

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

**PLANNING COMMISSION MEETING**

**MINUTES**

**January 7, 2014**

The regular meeting of the City of Clearwater, Sedgwick County, Kansas, Planning Commission was held on Tuesday, January 7, 2014, at 7:00 p.m., in the Clearwater City Council Chamber, City Hall, 129 E. Ross Avenue, Clearwater, Kansas.

The following members were present: Mike Cass, Mike Marchart, Ryan Shackelford and Shawna Perry. The following members were absent: Dick Croft, Scott Howell, and George Rudy. The following City staff members were present: Kent Brown, City Administrator; Barbara Salinas, City Clerk; and Janet Amerine, City Attorney.

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**1. Approval of the Minutes of the Regular Meeting of October 1, 2013**

**MOTION:** The motion to approve the October 1, 2013 minutes was made by Mike Marchart and seconded by Ryan Shackelford. The motion passed unanimously.

**2. CONSENT ANNEXATION REQUEST – PORTION OF THE SE QUARTER OF SECTION 26, TOWNSHIP 29 SOUTH, RANGE 2 WEST OF THE 6<sup>TH</sup> PRINCIPAL MERIDIAN, SEDGWICK COUNTY, KANSAS. REQUESTED BY THE OWNER OF THE MILDRED CAMPBELL TRUST PROPERTY.**

**Action Required: Review request and make recommendation on annexation and zoning to Governing Body**

Administrator Brown clarified the location and there was some discussion regarding the flood plain and the elevation levels that could possibly effect flooding. There was discussion on the surrounding property and what is currently within the city and location of future building sites. The commission discussed the driveway access that could be constructed over the sewer line. However, that choice would be the property owners along with any concerns. Commissioner Marchart had questions regarding future water lines and Brown clarified it would be at the property owners expense.

Commissioner Shackelford asked if there was a requirement to notify the surrounding property owners. Brown stated that there was not.

**MOTION:** Mike Marchart made a motion to recommend approval of the annexation request to the Governing Body. Shawna Perry seconded the motion. The motion carried.

### 3. **Other Matters or Concerns**

Administrator Brown stated that the City Council will be holding a strategic planning worksession on Saturday and asked for input from the Commission on their vision for the future of Clearwater.

It was suggested that the Commission might want to update the Comprehensive Plan. The Commission concurred that an update is necessary. Brown stated that there have been many changes and additions to the community since the last plan was adopted and those changes are a good reason to consider an update to the Comprehensive Plan.

Other suggestions from the Commission included, addressing the 4-way stop; possible recreation center for our youth (Duckwalls building); marketing our community and future housing planning, i.e., affordable housing.

There was also some discussion on the County projects that will affect our community over the next several months and years. Brown stated that the City will post updates on the city's website.

### 4. **Adjournment**

**MOTION:** With there being no further business to come before the Commission, Mike Marchart made a motion to adjourn the meeting. The motion was seconded by Mike Cass and passed unanimously.

The meeting adjourned at 7:40 p.m.

**CERTIFICATE**

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

I, Barbara Salinas, 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 January 7, 2014 Planning Commission meeting.

Given under my hand and official seal of the City of Clearwater, this 4th day of December, 2013.

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Barbara Salinas, City Clerk

