



**MINUTES
PLANNING COMMISSION
City Hall – Bel Aire, Kansas
February 12, 2019 6:00 PM**



On February 12, 2019, the Bel Aire Planning Commission met in the community room at City Hall, 7651 E. Central Park Avenue, Bel Aire, Kansas. At 6:00 p.m. a quorum was present and Chairman Schmidt called the meeting to order.

I. Roll Call

Members Present: John Charleston, David Floyd, Phillip Jordan, Luke Lear, Dee Roth and James Schmidt.

Staff Present: Zoning Administrator Keith Price, Director of Public Works / City Engineer Anne Stephens and City Attorney Jacqueline Kelly.

II. Pledge of Allegiance

Chairman Schmidt led the pledge of allegiance.

III. Approval of Minutes from Previous Meeting.

The Commission agreed to amend the minutes to change “Chairman Floyd” to “Commissioner Floyd” on Item IV parts C and D, and Item V.

MOTION: Commissioner Charleston moved to approve the minutes of the January 10, 2019 meeting as amended. Commissioner Floyd seconded the motion. ***Motion carried 6-0.***

IV. OLD/NEW BUSINESS

A. Directive from City Council to review the city home-based business licensing process.

The Commission resolved clerical errors in the draft code and discussed signs, public safety, and lowering the annual application fee.

There was consensus regarding:

1. Signs- Vehicle signs should be exempted from signage requirements;
2. Public Safety – The ordinance should allow for minimal regulation of home-based businesses while still giving the City the ability to regulate

where public safety is at issue, i.e. regulating businesses that use hazardous or combustible materials;

3. Fees- The annual fee should be affordable but also adequate to cover administrative costs. The annual fee should be changed to \$35.00.

MOTION: Chairman Schmidt moved to change the annual fee to \$35.00. Commissioner Jordan seconded the motion. ***Motion carried 6-0.***

MOTION: Commissioner Roth moved to approve the draft code with changes and recommend approval to the City Council. Commissioner Lear seconded the motion. ***Motion carried 6-0.***

B. PUD-18-01 – Continued hearing for a proposed zoning revision overlay, on approximately 5.26 acres in the C-2 zoned district, with an existing PUD development.

The commission considered a zoning amendment request submitted by Kaw Valley Engineering on behalf of the property owners. The properties, which are owned by several people, are located at the corner of 45th St and Woodlawn Blvd. The applicant requests to repeal the current Ordinance 600, and adopt a new Ordinance maintaining the zoning of C-2. That would require future C-2 uses to come back to the Governing Body for approval, but allow C-1 and R-5 uses by right as contained within the PUD documents.

City staff provided an update to the commission. City staff met with the applicant to discuss the application. At the meeting they decided to submit the conceptual site plan for lot 4 as a separate document to be approved by the Planning Commission. The Lot 4 site plan would allow Tom Lindeman, Absolute Protection, to utilize the old homestead as a commercial business site. If approved, the overall PUD will allow some activity with administrative approval. More intense uses will require a Conditional Use process.

Commissioners recognized the property value of the existing buildings, but did restrict the R-5 and C-2 locations as well as using the C-1 general height and setback rules for all future developments within the site. The Commission then discussed:

- a. satisfactory quality of design in the individual buildings;
- b. satisfactory quality of design for the site;
- c. appropriateness of the building or buildings to the intended use;
- d. aesthetic appropriateness of the development to its surroundings.

MOTION: Commissioner Jordan moved to recommend PUD-18-01 proposed zoning revision overlay, approximately 5.26 acres on the C-2 zoned district, with an existing PUD development as presented with changes to the south half of lot 6 and all of lot 5, restricting self-storage and R-5 uses, unless approved by a Conditional Use process. Seconded by Commissioner Floyd. ***Motion carried 6-0.***

MOTION: Commissioner Lear moved to recommend approval of Lot 4 site plan as presented. Seconded by Commissioner Floyd. ***Motion carried 6-0.***

C. Current events

Action: none

D. Workshop/Training

No workshop was held.

E. Next meeting March 14, 2019

MOTION: Commissioner Lear moved to set the next meeting date as March 14, 2019. Commissioner Jordan seconded the motion. ***Motion carried 6-0.***

F. Adjournment

MOTION: Commissioner Roth moved to adjourn. Commissioner Floyd seconded the motion. ***Motion carried 6-0.***

The meeting adjourned at 8:16 p.m.