

**City of Spring Hill, Kansas**  
**Minutes of Planning Commission Regular Session**  
**January 4, 2018**

A Regular Session of the Planning Commission was held at the Community Center, 613 S. Race St., Spring Hill, Kansas on January 4, 2018. The meeting convened at 7:01 p.m. with Chairman Stephen Sly presiding, and Christie Campbell, Planning Secretary recording.

Commissioners in attendance: Scott Buescher  
Mike Denny  
Josh Erhart  
Troy Mitchell  
Josh Nowlin  
Janell Pollom  
Stephen Sly

Commissioners absent: Cindy Squire  
Tyler Vaughan

Staff in attendance: Jim Hendershot, Community Development Director  
Patrick Burton, Project Coordinator, Community Development Dept.  
Christie Campbell, Planning Commission Secretary  
Ryan Crowley, Superintendent, Parks Division

Public in attendance: Larry Reynolds, Representative from Vireo  
Craig Rhodes, Representative from Vireo

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

The secretary called the roll of the Planning Commissioners. With a quorum present, the meeting commenced.

## **APPROVAL OF THE AGENDA**

**Motion by** Ms. Pollom, seconded by Mr. Mitchell, to approve the agenda as presented.

**Roll Call Vote:** Nowlin-Aye, Buescher-Aye, Mitchell-Aye, Sly-Aye, Pollom-Aye, Erhart-Aye, Denny-Aye

**Motion carried 7-0-0**

## **FORMAL COMMISSION ACTION**

### **1. Approval of Minutes from the December 7, 2017 Regular Meeting**

**Motion by** Mr. Nowlin, seconded by Ms. Pollom, to approve the minutes with the name correction on page 1 under the section labeled Approval of the Agenda; the name should read as Ms. Squire not Mr. Squire.

