

**MINUTES**  
**BASEHOR PLANNING COMMISSION**  
**July 13, 2010**  
**BASEHOR CITY HALL**

**NO WORKSESSION**

**PLANNING COMMISSION MEETING**  
**7:00 P.M.**

***A. Call to Order***

John Matthews, Chair, called the meeting to order at 7:00 p.m.

***Pledge of Allegiance***

***B. Roll Call***

Members Present: Commissioners Joe Mc Ardle, Russell Jacobson, John Matthews, Ed Bush, and Jon Gallion. Absent: *(Kevin Jones & Bob Harrison have stepped down and still have two vacancies)*

Staff Present: Mitch Pleak, City Engineer, and Kathy Renn, Assistant City Clerk.

***C. Approval of Minutes***

A motion was made by Commissioner Gallion and seconded by Commissioner Bush to approve the June 8, 2010 minutes. Chair Matthews asked for a vote. Motion passed, 5-0.

***D. Unfinished Business – None***

***E. New Business –***

**1. Consideration of Final Development Plan for Creek Ridge Phase 4, at 157<sup>th</sup> St. and Landauer St., as requested by Jeff Scherer.**

Mr. Pleak reviewed the staff report with Commissioners. Staff recommends approval of the final development plan for Creek Ridge Phase 4.

Commissioner Bush made the motion to approve the Final Development Plan for Creek Ridge Phase 4 at 157<sup>th</sup> St. and Landauer St. with the eight conditions stated:

1. The developer shall negotiate with the City for a minimum 15ft. wide public right of way extending easterly from 158<sup>th</sup> St. to eastern plat boundary and northerly on the east plat boundary for south property line to Landauer for the purposes on construction a trail subject to final trail alignment and grant funds. **Currently no agreement has been completed.**
2. A lighting plan showing the details of light poles and ft./candle measurements at the property lines shall be provided with the final development plan. **A lighting plan was provided with the final development plan. Ft/candle measurements will be provided before the City Council takes action.**

3. Details for the playground equipment shall be provided to verify the play equipment meets the standards noted in the proposed Zoning Regulations. **Details for the playground equipment have not been submitted.**
4. A copy of the original Notice of Intent to KDHE shall be submitted to the Planning Department, or if a NOI was never submitted, it will need to be submitted to KDHE with a copy provided to the Planning Department. **NOI has not been submitted to Staff.**
5. Landauer Street shall be constructed from the west entrance of the apartments to 158<sup>th</sup> Street. The public street shall be constructed and accepted by the City prior to issuance of any occupancy permit. **Landauer Street is proposed to be constructed from the west entrance to 158<sup>th</sup> Street.**
6. All sidewalks along the front end of parking stalls shall be a minimum of 6-ft wide to accommodate two-foot overhang of parked vehicles. **6-ft wide sidewalks are proposed with the final development plan.**
7. Connect the site sidewalk at the west entrance to the proposed sidewalk on the south side of Landauer Street. **The proposed Landauer Street sidewalk connects to the development sidewalk per the final development plan.**
8. City of Basehor policy is to construct all public streets within limits of dedicated right of way. Therefore, the plat will need to be modified to include the Landauer Street right of way from the west entrance to 158<sup>th</sup> Street; and exclude the Landauer Street right of way from the west entrance to 157<sup>th</sup> Street. **The final plat includes right of way for Landauer Street.**

Commissioner Gallion seconded. Chair Matthews called for the vote. Motion passed 5-0.

## **2. Consideration of Final Plat for Creek Ridge Phase 4, at 157<sup>th</sup> St. and Landauer St. as requested by Jeff Scherer.**

Commissioner Gallion motions to approve the final plat as submitted. Commissioner Mc Ardle seconds. Chair Matthews asked for a vote. Motion passed 5-0.

### ***F. Open Agenda – July Elections***

Chair Matthews made the motion to appoint Ed Bush as the new Chair. Commissioner Gallion seconded. Chair Matthews called for vote. Motion passed 5-0.

Chair Matthews made the motion to appoint Commissioner Gallion as Vice-Chair. Commissioner Bush seconded. Chair Matthews called for vote. Motion passed 5-0.

Commissioner Bush made the motion to keep the City as recording planning secretary currently held by Katherine M. Renn, Assistant City Clerk. Chair Matthews called for vote. Motion passed 5-0.

### ***G. Reports from Special Committees – None***

***H. City Engineer's Report –***

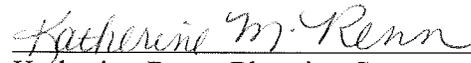
Mr. Pleak asked the Commissioners if they would like to conduct another special work session on Tuesday, July 20, 2010 more discussion on the current sign regulations and also more discussion on the architectural design. Planning Commissioners agreed for the work session on July 20, 2010 at 6:00 p.m. Mr. Pleak also informed the Commissioners that he met with one applicant, Brian Healy for one of the vacancies for the Planning Commission and may also have another applicant, Vernon Fields to fill both vacancies by the next Planning Commission meeting.

***I. Adjournment -***

Commissioner Bush made the motion to adjourn and Commissioner Gallion seconded. There being no further discussion, the meeting was adjourned at 7:25 p.m. from Chair Matthews.

Submitted for approval with/**without** additions or corrections this 3<sup>rd</sup> day of August, 2010.

  
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John Matthews, Chairperson

  
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Katherine Renn, Planning Secretary