

Planning Commission Meeting Minutes

April 4, 2019

7:00 p.m. Regular Meeting



CALL TO ORDER

- Chairman Morgan opened the meeting at 7:00 p.m.
- Roll Call: Planning Commissioners present were John Morgan, Monica Gee, Jacob Dale, Patti Gabel, Zach Stoltenberg, and Kevin Harris. Ms. Henson was absent. City Manager George Brajkovic, Planning Clerk Melanie Tweedy, Assistant City Manager Dan Porter and City Planner Chris Brewster with Gould Evans were also in attendance.

1. APPROVAL OF PC MINUTES –March 7, 2019

- **Ms. Gee made a motion to approve the minutes from the March 7, 2019 Planning Commission meeting.**
- **Mr. Stoltenberg seconded.**
- **Vote of all ayes, motion carried.**

2. OPEN AGENDA – In order to speak during open agenda, you must sign in **before the meeting**. Please give your name and address to the City Clerk or designee. Comments will be limited to 3 minutes. Please wait to be recognized by the Chair and before speaking **state your name and address** for the record.

- Lindsey Blancarte, 22800 Woodend Road, addressed the Planning Commission on the subject of storm water related to the site plan proposal in the agenda.
- No other members of the public addressed the Planning Commission.
- Chairman Morgan closed the open agenda portion of the meeting.

3. NEW BUSINESS

- a) Site Plan Review- Consider a Site Plan application for Tonganoxie Public Library located at 217 E 4th Street.
 - Mr. Dale recused himself from the consideration of the Tonganoxie Library Site Plan, noting that he currently serves on the Library Board.
 - Mr. Brewster delivered a presentation on the item. He described the plan materials submitted with the application, including the review of parking requirements and landscape plan recommendations from Planning staff found in the staff report. He noted that the engineers report included information that noted the overall impact to storm water drainage should decrease as the Library will have a reduced impact than the previous use of the site.
 - Mr. Stoltenberg commented that this isn't a residential building and that this is more like an extension of downtown. He felt that the building should be closer to the street, with parking located on the west side of the building. He asked if this needs to be rezoned and incorporated as part of the historic business district.

- Mr. Brewster stated that he did understand a concern to try to keep it closer to the street edge, and that concessions were made in the design to have better hedge landscape design. He also stated that rezoning the site to Historic Business District was discussed and their design team felt this could lead to potential issues if the library were to no longer occupy the site.
- Mr. Brajkovic stated that staff did make efforts to incorporate feedback from the Library's patrons and other members of the community that desired
- Ms. Gee asked Nicole Holifield, Tonganoxie Public Library Director, what the public input has been on the design.
- Ms. Holifield commented that this site plan design was included in several different methods of public input and most of the feedback they had received indicated that their patrons would like easier access to the front door.
- Mark Breuer, with Schlagel, commented that the design of the entire building would require reworking if the main parking lot were to be moved to the west side of the building.
- Chairman Morgan noted that the parking lot's current location was very reminiscent of the Elementary school which also utilized a parking lot on that side of the building.
- Mr. Brajkovic noted that he had spoken with representatives from the fire department in order to see if they had any concerns over the placement of the lots or if they might restrict access in the event of an emergency. He stated that the fire department did not express any concerns with current site plan.
- Ms. Gee addressed the drainage plan and noted that at this time, the building will not be the full potential square footage. She noted that it would be likely that storm drainage improvements would be completed prior to any additions to building.
- Mr. Brajkovic confirmed there is a plan to improve storm water drainage in that area that is still in the preliminary stages.
- Mr. Porter presented a rendering of the proposed street view traveling Fourth Street that showed the proposed setback and visibility.
- Ms. Gabel asked why there could not be an additional entrance that would allow for a front entrance and the parking lot to be located on the west side of the building.
- Mr. Breuer and library representatives indicated that their goal was to maintain one entrance in an effort to better control access to the building and that the safety of the staff and patrons was a concern with more than one public entrance.
- Mr. Stoltenberg commented that he would like to see more attention to the building materials selection. He feels a masonry band along the bottom of the building would be a better option that what was presented.
- Mr. Stoltenberg asked if the signage included on the building would be lit.
- The applicant replied that there would be a ground light to illuminate the building sign.
- Mr. Stoltenberg asked if there would be any options to pre filter water before it reached the storm drainage system.
- Mr. Breuer responded this it was something they were aware of in their designs but that there were many issues involved with possible solutions.
- Mr. Harris asked if oil water separator could replace the junction box.

- Mr. Breuer responded options such as those were very expensive and at this time, they are not required in the city ordinance.
 - **Ms. Gee made a motion to approve the site plan, subject to the following staff conditions:**
 - a. Continue the hedge along the lot frontage for the parking on the east side of the lot head in to 4th street (9 spaces). (Also continue this type of screening for parking in future phases along the frontages of Shawnee and Church Streets.**
 - b. Add two additional street trees on the “main street” frontage on 4th street, one on the east side of the lot, between the current corner tree and the next one in shown near the parking, and two evenly spaced on the east side of the lot instead of the one shown.**
 - c. Add 3 to 4 additional street trees along both Shawnee and Church Street.**
 - d. Show screening for the trash enclosure, either with a fence or wall compatible with building materials or with landscape, or a combination of both.**
 - **Mr. Harris seconded the motion.**
 - **Roll Call Vote – 3 ayes, 2 nay (Stoltenberg and Gabel), motion carried.**
- Mr. Dale returned to the meeting.

4. OLD BUSINESS

- Ms. Gee asked if there had been any resolution on the downtown building discussion items from last meeting.
- Mr. Brajkovic stated that there haven't been more developments.
- Chairman Morgan asked if staff could present any information on the County Road 1 plan and why the Planning Commission was listed on the report but hadn't had official input into the plan.
- Mr. Brajkovic responded that a presentation had been given to the City Council recently with detailed findings of the analysis, per state statute requirement.
- No additional items.

5. GENERAL INFORMATION

- No items.

6. ADJOURN

- **Mr. Dale made a motion to adjourn the meeting.**
- **Ms. Gee seconded the motion.**
- **Vote of all ayes, motion carried.**
- **Meeting adjourned at 7:48 p.m.**

Respectfully submitted,

Melanie Tweedy, Planning Clerk