

**TONGANOXIE PLANNING COMMISSION
MINUTES
December 2, 2010**

Call to Order – The Planning Commission met on December 2, 2010 for a regularly scheduled session. Chairman Joel Skelley called the meeting to order at 7:00 p.m. Commissioners present were Joshua Mast, Cody Edwards, Joel Skelley and John Morgan. Commissioner Rick Pruden was absent.

Approval of Minutes–**Josh Mast made a motion** to approve the minutes from the September 2, 2010 meeting. **John Morgan seconded** the motion. **Motion passed. All ayes - 4**

Old Business - None

Agenda Items –

4a. Site Review – Consider a Site Plan Application for an O’Reilly Auto Parts Store located at 526 Northstar Court.

Kevin Kokes, AICP, LEED AP BD+C, Lochner, BWR Division, Planning Consultant, reviewed the background of the property, site layout, building design, landscape plan, and signage as presented in his memo dated December 2, 2010. He stated the site access points have been reviewed by KDOT and are in compliance with the Highway 24/40 Corridor Plan. Mr. Kokes stated the proposed color palette is consistent with other buildings in the area, the parking and lighting are in compliance with the zoning regulations. Mr. Kokes expressed a small concern with the size of some of the landscaping material. He stated all signs will be wall signs and suggested the sign on the north side of the building be non-illuminated because that side of the building faces a residential area. Mr. Kokes said all changes are small and could be included with the Building and Sign permit applications.

Nick Heatherly, O’Reilly representative from Springfield MO., assured the Planning Commissioners that the small problems mentioned by Mr. Kokes would be taken care of. He stated the tree circumference would be 4’ which is larger than what would be required and the sign on the north side will be non-illuminated. He stated O’Reilly’s will submit Building and Sign permits with the changes as recommended. Mr. Heatherly stated O’Reilly locations are corporate owned; they do not have franchises. Mr. Heatherly stated he will keep Mr. Yanez updated on the construction timeline.

Judy Evans, representative of Northern Star Development LLC, stated they reviewed the site plan and are glad to have an O’Reilly Store in the Northstar Subdivision.

The Commissioners had no further comments or questions.

- **Cody Edwards made a motion** to recommend approval of the O’Reilly Site Plan with the recommendations 3a – 3d to be addressed with the building and sign permits as outlined in the memo dated December 2, 2010.
- **Josh Mast seconded** the motion.
- **Roll Call Vote** was taken. Joshua Mast, aye; Cody Edwards, aye; Joel Skelley, aye; and John Morgan, aye.
- **Motion carried** aye 4.

The motion was based on agreement with the following recommendations:

Approval of the site plan application is subject to the following conditions to be addressed with plans submitted for building and sign permits:

- **3a.** Plans submitted for building permit shall include a revised landscape plan with minimum planting sizes in accordance with the City's landscape Ordinance (2-in caliper for deciduous shade trees and 5-6 feet in height for evergreen trees) and to provide evergreen screen of the gas utility meter on the south side of the building.
- **3b.** Plans submitted for building permit shall include elevation wall details indicating the depth of offsets from the primary plane of the wall (e.g. pilaster projections for the dove gray vertical brick wall accents). The offsets shall be several inches in depth to provide visual three-dimensional quality of the structure.
- **3c.** Wall signage installed on the north side of the building shall be non-illuminated (no internal or external illumination). A sign permit application shall be submitted for all proposed signs and must conform to the standards of Zoning Ordinance Chapter 25.
- **3d.** Plans submitted for building permit shall comply with all requirements of the city engineer.

4b. Review and Adopt the 2011 Planning Calendar

The Commissioners reviewed the 2011 Planning Application and Review Schedule. Kevin stated the schedule is just a guideline and the timetable can usually be adjusted if all reviews are submitted in a timely manner and the publication dates are met.

The Commissioners had no further comments or questions.

- **Josh Mast made a motion** to approve the Application and Review Schedule as presented.
- **John Morgan seconded** the motion.
- **Roll Call Vote** was taken. Joshua Mast, aye; Cody Edwards, aye; Joel Skelley, aye; and John Morgan, aye.
- **Motion carried** aye 4.

4c. Review and recommend appointment of new Planning Commissioner

The Commissioners reviewed Planning Commission applications for the vacant city position. It was decided that Robert Bieniecki would be recommended for appointment by the Mayor and City Council to fill the vacant City Position that expires May 2013.

- **Josh Mast made a motion** to approve the recommendation of Robert Bieniecki to the Planning Commission
- **Cody Edwards seconded** the motion.
- **Roll Call Vote** was taken. Joshua Mast, aye; Cody Edwards, aye; Joel Skelley, aye; and John Morgan, aye.
- **Motion carried** aye 4.

Joshua Mast left the meeting at 7:30 p.m.

5. Open Agenda

6. General Information

Mike Yanez reviewed the letter to USD 464 School Superintendent, Kyle Hayden and discussions with school representatives that he has been involved with. He stated the school district will propose a bond issue for a new elementary school and renovations to the existing elementary school and high school. He explained the city wanted to keep the school district informed of the needs of traffic studies, possibility of new road construction, water and sewer lines and other items that would need to be considered for the bond proposal.

Mike Yanez also reviewed a request from the City Council to review text amendments to the Planning & Zoning Regulations regarding “honorary” street names. The Commissioners directed Kevin to provide information at the next meeting.

With no further business to discuss, the meeting adjourned at 7:50 P. M.

Minutes Approved: _____

Submitted by: Patty Hagg