

TONGANOXIE PLANNING COMMISSION
MINUTES
September 1, 2011

Call to Order – The Planning Commission met on September 1, 2011 for a regularly scheduled meeting. Chairman Joel Skelley called the meeting to order at 7:08 pm. Members present were Commissioners; Catherine Patrick, Robert Bieniecki, Joel Skelley, John Morgan and Rick Pruden. A quorum was present. Guests included Brad Eccles, Mark Scribner, Kara Reed and Kelly Fann.

Approval of Minutes–The Commissioners reviewed the minutes from the August 4, 2011 meeting. A motion to approve the minutes as presented was made and seconded. All ayes (5), motion carried.

Open Agenda -

Mark Scribner, West Haven Baptist Church, asked to speak to the Planning Commissioners during Open Agenda regarding a code violation for a sign the church installed. He stated the Planning Commissioner's reviewed the Sign permit and approved the sign in January. He felt he was in compliance with the Zoning Ordinances and met the sign met the conditions included in the motion on January 6, 2011.

Mike Yanez reviewed the code violation letter and advised Mr. Scribner to bring the matter to the next City Council Meeting, September 12, 2011. He stated the City Council will need to review the code violation and decide if the sign meets the requirements as set forth in the Zoning Ordinances and as recommended by the Planning Commission on January 6, 2011.

Joel Skelley, Planning Commission Chairman stated the Planning Commission cannot act or make recommendations at this time. Joel stated the City Council could refer the matter to the Board of Zoning Appeals or ask the Planning Commission for clarification of the Zoning Codes.

Agenda Items –

4a. Park & Open Space Planning Work Session

Guests included Brad Eccles, Tonganoxie Recreation Commission; Mark Scribner, Tonganoxie Christian Church, Kara Reed and Kelly Fann, Tonganoxie City Library were introduced and an overview of the previous work sessions were presented.

Kevin Kokes, AICP, LEED AP BD+C, City Planner with H. W. Lochner Inc., reviewed the City Park and the Metro Green Regional Park maps and discussed the Work Plan Schedule.

The group discussed the vision, current needs and the process to include community input and the tools to provide funding for the project.

Brad Eccles with the Recreation Commission stated they are also working on a Master Park Plan and they are also working on a community survey. They have applied for grants to help with costs for a playground at the new baseball fields. He stated the baseball program is at capacity now. They had more than 600 players enrolled for the 2011 Summer Program. Brad stated their committee meets on the 3rd Thursday of each month.

The group discussed ways to distribute the surveys; suggestions were using Facebook and Twitter accounts; the Rec Commission, City and Chamber websites, having surveys available at the Rec Office, the Library and City Hall, using Church bulletins and reminders on the water bills.

The group also discussed other stakeholders that may be interested in providing input for the project such as the School district, the Historical Society, the Police Department, local civic and high school groups. A suggestion was to present material to the various organizations at their monthly meetings.

The work session also included discussion regarding the needs in future park areas such as; more baseball fields, additional soccer fields, shelter houses/community meeting places, community center, additional gym space, activities and amenities for older residents and a park space in the southern part of the community.

The commissioner's reviewed the General Information items, no action was taken.

The next meeting will be held on Thursday, October 6, 2011 at 7:00 p.m.

With no further business to discuss, there was a **motion by Rick Pruden** to adjourn. **Second by John Morgan** All ayes, (5). Motion carried. Meeting adjourned at 9:03 p. m.

Minutes Approved: _____

Submitted by: Patty Hagg