

CITY OF CLEARWATER, SEDGWICK COUNTY, KANSAS

PLANNING COMMISSION MEETING

MINUTES

AUGUST 2, 2011

The regular meeting of the City of Clearwater, Sedgwick County, Kansas, Planning Commission was held on Tuesday, August 2, 2011, at 7:00 p.m., in the Clearwater City Council Chamber, City Hall, 129 E. Ross Avenue, Clearwater, Kansas.

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

1. Approval of the Minutes of the Regular Meeting of May 3, 2011

MOTION: The motion to approve the 5-03-11 Planning Commission Minutes was made by George Rudy and seconded by Mike Machart. The motion passed unanimously.

2. Review Comprehensive Plan and Associated Measures (Annual Report to Council)

Lonnie Stieben distributed maps of surrounding communities and their land use guides. He stated that the purpose of his research was to show the Planning Commission what nearby towns are dealing with. He stated that the City of Clearwater needs to be forward in its thinking in working with other communities. Stieben identified residential areas of influence in Wichita, Haysville, and Goddard. He stated that he read the comprehensive plan for Haysville which is very similar to Clearwater's plans. He also distributed a Quad Cities plan for the Commission's review and discussion. Janet Amerine, City Attorney, explained that Haysville is similar to Clearwater in that it has a dual main street.

Kent Brown, City Administrator, distributed copies of the 4-01-08 and 2-03-09 Planning Commission Minutes. Each set of minutes describe the goals of the Action Plan from the Comprehensive Plan review. In 2008, the Planning Commission recommended that the City should utilize annexation authority whenever possible to promote balanced growth and conduct an inventory of the housing in Clearwater. In addition, the Planning Commission recommended changing the Transportation goal to insert the upgrade of N. 4th (2009-2012) before N. Tracy (2013-2019). In 2009, the Planning Commission was looking into curb-side recycling and completing the inventory of the condition of its homes within city limits. There were no recommendations in 2010 because the Planning Commission was focused on animal control. Brown announced that a Notice of Public Hearing on three

houses was published in this week's Times Sentinel Newspaper. The Hearing is to discuss three properties that are in need of significant change by their owners. He stated that this is a result of the Planning Commission's work over the last three years on the housing stock inventory.

City Administrator Kent Brown distributed Action Plan Tables for the following classifications: Land Use, Housing, Transportation, Community Facilities, Open Space and Potable Water, Sanitary Sewer, and Solid Waste Disposal. The Commission reviewed the Action Plan section by section starting with Land Use. Brown referred to the fifth goal of the Land Use classification, "Encourage strength and diversity of commercial businesses". He described the Dugan property as a potential property for consideration of commercial expansion. Lonnie Stieben asked whether the City should consider annexation in northern Clearwater. Brown responded that parcels over 20 acres require owner's consent to annexation. Brown expressed that the City should focus on filling in the areas that are currently developed. Stieben stated that the Planning Commission is supposed to be looking ahead to the future.

Kent Brown stated that it is his opinion that the Housing classification is one of the most important concepts for the Planning Commission to consider. The City of Clearwater predominately has single family housing. He stated that he has been asked by several couples whether there will be other housing options within Clearwater. Lonnie Stieben stated that he was asked by two couples today about patio homes. Shackelford stated that there is value in having diversity in housing. City Attorney Janet Amerine stated that there is a population of single teachers that need housing options outside of single family homes. Stieben stated that there are not many housing options for sale in Clearwater. Brown stated that the goal of discussing the Housing classification is to determine how to change this. Stieben stated that there needs to be a balance of housing options. However, affordability will limit the City's availability of diverse housing options. Shackelford stated that it seems to take longer to move homes in Clearwater and western Wichita. Brown stated that he had read that in a healthy economy, a city should have 5% of its homes for sale at all times. This would equate to 40 homes for sale in Clearwater with approximately 800 homes in its market. Amerine stated that it is her opinion that there is a market for apartments in Clearwater. Stieben agreed and stated that there does need to be other options outside the current availability of apartments. Shackelford stated that he read that the trend in housing for the younger generation is smaller scale living. Amerine agreed and stated that the younger generation tends to be more mobile and desire renting over purchasing. Shawna Perry, citizen, stated that higher class residents desire higher class rentals. Amerine stated that she hears that the Commission agrees that a goal is to create more diversity in housing. Brown asked what the action steps should be to attain this goal. Amerine suggested that the topic be brought to the Economic Development Committee. Brown also requested that the Planning Commission bring this topic and its recommendations to the City Council.

Kent Brown, City Administrator, stated that the Transportation classification is an expensive action item. He stated that with the parkway concept in the Wichita Area could impact Clearwater if a new bridge is built over the Arkansas River and 95th S. and 119th W.

Brown stated that he foresees the 95th St. South from Tracy into the Industrial Park becoming more important if development continues. Lonnie Stieben stated that in this economy, it is more likely for someone to build from an existing business than constructing a new building. Shawna Perry, citizen, asked if there has been any interest in the City's industrial park. Brown stated that there have been a couple of inquiries, but nothing further. Amerine noted that the following changes should be made on the Action Plan: 1) Change the established year for the "Upgrade North Tracy Avenue to urban collector standard" goal from 2009-2012 to 2013-2019; 2) Change wording "Upgrade 95th St. South from Tracy to Fourth..." goal to "Upgrade 95th St. South from Tracy to entrance to Industrial Park to urban arterial standard".

City Administrator Kent Brown then deferred to the Community Facilities classification. Brown introduced the topic by stating that City Council is addressing Law Enforcement, Fire, and EMS in its annual budget process. He stated that fire protection is being provided by volunteers during night and weekend shifts. A paid position is covering the day shift. This is similar to what other cities are doing.

City Administrator Kent Brown then directed the Commission's attention to the Open Space and Recreation classification. He stated that there are neighborhood parks within a half mile of each other in Clearwater. However, as the City of Clearwater expands, the City needs to ask developers how they plan to provide open space. He stated that this should be a topic that receives annual review.

Mike Machart asked if it is the responsibility of the City to provide truck parking for truckers since truck parking was banned on city streets. City Administrator Kent Brown stated no. However, the City Council has granted parking to two truckers at the Sports Complex. Machart also asked whether the fishing ponds within the City are open to public fishing. Administrator Brown stated that all, with the exception of the ponds within Park Glen, are open to the public. However, the Fish & Game Warden does verify valid fishing licenses.

Administrator Brown stated that it is his understanding that the Planning Commission is interested in making changes to the Housing and Transportation classifications. Stieben stated that he is also interested in seeing a change in the Open Space and Recreation classification. Brown stated that with the Planning Commission's approval, he could draft changes to be presented at the September Planning Commission Meeting.

3. Other Matters or Concerns

Mike Machart asked for an update on the language review of the zoning code pertaining to accessory structures (metal shipping containers) being used for storage in residential back yards. City Administrator Kent Brown stated that a Notice of Hearing will be published in the Times Sentinel regarding a public hearing at the September 6th Planning Commission Meeting regarding this topic.

4. **Adjournment**

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

CERTIFICATE

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

I, Liza Donabauer, 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 August 2, 2011 Planning Commission meeting.

Given under my hand and official seal of the City of Clearwater, this 2nd day of August, 2011.

Liza Donabauer, City Clerk