



PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS MEETING AGENDA

**Tuesday, April 23, 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)

A. CALL TO ORDER THE PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

<input type="checkbox"/> Gary Janzen	<input type="checkbox"/> Brian Shelton	<input type="checkbox"/> Scot Phillips
<input type="checkbox"/> Paul Spranger	<input type="checkbox"/> Rick Shellenbarger	<input type="checkbox"/> Dalton Wilson
<input type="checkbox"/> Steve Conway		

D. SET/AMEND AGENDA

Motion made by (______). Seconded by (______). For ____ Against ____

E. APPROVAL OF DRAFT MINUTES

March 26, 2024 DRAFT meeting minutes

Motion made by (______). Seconded by (______). For ____ Against ____

F. COMMUNICATIONS

1. Election of Board Officers for 2024: Chairperson, Vice Chairperson, and Secretary

G. PUBLIC HEARINGS BEFORE THE PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS

1. Review of CU-2024-01, application of Michael and Tammy Miller, pursuant to City Code 17.10.09., who are petitioning for a conditional use approval to allow for a single-family residence to be used as a bed and breakfast, which is currently addressed as 125 N. Ash Ave., Valley Center, KS 67147.
 - Chairperson opens hearing for comments from the public: TIME _____
 - Chairperson closes public hearing: TIME _____

RECOMMENDED MOTION: Based on the City Staff recommendations, public comments, and discussion by the Board of Zoning Appeals, I _____ make a motion to (**approve**, **deny**, or **table**) CU-2024-01. Seconded by _____ . For ____ Against ____

2. Review of SP-2024-01, application of Builders FirstSource, pursuant to City Code 17.12, who is petitioning to build a 46,200 sq. ft. industrial building on property currently addressed as 801 S. Meridian Ave., Valley Center, KS 67147.

- Chairperson opens hearing for comments from the public: TIME _____
- Chairperson closes public hearing: TIME _____

RECOMMENDED MOTION: Based on the City staff recommendations, public comments, and discussion by the Planning and Zoning Board, I _____ make a motion to (**approve**, **deny**, or **table**) SP-2024-01. Seconded by _____ For _____ Against _____

3. Review of SD-2024-01, application of the Douglas E. Kirkland Revocable Trust, pursuant to City Code 16.04, who is petitioning for approval of a preliminary plat for land located southeast of the intersection of 77th Street and West St. (currently addressed as 7710 N. West St.), Valley Center, KS 67147.

- Chairperson opens hearing for comments from the public: TIME _____
- Chairperson closes public hearing: TIME _____

RECOMMENDED MOTION: Based on the City staff recommendations, public comments, and discussion by the Planning and Zoning Board, I _____ make a motion to (**approve**, **deny**, or **table**) SD-2024-01. Seconded by _____ For _____ Against _____

H. OLD/UNFINISHED BUSINESS

I. NEW BUSINESS

J. STAFF REPORTS

K. ITEMS BY PLANNING AND ZONING BOARD/BZA MEMBERS:

<input type="checkbox"/> Gary Janzen	<input type="checkbox"/> Brian Shelton	<input type="checkbox"/> Scot Phillips
<input type="checkbox"/> Paul Spranger	<input type="checkbox"/> Rick Shellenbarger	<input type="checkbox"/> Dalton Wilson
<input type="checkbox"/> Steve Conway		

L. 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 Ryan Shrack (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 or by phone at (316)755-7320. For additional information on any item on the agenda, please visit www.valleycenterks.org or call (316) 755-7320.

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

Tuesday, March 26, 2024 7:00 P.M.

CALL TO ORDER: Vice Chairperson Spranger called the meeting to order at 7:00 P.M. with the following board members present: Steve Conway, Scot Phillips, Brian Shelton, and Dalton Wilson

Members Absent: Gary Janzen and Rick Shellenbarger

City Staff Present: Ryan Shrack, Brittney Ortega, Rodney Eggleston, and Brent Clark

Audience: Mayor Jett Truman and Council Member Ron Colbert

AGENDA: A motion was made by Vice Chairperson Spranger and seconded by Board Member Phillips to set the agenda. Motion passed unanimously.

APPROVAL OF DRAFT MINUTES: Vice Chairperson Spranger made a motion to approve the January 23, 2024, meeting minutes. The motion was seconded by Board Member Shelton. Motion passed unanimously.

