MINUTES
BASEHOR PLANNING COMMISSION
October 11, 2016
BASEHOR CITY HALL
PLANNING COMMISSION MEETING
7:00 P.M.

1. ***Call to Order***
   Chair Jon Gallion called the meeting to order at 7:00 p.m.

Pledge of Allegiance

2. ***Roll Call***
   Members Present: Chair Jon Gallion, Commissioners Jennifer Bizzell, Cecil Swenson, Ed Bush, Terry Gall, Dennis Haag and Ben Sims

   Staff Present: Mark Lee, Planning and Zoning Director; Connie Leggett, Planning Commission Secretary

   Absent Members: None

3. ***Approval of Minutes***
   Chair Gallion called for a motion to approve the September 13th, 2016 minutes. Motion was made by Commissioner Gall to approve the minutes with the following corrections
   Item 3: approval of motion from 5-0 to 6-0
   Item 5: approval of motion from 4-0 to 5-0 to elect Jon Gallion as Commission Chair
   Item 5: approval of motion from 4-0 to 5-0 to elect Ed Bush as Commission Vice-Chair
   Item 6: change builders to Boulders in paragraph 2
   Motion was seconded by Commissioner Haag. Chair Gallion called for a vote, Motion passed 7-0

4. ***Unfinished Business - None***

5. **Public Hearing: Amend the Zoning Regulations of the City of Basehor, Article 6; Definitions-** Request for approval to amend the zoning regulations to allow for the addition of the new term- **Architecturally Attached Structure,** as it refers to accessory structures.

   Chair Gallion called for a motion to open the public hearing. Commissioner Swenson made the motion and Commissioner Bush seconded. Chair Gallion called for a vote and the motion to open the public hearing was passed 7-0 at 7:02 p.m.

   Mark Lee explained how the definition would fit into zoning regulations, the definition itself, how the requirement would be applied to the zoning regulations and staff recommendations. Staff stated a second definition had been supplied by the City Attorney and reviewed the new submittal with the Commission.

   Staff and Commissioners had discussions regarding the two definitions and the differences between them, at that time Staff recommended Commissioners approve the second definition. Commissioner Haag asked if the definition could be applied to any buildings other than dwellings, staff explained the requirements pertained to dwellings wishing to exceed the allowed size limit of an accessory

building by requiring the attachment of said structure to the principal dwelling thus making it part of the main structure and no longer being considered an accessory structure.

Chair Gallion called for a motion to close the public hearing. Commissioner Haag made the motion and Commissioner Sims seconded. Chair Gallion called for a vote and the motion to close the public hearing passed 7-0 at 7:15 p.m.

Chair Gallion called for a motion on the request. Commissioner Swenson made the motion to approve the request with the second definition but replacing the word "may" in the first sentence to "shall". Commissioner Sims seconded the motion. Chair Gallion called for a vote and the motion passed 7-0.

6. **Public Hearing, Conditional Use Permit-** Allow for a conditional use permit, which would allow for *Fat Cats Dog Boarding* to operate a kennel and boarding facility at 14428 Parallel Road with staff recommended stipulations.

Chair Gallion called for a motion to open the public hearing. Commissioner Gall made the motion and Commissioner Bizzell seconded. Chair Gallion called for a vote and the motion to open the public hearing was passed 7-0 at 7:17 p.m.

Mark Lee explained the property location, the requirements for this type of permit, staff recommendations and how they might pertain to what is being requested. Staff recommends approval of the request and with the stipulations stated in staff's report that shall be met.

With neither the applicant present nor any members of the public to speak in favor or against, the public hearing was closed with discussion between staff and commissioners regarding the stipulations placed in the staff report. These items included the requirement to place impervious parking on the site and the required Transportation Excise Tax payments.

Chair Gallion called for a motion to close the public hearing. Commissioner Gall made the motion and Commissioner Bizzell seconded. Chair Gallion called for a vote and the motion to close the public hearing passed 7-0 at 7:25 p.m.

Chair Gallion called for a motion on the request. Commissioner Haag made the motion to approve the request with the staff recommendations. Commissioner Sims seconded the motion. Chair Gallion called for a vote and the motion passed 7-0.

7. **Open Agenda**
    a. **Storage facility locations in reference to zoning districts-** Staff has been contacted by potential and existing owners about possible locations for storage facilities, both outdoor and indoor. Possible locations could be I-1 Zoning Districts, PR Zoning Districts, MU-2 & 3 or CP-2. Staff is looking for input from Commissioners as this may be a potential use to move forward prior to amendments to our use table being completed.

Staff requested that the Commission consider moving on an amended use to the current Appendix A regarding outdoor storage facilities. Staff has been contacted by several individuals interested in either constructing new units or expanding existing locations. Staff explained that currently in the zoning regulations there are no allowances for these types of facilities. The two storage facilities that

are currently located within the city limits were annexed in and are in two distinctly different zoning districts; one being located in CP-2 (General Business) the other in I-1 (Light Industrial). Staff discussed that with the allowance of storage facilities in the CP-2 zoning districts that we would most likely negatively affect sales tax revenue from those areas as these uses to do not generate tax dollars from sales. In the amended Appendix A that Staff and Commission has been working on they are listed in several zoning districts in different scenarios, fully enclosed/conditioned storage facilities may be allowed in CP-2 (General Business), I-1 (Light Industrial), PI (Planned Industrial), MU-2 and MU-3 (Mixed Use). Outdoor storage facilities shall be allowed via Conditional Use Permit in CP-2 and I-1, as well as being a permitted use in I-2 (Heavy Industrial) and PI. This use will most likely be pulled out of the overall scope of Appendix A and moved forward on its own to expedite the process for the potential construction of addition of units.

Vernon Fields, City Council member – 15424 Pin Oak Drive gave an update on his meetings with attending MARC and the Leavenworth County Development Corporation and spoke on behalf of what he is trying to do for the City of Basehor. He is asking that members of the Planning Commission start attending some of the meetings for both LCDC and MARC to represent the City of Basehor for some of the funding that can be put forth for future projects.

8. *Reports from Special Committees - None*

9. Planning Directors Report

Mark Lee reported:

a. A high end 4-plex development (20 units) in the Pinehurst Development is being proposed and should begin to develop soon.
b. Standing work session – Staff discussed the necessity of a standing worksession, there are several vital items that need to be addressed by the Planning Commission and moved forward, these include the amended Zoning Uses (Appendix A), the Comprehensive Plan, the Future Land Use Map (FLUM) as well as future trail and park locations. It was agreed upon that on the last Wednesday of every month at 6:30 p.m. would be a good time starting on November 30th, 2016.
c. There are currently about 188 lots and 67 permits
d. Sewer plans are in review for Falcon Lakes

Chair Gallion introduced the newest member to the Planning Commission, Ben Sims.

10. Adjournment

Chair Gallion called for a motion to adjourn, Commissioner Gall made the motion and Commissioner Sims seconded. Chair Gallion called for a vote. Motion passed 7-0. There being no further discussion, the meeting was adjourned at 8:36 p.m. by Chair Gallion.

Submitted for approval without additions or corrections this 8th day of November, 2016.

Ed Bush, Vice Chair

Connie Leggett, Planning Commission Secretary