

**DRAFT**  
**SITE PLAN COMMITTEE MINUTES**  
7:00 P.M. March 18, 2013

**CALL MEETING TO ORDER**

Chairman Gene Sharp called the meeting to order at 7:00 p.m., with the following members present: Don Bosken, Adam Dunn, Jim Detwiler, Brian Maschino, and Gene Sharp

Staff Present: Warren Utecht, Community Development Director

Those present in the audience: Jeff Laubach from Phelps Engineering representing Casey's, Al Hobson, Council member, and Paul Riemann, Retro-Systems

**SET/AMEND AGENDA**

Motion was made by Adam Dunn and seconded Brian Maschino to set the agenda. Vote Yea: Unanimous.

**APPROVAL OF MINUTES**

Brian Maschino noted that under the "Call Meeting to Order", those present in the audience were Ben Wilson and \_\_\_\_\_. Warren Utecht recalled the missing name was Ben's partner, Derek Classen. Jim Detwiler made a motion to approve the March 12, 2012 minutes as amended with Derek Classen's name added. Motion was seconded by Don Bosken. Yote Yea: 4, Adam Dunn due to his absence from the March 12, 2012 meeting abstained.

**NEW BUSINES**

Nomination for a Vice-Chairperson

After some discussion, a motion made by Jim Detwiler and seconded by Brian Maschino to nominate Adam Dunn as Vice-Chairperson. Vote Yea: Unanimous.

**COMMUNICATIONS**

None

**SITE PLANS**

A. **Site Plan SP 2013-01 petitioned by Sid Unruh for a new office building on the southwest corner of Meridian and 69<sup>th</sup>.** Warren Utecht summarized the details of his site plan review, showing on a projector the six different maps that were submitted. Discussion by the committee centered on more landscaping on the site, especially plantings along the disturbed soils that sloped toward the river. Other discussion was the absence of a rear door to the middle tenant space.

Based on City Staff recommendations and discussion between the Site Plan Committee members, Adam Dunn made a motion to approve Sid Unruh's Site Plan for an office building on the southwest corner of Meridian and 69<sup>th</sup> with the following conditions:

1. That the existing sidewalk be shown along Meridian on the site plan
2. That a rear door be shown on the middle tenant space
3. That plantings be shown between the parking spaces and Meridian
4. That ground cover in the form of honeysuckle, crown vetch, or buckrush is shown on the site plan along the entire slope where soil has been disturbed between the proposed office building and Little Arkansas River for the purpose of retaining soils and prevention of erosion.

Seconded by Don Bosken Vote yea: Unanimous

- B. Site Plan SP 2013-02 petitioned by Casey's General Stores, Inc. for a new commercial building at 222 S. Meridian.** Warren Utecht summarized the details of his site plan review, showing on a projector different maps that were submitted. A new item that was not on the staff review was insufficient setback of the store from Butler. Warren said the required setback was 35 feet, but the site plan only shows 32 feet. The solution to this that was agreed to by Jeff Laubach was to move the building north and shorten by 3 foot the refuse container area and setback from the property line. There is no setback for a fence from the property line, and since a fence enclosure is not a building, a 5 foot setback is not required (the store exceeds the 5 yard setback).

The timing of tree planting will be affected by the upcoming stormwater project. The Site Plan Committee discussed adding a condition for delayed tree planting. Questions of stormwater drainage were raised by the committee, which were adequately answered by Mr. Laubach. Reconnections to 120 Butler will no longer be necessary because Casey's now plans to demolish this structure along with the other two homes. This also allows Casey's to extend the privacy fence.

A question was raised about lighting patterns. Jeff Laubach produced such a map showing that lighting will not impact adjacent properties based on the "full cut-off" type light fixtures on the exterior walls of the store and lighting from the canopy directed downward and not outward.

A question was raised about what looked like topographic lines showing a gap in the back of the building that would allow stormwater to run on the adjacent land to the east. Jeff Laubach produced a drainage study that documented how a shallow swale will direct stormwater away from the adjacent property line and south to Butler Street.

At the last Planning Commission meeting, Don Bosken said there was a question how the tank trucks delivering gas would enter and exit the site, with the main concern that exiting the site onto Butler would likely damage Butler Street. Jeff Laubach showed the Commission a truck turning movement plan that documented how a tank truck could enter and exit from Meridian without having to go out on Butler. Warren Utecht also stated that the City will consider improvements to the drainage and road condition of Butler as part of the Stormwater reconstruction project.

**RECOMMENDED MOTION:** Based on City Staff recommendations, public comments, and discussion by the Site Plan Committee, Don Bosken made a motion to approve the Casey's General Stores, Inc. Site Plan for a new commercial building at 222 S. Meridian with the following conditions:

1. That the store be moved 3 feet north to conform to a 35 foot setback from Butler and the dumpster area be redesigned to absorb a 3 foot loss.
2. That the sidewalk on Butler be moved back to the property line and that it be 5 feet in width rather than four feet.
3. That tree planting in the boulevard of Meridian and Butler be delayed, but planted no longer than 12 months following the stormwater project that will occur sometime in 2014.

4. Under Site Utility Notes on C4 Utility Plan, item number 2 be amended to read *"The All construction of storm sewers on this project shall conform to the requirements of the City of Valley Center, Kansas Technical Specifications and Design Criteria."*

Seconded by Brian Maschino. Vote Yea: Unanimous.

- C. **Site Plan P 2013-03: Retro System's for a new industrial building at 540 W. Clay.** Warren Utecht summarized the details of his site plan review, showing on a projector different maps that were submitted for City Review. A new map was passed out the night of the meeting showing greater detail of the drainage plan alterations designed to hold stormwater back from flooding Clay Street.

**RECOMMENDED MOTION:** Based on City Staff recommendations, public comments, and discussion by the Site Plan Committee, Adam Dunn made a motion to approve Retro-System's Site Plan for a new industrial building 540 W. Clay without conditions. Seconded by Don Bosken. Vote Yea: Unanimous

#### **UNFINISHED BUSINESS**

None

#### **NEW BUSINESS**

None

#### **ITEMS BY SITE PLAN REVIEW COMMITTEE**

Gene Sharp, Chairperson-Glad to see Site Plans coming for review. Later gave his background and experience.

Don Bosken-Expressed his appreciation to be involved in Site Plan Review. Gene asked if Don could give the committee his background and experience.

Brian Maschino-Gave his background and experience

Adam Dunn-Gave his background and experience

Jim Detwiler-Gave his background and experience

Gene Sharp asked Warren Utecht, the Community Development Director, to give his background and experience.

#### **ADJURNMENT**

Motion was made by Don Bosken and seconded by Adam Dunn to adjourn the meeting. Vote Yea: Unanimous. The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

/Warren Utecht/

Warren Utecht, Recording Secretary

Draft minutes approved by the Site Plan Review Committee (at following meeting)

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Gene Sharp, Chairperson