



AGENDA
PLANNING COMMISSION
 Tuesday January 22, 2019 – 5:30 PM
City Council Chambers
 125 E Avenue B, Hutchinson, Kansas

1. ROLL CALL

- | | | |
|--|-----------------------------------|---------------------------------------|
| <input type="checkbox"/> Richardson | <input type="checkbox"/> Vacant | <input type="checkbox"/> Bisbee |
| <input type="checkbox"/> Hamilton | <input type="checkbox"/> Wells | <input type="checkbox"/> Roberts-Ropp |
| <input type="checkbox"/> Carr (Vice Chair) | <input type="checkbox"/> Peterson | <input type="checkbox"/> Swearer |

2. APPROVAL OF MINUTES – Meeting of January 8, 2019.

3. CORRESPONDENCE & STAFF REPORTS – Motion to accept correspondence and staff reports into the official record.

4. PUBLIC HEARINGS - None

5. NEW BUSINESS

- a. **2019 Zoning Code Amendments**
 - **Steering Committee Volunteers (3)**

6. OLD BUSINESS – None

7. UPCOMING CASES - None

8. ADMINISTRATIVE CASES

- a. **SIT18-000015 - 1520 N Plum St** – Front-yard Parking Lot at USD 308 Administration Building

9. COUNCIL ACTION ON CASES - None

10. OPEN COMMENTS FROM THE AUDIENCE (Please limit comments to five minutes.)

11. ANNOUNCEMENTS

12. ADJOURNMENT

Staff Contacts:	Jim Seitnater	620-694-2667	Aaron Barlow	620-259-4198
	Amy Allison	620-694-2638	Vacant	620-259-4134
	Charlene Mosier	620-259-4133		



PLANNING COMMISSION MINUTES
MEETING OF: TUESDAY, JANUARY 8, 2019

MEETING LOCATION: CITY COUNCIL CHAMBERS
125 EAST AVENUE B

1. ROLL CALL

The Planning Commission meeting was called to order at 5:30 PM with the following members present:

Richardson [01/01] Hamilton [01/01] Carr (Vice Chair) [01/01] Wells [01/01] Peterson [00/01] Bisbee [01/01] Roberts-Ropp [01/01] Swearer [01/01] Vacant [00/01]

Planning Staff present were: Jim Seitnater, Interim Director of Planning & Development; Amy Allison, Senior Planner; Aaron Barlow, Associate Planner; and Charlene Mosier, Planning Technician.

2. APPROVAL OF MINUTES

The minutes of the December 20, 2018 meeting were approved on a motion by Hamilton, seconded by Bisbee, passed unanimously.

3. CORRESPONDENCE & STAFF REPORTS

The documents and staff reports were accepted into the official record on a motion by Bisbee, seconded by Richardson, passed unanimously.

4. PUBLIC HEARINGS

a. None.

5. NEW BUSINESS

a. Introduction of Commissioner Jackson Swearer

Seitnater Jim introduced Jackson Swearer, new Planning Commission member.

b. Resolution of Dates

Motion by Hamilton seconded by Wells to approve the Resolution of Dates, passed unanimously.

c. Election of Officers for 2019

Chair - Bisbee nominated Carr as Chair. Hamilton seconded the motion which passed unanimously by acclamation.

Vice-Chair - Richardson volunteered to serve as Vice-Chair. Carr seconded the motion which was passed unanimously by acclamation.

d. 2019 Planning Department Work Plan

Allison reviewed the 2019 Planning Development Work Plan included in the agenda packet. The items are strategies from the Comprehensive Plan and include the Housing Action plan, Historic Preservation Action Plan and the Land Bank Work Plan.

A few of the items are language changes to zoning and supplemental regulations. Another project is the possible creation of a C-6 zone for commercial areas in the downtown and core of the city. ETJ (Extra-Territorial Jurisdiction) is another topic that will be reviewed along with other possible

PLANNING COMMISSION MINUTES
MEETING OF: TUESDAY, JANUARY 8, 2019

alternatives to that option. Staff currently reviews projects within three miles of the city limits; with an ETJ action can take place. Annexation or specific areas of interest are other alternatives to ETJ. Richardson suggested that staff give a short presentation about some of these issues to the newly formed Building Trades Committee. Hamilton liked the idea of the building trades classes working on infill housing rather than on only larger higher end homes.

