting adjourned at 6:44p.m.

**Submitted by Rusty Whitham**