COMMUNICATIONS: None

PUBLIC HEARING BEFORE THE PLANNING AND ZONING BOARD:

1. Review of LS-2024-01, application of Shad and Debra Eickbush, pursuant to City Code 16.09., who are petitioning for a lot split involving the splitting of property the applicants own and is currently addressed as 810 S. Meridian Ave., Valley Center, KS 67147.

Vice Chairperson Spranger opened the hearing for comments from the public: 7:03 PM

R. Shrack gave a summary of his staff report. The area where the house, detached garage and driveway are located will be Parcel B and it will contain all the private infrastructure that currently serves the house. The intent is to develop Parcel A with some kind of new commercial development in the future. R. Shrack explained that a large majority of this area is in the floodplain and will need to be removed prior to any development approval. Shrack answered questions from the board regarding the floodplain and the process to remove an area. No comments received from the public.

Vice Chairperson Spranger closed the hearing for comments from the public: 7:11 PM

Based on the City Staff recommendations, public comments, and discussion by the Planning and Zoning Board, Vice Chairperson Spranger made a motion to approve LS-2024-01. Motion was seconded by Board Member Wilson. The vote was unanimous.

OLD OR UNFINISHED BUSINESS: None

NEW BUSINESS: None

STAFF REPORTS: R. Shrack reminded the board that the next meeting will be April 23, 2024. There will be three applications to review.

ITEMS BY PLANNING AND ZONING BOARD MEMBERS:

Gary Janzen-absent
Paul Spranger-none
Brian Shelton-none
Rick Shellenbarger-absent
Scot Phillips-none
Steve Conway-none
Dalton Wilson-none

ADJOURNMENT OF THE PLANNING AND ZONING BOARD MEETING: At 7:14 P.M., a motion was made by Vice Chairperson Spranger to adjourn and seconded by Board Member Conway. The vote was unanimous and the meeting was adjourned.

