MINUTES
BASEHOR PLANNING COMMISSION
August 2, 2011
BASEHOR CITY HALL

PLANNING COMMISSION MEETING
7:00 P.M.

A. Call to Order

Ed Bush, Chair, called the meeting to order at 7:00 p.m.

Pledge of Allegiance

B. Roll Call

Members Present: Commissioners Brian Healy, John Matthews, Ed Bush, Jon Gallion, and Vernon Fields. *Absent: Russell Jacobson and Kevin Istas*

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 Matthews to approve the June 7, 2011 minutes. Chair Bush asked for a vote. Motion passed 5-0.

***D. Unfinished Business* – None**

***E. New Business* –**

1. Consider an extension of an existing Temporary Building Permit located at 15063 State Avenue in reference to meeting a condition to Wolf Creek Industrial Park Plat.

After much discussion Commissioner Gallion motions to approve the extension. Commissioner Fields seconds. Chair Bush asked for vote. Motion passed 5-0.

2. Discussion concerning zoning and platting notice requirements.

Commissioners and Mr. Pleak had discussion only on this item. No action was taken.

3. Discussion concerning special assessments and public improvements.

Commissioners and Mr. Pleak had discussion only on this item. No action was taken.

4. Planning Commission Elections.

Chair Bush stated that the elections are typically held in the month of July every year, but since the Planning Commission had no meeting in July of this year, that the Commission would hold elections this month.

Commissioner Matthews motions for Ed Bush to be the Chair for the Planning Commission. Commissioner Gallion seconded the motion. Chair Bush asked for vote. Motion passed 4-0. *Chair Bush abstained from vote.*

Commissioner Healy motioned for Jon Gallion to be the Vice-Chair. Commissioner Matthews seconded. Chair asked for vote. Motion passed 5-0.

Commissioner Healy motioned for the (City) Assistant City Clerk, to remain the Planning Secretary. Commissioner Gallion seconded. Chair Bush asked for vote. Motion passed 5-0.

***F. Open Agenda* – None**

G. Reports from Special Committees –

Commissioner Matthews reported that he met with Leavenworth County Planning Commission as his first appointed meeting and informed fellow Commissioners that Leavenworth County is currently working on their Comprehensive Plan and reaffirmed & clarified several definitions and changes the County had made.

H. City Engineer's Report –

Mr. Pleak informed the Commissioners that tentatively that a re-zoning request has been submitted for an assisted living facility. Also informed Commissioner's that on July 18, 2011 the City Council approved the conditional use permit for the existing telecommunications tower located at 1216 N 155th Street.

I. Adjournment -

Commissioner Healy made the motion to adjourn and Commissioner Gallion seconded. Chair Bush called for vote. Motion passed 5-0. There being no further discussion, the meeting was adjourned at 8:10 p.m. from Chair Bush.

Submitted for approval **with**/without additions or corrections this 13th day of September, 2011.

Ed Bush, Chairperson

Katherine M. Renn, Planning Secretary