



**PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS  
MEETING AGENDA**

**Thursday, November 21, 2024  
7:00 PM**

*THE PLANNING AND ZONING BOARD SHALL HOLD ITS REGULAR MEETING IN THE COUNCIL CHAMBER IN THE CITY HALL, LOCATED AT 121 S. MERIDIAN AVE., BEGINNING AT 7:00 P.M. (MEETING WILL ALSO BE BROADCASTED ON CITY'S YOUTUBE CHANNEL AND/OR COX PUBLIC ACCESS CHANNEL 7)*

**1) CALL TO ORDER THE PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS**

**2) PLEDGE OF ALLEGIANCE**

**3) ROLL CALL**

\_\_\_ Gary Janzen

\_\_\_ Steve Conway

\_\_\_ Scot Phillips

\_\_\_ Paul Spranger

\_\_\_ Rick Shellenbarger

\_\_\_ Dalton Wilson

**4) SET/AMEND AGENDA**

Motion made by (\_\_\_\_\_\_). Seconded by (\_\_\_\_\_\_). For\_\_\_ Against\_\_\_

**5) APPROVAL OF DRAFT MINUTES**

October 22<sup>nd</sup>, 2024 DRAFT meeting minutes

Motion made by (\_\_\_\_\_\_). Seconded by (\_\_\_\_\_\_). For\_\_\_ Against\_\_\_

**6) COMMUNICATIONS**

**7) PUBLIC HEARINGS BEFORE THE PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS**

**8) OLD/UNFINISHED BUSINESS**

**9) NEW BUSINESS**

1. Discuss solar regulations in industrial zoned districts.

2. Comprehensive plan review with Comprehensive plan steering committee.

**10) STAFF REPORTS**

**11) ITEMS BY PLANNING AND ZONING BOARD/BZA MEMBERS:**

\_\_\_ Gary Janzen

\_\_\_ Steve Conway

\_\_\_ Scot Phillips

\_\_\_ Paul Spranger

\_\_\_ Rick Shellenbarger

\_\_\_ Dalton Wilson

**12) ADJOURNMENT OF THE PLANNING AND ZONING BOARD/BZA**

Motion made by \_\_\_\_\_. Seconded by \_\_\_\_\_. For\_\_\_ Against\_\_\_

**Note to Planning and Zoning Board Members: If you are unable to attend this meeting, please contact Kyle Fiedler (316-755-7320) prior to the meeting.**

*All items listed on this agenda are potential action items unless otherwise noted. The agenda may be modified or changed at the meeting without prior notice. At anytime during the regular Planning and Zoning Board meeting, the Planning and Zoning Board may meet in executive session for consultation concerning cases to be deliberated. This is an open meeting, open to the public, subject to the Kansas Open Meetings Act (KOMA). The City of Valley Center is committed to providing reasonable accommodations for persons with disabilities upon request of the individual. Individuals with disabilities requiring an accommodation to attend the meeting should contact the Community Development Department in a timely manner, at [communitydevelopment@valleycenterks.org](mailto:communitydevelopment@valleycenterks.org) or by phone at (316)755-7320. For additional information on any item on the agenda, please visit [www.valleycenterks.org](http://www.valleycenterks.org) or call (316) 755-7320.*

**PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS MEETING  
MINUTES  
CITY OF VALLEY CENTER, KANSAS**

Tuesday, October 22, 2024      7:00 P.M.

**CALL TO ORDER:** Board Member Wilson, acting Chairperson, called the meeting to order at 7:13 P.M. with the following board members present: Rick Shellenbarger, Scot Phillips and Paul Spranger (via phone conference)

**Members Absent:** Gary Janzen and Steve Conway

**City Staff Present:** Kyle Fiedler, Brittney Ortega and Katie Crook

**Audience:** Taylen Moore, Briseida Moore, Edith Santiago, Linda Waller and Greg Waller

**AGENDA:** A motion was made by Wilson and seconded by Shellenbarger to set the agenda. Motion passed unanimously.

**APPROVAL OF DRAFT MINUTES:** Wilson made a motion to approve the September 24, 2024, meeting minutes. The motion was seconded by Phillips. Motion passed unanimously.

**COMMUNICATIONS:** Fiedler spoke about the Comprehensive Plan survey that closes tonight and reminded the board that the Comprehensive Plan review will be held on Thursday, October 24, 2024 at the Community Building and is open to the public. He urged members and the public to submit their surveys and attend the meeting.

**PUBLIC HEARING BEFORE THE PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS:**

1. Review of V-2024-04, application of Edith Santiago, pursuant to City Code 17.10.08, who is petitioning for a variance to have a front yard fence with no open space, where code requires 50% open space. The property is addressed as 1932 W 69<sup>th</sup> St N., Valley Center, KS 67204.

Wilson opened the hearing for comments from the public: 7:16 PM

Fiedler gave a summary of his staff report. Notices were sent to the surrounding property owners as well as published in the *Ark Valley News*. There has been one phone call received from a surrounding property owner just confirming the location of this property. They were not in opposition or favor of this application. Taking the property size and location into consideration, City Staff is recommending approval of this application. Pictures have been provided for reference.

Wilson closed the hearing for comments from the public: 7:18 PM

Based on the City Staff recommendations, public comments, and discussion by the Planning and Zoning Board, Shellenbarger made a motion to approve V-2024-04. Motion was seconded by Wilson. The vote was unanimous. Motion passed.

**OLD/UNFINISHED BUSINESS:** none

**NEW BUSINESS:** Conversation was had between the board and staff to move the November PZB meeting from November 26 to November 21, 2024, due to the holiday and potential absences. All were in favor and agreed the next meeting will be held on November 21, 2024.

**STAFF REPORTS:** none

**ITEMS BY PLANNING AND ZONING BOARD/BZA MEMBERS:**

Gary Janzen - absent

Paul Spranger - none

Rick Shellenbarger - none

Scot Phillips - none

Steve Conway - absent

Dalton Wilson - none

**ADJOURNMENT OF THE PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS MEETING:** At 7:20 P.M., a motion was made by Wilson to adjourn and seconded by Shellenbarger. The vote was unanimous, and the meeting was adjourned.

Respectfully submitted,

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/s/ Kyle Fiedler, Secretary

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Gary Janzen, Chairperson