

**HAYSVILLE PLANNING COMMISSION  
& BOARD OF ZONING APPEALS**

Agenda

April 13, 2023

6:00 p.m., Municipal Building, 200 W. Grand

- I. Call to Order
- II. Roll Call
- III. Presentation and Approval of Minutes
  - A. Minutes of March 23, 2023
- IV. New Business
  - A. Review of Zoning Code Amendment: Definitions & Zoning Chart
- V. Old Business
- VI. Correspondence
- VII. Off Agenda
- VIII. Adjournment

**HAYSVILLE PLANNING COMMISSION/BOARD OF ZONING APPEALS**

Minutes

March 23, 2023

The regular Planning Commission Meeting was called to order by Chairperson Tim Aziere at 6:00 p.m. in the Council Chambers at the Haysville Municipal Building, 200 W. Grand.

Those members present were: Jeff Blood, Fred Plummer, Nicole Franken, Tim Aziere, Debbie Coleman, and Mark Williams. Also present were Planning and Zoning Administrator Jonathan Tardiff, and Deputy Administrative Officer Georgie Carter.

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The first item of business was the Minutes of February 23, 2023.

Motion by Coleman.

Second by Plummer.

To approve the minutes as presented.

Blood aye, Plummer aye, Franken aye, Aziere aye, Coleman aye, Adkins abstain, Williams aye.

Motion carried.

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There was no special order of business. Aziere asked if we could take the item off the agenda as there has been none for a while. Tardiff said yes.

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Under new business was the Pre-Plat of River Forest 3rd Addition.

Tardiff stated this was the review of the preliminary plat of River Forest Third Addition to Haysville. The agent Mr. Holland with CFS Engineers is present, as is Mr. Brown with PEC. The property is 13.32 acres and is zoned "SF" Single Family Residential with a conditional use to allow an assisted living center that was approved in February of 2022. The conditional use is only for Lot 2, Block A, and a small portion of Lot 1, Block A. Any other proposed uses would have to go through a conditional use or a zone change.

Tardiff stated that responses from the utility companies and concerns from two citizens concerning traffic are in the staff report that has been updated before you. Staff is recommending approval of the preliminary plat provided the applicant utilizes the recommendations and submitted comments before submitting the final plat for approval. The agent for the applicant is here to answer any questions you may have.

Aziere asked the commission if there were any questions for staff. There was none.

Aziere asked if the agent wished to speak.

Mr. Holland with CFS Engineers apologized for the lengthy drainage report and stated that the owner was looking at future needs on the property and that is why the independent living is shown on the northwest side. Holland stated that the independent living is not necessarily going to come in like that, but the owner wanted to be sure the roadway was there. Holland stated they were changing the curves and the radius of the road for the final plat. Holland stated that the owner wanted to see how the road would function for future use, and this would not occur anytime soon.

Aziere stated for clarification to be understood by everyone that Lot 1, Block A zoning has not been changed yet and would have to be brought before them to approve the layout with whatever conditions are necessary and that Lot 2 is what is being built currently. Holland stated yes, and believes there is an underground detention facility that may be changing due to Mr. Brown's comments and from some of the other comments received. They may try to utilize the existing pond as the detention facility and are working on the calculations and depths currently.

Adkins asked if this was the detention facility on the east side of the proposed assisted living and the parking lot. Holland said that was correct and that would be the underground detention if they were not utilizing the existing pond, they would use the facility and then pump the water out to the pond.

Coleman asked for clarification that at this time they are not building the independent living yet, because she and several other community members are very interested in that. Holland stated that was correct. Coleman stated that to her understanding that the independent living was to be part of the assisted living center. Holland stated that the assisted living in the northeast which is Lot 2, Block A. Lot 1 is as the sketch shows is what Mr. Klausman is looking at the future needs for, and if he can expand in that direction.

Aziere asked if this was all zoned single-family. Holland stated that was correct, and CFS Engineers would have to come back and address the situation as having talked to Mr. Klausman's legal counsel and they had advised him as this part is not set yet. Williams asked if this was all owned by the applicant. Holland said that was correct. Aziere stated that was what they want to do in the future and not yet. Holland said that they wanted the roadway laid out in case this comes forward in the future.

Aziere asked if they had any problems meeting the other requirements or comments in the staff report. Holland stated no they did not. Aziere stated that the fire access route between the two facilities would still be needed regardless of what that looks like on the other side. Holland stated he believes they are putting the fire access route on both sides of the facility for them. Holland stated there was a question of the roadway being 35 feet versus 30, and they would accommodate that as well.

Aziere asked if there were any other questions or comments for the agent. There was none. Aziere asked if the commission needed to approve the preliminary plat. Carter stated they did to move forward. Aziere stated the commission could not approve much until all the comments are addressed to move forward.

Aziere asked for a motion.

Motion by Adkins.

Seconded by Williams.

To approve the preliminary plat with the changes that were recommended.

Blood aye, Plummer aye, Franken aye, Aziere aye, Coleman aye, Adkins aye, Williams aye.

Motion carried.

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Under new business was the Review of the BPAC Plan 2023.

Carter stated that they had just done changes last year, the year was updated, and changes on page 3 under amenities the repair station, Dorner Park was added from future stations to existing stations, and changing future parking to future stations were the only changes made.