Respectfully submitted,

/s/ Ryan Shrack, Secretary

Gary Janzen, Chairperson



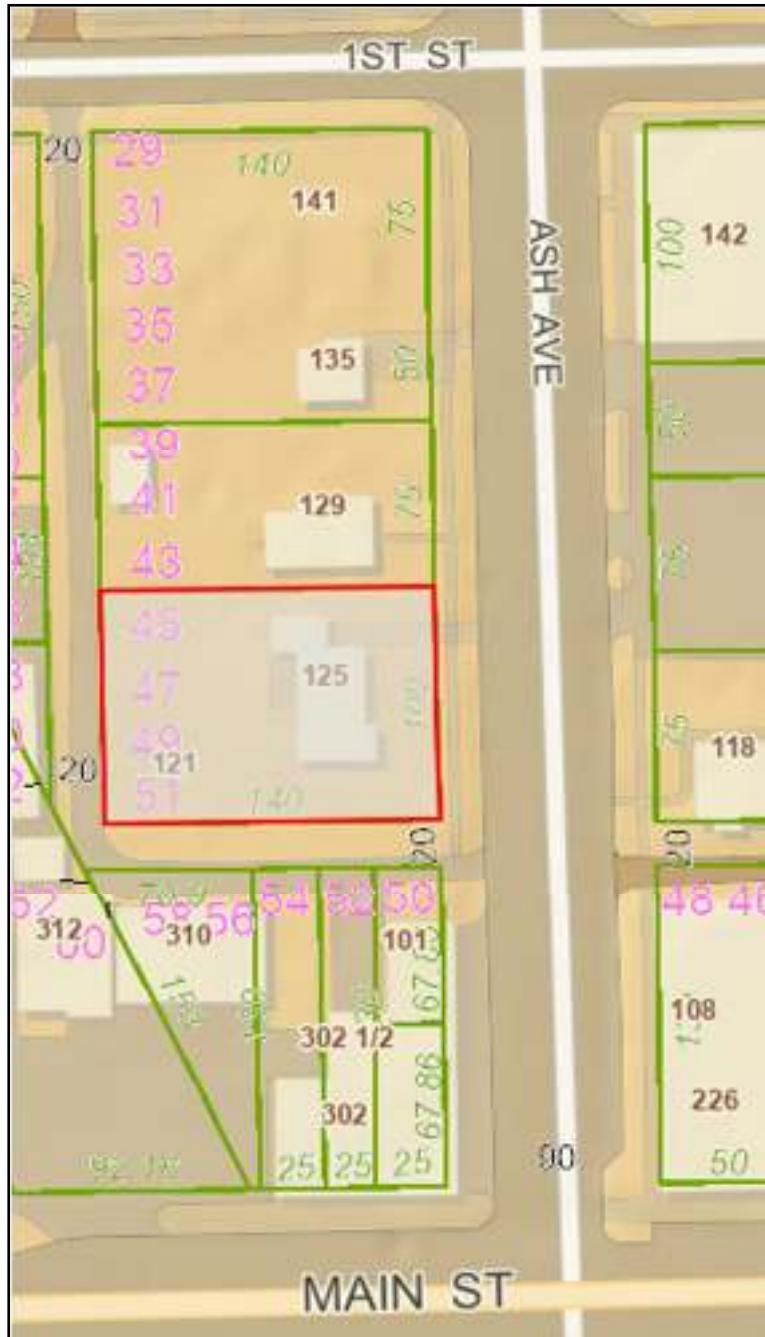
Date: April 16, 2024

Present Zoning: R-1B (Single-Family Residential District)

Conditional Use Application Case Number: CU-2024-01

Applicant: Michael and Tammy Miller

Property Address: 125 N. Ash Ave., Valley Center, KS 67147 (outlined in red below)



Applicants' Reason for Conditional Use Application: The applicants are requesting this conditional use application to allow for the subject property to be used as a bed and breakfast. Per the City's zoning code, single-family residential buildings on R-1B zoned property may be used for this purpose with the approval of a conditional use application through the City's Board of Zoning Appeals. The applicants' request letter is attached to the end of this staff report.

Review Criteria for a Conditional Use Application per 17.10.09.C. (criteria in *italics*)

- 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, it complies with all applicable regulations, including lot size requirements, bulk regulations, use limitations, and performance standards. The applicants are not planning on changing the dimensions of the existing single-family residence that will be used as the bed and breakfast.

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

The proposed conditional use will not cause substantial injury to the value of other property in the neighborhood as the subject property was already being used for rental purposes. The difference between how it is being used now and as a bed and breakfast will be the length of occupancy. The property will continue to be maintained by the applicants.

- 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.*

The conditional use will not dominate the immediate neighborhood so as to prevent development and use of the neighboring property in accordance with the application zoning district regulations. Again, the footprint of the existing house, driveway, etc. will not be changed.

- 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.*

Occupants of the proposed bed and breakfast will be able to utilize the existing off-street parking (driveway) that connects with Ash Avenue. In discussing this project with the applicants, they are considering building a detached garage to the west of the existing house with a driveway that would connect to the publicly dedicated alleyway south of the property. This would provide additional off-street parking options for bed and breakfast occupants.

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

Yes, adequate utilities, drainage, and other necessary facilities are already installed on this property.

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.*

As stated above, there is adequate off-street parking with access to Ash Avenue. The establishment of a bed and breakfast on the subject property will not cause traffic hazards or congestion in the surrounding public streets.

City staff recommend approval of this conditional use application.

To whom it may concern,

Please accept this supplemental documentation for the Conditional Use Application submitted for 125 N Ash. We wish to utilize this property as a bed and breakfast. The property is currently zoned R1-B. We will utilize the entire home as the bed and breakfast. The home has 3 bedrooms and 1 bathroom as well as a garage and driveway for off street parking.

Sincerely,

Michael R. Miller



Date: April 16, 2024

To: City of Valley Center Planning and Zoning Board

From: Ryan W. Shrack, *Community Development Director*

Applicant: Builders FirstSource (**SP-2024-01**)

Location of Site Plan: The proposed 46,200 industrial building will be constructed on the property addressed as 801 S. Meridian Ave., Valley Center, KS 67147. The proposed building will support Builders FirstSource's existing business operations in Valley Center. The map below shows the lot on which the proposed building will be constructed (outlined in red). The proposed building will be constructed on the west side of this lot.



Existing Zoning: I (Industrial District)

Size of Parcel: The property on which the proposed building will be constructed is 17.74 acres in size. The submitted site plan meets all bulk regulations required of the zoning district.

