

MINUTES
 HUTCHINSON-RENO COUNTY
 JOINT SUBDIVISION COMMITTEE
 WEDNESDAY, JANUARY 7, 2015 – 5:00 p.m.
 HUTCHINSON CITY COUNCIL CHAMBERS
 125 EAST AVENUE B

1. The Joint Subdivision Committee meeting was called to order with the following members present: Mark Richardson, Lisa French, Thom Etzler, and Jack Martin. Harley Macklin and Janet Hamilton were not in attendance. Jana McCarron, Director; Casey Jones, Senior Planner; Amy Denker, Associate Planner; and Justin LaFountain; Associate Planner, were also present.
2. Martin welcomed everyone in attendance.
3. The minutes for the meeting of November 5, 2014 were approved on a motion by French, seconded by Richardson, passed unanimously.
4. APPOINTMENT OF AT-LARGE MEMBER TO THE COMMITTEE
 - 4a. Consider appointment of Dave Freund

McCarron said Janet Hamilton was appointed to the Joint Subdivision Committee at the last Planning Commission meeting as a Planning Commission representative. This leaves an at-large vacancy on the committee. Dave Freund's term on the Planning Commission has expired and he is willing to serve as the at-large appointee on the Joint Subdivision Committee.

Motion by Richardson, seconded by Etzler to recommend Freund to serve on the Joint Subdivision Committee as the at-large representative, passed unanimously.

5. NEW BUSINESS

5a. **13-SD-01 Sugar Mill Addition**

Request for Preliminary and Final plat approval of a new subdivision, consisting of two lots and totaling 2.499 acres, located in the vicinity of East 1st Ave. and North Pershing St.
 Applicant: Ted Robinson
 Owner: T & T Leasing, Inc.

LaFountain said this request is for approval of the Preliminary and Final plats for the Sugar Mill Addition at 600-612 East 1st Avenue. The applicant has requested additional time to locate easements on the property and to revise the plans. Staff is recommending the Joint Subdivision Committee table the Preliminary and Final plat requests until the revised plats have been submitted and reviewed by City staff.

Motion by Etzler, seconded by French to table this request for Preliminary and Final plat approval of the Sugar Mill Addition subdivision to a public hearing date to be determined when revised plats have been submitted and reviewed by Staff, passed with the following vote: Yes - French, Richardson, Etzler, Martin.

5b. 15-SD-02 **Mervis Railcar Addition**

Request for Preliminary and Final plat approval of a replat of lots 3, 4, & 5 of Salt City Business Park II; lots 15 & 16 of Salt City Business Park III; and adjacent vacated right-of-way, consisting of one lot totaling 105.22 acres, located in the vicinity of Enterprise Dr. and Commerce Pl.

Applicant: Mervis Industries

Owner: City of Hutchinson

Martin asked if there were any outside contacts or conflicts of interest; there were none.

McCarron reviewed the staff report (attached). The request is for Hutchinson-Reno County Joint Subdivision Committee approval of the Preliminary and Final plats of the Mervis Railcar Addition. The subdivision consists of one lot on 105.22 acres and is zoned I-3 Heavy Industrial District. The replat will vacate the Commerce Place and Halstead Street right-of-ways and vacate existing easements that will not be needed for utilities to serve the development. The project consists of the construction of four buildings and installation of new track. McCarron showed photos of the area and the site plan indicating where railcars will enter the site and proceed to the cleaning building, inspection building, maintenance building, and painting building. A portion of the property will also need to be annexed because the Halstead right-of-way corner is in the county and an easement for a high pressure gas line along the eastern boundary of the site needs to be confirmed it is abandoned prior to City Council approval of the final plat.

Sid Arpin, BG Consultants, reviewed the drainage and utilities and said these would be maintained by the property owner. Because the right-of-way has been vacated, the drives will be considered private drives.

There were no comments from the audience and Martin asked for the staff recommendation.

McCarron said Staff recommends approval of the Preliminary and Final plats with the following conditions:

1. Annexation of the Halstead Street ROW area shall occur prior to approval of the final plat by City Council.
2. All new utilities shall be located underground.
3. A signed mylar for the subdivision shall be submitted a minimum of one week prior to the desired City Council meeting.
4. Final plat shall be recorded prior to issuance of a building permit for the project.
5. High pressure gas line easement located on eastern boundary of plat shall be resolved prior to moving this item on to City Council.

Martin closed the hearing and asked for a motion.

Motion by Richardson, seconded by French to approve the Preliminary plat for the Mervis Railcar Addition as recommended by staff, passed with the following vote: Yes – French, Richardson, Etzler, Martin.

Motion by French, seconded by Richardson to approve the Final plat for the Mervis Railcar Addition as recommended by staff, passed with the following vote: Yes – French, Richardson, Etzler, Martin.

6. ELECTION OF OFFICERS

A motion by French, seconded by Etzler to retain Martin as Chair and Hamilton as Vice-Chair, passed unanimously.

7. RESOLUTION OF DATES

The Resolution of Dates was unanimously approved on a motion by Richardson, seconded by Etzler.

8. OTHER

8a. Update on Progress of Subdivision Regulations Rewrite

McCarron gave an update regarding the Subdivision Regulations Rewrite. She told the Committee everything has been approved except the Standards portion and Staff is working with the Engineering Department on these. The Standards should be completed the end of February or March and the document could be approved in May or June.

9. ADJOURNMENT – The meeting adjourned at 5:25 p.m.

Respectfully Submitted,

Charlene Mosier

Approved this 1st day of April 2015

Attest:

Jane L. McCarron

Attachments:

15-SD-02 Staff Report