



PLANNING COMMISSION MEETING
September 26, 2018
Meeting Action Summary

September 26, 2018 – 6:30 p.m.

Commissioners present: Butler, Carpenter, Carttar, Kelly, Paden, Sands, Sinclair, Struckhoff, Willey

Staff present: McCullough, Crick, Day, Ewert, M. Miller, Pepper

GENERAL BUSINESS

PLANNING COMMISSION ACTION SUMMARY

Receive and amend or approve the action summary (minutes) from the Planning Commission meeting of August 22, 2018.

Motioned by Commissioner Struckhoff, seconded by Commissioner Sands, to approve the action summary (minutes) from the Planning Commission meeting of August 22, 2018.

Motion carried 8-0-1, with Commissioner Kelly abstaining. Commissioners Butler, Carpenter, Carttar, Paden, Sands, Sinclair, Struckhoff, Willey voted in the affirmative.

COMMITTEE REPORTS

No reports to receive from any committees that met over the past month.

Commissioner Struckhoff said the Metropolitan Planning Organization (MPO) Policy Board met and approved a slight change in the Unified Planning Work Program.

EX PARTE / ABSTENTIONS / DEFERRAL REQUEST

- No ex parte.
- No abstentions.

GENERAL PUBLIC COMMENT

No general public comment.

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ITEM NO. 1 REZONING .150 ACRE FROM CS TO RS5; 829 MISSISSIPPI (BJP)

Z-18-00355: Consider a request to rezone approximately .150 acre from CS (Commercial Strip) District to RS5 (Single-Dwelling Residential) District, located at 829 Mississippi St. Submitted by Homes with Heart LLC, property owner of record.

STAFF PRESENTATION

Ms. Becky Pepper presented the item.

APPLICANT PRESENTATION

Ms. Bonita Yoder was present for questioning.

PUBLIC COMMENT

No public comment.

COMMISSION DISCUSSION

Commissioner Kelly inquired about the lot line and distance between houses.

Ms. Pepper said the standard interior side setback would be 5'. She said the setback could be less on one side if the other side exceeded the 5' setback. She said bay windows could be included in the setback.

Commissioner Sands asked if this would require the property line be changed after the rezoning.

Ms. Pepper said RS5 zoning would be an administrative change.

ACTION TAKEN

Motioned by Commissioner Sands, seconded by Commissioner Paden, to approve the request to rezone approximately 0.150 acres, from (Commercial Strip) District to RS5 (Single-Dwelling Residential) District based on the findings presented in the staff report and forwarding it to the City Commission with a recommendation for approval.

Commissioner Willey said it was a good fit and solved a problem in the neighborhood.

Unanimously approved 9-0. Commissioners Butler, Carpenter, Carttar, Kelly, Paden, Sands, Sinclair, Struckhoff, and Willey vote in favor.

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ITEM NO. 2 SPECIAL USE PERMIT FOR LAWRENCE MEMORIAL HOSPITAL; 325 MAINE ST (SLD)

SUP-18-00363: Consider a Special Use Permit/Institutional Development Plan revision for the Lawrence Memorial Hospital for a 6,924 square foot Sterile Processing & Distribution Addition on the east side of the hospital building, located at 325 Maine St. Submitted by Landplan Engineering on behalf of Lawrence Memorial Hospital, property owner of record.

STAFF PRESENTATION

Ms. Sandra Day presented the item.

APPLICANT PRESENTATION

Mr. C.L. Maurer, Landplan Engineering, agreed with staff and was present for questioning.

PUBLIC COMMENT

Mr. Ernest Richardson, 215 Arkansas, said there was not adequate parking around the hospital.

COMMISSION DISCUSSION

Commissioner Kelly asked Mr. Richardson if parking was limited on certain days.

Mr. Richardson said parking was limited on Tuesday, Wednesday, and Thursday. He said it was limited on Tuesday and Wednesday due to the imaging machine taking up 18 parking spaces.

Mr. Maurer said part of the addition would include the imaging machine so it would no longer take up parking spots. He said the imaging machine would be transferred to the east side near the surgery center.

Commissioner Willey asked how many parking spaces the imaging machine currently blocked.

Mr. Maurer said about 18-20 parking spaces.

Commissioner Willey asked Mr. Richardson his thoughts about the imaging machine no longer taking parking spaces.

Mr. Richardson said it was something he would have to wait and see. He asked where the construction workers would park vehicles and construction equipment during the construction process.