Purpose of Site Plan Application:

17.12.05 Site Plan Requirements:

Projects which are subject to review by the Planning and Zoning Board generally are required to meet the following standards:

- A. *Show the location and dimensions of all right-of-way, easements and setback lines either required by these regulations or by platting or separate instruments.*
 - The proposed building will be constructed within the site development area noted on the associated site plans.
- B. *The site plan map generally should be oriented to the north with north arrow and scale plus dimensions and property boundary lines for the zoning lot.*
 - Dimensions are shown on the site plan and the site plan is generally oriented to the north and a scale is present. Property boundary lines are also shown on the site plan map.
- C. *Topography by contour lines may be required if slopes exceed 5%, buffer berms are used, or a drainage plan is required.*
 - Topography by contour lines is shown on the site plan. Per the City Engineer, a drainage plan/report was not required for this project, but drainage calculations have been provided and noted on the site plan.
- D. *Show existing and proposed structures by bulk dimensions plus number of stories, gross floor area and entrances.*
 - The site plan shows the dimensions for the proposed building. Façade renderings can also be found at the end of this staff report. The proposed building will be 46,200 sq. ft. in size once constructed. Thirteen overhead doors and one regular door will be located on the east side of the proposed building, as well as two regular doors on the west side of the building.
- E. *Existing and proposed curb cuts, aisles, off-street parking, loading spaces and walkways, including type of surfacing and number of parking spaces. Delineate the traffic flow with directional arrows and indicate the location of direction signs and other motorist's aids (if any).*
 - This project will not add any new driveways connecting to public streets. The two existing driveways connecting the property to Meridian Ave. will continue to be utilized by the business once this project is completed. Existing parking stalls located on the east side of the subject property will be utilized by employees/staff working in the proposed building.
- F. *Location, direction, and intensity of proposed lighting. All exterior lighting must be “full-cut-off” light fixtures when located near adjacent residential properties (no light should spill over on adjacent residential parcels)*
 - No exterior lighting is proposed with this project.
- G. *Location and height of all existing (to remain) and proposed signs on the site, the setback dimensions from any sign to property lines, location and routing of electrical supply, surface area of the sign in square feet, size of letters and graphics, description of sign, frame materials and colors.*

- There are no existing or proposed signs associated with this construction project.

H. *If disposal containers will be on the site, indicate how such areas will be fully screened from public view by means of a structure (including swinging doors) constructed with either solid treated lumber walls, cement block (with or without brick), or other materials deemed acceptable. The enclosure must also have the capability of latching the doors in a closed position, or when trash is being picked up, in an open position. Outdoor storage areas may also need to be screened if required by these zoning regulations.*

- The site plan does not show any new/additional disposal containers to be located on site in conjunction with this project. This new building will utilize existing disposal containers on the property.

