

MINUTES
BASEHOR PLANNING COMMISSION
April 1, 2008
BASEHOR CITY HALL

WORKSHOP
6:30 P.M.

Official Presiding: Dustin Smith, Director of Planning

Members Present: Commissioners John Flower, John Matthews,
Ed Bush, Bob Harrison, Jason Logsdon, David Povilonis and Roger Mc Dowell.

Staff Present: Dustin Smith, Director of Planning, and Kathy Renn, Assistant City Clerk.

Mr. Smith gave an update on the Zoning Ordinance to the Planning Commissioners. Mr. Smith reviewed incentive base zoning code systems.

Note: There are no detailed minutes for workshops since they, are not required by law.

PLANNING COMMISSION MEETING
7:00 P.M.

Call To Order

John Flower, Chair, called the meeting to order at 7:04 p.m.

Pledge of Allegiance

Roll Call

Members Present: Commissioners Roger Mc Dowell, David Povilonis, Jason Logsdon, John Flower, Ed Bush, John Matthews and Bob Harrison.

Staff Present: Dustin Smith for Planning and Zoning, Carl Slaugh, City Administrator, and Kathy Renn, Assistant City Clerk.

Approval of Minutes

A motion was made by Commissioner Logsdon and seconded by Commissioner Matthews to approve March 4, 2008 minutes. Chair Flower asked for vote. Motion passed, 7-0.

Unfinished Business – None

New Business –

E1- Final Plat – Basehor Town Center, 1st Plat, as submitted by Affinity Development.

Mr. Smith reviewed the staff report. Mr. Smith stated that staff recommended approval with the following conditions:

1. Ensure that the interior dimensions along the west side of Lot 1 and Tract A match the exterior dimension.
2. As per 58-2007, all corners in the boundary of a subdivision of land shall be monumented prior to recording of the plat submitted for recording after the effective date of this section. This monumentation shall be a metallic bar or tube set rigidly in a concrete base. All exterior corners on the east side need to be set in concrete. *(State regulated per Affinity remark)*
3. The right-of-way on the south side of the second roundabout shall encompass the entire island.
4. Fifteen foot (15') utility easements shall be provided on both sides of Basehor Boulevard right-of-way.
5. Tract A shall be designated as street right-of-way.
6. A setback of 25 feet will be required along the street right-of-way on the south side of the property. The setback shall be shown on the final plat.

Commissioner Logsdon made the motion to approve the final plat, for Basehor Town Center, 1st Plat as submitted by Affinity Development with staff recommendations. Commissioner Povilonis seconded. Chair Flower called for a vote. Motion passed, 7-0.

Mr. Smith stated that item E1 will go to City Council on April 21, 2008.

E2- Lot Split for Lot C-5, Pinehurst North Subdivision.

Mr. Smith reviewed the staff report. Mr. Smith stated that staff recommended approval.

Planning Commissioners and Mr. Smith reviewed conditions of staff report and added two other conditions to the staff report as follows:

1. Further division of either lot will require a replat.
2. Mylar drawings shall be submitted to the City for addressing and the applicant shall have the lot split recorded at the Register of Deeds Office, with a recorded copy provided to the City.
3. C5A & C5B have a shared access to Pinehurst Drive.
4. Utility easements to be provided by deed along the new lot line.

Commissioner Bush made the motion to accept the lot split for Lot C-5, Pinehurst North Subdivision with the additions of #3 and #4 to the staff recommendations. Commissioner Matthews seconded. Chair Flower called for a vote. Motion passed, 6-1. Commissioner Povilonis voted no.

E3- Site Plan for temporary building at 15063 State Avenue, as submitted by MEI, LLC.

Mr. Smith reviewed staff report. Mr. Smith stated that staff recommended approval of the site plan for the temporary building for MEI, LLC. with the eight conditions of the staff report.

Chair Flower asked if the applicant wish to speak.

Mike Hooper with MEI, LLC. went to the podium to answer any questions from the Planning Commissioners.

Planning Commissioners and Mr. Smith reviewed conditions of staff report and added changes to the conditions of the staff report as follows:

1. Planning Commissioners approved the placement of a temporary building on the site for a period not to exceed 42 months from the April 1, 2008.
2. Provide the Planning Department an engineered plan, sealed and signed by the design professional, showing how the building will be anchored.
3. The existing septic tanks needs to be shown on the plan.
4. If the temporary building will be connected to the existing septic tank, a letter of compliance from the Leavenworth County Health Department will need to be submitted to the Planning Department and no more than two bathrooms allowed.
5. Existing and proposed parking shall be shown on the site plan.
6. The site plan shall be signed by the appropriate design professional.
7. All conditions associated with the previous development approvals for Wolf Creek Industrial Park will remain in effect.

(Condition number five stricken from original staff report)

Commissioner Mc Dowell made the motion to approve site plan for temporary building at 15063 State Avenue, as submitted by MEI, LLC and that there could be no more than two bathrooms. Commissioner Matthews seconded. Chair Flower called for a vote. Motion passed, 6-1. Commissioner Harrison voted no.

Open Agenda- None

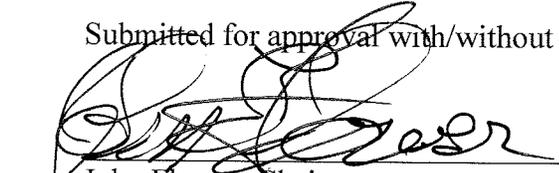
Reports from Special Committees – None

Notices and Communications – Commissioner Matthews stated that he and Mr. Smith attended the Design Guidelines meeting and that he found it to be very informative.

Adjournment -

There being no further business to discuss, the meeting was adjourned at 8:48 p.m. from Chair Flower.

Submitted for approval with/without additions or corrections this 6th day of May, 2008.



John Flower, Chairperson
5/5/08



Dustin Smith, Planning Secretary