Mr. Bob Bosley, ACI Boland Architects, said contractors are required to park off-site.

Mr. Richardson said it would be nice if the construction could stage equipment and park at the nearby vacant school property.

Commissioner Paden inquired about the non-motorized access and connectivity with the Lawrence Loop. She wondered if a 6' wide sidewalk could be required.

Ms. Day said a study was completed and presented to City Commission but that there was still discussion about what the ultimate alignment would be. She said there seemed to be a preference to

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take the loop further north than through the LMH property. She said putting the sidewalk in as proposed was the short term solution.

Commissioner Kelly inquired about the institutional plan.

Ms. Day said the institutional plan becomes the master plan and typically gets brought forward when there is a specific project. She said if this had been approved in 2017 the building addition would have been processed as a site plan.

Mr. McCullough said the idea of the institutional development plan is to lay out the plan that has the potential to develop over time. He stated those plans change over time. He said the hospital had been trying to balance the parking issue for years.

Commissioner Kelly asked the applicant about the parking.

Mr. Maurer said time and money has impacted the parking. He said some of the services would be moved to the new west campus location.

Commissioner Carpenter asked how high the new addition would be.

Mr. Bosley said single story.

Commissioner Carpenter said he did not see the parking getting better for the neighborhood.

Commissioner Sands inquired about the Lawrence Loop connection crossing the hospital property and why it was mentioned in the staff report.

Ms. Day said the project still reserved space for the Loop to go through there if that was the ultimate alignment.

Commissioner Willey said she valued the community hospital and recognized they have many moving parts. She hoped the west campus would help reduce parking strain on the main campus. She said the hospital was aware of the parking difficulties. She said she would vote in favor of the Special Use Permit.

Commissioner Sands said he was in favor of the Special Use Permit but wished there was a long-term solution to the parking issue.

Commissioner Kelly said the plan met the Code for hospital parking and that was the purview of Planning Commission.

Commissioner Struckhoff said he was generally in favor of the Special Use Permit. He said he was hesitant to approve additional parking at the site unless there was a study conducted of the employee driving behavior to the hospital. He felt the number of cars driving to the hospital should be reduced.

ACTION TAKEN

Motioned by Commissioner Sands, seconded by Commissioner Sinclair, to approve a Special Use Permit, SUP-18-00363, for Lawrence Memorial Hospital, located at 325 Maine Street, and forwarding

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the request to the City Commission with a recommendation of approval, subject to the following condition:

1. Prior to recording of the Institutional Development Plan with the Register of Deeds Office the applicant shall provide an exhibit/map (watershed map) indicating which table in the surface summary corresponds to the provided pervious/impervious table breakdown per the approved of the City Stormwater Engineer

Unanimously approved 9-0. Commissioners Butler, Carpenter, Carttar, Kelly, Paden, Sands, Sinclair, Struckhoff, and Willey vote in favor.

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**ITEM NO. 3A COMPREHENSIVE PLAN AMENDMENT TO H2020, CHAPTER 6,
COMMERCIAL LAND USE (SLD)**

CPA-18-00365: Consider a Comprehensive Plan Amendment to Horizon 2020, Chapter 6, Commercial Land Use, related to development located at 2110, 2120 & 2130 Exchange Ct. Submitted by CFS Engineers, for Eastside Acquisitions LLC, property owner of record.

**ITEM NO. 3B REZONING 4.31 ACRES FROM CO TO CC200; 2110, 2120, 2130
EXCHANGE CT (SLD)**

Z-18-00364: Consider a request to rezone approximately 4.31 acres from CO (Office Commercial) District to CC200 (Community Commercial) District, located at 2110, 2120 & 2130 Exchange Ct. Submitted by CFS Engineers, for Eastside Acquisitions LLC, property owner of record.

Items 3A-3B were deferred prior to the meeting.

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ITEM NO. 4 TEXT AMENDMENT TO ZONING REGULATIONS; RESIDENTIAL DEVELOPMENT PARCELS (MKM)

TA-18-00251: Text Amendment to the Zoning Regulations revising the frontage and width requirements for Residential Development Parcels which front on, and take access from, a principal arterial to allow the creation of two Residential Development Parcels with a minimum of 1,320 ft of frontage; provided they share an access point on the roadway. *Initiated by Planning Commission on 5/23/18.*

STAFF PRESENTATION

Ms. Mary Miller presented the item.

PUBLIC COMMENT

No public comment.

