

PLANNING AND ZONING BOARD
CITY OF VALLEY CENTER

Tuesday, February 27, 2018, 7:00 P.M.
CITY HALL, 121 S. MERIDIAN

CALL TO ORDER: Chairperson Gary Janzen called the meeting to order at 7:01 P.M. with the following members present: Don Keenan, Gary Janzen, Kelsey Parker, Delmer James, Katie Patry and Ben Neaderhiser.

Members absent: Rick Shellenbarger

Staff Present: Ryan Shrack and Katrina Rubenich

Audience: Applicants Ben and Ranae Townsend and neighbors Mr. and Mrs. Charles Potter

Meeting started with the Pledge of Allegiance to the American Flag.

AGENDA:

A motion was made by Chairperson Janzen and seconded by Board Member Neaderhiser to set the agenda. Motion passed unanimously.

APPROVAL OF DRAFT MINUTES:

A motion was made by Chairperson Janzen to approve the January 23, 2018 meeting minutes. The motion was seconded by Board Member Parker. Motion passed unanimously.

COMMUNICATIONS: None

PUBLIC HEARING BEFORE PLANNING AND ZONING BOARD:

- A. Review of BZA-2018-01, the application of Ben and Ranae Townsend, pursuant to Section 17.10.09, who are petitioning for the approval of a conditional use application to allow for the conversion of an existing building into an accessory apartment on their property located at 4 N. High Point Rd., Valley Center, Sedgwick County, Kansas.

Ryan presented the following to the Planning and Zoning Board:

Date: February 16, 2018

To: City of Valley Center Planning and Zoning Board/BZA

From: Ryan W. Shrack, Community Development Director

RE: Conditional Use Application (BZA-2018-01)

Petition: Ben and Joyce Townsend are petitioning for approval of a conditional use application to allow for the conversion of an existing accessory building into an accessory apartment on their property (see supporting documentation from applicants starting on page 3).

Staff Comments:

The lot on which this proposed conditional use is located is currently zoned RR-1 (Suburban Residential District). An accessory apartment is an allowed conditional use in this particular zoning district. The following requirements, from the City of Valley Center Zoning Code, are to be met in order to approve the conditional use application:

1. The proposed conditional use complies with all applicable regulations, including lot size requirements, bulk regulations, use limitations and performance standards; unless a concurrent application is in process for a variance.

Yes, the proposed conditional use complies with all applicable regulations for the zoning district.

2. The proposed conditional use will not cause substantial injury to the value of other property in the neighborhood.

Yes, the proposed conditional use will not cause substantial injury to the value of other properties in the neighborhood. Improvements made to the existing structure to be converted into living facilities should minimally raise the value of the property, which could in turn raise the value of the surrounding area.

3. The location and size of the conditional use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such that the conditional use will not dominate the immediate neighborhood so as to prevent development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the conditional use will so dominate the immediate neighborhood, consideration shall be given to the location, nature, size and height of buildings, structures, walls and fences on the site and the nature and extent of landscaping and screening on the site.

Yes, the proposed conditional use will not dominate the immediate neighborhood so as to prevent development and use of neighboring property in accordance with the applicable zoning district regulations. The existing building footprint will not change.

4. Off-street parking and loading areas will be provided in accordance with the standards set forth in Chapter 17.05 of these regulations. Such areas will be screened from adjoining residential uses and located so as to protect such residential uses from injurious effects.

Yes, appropriate off-street parking will be provided with part of the apartment containing a garage. A driveway will also be constructed to connect the garage to the street.

5. Adequate utility, drainage and other such necessary facilities have been installed or will be provided by platting, dedications and/or guarantees.

Yes, all adequate and necessary utility, drainage, and other facilities will be included in the building permit application and reviewed by city staff for approval.

6. Adequate access roads, entrance and exit drives and/or access control is available or will be provided by platting, dedications and/or guarantees and shall be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and roads.

Yes, as part of the building permit, the applicant will obtain a right-of-way permit from the Public Works Dept. and construct a driveway to connect the building with the street. It will be designed to prevent traffic hazards and to minimize traffic congestion in public streets and roads.

A public notice was sent out to all adjacent property owners, along with the standard notice in The Ark Valley News. Two responses have been received via telephone and all questions regarding this proposed conditional use were answered. No individual or party has protested approval of this application at the time of this report being written.

City staff recommends approval of this conditional use application.

At 7:04 P.M., Chairperson Janzen opened hearing for comments from the public. Board Member Keenan asked some questions regarding the architectural plans for the new building and Mr. and Mrs. Townsend answered all his questions. Ryan stated that after the building permit is pulled, Sedgwick County will do inspections to make sure everything is up to code. Mrs. Townsend mentioned that they've had 3 separate contractors look at the plans and they've all 3 approved. Mr. Charles Potter addressed the applicants with some more architectural questions. Mr. Townsend answered his questions, as well. Board Member Keenan asked if any

of the vegetation will have to be removed for line of sight when the driveway is installed. Ryan stated that the Public Works Streets department would need to determine that.

At 7:13 P.M., Chairperson Janzen closed public hearing and asked for any comments from the Board.

Based on the City Staff recommendations, public comments and discussion by the Planning and Zoning Board, Board Member Neaderhiser made a motion to approve BZA-2018-01. Chairperson Janzen seconded the motion. Vote was unanimous to approve the plan.

NEW BUSINESS-

Per Chairperson Janzen’s request at the January meeting, Ryan presented a short review of the City of Valley Center Strategic Plan. Board Member Keenan suggested implementing building design standards for Commercial zones. He volunteered to come up with a rough draft. Board Member Parker suggested that opportunities for art and design could be included into the standards. Chairperson Janzen requested that the Board go over the Comprehensive Plan and CIP in future meetings.

OLD OR UNFINISHED BUSINESS-None

COMMITTEE AND STAFF REPORTS-Ryan informed the Board that there will be a meeting March 27, 2018.

ITEMS BY PLANNING AND ZONING BOARD MEMBERS:

Don Keenan-Nothing

Gary Janzen-Nothing

Matt Stamm-Nothing

Rick Shellenbarger-Nothing

Delmer James-Nothing

Katie Patry-Nothing

Ben Neaderhiser-Board Member Neaderhiser applauded the City’s efforts to keep the Strategic Plan and similar projects up to date to stay on top of the City’s growth.

ADJOURNMENT OF THE PLANNING AND ZONING BOARD MEETING:

At 7:24 P.M., a motion was made by Chairperson Janzen to adjourn and seconded by Board Member Shellenbarger. Vote was unanimous.

Respectfully submitted,

Ryan Shrack
Community Development Director

Gary Janzen, Chairperson