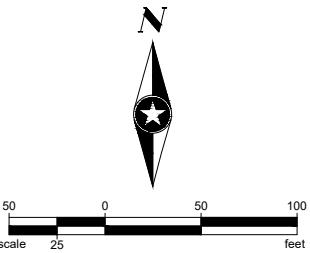
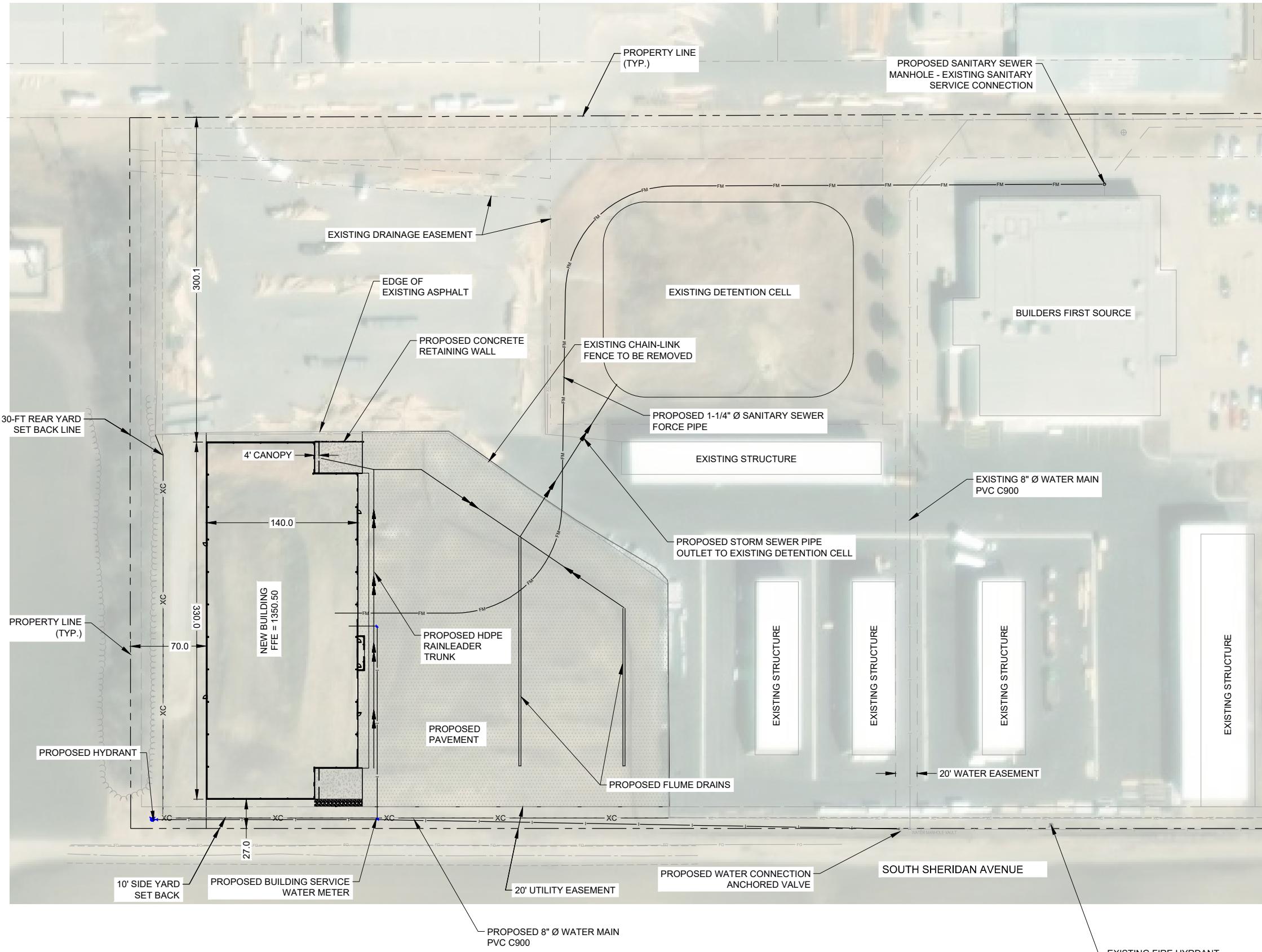
I. *Vehicular ingress and egress to and from the site and circulation within the site to provide safe, efficient and convenient movement of traffic, not only within the site but on adjacent roadways.*

- Vehicular ingress and egress to and from the site will be safe, efficient, and convenient. As noted on the site plan, the business will utilize the existing driveways along Meridian Ave.

J. *Site plan provides for the safe movement of pedestrians within the site.*

- The proposed development does provide for the safe movement of pedestrians within the site.

STAFF RECOMMENDATION: City staff recommends approval of this site plan application.



SITE INFORMATION		
ADDRESS	801 SOUTH MERIDIAN AVENUE	LOT 1, BLOCK 1 - LEEKER'S VALLEY CENTER 2ND REPLAT
ZONING	INDUSTRIAL DISTRICT	
USE TYPE	WAREHOUSING	
SITE SIZE	772,858 SF	17.74 ACRE
BASE FLOOD ELEVATION		ELEVATION 1336.00
EXPANSION AREA / IMPERVIOUS COVERAGE	168,106 SF / 3.86 ACRES	79%
OWNER	PRO-BUILD REAL ESTATE HOLDINGS, LLC	