**Roll Call Vote:** Nowlin-Aye, Buescher-Aye, Mitchell-Abstain, Sly-Aye, Pollom-Aye, Erhart-Aye, Denny-Aye

**Motion carried 6-0-1**

### **2. Veterans Park Design – review planned improvements for compliance with the Spring Hill Comprehensive Plan**

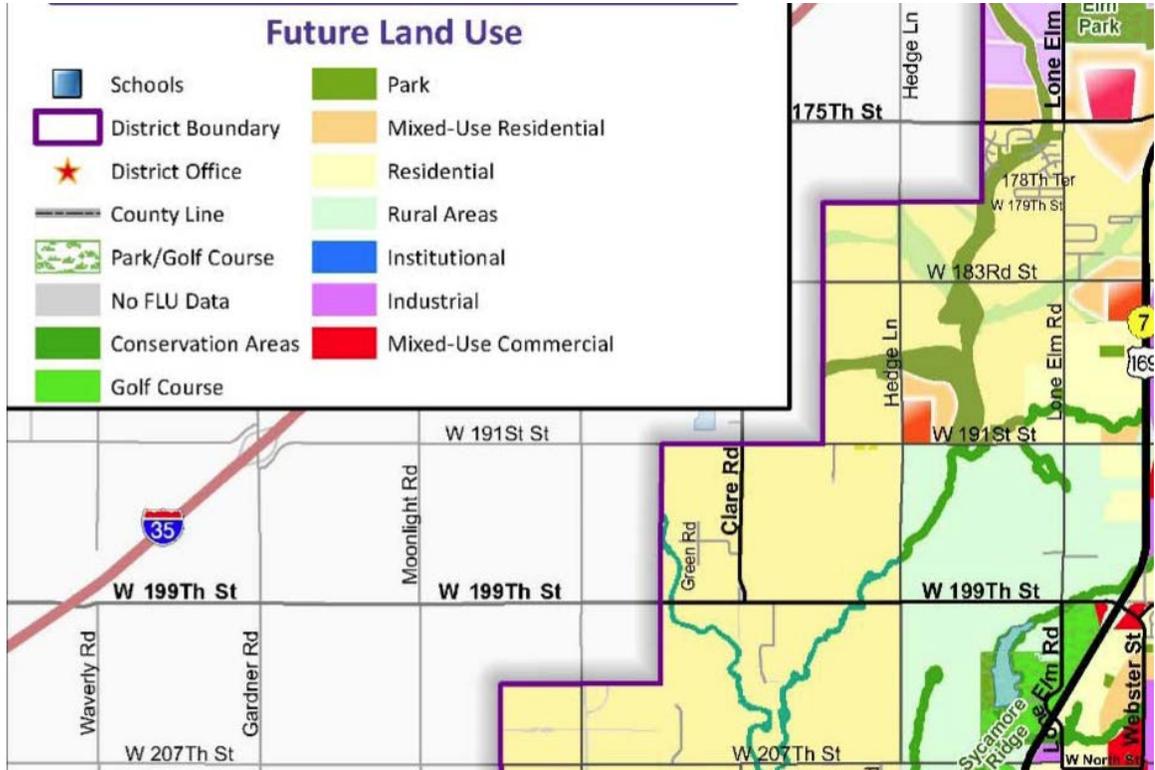
*Beginning of Staff Report*



# Aerial



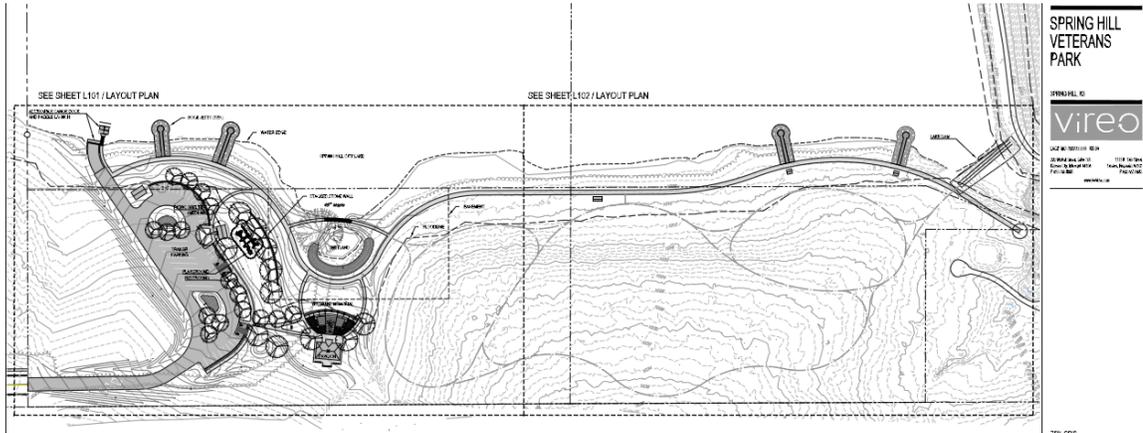
# Future Land Use Map



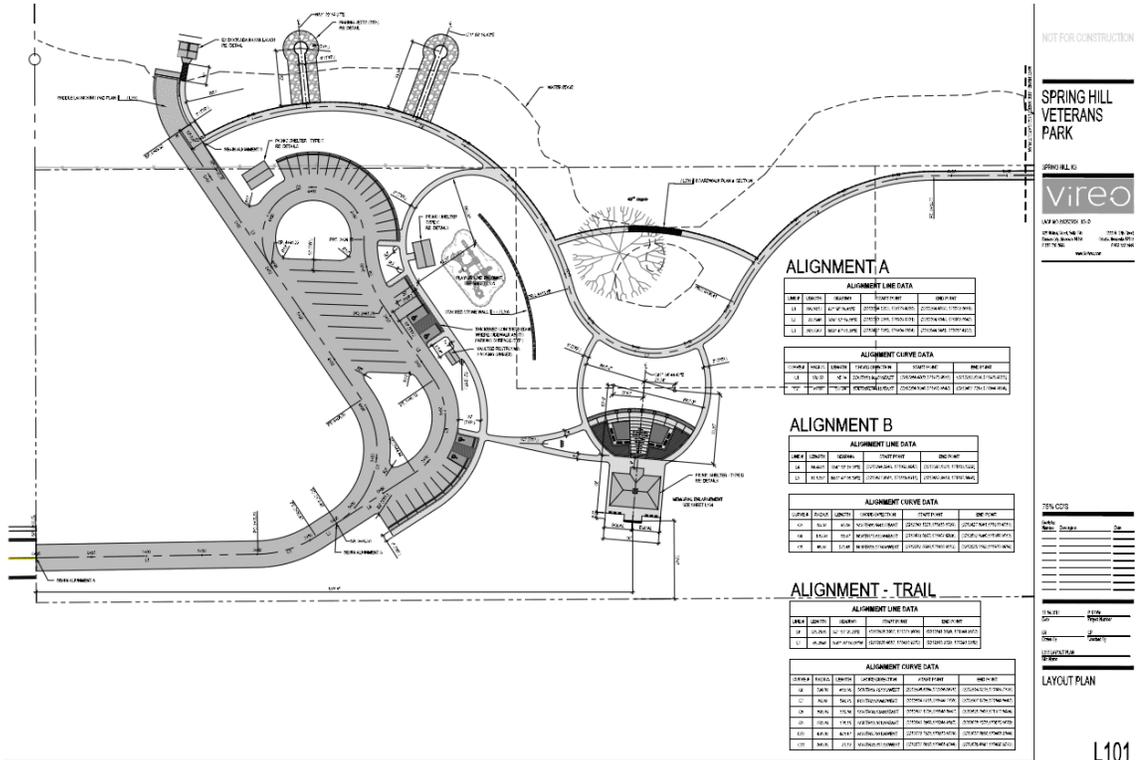
# Master Plan Design



# Overall Site Plan



# Alignment Layout



## **BACKGROUND:**

In 2008, the residents of Spring Hill passed a sales tax increase by general election ballot, to help fund a park project at the city lake. In the same year, conceptual drawings were created to form a “Master Plan”. The vision for the “Master Plan” was developed through a committee and public input over the years. These drawings envisioned improving the west side of the lake into a park that would serve the community with park amenities, recreation and educational opportunities. The idea was to take advantage of the natural surroundings, to preserve existing land formations, wooded areas, water area, and create open space to provide a unique opportunity for park patrons. In short, is to design a park that offers an opportunity for enjoyable time with family and friends, or have a rejuvenating experience by intertwining with nature or the amenities offered in the park. A sizeable list of recommended improvements was developed within the scope of uses for the park. This list included items such as, access, parking lot, docks, picnic shelters, restrooms, playgrounds, walking trails and a dog park just to name a few. The concept was to create a design to transform under-utilized outdoor space into a destination with opportunities to create experiences that would enhance the quality of life for individuals, families, and the community as a whole. Last year, the City took a huge step in making the park a reality by installing a new curbed asphalt street from 199<sup>th</sup> Street into the starting area of the proposed park. In addition, a path was cleared through the woods to the waterfront. This path gives the City a better picture of what may be encountered in developing the park. The City also purchased new playground equipment through a cost sharing grant program. This equipment has been delivered and will be installed once the design of the park is completed. Along with the equipment, the City received a matching grant from KDHE to install rubberize mulch around the new equipment. Local organizations, as well as the Community Fisheries Assistance Program through Kansas Department of Wildlife, Parks and Tourism, have expressed interests in assisting with the construction of the park. In order to apply for grants and utilize these organizations, the City must have a completed plan that is “shovel ready”. In May 2017, the Governing Body accepted the bid submitted by Vireo to design Veterans Park.

## **STAFF COMMENT:**

Staff has reviewed the plan under the requirements of Section 17.340 of the Spring Hill Zoning Ordinance as follows:

- All lot lines and rights-of-way are identified.
- All existing and proposed structures with applicable dimensions are identified.
- All parking and loading areas have been identified; and the type of surfacing and base course has been identified.
- Existing and proposed landscaping on the property has been identified
- Parking has been identified and will be paved as required. The Spring Hill Zoning Ordinance does not specifically identify a parking ratio for this type of use, however the parking stalls provided appear to be adequate in number.
- Outside lighting is allowed at a maximum height of 33 feet or 25 feet when located adjacent to a residential development. Because calculations for the lighting were not provided with the plans they are to be submitted by the lighting engineer and are subject to review prior to lighting installation.
- The erosion and sediment control plan, and storm water drainage details are identified on the plans and are satisfactory for the site.
- Landscaping identified on the plans are in compliance with code as well as the recommendations of the Comprehensive Plan and Planning Principles and Design Guidelines.
- The landscape plans also show an area of various landscape plantings that comply with the City Code.

In addition to the above noted items the site plan has been reviewed for compliance with the following standards:

1. *The extent to which the proposal conforms to the provisions of the Code.*  
The area is zoned R-R which allows “parks and recreation” as an allowed use. The definition of parks and recreation (Sec. 17.302.B.101) includes public park facilities. As a result, the facility is in compliance with the provisions and intent of the zoning code.
2. *The extent to which the proposal conforms to the provisions of the Spring Hill Subdivision Regulations.*  
See comments of item #1 above.
3. *The extent to which the development would be compatible with the surrounding area.*  
The surrounding area currently is primarily vacant with a mixture of agricultural and rural residential zoning districts. Public facilities such as parks are compatible with most zoning districts when proper consideration is given to items such as lighting, buffering and landscaping. Conversations with adjoining landowners of future residential developments have resulted in their comments and suggestions being implemented into the project plans as applicable.

4. *The extent to which the proposal conforms to the recommendations of the Spring Hill Comprehensive Plan including but not limited to the Vision Plan, the Community Development Recommendations, and the Planning and Principles and Design Guidelines.*  
Proposed “Veterans Park” is in compliance with the recommendations of the Comprehensive Plan as it provides a location easily accessible public facility. In addition, the 2008 Spring Hill Master Park Plan consistently identifies a park as one of the public’s most desired needs for the community. The proposed park includes amenities most commonly requested by the public.
5. *The extent to which the proposal conforms to customary engineering standards used in the City.*
  - a. Sanitary sewer plans will need to be approved by Johnson County Environmental Department for a septic system or holding tank.
  - b. Water plans approved by the City Engineer and Public Works Director
  - c. Storm water plans approved by the City Engineer and Public Works Director
6. *The extent to which the location of streets, paths, walkways, and driveways are located so as to enhance safety and minimize any adverse traffic impact on the surrounding area.*  
A traffic impact study has not been completed, but traffic counts by JOCO Public Works Department, have shown that no improvements to 191<sup>st</sup> Street are required at this time.
7. *The extent to which the location of streets, paths, walkways, driveways, open space (if any), and parking lots have been located to achieve the following objectives:*
  - a. Preserve existing off-site views and create desirable on-site views
  - b. Conserve natural resources and amenities including prime agricultural land
  - c. Minimize any adverse flood impact
  - d. Ensure that proposed structures are located on suitable soils
  - e. Minimize any adverse environmental impact
  - f. Minimize any present or future cost to the City and private providers of utilities in order to adequately provide utility service to the site.
  - g. The parking lot is also designed in a manner that takes advantage of the natural topography and limits the impact to drainage and storm water facilities. Utilities will be provided to the site from existing utilities located at the Parks Maintenance Building below the dam.
8. *All structures shall be required to have permanent or continuous footings and foundations.*  
All structures will be adequately designed and engineered.

**RECOMMENDATION:**

It is the recommendation of staff that the plan for the Veterans Park be approved by the Planning Commission and found in compliance with the Spring Hill Comprehensive Plan.

**PLANNING COMMISSION REVIEW AND ACTION:** Upon review of the final plan of Veterans Park, the Planning Commission may by a majority vote of those members present:

- Recommend approval of the plan to the Governing Body, or
- Recommend denial of the plan to the Governing Body and notify the applicant of such action, or
- Table action on the plan to a specific date and notify the applicant of such action

**STAFF RECOMMENDATION:**

Staff recommends approval of the Master Plan, Veterans Park.

Attachments: Plans

*End of Staff Report*

Mr. Patrick Burton, Project Coordinator for the Spring Hill Community Development Dept., along with Mr. Ryan Crowley, Parks Superintendent, presented the staff report to the Planning Commission as outlined above.

**Motion** by Mr. Mitchell, seconded by Mr. Buescher, that the Planning Commission finds the master park plan to be in compliance with the Comprehensive Plan as presented by Staff.

**Roll Call Vote:** Nowlin-Aye, Buescher-Aye, Mitchell-Aye, Sly-Aye, Pollom-Aye, Erhart-Aye, Denny-Aye

**Motion carried 7-0-0**

## **DISCUSSION – N/A**

## **REPORTS**

1. **Conditional Use Permit (CU-2015-0001) Annual Staff Review** for Verizon Wireless - SSC, to allow for a communication tower, located at 20250 Webster St.
2. **Conditional Use Permit (CU-2015-0002) Annual Staff Review** for The Bowery Events, LLC, to allow for an outdoor recreation and entertainment area, located at 20559 Lone Elm Rd.
3. **Annual PC Meeting Summary Report (2017)**
4. **Building Permit Summary Report (2017)**
5. **The following item(s) related to the Community Development Department were approved at the Dec. 14, 2017 City Council meeting:**
  - Final Plat for Foxwood Ranch, 1<sup>st</sup> Plat (FP-09-17)
  - Improvement Agreement for Foxwood Ranch, 1<sup>st</sup> Plat (FP-09-17)
  - Site Plan (SP-03-17) for the material storage lot – New Century, 1<sup>st</sup> Plat, Lot 1
  - Permanent Utility Easement for Woodland Ridge VII
  - 2018 Corporate Limits and Boundaries of the City of Spring Hill (Resolution No. 2017-R-28)
  - Conditional Use Permit Renewal (CU-2017-0005) to allow for the operation of a car wash at 22421 S. Harrison St., Mr. Don Wessel (Ordinance No. 2017-19)
  - Conditional Use Permit Renewal (CU-2017-0006) to allow for the operation of an assisted living facility at 22550 S. Franklin St., NRFC Blackhawk Holdings, LLC (Ordinance No. 2017-20)

## **ANNOUNCEMENTS FROM PLANNING COMMISSIONERS AND STAFF**

- Staff announced reminded commissioners of the training opportunity available on Jan. 12, 2018, this is sponsored by the League of Kansas Municipalities; the topic is Planning & Zoning.
- Mr. Hendershot stated that the terms for Mr. Sly, Ms. Pollom, and Mr. Denny will expire in February 2018. They will be receiving a letter from the City Clerk regarding reappointment procedures.
- Mr. Burton provided an update on the Civic Center Revitalization Project.
- Mr. Hendershot stated that the Planning Commission will need to elect a new Chairperson and Vice Chairperson at the March 2018 meeting.

## ADJOURN

**Motion** by Mr. Mitchell, seconded by Mr. Nowlin, to adjourn.

**Roll Call Vote:** Nowlin-Aye, Buescher-Aye, Mitchell-Aye, Sly-Aye, Pollom-Aye, Erhart-Aye, Denny-Aye

**Motion carried 7-0-0**

The meeting adjourned at 7:56 p.m.

**The Jan. 4, 2018 regular meeting minutes were approved by the Planning Commission on Feb. 1, 2018, as presented.**



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Christie Campbell

Planning Commission Secretary