

MINUTES
 HUTCHINSON-RENO COUNTY
 JOINT SUBDIVISION COMMITTEE
 WEDNESDAY, AUGUST 5, 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, Harley Macklin, and Janet Hamilton. Jack Martin and Dave Freund were not in attendance. Jana McCarron, Director of Planning and Development; Justin LaFountain, Associate Planner; Stephen Hughes, Associate Planner; and Charlene Mosier, Secretary, were also present.
2. Hamilton welcomed everyone in attendance. McCarron introduced Stephen Hughes, Associate Planner. He began employment in the Planning Department on June 29 and is from Muncie, Indiana. The Committee gave him a warm welcome.
3. The minutes for the meeting of April 1, 2015, were approved on a motion by French, seconded by Richardson, passed unanimously.
4. PUBLIC HEARINGS
 - 4a. **15-SD-03 Second Replat of Katie Second Addition**
 Request for approval of the final plat for property known as 911 Porter Street
 Applicant: Raju Sheth, Hutchinson Suite Hotel
 Owner: City of Hutchinson

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

McCarron reviewed the case. This request is for final plat approval of the Second Replat of Katie Second Addition, a replat of Lot 2, Block 1 of Katie Second Addition to remove a platted setback along the east portion of said lot, totaling 2.622 acres. The City is listed as the owner because of the Industrial Revenue Bonds.

The proposed replat is located south of 11th Avenue and West of Porter Street in the City of Hutchinson. The subdivision consists of one lot zoned C-4 Special Commercial District. The replat is to remove a platted building setback line on the east side of the property. This is the Holiday Inn Express Hotel and the replat would remove the platted setback line to allow the trash enclosure to remain on the Porter side of the property. The property was originally platted in 1996, replatted in 2005 and replatted again in 2009 prior to generation of development plans. During construction, the applicant determined the Porter Street side of the lot was a better location for the trash enclosure and also became aware of the need for a drainage easement on the northeast corner of the property.

There were no comments from the audience.

Hamilton asked the applicant for his presentation. Mr. Patel said the location of the trash enclosure promotes being a good neighbor because trash is picked up very early in the morning and this location will not disturb the neighboring property from the loud trash removal trucks.

McCarron said no preliminary plat was required in this instance because it is a small change.

Hamilton asked for the staff recommendation.

McCarron said Staff recommends approval of the Final Plat with the following conditions:

1. Corrections to Notary and Owner Certificates.
2. A signed mylar for the subdivision shall be submitted a minimum of one week prior to the desired City Council meeting.

Hamilton closed the public hearing and asked for a motion.

Motion by Richardson, seconded by Etzler to approve with conditions, as recommended by staff, the Final Plat for the Second Replat of Katie Second Addition. The motion passed with the following vote: Yes - French, Macklin, Richardson, Etzler, Hamilton.

- 4b. 15-SD-04 Family Entertainment District No. 2
Request for approval of a preliminary plat for property
formerly known as 2201 N. Lorraine Street.
Applicant / Owner: Strike Development, LLC

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

LaFountain presented the staff report. The request is for preliminary plat approval of a single lot at the southeastern corner of the existing Family Entertainment District subdivision, known as 2201 N. Lorraine Street. All other lots surrounding this property were previously platted. This parcel has recently come under ownership of Strike Development, LLC. The property was rezoned from R-5 High Density Residential to C-4 Special Commercial on May 5, 2015. Platting is required prior to any development.

A 20 foot landscape and buffer easement has been dedicated north of the ten foot utility easement. There is an existing driveway approach that will most likely need to be removed once development occurs as it would not be adequate for commercial uses. The lot description includes a portion of Lorraine Street. There will be a note on the final plat that will dedicate the street to the public. A drainage study is required. The final plat is expected for review by the Subdivision Committee in September. Notifications were sent to property owners of fifteen parcels within 200 feet.

Macklin asked about the landscaping easement on the south side of the property. Staff clarified that no construction will occur in the tree buffer between the adjacent residential property and the subject property.

