

**MINUTES OF
CITY PLANNING COMMISSION STUDY SESSION
OTTAWA, KANSAS**

City Hall – March 28, 2012

The City Planning Commission met at Noon on this date with the following members present and participating to wit: Members Boyd, Bond, Colbern, Wasko, Maxwell, and Chairperson Jackson. Member Livingston was absent.

Chairperson Jackson asked the Planning Commission members to make a declaration of any conflict of interest or of any ex parte or outside communication that might influence their ability to hear all sides on any item on the agenda so they might come to a fair decision. There were none.

Information and Discussion Items:

Review the February 29, 2012 study session meeting minutes: Chairperson Jackson asked if there were any changes or corrections needed. There were none.

Review the March 14, 2012 meeting minutes: Chairperson Jackson asked if there were any changes or corrections needed. There were none.

Public Hearing Items:

Discuss the proposed rezone from C-1, Office and Service Business District to MU/RC Mixed Use Residential/Commercial District at 109 W. 9th Street.

Wynndee Lee reviewed staff findings and the map, (power point presentation), with the Planning Commissioners. Mrs. Lee stated staff is recommending approval.

Wynndee Lee reviewed the restriction on square footage and gave an overview of the previous rezone proposal requested at this location. Mrs. Lee indicated she has spoken with the owner to the west of this property and they would probably attending the meeting.

Chairperson Jackson asked what the residential structure would be used for. Wynndee Lee indicated it would be a residential use.

Member Maxwell asked if this property was zoned MU/RC would this open the area to allow this use on the other corners. Wynndee Lee indicated yes.

Member Bond asked if the owners were actively trying to sale this property. Wynndee Lee indicated yes, since 2007.

Discussion Items:

Recommend a planning commission member to the City Commission for appointment to the Board of Zoning Appeals for a one year term.

Chairperson Jackson nominated Member Wasko, seconded by Member Colbern. All present voted yes (5-0).

Discussion about banners and temporary signs.

Wynndee Lee stated there have been temporary banners being placed around the city and currently our sign regulations do not allow them. Mrs. Lee asked the Planning Commissioners whether staff should make an amendment to the zoning regulations to allow them. It was the consensus of the Planning Commission to have staff research and have samples of the banners and discuss this issue at their next study session.

Site Plan for Seed Strategies.

Wynndee Lee stated staff reviewed this site plan and administratively approved the site plan. The site plan was a minor site as they applicant is only leasing a portion of the property and there are no changes to entrance of the property and the grain bins are being placed in an area that already has gravel on it.

Tom Yahl reviewed the site plan with the Planning Commission (power point presentation).

Wynndee Lee indicated staff and the Planning Commission need to have discussion about minor site plans and develop a check list to determine whether the site plan needs a complete review or just staff review.

Announcements:

Chairperson Jackson stated the next regular scheduled Planning Commission meeting is April 11, 2012, at 7 p.m. The next regular scheduled Planning Commission study session is April 25, 2012, at noon.

Adjournment:

Chairperson Jackson adjourned the meeting at 1:00 p.m.

Respectfully submitted, Wynndee Lee, AICP
Director of Planning & Codes Department