Aziere asked if this was just the yearly review and update. Carter stated yes, this had already been before Park Board for changes, and this was before them as part of the Comp Plan that is reviewed yearly.

Aziere asked for a motion.

Motion by Williams.

Seconded by Adkins.

To approve the BPAC Plan 2023 as presented.

Blood aye, Plummer aye, Franken aye, Aziere aye, Coleman aye, Adkins aye, Williams aye.

Motion carried.

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Under new business was the Review of the Park Plan 2023.

Carter stated that the year was updated, and on page 7 added updates that were completed items over in Fed A. Cohlma Park over by the activity center the PVC pipe was updated to concrete, and the ADA swing that is being planned over there. On page 9, moved things that were done at the Plagens Carpenter ball field. The wording was changed, and one item needs to be added for consideration of play-building improvements to field 1 to reduce field size as communicated by the USD baseball team and the Aviators and was requested by them. On page 16, Kirby Park moved some history down that was under planned improvements about adding a dock there, but that would allow the public to use the park. This was moved to history as it was talked about but was not actually planned to do.

On page 27, Dorner Park, a bike repair station, Wi-Fi, and aerator fountains were added to the park. On page 28, removing Wi-Fi, and that a bike rack will be added this year. Page 30, Country Lakes Park was added this last year and updated the photo and items that were done. Under USD 261 Facilities, move the USD playgrounds because they are locked and are not always accessible to the public. On the map, the mileage was removed as it was not correct and just had the total mileage on there. On page 32, under fix-it stations, the Vickers Building is listed and there is not a fix-it station there yet, as this is a future plan.

Aziere asked why they wanted to reduce the size of Field 1 at Plagens-Carpenter.

Carter stated yes as it is one of the largest in the state from what she was told. The field is 410, and most fields are 375. There are improvements to the dugouts that are extensive, as well as parking and field.

Coleman asked about the Historic District concerning the chapel still listed and believed that was decided to be taken off. Carter stated she would check into it and could not remember if that had been decided to be taken off, and if that had been decided would make the changes.

Aziere asked if there were any other questions or comments. There was none.

Aziere asked for a motion.

Motion by Adkins.

Seconded by Franken.

To approve the Park Plan with the changes as mentioned.

Blood aye, Plummer aye, Franken aye, Aziere aye, Coleman aye, Adkins aye, Williams aye.

Motion carried.

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There was no old business.

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There was no correspondences.

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Under off-agenda, Carter wanted to bring up the discussion of changing the meetings. Normally they are scheduled twice a month, the second and the fourth Thursday, and with council meetings changed to meet only a month the timing has been hard when we meet the second week, which is also the week of the council meeting, and items don't go to council until the following month. Carter was looking at the first and third Thursdays and wanted comments from everyone. Carter stated we could just meet the third Thursday once a month or call a special meeting as needed still meeting at 6 pm.

Aziere asked to look into how often they had met twice a month as he didn't remember very many times that had occurred, and that they could cut back to one meeting a month. Williams stated he would be for meeting once a month. Carter stated they usually try to make it once a month. Aziere stated to be prepared for 15 to 20-minute meetings.

Aziere asked the commission if the first or third Thursday was better for them. Adkins stated that the first works better for her due to meetings on the third Thursday. Aziere stated he has a conflict due to having meetings on the first Thursday of every month. Aziere asked with the commission meeting on the second and fourth Thursday, was the meeting on the fourth was enough turnaround time to go before the council. Carter stated no not with public hearings with 20 days and 14 days before council meetings so the third Thursday would be ideal. Carter asked what time Aziere had meetings on the first Thursday. Aziere stated that his meeting area was at 6 pm.

Carter asked to discuss if anyone else had any conflicts. There were none. Carter stated she was not looking to change next month, but wanted to see what everyone's thoughts were. Carter stated the third would be better for turnaround time for getting the minutes done. With the first week of meetings, packets go out on Friday for council, and getting the minutes done in 8 hours is a little hard.

Aziere stated that between now and the next meeting to email ideas, the meetings have been on Thursdays for as long as all of them have been alive, and didn't see it needed to stay on Thursdays. Williams stated that moving it to Wednesday would eliminate both conflicts Aziere and Adkins have. Carter stated then you have a conflict with Church and other engagements. Aziere stated he had a different conflict on Wednesdays. Adkins stated she could give up her third Thursday as those meetings are extracurricular and are not required, but volunteer.

Aziere said to think about it and if something works they could go over it next meeting, or move the meeting to any other day, but no Fridays, and would Tuesdays work? Carter stated that would be a conflict for staff because of Historic Committee although they do not meet every month on the third Tuesday. Aziere said to think about moving the meeting and see what everyone's thoughts are in a few months.

Carter stated that next month they would be looking at uses and looking at going to a use table and definitions. Aziere asked if that was land use. Carter stated yes.

Aziere asked if there were any other off-agenda items. There was none

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Motion by Coleman.

Second by Williams.

To adjourn tonight's meeting

Blood aye, Plummer aye, Franken aye, Aziere aye, Coleman aye, Adkins aye, Williams aye.

Motion carried.

The meeting adjourned at 6:18 pm