Jim Strawn, 507 N. Whiteside, Hutchinson, said when this property was purchased there was a house and metal building that he removed. A detention pond and utilities are in place for development. The main entrance to this property will be off of Lorraine and the current driveway access is not the correct size or location.

There were no comments from the audience.

Hamilton asked for the staff recommendation. LaFountain said Staff recommends approval of the preliminary plat with the following condition:

1. Lorraine Street is to be dedicated to the public on the final plat.

Hamilton closed the public hearing and asked for a motion.

Motion by Macklin, seconded by French to approve with the condition as recommended by Staff, the preliminary plat for Family Entertainment District No. 2. The motion passed with the following vote: Yes - Richardson, Etzler, French, Macklin, Hamilton.

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| 4c. | 15-SD-05 | Josie Addition
Request for approval of the preliminary plat and final plat for property located at approximately 1320 North Lorraine Street.
Applicant: FBN, Inc., c/o Perry Duncan
Owner: LO, LLC |
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Hamilton asked if there were any outside contacts or conflicts of interest; there were none.

McCarron said the applicant has submitted an application for a preliminary and final plat for the Josie Addition located to the north of 11th Avenue between Lorraine Street and K-61 Highway in the City of Hutchinson. The subdivision consists of two lots on 2.532 acres of land and is zoned C-4 Special Commercial District. The owner has plans to construct a commercial building on the northern lot, Lot 1, and no plans for Lot 2 at this time. Revised final plats were received just prior to the meeting and handed out to the committee members. Drainage has been addressed with a storm sewer added. The proposed drainage easement on Lot 1 will be a private easement maintained by the property owner. Sidewalks will be part of the plat.

Macklin asked about a traffic study. McCarron said no traffic study was required, but KDOT must approve the development. The applicant has submitted a drainage study and KDOT has to sign off on that as well.

Keri McCoy, Garber Surveying, was in attendance to answer questions. Drainage from this plat will go to the KDOT drainage and tie in with current manholes and pipes. There will be a detention pond. This development should not have much impact on the 11th Avenue and Lorraine Street intersection.

Perry Duncan, Wichita, owner and applicant, said the development will be a laundromat that will be open 24 hours a day, seven days a week and will be staffed. There will be four entrances to the property with 42-44 parking stalls. The building will be 14,000 square feet.

Hamilton asked for audience comments.

Jackie Long, 1329 N. Lorraine Street, said she has visited with Mr. Duncan and he has answered all of her concerns about drainage, sidewalks, being open 24 hours, the location of driveways and appearance of the proposed building and landscaping. She believes this is a good use of the property and will be well taken care of and managed.

Hamilton asked for the staff recommendation.

McCarron said Staff recommends approval of the preliminary plat with no conditions and approval of the final plat with the following conditions:

1. A signed and notarized mylar for the subdivision shall be submitted a minimum of one week prior to the desired City Council meeting.
2. Site plan submittal and approval is required prior to grading and construction of improvements.
3. KDOT approval shall be obtained prior to any grading or development on the property.
4. The conditions of approval specified in the letter dated August 4, 2015 from Jeff Peterson, P.E., Senior Civil Engineer, addressed to Mr. Vance Voth, Engineering Consultants, P.A., shall be complied with.

Hamilton closed the hearing and asked for two motions.

Motion by French, seconded by Richardson to approve the preliminary plat for the Josie Addition passed with the following vote: Yes – Etzler, Macklin, French, Richardson, Hamilton.

Motion by French, seconded by Macklin to recommend to the City Council approval of the final plat for the Josie Addition with the above listed conditions as recommended by Staff, passed with the following vote: Yes – Etzler, Richardson, Macklin, French, Hamilton.

5. OTHER BUSINESS

- 5a. Open comments from the audience – none.
- 5b. Update on Progress of Subdivision Regulations Rewrite

McCarron gave an update regarding the Subdivision Regulations rewrite and said there is one section left. She said the Planning Commission will review this section and the plan is to have this completed in October, then the Joint Subdivision Committee can be dissolved.

6. ADJOURNMENT – The meeting adjourned at 6:00 p.m.

Respectfully Submitted,
Charlene Mosier

Approved this 2nd day of September, 2015

Attest:


