

**LEAVENWORTH COUNTY PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
March 13, 2019**

Meeting called to order at 6:00 pm

Pledge of Allegiance

Members present: Steve Rosenthal-Chairman, Mark Denney, Louis Box, Wolf Schmidt, Chris Raymos, Janette Labbee – Holdeman, David Clark and John Matthews.

Members absent: Jay Schwinn

Staff present: Jeff Joseph-Director, Krystal Voth-Deputy Director, Christa McGaha-Planner, Stephanie Sloop-Planning Coordinator,

Approval of Minutes:

A motion was made by Commissioner Box and seconded by Commissioner Schmidt to approve the February Planning Commission Meeting minutes.

Motion passed, 6-0, 1 abstain 1 absent

Secretary's Report:

Jeff Joseph let the Planning Commission know there was an advised agenda and there was one item on the consent agenda and there was an item to be discussed in Administrative Business.

A motion was made by Commissioner Holdeman and seconded by Commissioner Matthews to approve the agenda.

Motion passed, 8-0, 1 absent

Declarations – No declarations were made.

Administrative Business:

Krystal Voth presented a request to remove a restriction on the Plat for Seifert Acres. Historically the restriction for driveway access was limited to one entrance per lot, recently the Access Management Policy was updated so the one access per lot does not apply. We have had someone approach us about getting a second access on their lot but because of the restriction on the plat we are unable to grant it. We are bringing this before you so you can give us direction of if you would be supportive of this so we can present this to the board. Planning and Zoning is supportive of this as well as Public Works.

A motion was made by Commissioner Clark to send this to the Board of Commissioners with Planning Commissioners recommendation of approval. Commissioner Raymos seconded the motion.

ROLL CALL VOTE

Motion passed 8/0, 1 absent

Case No. DEV-18-108

Consideration of an application for a Special Use Permit for a Sign Shop, Miller Sign Shoppe on a tract of land located in the southwest quarter of Section 33, Township 11 South, Range 22 East of the 6th P.M., in Leavenworth County, Kansas.

Also known as

Request submitted by Kimberly S. Miller - Tallman

*****Public Hearing Required*****

Christa McGaha presented Case DEV-18-108 a request for the renewal of a Special Use Permit for Miller Sign Shoppe. The applicant fabricates signs from a shop on site. Signs are computer generated or hand painted.

Other than the owner this business employs two family members, two designers, and are looking to possibly add one more designer in the future.

The shop is in an accessory building on the property that is behind the residence and is not visible from the road. Hours of operation are from 7 am to 5 pm Monday through Friday. There have been no complaints regarding this business. Staff is supportive of the renewal of this Special Use Permit.

The staff recommends approval of Case No.DEV-18-108, Special Use Permit for Miller Sign Shoppe, with the following conditions:

1. The SUP shall be limited to a period of ten (10) years.
2. The business shall be limited to the hours of 7 am to 5 pm, Monday through Friday.
3. The applicant shall pay a Traffic Impact Fee (TIF) of \$552.46.
4. The SUP shall be limited to six (6) employees other than the business owner.
5. No signage is allowed in the right-of-way. No signage is requested with the SUP. All signage shall comply with Article 25, Sign Regulations of the Leavenworth County Zoning and Subdivision Regulations.
6. No on-street parking shall be allowed.
7. This SUP shall be limited to the Narrative dated November 26, 2018 submitted with this application.
8. This SUP shall comply with all local, state, and federal rules and regulations that may be applicable. After approval of this SUP by the Board of County Commission all conditions listed shall be adhered to and copies shall be provided to the Planning and Zoning Department within 30 days.

The public comment portion of the hearing was opened. The applicant agreed to the conditions listed. Public comment portion of the hearing was closed.

Commissioner Matthews made a motion to approve DEV-18-108 with conditions Commissioner Schmidt seconded the motion.

ROLL CALL VOTE

Motion passed 8/0, 1 absent

The Board of County Commissioners will consider this item on **April 3, 2019 at 9:00 A.M** in the Leavenworth County Courthouse.

Any person wishing to file a protest petition must contact the Planning & Zoning Office. Protest petitions must be filed with Leavenworth County within two weeks of this meeting. To be valid, the protest petition must be signed by owners of 20% of the land area in the notification area.

Planning Commission is adjourned at 6:09 PM