

CITY OF CLEARWATER, SEDGWICK COUNTY, KANSAS

PLANNING COMMISSION MINUTES

JUNE 1, 2010

The regular meeting of the City of Clearwater, Sedgwick County, Kansas, Planning Commission was held on Tuesday, June 1, 2010 at 7:00 p.m., in the Clearwater City Council Chamber, City Hall at 129 E. Ross Avenue, Clearwater, Kansas.

The following members were present: George Rudy, Mike Machart, Ryan Shackelford, Billy Lane, and Mike Cass. Lonnie Stieben was absent. The following City staff members were present: Kent Brown, City Administrator; Cheryl Wright, City Clerk; and Janet Amerine, City Attorney.

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1. Approval of Minutes of the Meeting of April 6, 2010

MOTION: The motion to approve the minutes was made by Ryan Shackelford, seconded by Mike Machart and passed unanimously.

The Planning Commission meeting for May 4, 2010 was cancelled due to lack of a quorum.

2. Introduction of New Members Billy Lane and Mike Cass

City Administrator Brown introduced Billy Lane and Mike Cass as new Planning Commission Members. Lane is a member outside of Clearwater and Cass is a member within Clearwater city limits. Brown reviewed some planning and zoning information for the new members.

3. Home Occupation 201 S. First

City Administrator Brown stated that the resident of 201 S. First is requesting to operate a beauty salon out of the home. According to the zoning ordinance, a Home Occupation must meet certain requirements and conditions to be permitted. Brown listed the requirements including the residential character of the property must be maintained, the activity of the business must be conducted in such a manner as not to give an outward appearance of the business, no display or storage shall indicate anything other than the dwelling or accessory building, no more than 1 non illuminated name plate is to be used, no equipment or process should be disruptive to the neighbors, and the business should cause no more traffic than would be normally expected in a residential neighborhood. Brown

stated that there must be a consent agreement from 75% of all owners of property within two hundred feet of the property where the business is operated. City Staff has received consent for the Home Occupation from the surrounding property owners. If the property meets all the criteria, then the Planning Commission can issue a Special Use Permit.

MOTION: Ryan Shackelford made a motion to approve the Special Use Permit for the Home Occupation at 201 S. First. Mike Cass seconded the motion and it passed unanimously.

5. Review Proposed Change to Unlawful Parking

City Administrator Brown stated that at the previous Planning Commission meeting, Chief Garcia was invited to review “Unlawful Parking”. Garcia was unable to attend tonight’s meeting. Planning Commission tabled the discussion for the next meeting.

6. Other Matters and Concerns

City Administrator Brown stated that the owner of the property on the northwest corner of 135th and Diagonal Rd. is interested in changing the zoning. Brown explained that in order to change the zoning the property has to be subdivided. The property must be divided into parcels to be subdivided. Brown distributed a proposed preliminary plat for the property. Brown reviewed the plat map. The owner would like to rezone the parcels along 135th St. to Commercial (C-2) and the parcels behind the frontage property to Industrial (I-1). Brown stated city staff has already met with the engineers to discuss how to get sewer service to the property. The public hearing for the zoning change and preliminary plat review will be at the next meeting.

7. Adjournment

With there being no further business to come before the Commission, Ryan Schackelford made a motion to adjourn the meeting. The motion was seconded by George Rudy and passed unanimously.

CERTIFICATE

State of Kansas }
County of Sedgwick }
City of Clearwater }

I, Cheryl Wright, City Clerk of the City of Clearwater, Sedgwick County, Kansas, hereby certify that the foregoing is a true and correct copy of the approved minutes of the June 1, 2010 Planning Commission meeting.

Given under my hand and official seal of the City of Clearwater, this 6th day of July 2010.

Cheryl Wright, City Clerk