LEGEND

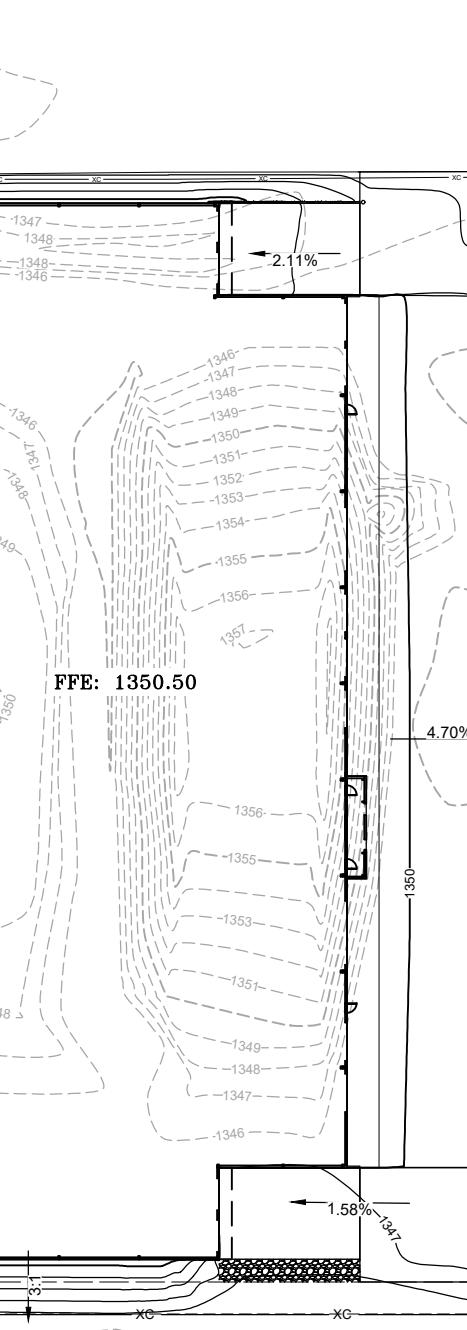
PROPERTY LINE
SETBACK LINE
WATER MAIN (6")
SANITARY MAIN (8") AND CLEANOUT AND MANHOLE
STORM SEWER, MANHOLE AND CATCH BASIN
CHAINLINK FENCE
RETAINING / FOUNDATION WALL
EASEMENT

LACHENMAYR HOWARD
M REV TR
PN: 00520981

30-FT REAR YARD
SET BACK LINE

PROPERTY LINE
(TYP.)

FFE: 1350.50



SOUTH SHERIDAN AVENUE



PHONE: 701.354.7121
15750 West Dodge Road, Suite 304
Omaha, NE 68118
www.sehinc.com