6. OLD BUSINESS

- a. None.

7. UPCOMING CASES

- a. ZV18-000006 Board of Zoning Appeals – 3900 Lakeview Dr. – Request for a second detached garage.
Barlow said this is a very large property. Based on how this case turns out, there has been another property owner with a similar request.

8. ADMINISTRATIVE CASES

- a. SIT18-000015 - 1520 N Plum St – Front-Yard Parking Lot at USD 308 Administration Building.
Allison said 19 parking spaces are planned for the proposed parking lot in front of the building.
The parking lot will not extend all the way to the sidewalk.

9. COUNCIL ACTION ON CASES

- a. None

10. OPEN COMMENTS FROM AUDIENCE

- a. None.

11. ANNOUNCEMENTS

- a. Seitnater said a new public relations officer has been hired and will begin January 14.
- b. Seitnater said interviews will begin for the Planning Director. He asked Carr and Bisbee if they would come to the phone interviews.

12. ADJOURNMENT - The meeting adjourned at 5:55 PM.

Respectfully Submitted

Charlene Mosier, Planning Technician
Approved this day of January 2019

Attest: _____

2019 Zoning Regulation Updates

Article I

27-101 Title

27-102 Purpose and Intent

27-103 Authority and Jurisdiction

27-104 Rules of Construction

27-105 Zoning Procedure

Article II

27-201 Abbreviation and Acronyms

27-202 Definitions

Amend definition of building to conform with practice. (can be attached with breezeway.)

Article III

27-301 District Regulations, Restrictions, Boundary

27-302 Provisions Declared to be Minimum Requirements

27-303 Agricultural Land Exemption

27-304 Zoning Affects Every Building and Use

27-305 Design Standards for the Construction and Moving of Structures and Manufactured Homes

27-306 Lot

27-307 Reductions on Lota Area Prohibited

27-308 Obstructions to Vision at Street Intersection Prohibited

27-309 Yard Requirements

27-310 Through Lots

27-311 Zero Lot Line

27-312 Drainage

27-313 Permitted Obstruction in Required Yards

Allow covered porches

27-314 Accessory Buildings and Uses

Allow in front yard for industrial uses?

Side Street Front Yard requirements clarity, setbacks, where paving is required

Allow more than one garage per residential lot on lots greater than ? acres.

27-316 Occupancy of Basements and Cellars

27-317 Nonconforming, General Intent

Allow expansion of nonconforming buildings to existing extent of building.

27-318 Nonconforming Lots of Record

27-319 Repair and Maintenance of Nonconforming Uses

27-320 Vesting of Development Rights

27-321 Annexation Rule

27-322 Sustainability

27-323 Fees

27-324 Duties of the Planning Commission

Article IV

27-401 Zoning Districts

27-402 Zoning Map

27-403 General Rules Governing All Zoning Districts

27-404 Uses Permitted by Right, Uses Permitted by Conditional Use Permit, Uses Permitted by Special Use Permit and Uses Not Permitted

