

**TONGANOXIE PLANNING COMMISSION
MINUTES
AUGUST 7, 2008**

Call to Order – The Planning Commission met for a scheduled session at 7:00 pm in the City Council Chambers. The meeting was called to order by Vice-Chairman Bob Altenhofen. Members present were Commissioners, Steve Clark, John Morgan, Bill Peak and Joshua Mast. Members absent were Joel Skelley and Jim Bothwell.

Approval of Minutes–Steve Clark made a motion to approve the minutes of the Planning Commission Meeting held on July 2, 2008. John Morgan seconded the motion. Motion carried; five ayes.

Regular Agenda Item 3a – Review Draft Text Amendments to Subdivision and Comprehensive Plan

Planning Consultant, Kevin Kokes, AICP, with BWR Corp. presented the staff report. He reviewed background information on the US 24/40 Corridor Study. He explained the Corridor Study should be adopted as an appendix of the City’s Comprehensive Plan at a Public Hearing. The Plan can then be used in the future as a guideline for land use, access management and development along the corridor and to maintain thoroughfare capacity on the roadway from Highway 7 to County Road 1. The Commissioners also discussed the closing of roads and driveways, stoplights, a future parkway and turn lanes. Text changes to eliminate building lot lines on final plats were also discussed. Kevin explained this would help alleviate problems that occur if property is rezoned after a final plat is filed. He stated that if building lot lines under the new zoning are different from the zoning shown on the filed plat, a new plat must be filed with the county showing the new building lot lines or the new construction would have to meet the setback requirements of the original zoning. It was decided to review agenda item 3b before setting a public hearing date for the text amendments.

Regular Agenda Item 3b – Discuss Comprehensive Plan Appendix A – Implementation Strategies and Appendix B – Projected Timeline

Planning Consultant, Kevin Kokes, AICP, with BWR Corp. presented the staff report. He stated the timelines and strategies were outdated and should be updated. Some items in the timeline are complete and others need revised. Kevin suggested the Planning Commissioners schedule a work session with the City Council to review, prioritize and discuss funding for projects in the strategies and timelines. The Commissioners also discussed land use areas, parks, housing, streets and design guidelines. They directed staff to write a letter to the mayor and council members inviting them to a joint work session on August 20th or 21st. They also directed staff to compile a list of completed, partially complete and incomplete projects to use for discussion at the joint work session. It was decided to table scheduling the public hearings on agenda item 3a and 3b until after the joint work session.

General Information Items:

BWR - Retail Recruitment & Retention-Public Survey

Mike Yanez reported the surveys were randomly sent to 1000 city residents and 400 county residents. We have received about 250 replies from our citizens with more coming in every day. The survey will help BWR develop a Community Retail Strategic Plan for the City of Tonganoxie.

2009 Budget

Mike reported the 2009 budget was reviewed and passed at a Public Hearing on August 4, 2008. A copy of the 2009-2013 capital improvement plans was included in the commissioner's packet.

Southern Leavenworth County Leadership Development Class

Classes will be held once a month starting in September 2008 and ending in May 2009. Applications must be returned to City Hall by September 5th.

Planning Commissioners Journal -- Envisioning Greenways

Articles in the Summer 2008 edition – Greenways for Everyone, Developing at the Edge, An Introduction to Charrettes, This Plan's for You, Visioning, Planetizan Update and Planning Commission Physics. Copies of The Planning Commissioners Journal are available for checkout at City Hall.

There being no other business the meeting adjourned at 8:40 p.m.

Respectfully presented,

Patty Hagg
Recording Secretary