COMMISSION DISCUSSION

Commissioner Willey inquired about the property that prompted the text amendment. She said that applicant was wanting to divide land into two parcels with each having separate access. She said that scenario wouldn't fall under this text amendment.

Ms. Miller said it would still come to Planning Commission for the variance.

Commissioner Willey wondered how many applicants requested a certificate of survey but it wasn't allowed due to the requirement that the text amendment would change.

Ms. Miller said she hadn't kept track but that there had been quite a few requests of people looking to divide their land on a principal arterial with lots of acreage but not much frontage so they weren't able to divide at all.

Commissioner Willey asked about the number of parcels allowed if access was limited to only one access within ¼ mile.

Ms. Miller said only two Residential Development Parcels (RDP) no matter how many acres.

Commissioner Willey inquired about the difference between a shared driveway and shared access.

Ms. Miller said shared driveways were no longer allowed unless with a Cluster Certificate of Survey but were called a cross-access easement. She said in the rural area shared access could only occur in the right-of-way.

Commissioner Struckhoff asked if the shared access would be on the lot line between the two parcels.

Ms. Miller said yes, it would have to be on the lot line, or if the topography did not allow them to be on the lot line they would dedicate additional right-of-way.

Commissioner Kelly wondered how many people had been turned away and if there would be more applications to divide property with this change.

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Ms. Miller said not all of the people who had inquired had the ¼ mile frontage. She said some of the property owners only had 200' of frontage. She said the only way they could do a certificate of survey that way would be with a variance and the county engineer would have to approve it. She said property with ¼ mile of frontage was limited.

Commissioner Kelly wondered if there would be more rural subdivisions because of this.

Ms. Miller said there may be some but that she did not expect a dramatic increase.

Commissioner Willey inquired about subdivisions outside of the urban growth area.

Ms. Miller said subdivisions were no longer allowed unless in the A-1 or R-1 zoning districts. She said cluster certificates of survey were allowed in the urban growth area.

Commissioner Willey inquired about how corner properties were figured.

Ms. Miller said a person owns to the center line of the road.

Commissioner Willey said as Planning Commission moves into discussions of the new comprehensive plan there will be conversations about what kind of growth they want to see in the rural areas and what Planning Commission's role will be. She did not want to make a change before Planning Commission had a chance to discuss it further. She did not want to create a hardship for people but felt this was not quite the time to change it.

Commissioner Struckhoff said the county engineer's comments about a maximum of two RDP's while maintaining access distance seemed alright and would probably be alright in a future discussion regarding the comprehensive plan.

Commissioner Kelly said his interpretation of the county engineer's comments was regarding safety but it may not take into account development patterns and planning. He said they may end up with more rural subdivisions than they intended. He said he would like to have more discussions during the comprehensive plan process.

Mr. McCullough said it was a great discussion to have about how much division they want in the unincorporated county, how a code amendment would impact that, and what controls growth in the unincorporated county. He said growth could be controlled with access restrictions and the number of RDP's. He said the comprehensive plan may not hit this topic at a deep level. He recommended continuing the discussion with a deferral.

Commissioner Willey said she would be comfortable with a deferral to gain more information.

Commissioner Carpenter wondered how the text amendment would impact rural growth and how the city expands.

Commissioner Carttar wondered about a demand analysis of what the drivers were for lot splits to understand what types of parcels were most at risk for this type of subdivision.

Ms. Miller said she could try and figure out where the parcels were located that physically could be divided. She said there were many reasons why people divide land.

Commissioner Willey said this would only be on principal arterials; county highways and county routes.

Commissioner Carpenter asked if there were any other roads that were anticipated to be designated as major arterial roads over the next 20 years.

Ms. Miller referenced the Douglas County future maps.

ACTION TAKEN

Motioned by Commissioner Willey, seconded by Commissioner Carpenter, to defer the text amendment to the November Planning Commission.

Motioned carried 9-0. Commissioners Butler, Carpenter, Carttar, Kelly, Paden, Sands, Sinclair, Struckhoff, and Willey voted in the affirmative.

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MISCELLANEOUS NEW OR OLD BUSINESS

Consideration of any other business to come before the Commission.

MISC NO. 1 UPCOMING CALENDAR EVENTS

A possible quorum of the Planning Commission may attend the following events:

Planning Commission Social at the Chair's residence on Friday, October 12, 2018.
Start time of 6:30pm

Annual Planning Commission Orientation on Friday, October 19, 2018

ADJOURN 7:41pm