

**CITY OF CLEARWATER, SEDGWICK COUNTY, KANSAS**

**PLANNING COMMISSION MINUTES**

**APRIL 1, 2008**

The regular meeting of the City of Clearwater, Sedgwick County, Kansas, Planning Commission was held on Tuesday, April 1, 2008 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: Lonnie Stieben, George Rudy, Don Berntsen, Ryan Shackelford, Mike Machart, and Les Langston. The following City staff members were present: Kent Brown, City Administrator and Cheryl Wright, City Clerk.

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1. **Approval of Minutes of the Meeting of March 4, 2008**

**MOTION:** The motion to approve the minutes was made by Mike Machart seconded by Don Berntsen and passed unanimously.

2. **Comprehensive Plan Review and Amendment Process**

City Administrator Brown referenced a memo that he prepared summarizing the action plan that the Commission discussed at the last meeting. Brown reviewed that K.S.A. 12-747 states in part – “At least once each year, the Planning Commission shall review or reconsider the plan or any part thereof and may propose amendments, extensions or additions to the same -” Brown continued to state that the primary responsibility for maintenance of the Comprehensive Plan and the continuing planning process lies in general with the Planning Commission acting in its official role as advisor to the Governing Body. Brown stated that over the last couple meetings, the Planning Commission reviewed the action plan and has the following recommendations to the Governing Body.

- 1) The City should utilize annexation authority whenever possible to promote balanced growth.
- 2) The Planning Commission would conduct an inventory of the current housing stock and report any deteriorating or dilapidated structures to the Governing Body for further action. This will provide an updated assessment of the housing stock as it relates to implementing the comprehensive plan.
- 3) The City should acquire property or obtain an agreement from property owners for

the development of neighborhood play lots within areas of the city not currently served including the northwest and south quadrants of the city. Areas suggested are Nancy/Michelle and Ross/Grant areas. This recommendation directly relates to the third action step under open space and recreation in the action plan table.

- 4) Change Transportation goal of upgrade North Tracy Avenue  
After a brief discussion, the Commission chose to insert the wording to upgrade north Fourth (2009 – 2012) in a time period that is before upgrading north Tracy (2013 – 2019)
- 5) Add area for expansion of commercial/industrial businesses (within the land use portion of the table)

City Administrator Brown reported that the City purchased the quarter of land behind the Post Office and Stars & Stripes that are located on north Fourth Avenue south of the railroad tracks. Brown stated that at the next Planning Commission meeting the platting process should be ready for review. Lonnie Stieben questioned how the property would be zoned. Brown stated that it could be a commercial (C2), industrial (I1 or I2) or PUD allowing industrial and commercial uses. Brown gave the Commission a rendition of the possible layout of the land after development. The Commission briefly discussed annexation of various properties.

### **3. Adjournment**

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 Don Berntsen 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 April 1st Planning Commission meeting.

Given under my hand and official seal of the City of Clearwater, this 6th day of May 2008.

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Cheryl S. Wright, City Clerk