

**MINUTES**  
**BASEHOR PLANNING COMMISSION**  
**August 6, 2013**  
**BASEHOR CITY HALL**

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

***A. Call to Order***

Jon Gallion, Chair, called the meeting to order at 7:00 p.m.

***Pledge of Allegiance***

***B. Roll Call***

Members Present: Commissioners John Matthews, Ed Bush, Jon Gallion, Tracey Hannah, Terry Gall and Fred Farris. Absent: John Flower

Staff Present: Mitch Pleak, City Engineer and Connie Leggett, Administrative Assistant.

***C. Approval of Minutes***

A motion was made by Commissioner Ed Bush to approve the May 7, 2013 minutes and seconded by Commissioner John Matthews. Chair Jon Gallion asked for a vote and motion passed 6-0.

***D. Unfinished Business – None***

***E. New Business –***

**1. Consider deviations to the Architectural Design Standards for the proposed 3B's/CDS, LLC building to be located on Lot C-10 within Pinehurst North Plat.**

Mitch Pleak spoke about the building design and layout with the architectural features and the deviations for the building plans.

Jeff Schroeder spoke on behalf of the building design structure and what the owner has plans for on the west and east side of the building.

Commissioner John Matthews made a motion to deny the plans for the building structure on the basis that the designs did not meet the standards that have been set forth by the Planning Commission. Commissioner Ed Bush seconded the motion. Chair Jon Gallion called the matter to a vote with a 6-0 to deny the approval of the plans.

**2. Public Hearing – Comprehensive Plan Update**

Commissioner Tracey Hannah made the motion to open the public hearing at 7:21 p.m. and Commissioner Fred Farris seconded. Chair Jon Gallion asked for a vote and motion passed 6-0.

Motion was made by Commissioner Tracey Hannah to close the public hearing and seconded by Commissioner Fred Farris. Chair Jon Gallion asked for a vote and motion passed 6-0 and the public hearing was closed at 7:23.

### **3. Comprehensive Plan Update**

Commissioner Ed Bush made a motion to approve comprehensive update. Commissioner Terry Gall seconded the motion. Chair Jon Gallion asked for a vote and motion passed 6-0.

### **4. Planning Commission Elections**

Motion was made by Commissioner Ed Bush to add Agenda Item E4 regarding Planning Commission Annual Elections, and seconded by Commissioner Fred Farris. Chair Jon Gallion asked for a vote and motion passed 6-0.

Commissioner Ed Bush motioned to nominate Katherine Renn to remain Planning Commission Secretary. Commissioner Fred Farris seconded the motion and Chair Gallion asked for a vote, motion passed 6-0.

Commissioner Fred Farris motioned to nominate Jon Gallion for Planning Commission Chair. Commissioner Tracey Hannah seconded. Chair Jon Gallion asked for vote, motion passed 6-0.

Commissioner Terry Gall motioned to nominate Fred Farris for Planning Commission Vice Chair. Commissioner John Matthews seconded. Chair Jon Gallion asked for vote, motion passed 6-0.

### ***F. Open Agenda – None***

### ***G. Reports from Special Committees***

Commissioner John Matthews gave an update on the Leavenworth County's Planning Commission activities.

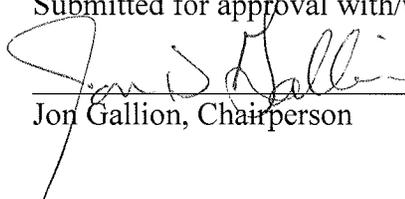
### ***H. City Engineer's Report***

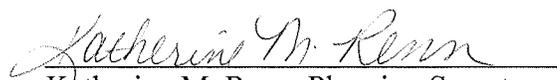
City Engineer Mitch Pleak gave the update on the Zip Code Request. The United States Postal Service reported the results of the survey were in favor of the zip code change. The next step is that it will go to cost analysis and the city will know in November of the outcome.

### ***I. Adjournment -***

Commissioner Ed Bush made the motion to adjourn and Commissioner Terry Gall seconded. Chair Jon Gallion called for vote. Motion passed 6-0. There being no further discussion, the meeting was adjourned at 7:35 p.m.

Submitted for approval with/**without** additions or corrections this 10th day of September, 2013.

  
Jon Gallion, Chairperson

  
Katherine M. Renn, Planning Secretary *via C. Leggett notes*