

# VALLEY CENTER PLANNING COMMISSION DRAFT MINUTES

7:00 P.M., Tuesday, May 22, 2012  
Valley Center City Hall at 121 S. Meridian Avenue  
Jaque Davis, Chairperson Presiding

Chairperson Davis called the meeting to order at 7:00 p.m. with the following members present: Jaque Davis, John Dailey, Don Bosken, Dee Wretberg, Kathryn Schroeder, Danny Park, Ricky Schellenbarger, and Steve Jackson. Absent: Gary Janzen.

Staff Present: Warren Utecht and Deby Taylor, Community Development Department.

Also present local developer: Brad Isham.

## SET/AMEND AGENDA:

Warren Utecht, made a request to add to the agenda procedure for Lots Splits. Motion was made by John Dailey, seconded by Danny Park, and motion passed.

## MINUTES OF APRIL 22, 2012 MEETING:

The minutes of the April 22, 2012 meeting were reviewed by members of the Planning Commission. Kathryn Schroeder made a motion and seconded by Danny Park to approve the minutes as written. Motion passed.

## COMMUNICATIONS:

- A. Warren reported on the Sedgwick County NABC Meeting which he and John Dailey attended. The main topic of discussion was whether the “area of city influence” should be reduced. Valley Center, along with all other cities in the metro-area, opposed the proposition, making convincing arguments to leave it the way it is.
- B. The Community Development Director submitted an addition to Subdivision Regulations/Chapter 16.09 “Procedure for approval of lot splits”. Warren explained that the present lot split procedure required to split twin-plex homes to facilitate condominium ownership should be exempt from the lot split procedure. Warren requested that the following be added...

**16.09.02** An exception to the Lot Split procedure is if a subdivision zoned as R-2 Two-Family Residential or R-3 Multi-Family Residential has lots that are specifically platted for twinplex or triplex housing units, and will be resurveyed after foundation walls are poured to facilitate each unit on a separate legally described parcel within a platted lot. City Administration will be responsible to review such lot splits to assure zoning setback regulation compliance.

John Dailey made the motion to accept the addition to the Subdivision Regulations and Ricky Schellenbarger seconded. Motion passed unanimously.

**PUBLIC COMMENT:** None

**CONSENT AGENDA:** No Issues

**UNFINISHED BUSINESS:** None

## NEW BUSINESS

A. Lot Split of Lot 2, Block 1, Valley Creek Estates 2nd Addition

Valley Center Planning Commission Minutes: May 22, 2012

After considering the recommendation of the Community Development Director and discussion during the Planning Commission meeting, Steve Jackson moved to approve a lot split of Lot 2 Block 1, Valley Creek Estates 2nd Addition, and that all specials be split evenly, seconded by Danny Park. Motion carried.

- B. Lot Split of Lot 5, Block 2, Valley Creek Estates 2nd Addition  
After considering the recommendation of the Community Development Director and discussion during the Planning Commission meeting, Danny Park moved to approve a lot split of Lot 5 Block 2, Valley Creek Estates 2nd Addition, and that all specials be split evenly. Motion was seconded by Ricky Shellenbarger and motion was approved by all.
- C. It was brought up that according to Planning Commission bylaw duties (section 6, item 7) the Planning Commission is "to submit to the Governing Body on or before the first Monday in June of each year a proposed budget for the ensuing year to carry out the Commission's planning program." The Community Development Director commented that he did not have any requests for funds at this time. After discussion Jaque Davis made a motion to request a base amount of \$2,000.00 to cover any possible contingency that may come up over the year. Kathryn Schroeder seconded the motion and it passed unanimously.

#### ITEMS BY PLANNING COMMISSIONERS

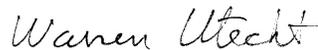
Jaque Davis - none  
John Dailey - none  
Ricky Shellenbarger - Recommended update of minutes and agendas on the city website.  
Dee Wretberg - none  
Gary Jansen - none  
Kathryn Schroeder - none  
Steve Jackson - none

#### ADJOURNMENT

A motion was made by Danny and seconded by Jaque to adjourn the meeting. Motion passed

Time of Adjournment 7:38 p.m.

Respectfully submitted,



Warren Utecht,  
Planning Commission Secretary

Approved by the Valley Center Planning Commission on June 26, 2012.

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Jaque Davis, Chairperson  
WU/dt