

TONGANOXIE PLANNING COMMISSION
MINUTES
August 2, 2007

Call to Order – The Planning Commission met in regular session at 7:00 pm in the City Council Chambers. Roll Call was taken; members present were Chairman Diane Bretthauer and Commissioners; Burl Gratny, John Morgan, Don Pelzl, and Bob Altenhofen; Joel Skelley arrived at 7:05 pm.

Approval of Minutes–Bob Altenhofen made a motion to approve the minutes of the Planning Commission Meeting held on July 5, 2007. Don Pelzl seconded the motion. Motion carried; five ayes.

Regular Agenda Item 3a – Public Hearing – Consider a Preliminary & Final Plat Application – Urban Hess #4 submitted by Leavenworth County Port Authority

The Planning Commission followed the Public Hearing Script for consideration and recommendation of the Preliminary Plat of Urban Hess #4, for approximately 13.8 acres generally located on the south side of County Road 5 (Tonganoxie Road) between Laming Rd and the Stone Creek subdivision. Kevin Kokes, AICP, BWR Corp. presented the staff report. He reviewed history and background information on the parcel. He summarized comments from the County Engineering Staff and the County Public Works Department. He presented conditions for approval of the Preliminary and Final Plat that are listed in the staff memo dated August 2, 2007. John Selk, Landplan Engineering, Lawrence KS was present to speak for the project and answer questions from the commissioners. He explained the replat would be more conducive to building and they would be able to leave the natural drainage way undisturbed by adding a cul-de-sac on Industrial Dr. Commissioner Burl Gratny had concerns about the cul-de-sac and felt it would be better to have a connecting road instead of a cul-de-sac. He felt it would be another access point from County Rd 5 for traffic in Stone Creek Subdivision. Also discussed was the access drive for Lot 2. The Commissioners agreed they did not want another driveway access onto County Rd 5 (Tonganoxie Rd). Access to County Rd 5 from this lot would have to be from Lot 1 of this replat or from Lot 5 of Urban Hess Business Center #1. No one was present to speak against this project.

The Public Hearing was closed. The commissioners had no further comments or questions.

- **Don Pelzl made a motion** to accept the Preliminary Plat subject to conditions recommended in the planning staff and engineering reports **John Morgan seconded** the motion.
- **Roll Call Vote:** Bob Altenhofen, aye; Don Pelzl, aye; Joel Skelley, aye; Diane Bretthauer, aye; John Morgan, aye; Burl Gratny, nay
- **Motion carried:** Aye – 5, Nay – 1

Approval of the Preliminary Plat shall be effective for one year, unless an extension is granted by the Planning Commission.

The Chairman asked for a motion to approve the Final Plat.

- **Joel Skelley made a motion** to accept the Final Plat subject to conditions recommended in the planning staff and engineering reports. **Bob Altenhofen seconded** the motion.
- **Roll Call Vote:** Bob Altenhofen, aye; Don Pelzl, aye; Joel Skelley, aye; Diane Bretthauer, aye; John Morgan, aye; Burl Gratny, nay
- **Motion carried:** Aye – 5, Nay – 1

The City Council will hear this item to accept the rights-of-way and easements at the regular scheduled meeting on August 27, 2007.

**Regular Agenda Item 3b –Site Review – Medicine Store, located at 760 Northstar Court.
Submitted by Gary Holst, owner**

Kevin Kokes presented the staff report. He discussed background information on the parcel. He reviewed the new Site layout Plan, Building Plan, Design Plan, Landscape Plan and Signage proposed for the site. Mike Brown, MJ Partners, LLC was present to answer any questions the commissioners may have. There were no questions. After discussion about the project,

- **Joel Skelley made a motion** to approve the site plan contingent upon meeting the staff recommendations when plans are submitted with the building permit. **Bob Altenhofen seconded** the motion.
- **Motion carried:** Aye 6

Old Business Agenda Item 4a – Discussion of Off-Site Development Signs

- Kevin Kokes, AICP, BWR Corp. presented the staff report which listed items for discussion. Items discussed included allowable number of off-site signs, time limits, size requirements, property owner permission, sign permit applications, approval of signs, maintenance of signs, enforcement issues, advertising signs and parties allowed to place signs. Also discussed were Federal Interstate Trade Laws, The Hwy 24/40 Corridor Study, community aesthetics, permit cost and renewals. The commissioners scheduled a public hearing for Sept. 6, 2007 to address the off-site developments sign text amendment changes to the Tonganoxie Zoning Regulations.

Open Agenda

Mike Yanez, City Administrator updated the Commissioners on the following city projects, the Pleasant Street Bridge, the new Public Works Building, A proposed US Postal Service building and the new City Pool.

There were no additional comments or business at this time.

- **Joel Skelley made a motion** to adjourn the meeting. **Bob Altenhofen seconded** the motion.
Motion carried, aye 6.

Meeting adjourned at 8:30 p.m.

Respectfully presented,

Patty Hagg
Recording Secretary