

**TONGANOXIE PLANNING COMMISSION
MINUTES
September 6, 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, Jim Bothwell and Bob Altenhofen. Don Pelzl arrived at 7:03 pm. Joel Skelley was absent.

Approval of Minutes–Bob Altenhofen made a motion to approve the minutes of the Planning Commission Meeting held on August 2, 2007. John Morgan seconded the motion. Motion carried; five ayes.

Regular Agenda Item 3a – Public Hearing – Sign Ordinance Amendments – Temporary Off-Site Residential Subdivision Directional (Real Estate) Signs.

The Planning Commission followed the Public Hearing Script for consideration and recommendation of changes to the text in the zoning regulations.

Kevin Kokes, AICP, BWR Corp. presented the staff report. He reviewed history and background information, current text and definitions. He summarized comments from the Planning Commissioners presented at the August 6th meeting and presented the draft of text changes to allow off-site residential subdivision directional signs. No one was present to speak for or against the changes. The Public Hearing was closed. The commissioners discussed fees and clarified their recommendation to the City Council to include raising the sign permit fee to \$50.00 when the fee schedule is restructured. The commissioners also discussed who would be allowed to put up the sign and that it had to be a directional sign not just an advertising sign. The commissioners had no further comments or questions.

- **Jim Bothwell made a motion** to accept and recommend to the City Council the proposed sign ordinance amendments to allow off-site real estate directional signs. **Bob Altenhofen seconded** the motion.
- **Roll Call Vote:** Bob Altenhofen, aye; Don Pelzl, aye; Diane Bretthauer, aye; Jim Bothwell, aye; John Morgan, aye; Burl Gratny, aye
- **Motion carried:** Aye – 6

The Amendments to Section 25, Signs, will be scheduled for consideration by the City Council on September 24, 2007.

Regular Agenda Item 3b –Review for Leavenworth County – SUP Hayden’s Gun Shop – Sale and Repair Firearms, 20319 State Ave. Submitted by Cecil & Jean Hayden, owners

Kevin Kokes presented the staff report. He discussed background information and reviewed the information submitted by Leavenworth County. The commissioners discussed the tractors and ATV’s for sale on the property. The SUP request allows for limited sales. There was no opposition to the Special Use Permit as presented.

- **John Morgan made a motion** to send a letter of support to allow the Special Use Permit to Leavenworth County Planning Commissioners. **Jim Bothwell seconded** the motion.
- **Motion carried:** Aye 6

Regular Agenda Item 3c – Discussion of Site Plans/Building Permits

Mike Yanez, City Administrator updated the Commissioners on a proposed ordinance to amend the City Code Section 4-211 (12) that will go before the City Council on September 10, 2007. He explained the need for the ordinance. He presented samples of site plans submitted by builders. The commissioners discussed the need for a survey for fences, sheds, decks and other miscellaneous structures. Mike explained the new ordinance is for new home construction only.

Regular Agenda Item 3d – Leavenworth County Land Use Plan Update

Mike Yanez, City Administrator presented new maps he received from a public meeting held in Leavenworth. He reviewed the new Tonganoxie growth area as proposed by Leavenworth County. He

stated there was a significant reduction in Tonganoxie Growth Area 2. He also presented a letter to the Leavenworth County Commissioners from Mayor Vestal listing some of the City's concerns. Mike encouraged the Planning Commissioners to take an active role to represent Tonganoxie at the public meetings regarding the update to the Leavenworth County Comprehensive Plan. Mike informed the Commissioners that City Councilman, Jason Ward, had been appointed to the Leavenworth County Comprehensive Plan Committee to represent Tonganoxie.

Open Agenda

Mike Yanez, City Administrator updated the Commissioners on the County Road 1 project. He stated the Final Road Plan had been submitted. Another meeting has been scheduled with KDOT to discuss the proposed interchange and options connecting County Road 1 with Highway 24/40.

Bob Altenhofen requested the City Council Agendas emailed to the Planning Commissioners.

There were no additional comments or business at this time.

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

Meeting adjourned at 7:52 p.m.

Respectfully presented,

Patty Hagg
Recording Secretary