

TONGANOXIE
PLANNING COMMISSION
MEETING MINUTES
MAY 4, 2017

Call to Order – The Planning Commission met on May 4, 2017. Jacob Dale called the meeting to order at 7:00 pm. Commissioners present were Zach Stoltenberg, Jacob Dale, Steve Gumm, Monica Gee, and Patti Gabel. John Morgan and Steve Ashley were absent. A quorum was met. Also present were George Brajkovic, City Manager, Graham Smith, City Planner, and Jamie Shockley, Assistant City Manager.

Approval of Planning Commission Minutes–Monica Gee moved to approve the Planning Commission minutes from April 6, 2017. Zach Stoltenberg seconded the motion. All Ayes. Motion carried (5-0).

Old Business

Timber Hills Phase B – Final PLat

- The Commissioners considered the Final Plat for Timber Hills Phase 4B. Fire Chief Jack Holcom presented the results of the water pressure testing for the neighborhood and reported that all tests provided satisfactory results of water pressure. Jacob Dale asked if there were any additional questions or comments from the members of the commission.
- Mr. Gumm moved to approve the Final Plat for Timber Hills Phase 4B. Mr. Stoltenberg seconded. All ayes. Motion carried 5-0.

New Business

Rezone Tonganoxie Business Park from BP-Business Park District to BP – Business Park District with a Development Plan

- Graham Smith, City Planner with Gould Evans, provided the staff report to the Planning Commission. He also provided a report regarding the preliminary plat and plan for the business park, final plat for the business park, the final plat and development plan for the Unilock site.
- Mr. Smith recommended that the Planning Commission approve the Rezoning request with all conditions outlined in the staff report.
- Mr. Dale opened the public hearing and asked if there was anyone present to speak in favor of the rezoning. Nobody spoke in favor.
- Mr. Dale then asked if there was anyone present to speak against the rezoning. Mary Gergick, 21272 Kansas Avenue, spoke against the rezoning. She stated that she had concerns about noise, travel, environmental pollution, and light pollution.
- With nobody else wishing to speak in favor or against the rezoning request, Mr. Dale closed the public comment portion of the public hearing and entertained a motion from the commission.
- Ms. Gee moved to rezone from BP District to BP District with a development plan. Mr. Gumm seconded. Ms. Gabel – yes. Ms. Gee – yes. Mr. Gumm – yes. Mr. Dale – yes. Mr. Stoltenberg – yes. All ayes. Motion carried. Mr. Dale stated that the request would now be heard by the City Council at the June 5, 2017 city council meeting.

Preliminary Plat and Development Plan for Tonganoxie Business Park

- Mr. Gumm moved to approve the preliminary plat and development plant with the conditions stated in Planning Staff report dated April 27, 2017, as follows:
 - Changes to the “Floor Area Ratio (FAR) Calculations” table
 - Change the Title of the 3rd column to “Use”
 - Identify on which lots manufacturing is allowed to occur.
 - Identify on which lots outdoor storage is allowed to occur as a supplemental use.
 - Provide a total for the square footage of lot area for the entire park.
 - Change the Floor Area Ratio calculations to decimals (i.e. .34, .24, etc.) and provide an average FAR for the entire business park, .285 average.
 - Include Tract A in the project data table and identify use and tract statistics.
 - Dedication of 50’ of right-of-way, from the centerline along the property length of Kansas Avenue and 222nd Street.
 - The maximum length of a cul-de-sac allowed by the Tonganoxie Subdivision Regulations is 800’. This is a generally connectivity standard that is important to transportation networks. However in relation to this context, the constraints of the site, and this specific development plan the Planning Commission can grant a waiver for the proposed 1,600-foot cul-de-sac.
 - Sheet L.2, change name of #5 in Landscape Zone legend L to “Native Prairie” and remove “Pasture” from the name.
 - Preliminary Development Plan and Design Guidelines document changes:
 - Add language that regulates the consistency of design between the Business Park signage and Building Design, specifically the consistency of materials and colors.
 - Provide typical elevations for the Business Park Architectural standards that delineate the building materials palette for the park.
 - Site Planning – identify a Park Perimeter Setback of 30 feet, along all property boundaries and street frontages.

- Land uses – Restrict “Manufacturing” uses within the Business Park to “Industrial Uses typically allowed in the standard I-LT Light Industrial and I-MD Medium Industrial zoning categories per the Tonganoxie Zoning Ordinance”.
 - Land Uses – Identify “outdoor storage” as an allowed supplemental use to the primary use and restrict its height to 10 feet and require the area dedicated to be paved.
 - Loading – Add Business Park Drive to item c., as a restriction for loading docks to front upon.
 - Outdoor Storage – Item c., remove “aggregate material” from the definition.
 - Architectural Building Standards – Item #1 should read “Building Standards and Materials should seek to work in harmony with the overall natural environment design theme of the Business Park.”
 - Architectural Building Standards – Change item 4 to start with “Structure heights...” instead of “Building Heights...”.
 - Architectural Building Standards – add item that requires 15% of all facades shall include a masonry product that is consistent with the design theme and colors of the Business Park.”
 - Landscaping – Add item to require the 30 foot landscape buffer to be implemented as part of the Park Perimeter Setback of 30 feet, along all property boundaries and street frontages, as development of adjacent sites occurs.
 - Landscaping – Add language to restrict site lighting to prohibit light spillover to adjacent properties, within the park and adjacent properties to the park.
- Ms. Gabel seconded. All ayes. 5-0. Motion carried.

Final Plat for Tonganoxie Business Park

- Ms. Gabel moved to accept the final plat with all staff recommendations included in the city engineer report dated May 1, 2017 as follows:
 - A property owners association should be created to own and maintain the tract of land including wetlands and detention. The general note referring to the responsibility of maintenance on the final plat should be revised accordingly
 - Construction plans for street/storm and sanitary sewer should be submitted for review and approval. Approval of the final plat should be contingent upon verifying easements and r/w with construction plans.
- Ms. Gee seconded. All ayes. 5-0. Motion carried.

Final Development Plan – Lot 5, Unilock Site

- Mr. Stoltenberg expressed concerns with the landscaping plan outlined in the development plan. He stated that he would like to see all perimeter landscaping be completed as part of Phase I, which would provide some sort of visual barrier as part of the landscape package. He also had concerns with sign lighting and would like to see more lighting than just wall packs. Mr. Stoltenberg added that he thinks the city can do better than the design guidelines that were submitted.
- Ms. Gee moved to approve the final development plan of Lot 5, Unilock Site, in the Tonganoxie Business Park to include the city planner staff report dated April 27, 2017 as follows:
 - The outdoor storage area identified be paved.
 - OR, at a minimum the aggregate only be allowed for a limited time, tied to the construction of the first manufacturing facility on the site, and that pavement of the outdoor stage area be paved within one-year of completion of the first manufacturing building.
 - If aggregate is allowable, either permanently or temporarily, a design detail of the edging used to contain the aggregate should be provided as a design element of the plan documents.
 - Identify the location of site lighting and demonstrate that it will not adversely affect adjacent properties.
 - Provide dimensions of the initial building to be built prior to the issuance of a building permit.
- Ms. Gabel seconded. 4 ayes. 1 nay. Motion carried.

With no further business to discuss Monica Gee moved to adjourn. Mr. Stoltenberg seconded.. All ayes. Meeting adjourned at 8:48 p.m.

Minutes Approved: _____

Submitted by: Jamie Shockley, Assistant City Manager