27-405 Table of Land Use Categories Explained

27-406 Table of Land Use Categories

Need to add design requirements for Storage Units to accessory uses

Update multi-family in the R-4 district

27-407 TA Transitional Agricultural Rural District

27-408 R-1 Single Household Suburban Residential District

27-409 R-2 Single Household Residential District

27-410 R-3 Moderate Density Residential District

27-411 R-4 Residential Neighborhood Conservation District

27-412 R-5 High Density Residential District

27-413 R-6 Residential Infill District

27-414 MH Manufactured Home Subdivision District

27-415 MP Manufactured Home Park District

- 27-416 EN Established Neighborhood District
- 27-417 P/I Public and Institutional District
- 27-418 C-1 Office Commercial District
- 27-419 C-2 Neighborhood Commercial District
- 27-420 C-3 Outdoor Commercial District
- 27-421 C-4 Special Commercial District
- Remove all front-yard setbacks
- 27-422 C-5 Downtown District
- 27-42x Potential C-6 Infill Commercial District (to be reviewed at a later date)
- 27-423 CR Commercial/Residential District
- 27-424 I-1 Light Industrial District
- 27-425 I-2 Industrial District
- 27-426 I-3 Heavy Industrial District
- 27-427 PUD Planned Unit Development District
- 27-428 GATE Gateway Corridor District
- 27-429 AH Airport Hazard Overlay District
- 27-430 HP Historic Preservation Overlay District
- 27-431 FP Floodplain Overlay District
- 27-432 A-I Airport Industrial Mixed Use District

Article V

27-501 Conditional Use Permits

27-502 Special Use Permits

Article VI

27-601 Temporary Uses

Article VII

27-701 Off-Street Parking

27-702 Table of Off-Street Parking and Loading Requirements

Change to "Table of Off-Street Parking Requirements"

27-703 Off-Street Parking: Parking for Individuals with Disabilities

27-704 Off-Street Parking in the CR District

Remove from Table of Contents

Article VIII

27-801 Signs

27-802 Definitions

27-803 Sign Calculations

27-804 Permitted Signs, Design Criteria, and Limitations

27-805 Administration

Article IX

27-901 Home Occupations

27-902 Residential Design Manufactured Home Requirements

Relax these regulations.

27-903 Licensed Day Care Homes, Licensed Group Day Care Homes, Child Care Center and Preschools

27-904 Detailed Regulations for Treatment Homes Housing Sex Offender Populations

27-905 Parking of Recreational Vehicles

27-906 Recreational Vehicle Parks

27-907 Fences

Commercial fences,
fences for recreational equipment/use,
residential fences request

27-908 Landscaping Requirements

27-909 Exterior Lighting

27-910 Alley Access

27-911 Design Standards for Large Retail Stores and Centers Greater than 18,000 Square Feet

27-912 Performance Standards for Industrial Uses

27-913 Self-Service Storage Facilities

Remove

27-914 Material Storage Yards

Remove

27-915 Portable Storage Units for Long-Term or Permanent Use

27-916 Special Vehicle Standards

Potential revisions for commercial truck parking along major corridors

27-917 Salvage Yards and Motor Vehicle Graveyards

27-918 Keeping of Animals

Remove from regulations ad leave to animal control?

27-919 Keeping of Chickens

27-920 Keeping of Bees

27-921 Wireless Communication Facilities

27-922 Amateur Radio Towers, Antennae and Facilities

27-923 Small Wind Energy Conversion Systems

27-924 Commercial/Utility Grad Wind Energy Conversion Systems

27-925 Solar Panels

27-926 Biofuels and Distillation Faculties

Article X

27-1001 Site Plan Review

Only require site plan for parking lots large enough for SWPPP

Article XI

27-1101 Board of Zoning Appeals Established

27-1102 Rules of Procedure

27-1103 Meetings

27-1104 Records

27-1105 Filing Fee

27-1106 Public Hearing and Notice

27-1107 Powers and Jurisdiction

27-1108 Authority

27-1109 Appeals

27-1110 Variances

27-1111 Exceptions

27-1112 Performance

Article XII

27-1201 Application for Zoning Amendment

27-1202 Zoning District Amendments

27-1203 Zoning Classifications of Lesser Changes

27-1204 Protest Petitions

27-1205 Matters to Be Considered When Approving or Disapproving a Zoning
Amendment Request

27-1206 Zoning Administration

27-1207 Zoning Certificates

27-1208 Issuance of Building Permit

27-1209 Occupancy Certificates

27-1210 Violation and Penalty

Article XIII

27-1301 Comprehensive Plan Relationship

Article XIV

27-1401 Legal Status Provisions

27-1402 Certificate of Approval