BUILDER FIRST SOURCE
801 S. MERIDIAN

GRADING PLAN
VALLEY CENTER, KANSAS



30 0 30 60
scale 15 feet

PRO BUILDERS REAL
ESTATE HOLDINGS LLC.
PN: 30018719

EXISTING DETENTION
POND

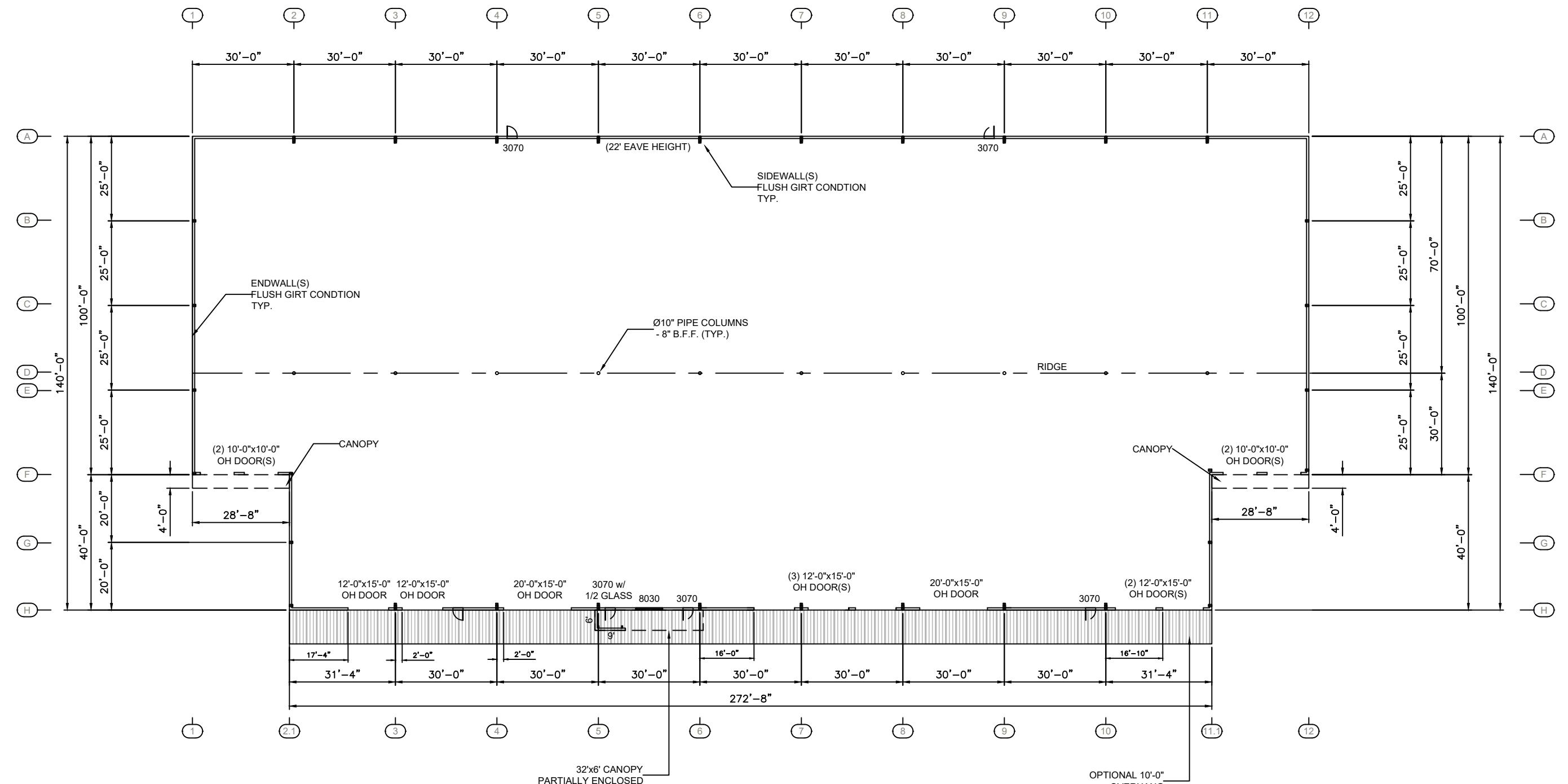
CONNECT TO ASPHALT

SEH Project: BU FIR_177508
Drawn By: SC
Designed By: AK
Checked By: JV

Rev.#
Description
Date

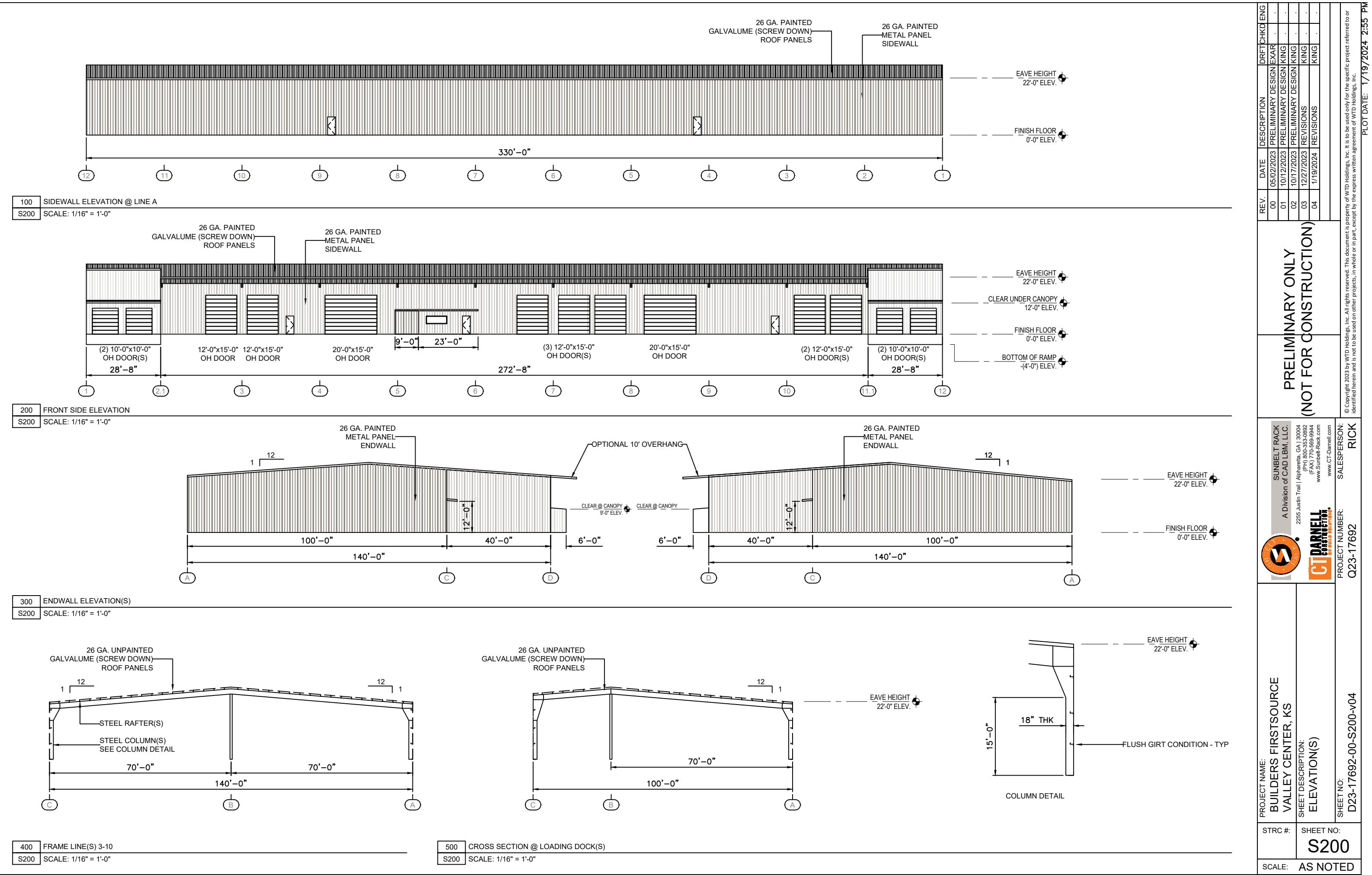
Rev.#
Description
Date

Rev.#
Description
Date



100 PLAN VIEW
S100 SCALE: 1/16" = 1'-0"

PROJECT NAME:	PRELIMINARY ONLY (NOT FOR CONSTRUCTION)		
STRC #:	SALESPERSON:	SALESPERSON:	SALESPERSON:
SUNBELT RACK A Division of CAD LBM, LLC. 2255 Justin Trail Alpharetta, GA 30004 (PH) 800-353-0992 (FAX) 770-569-8044 www.Sunbelt-Rack.com www.CT-Dane.com	CT DARNELL CONSTRUCTION SPECIALISTS	CT DANE	RICK
00 05/02/2023 PRELIMINARY DESIGN	00 05/02/2023 PRELIMINARY DESIGN	00 05/02/2023 PRELIMINARY DESIGN	00 05/02/2023 PRELIMINARY DESIGN
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Date: April 16, 2024

To: City of Valley Center Planning and Zoning Board

From: Ryan W. Shrack, *Community Development Director*

Preliminary Plat Approval for Rio Bella Subdivision Plat (SD-2024-01)

The Douglas E. Kirkland Revocable Trust, pursuant to Section 16.04., is petitioning the City of Valley Center Planning and Zoning Board to approve a preliminary plat for the land (outlined in red below) currently addressed as 7710 N. West St., Valley Center, KS 67147.



Applicant's Reasons for Platting:

The property owner is working with a developer to transform this existing agricultural area into a suburban-style neighborhood with new large single-family lots. The City recently annexed the subject property into the incorporated boundary of Valley Center. This change is not reflected in the map above, but annexation was approved via City Ordinance #1404-24.

Staff Comments:

The preliminary plat has been reviewed by the City Staff Review Team, which has provided multiple comments/revisions that have been incorporated into the preliminary plat documents, which are included as a separate attachment with this staff report. The preliminary plat meets all the requirements listed in the required contents section (16.05.01) for preliminary plats submitted to the City of Valley Center for approval. Once the preliminary plat is approved by the Planning and Zoning Board, the final plat will be reviewed by City staff and the Planning and Zoning Board for approval (scheduled for the May 28, 2024 board meeting). Once the final plat is approved by this board, it will go to City Council for final approval in June. This property is currently zoned RR-1 (Suburban Residential District), which will not need to be changed as this zoning classification fits with the intended end use of low-density single-family housing. As currently shown, this plat will create a total of 35 new parcels, along with two designated reserve areas.

A public notice was published in *The Ark Valley News*, along with letters sent to all property owners within 200 feet of the boundary of the proposed preliminary plat for properties inside the incorporated boundary of Valley Center and 1,000 feet for property in the unincorporated area surrounding the land included in the proposed preliminary plat. As of the date of this report, there has been only one inquiry regarding this application and no one has submitted any protest against this proposed preliminary plat.

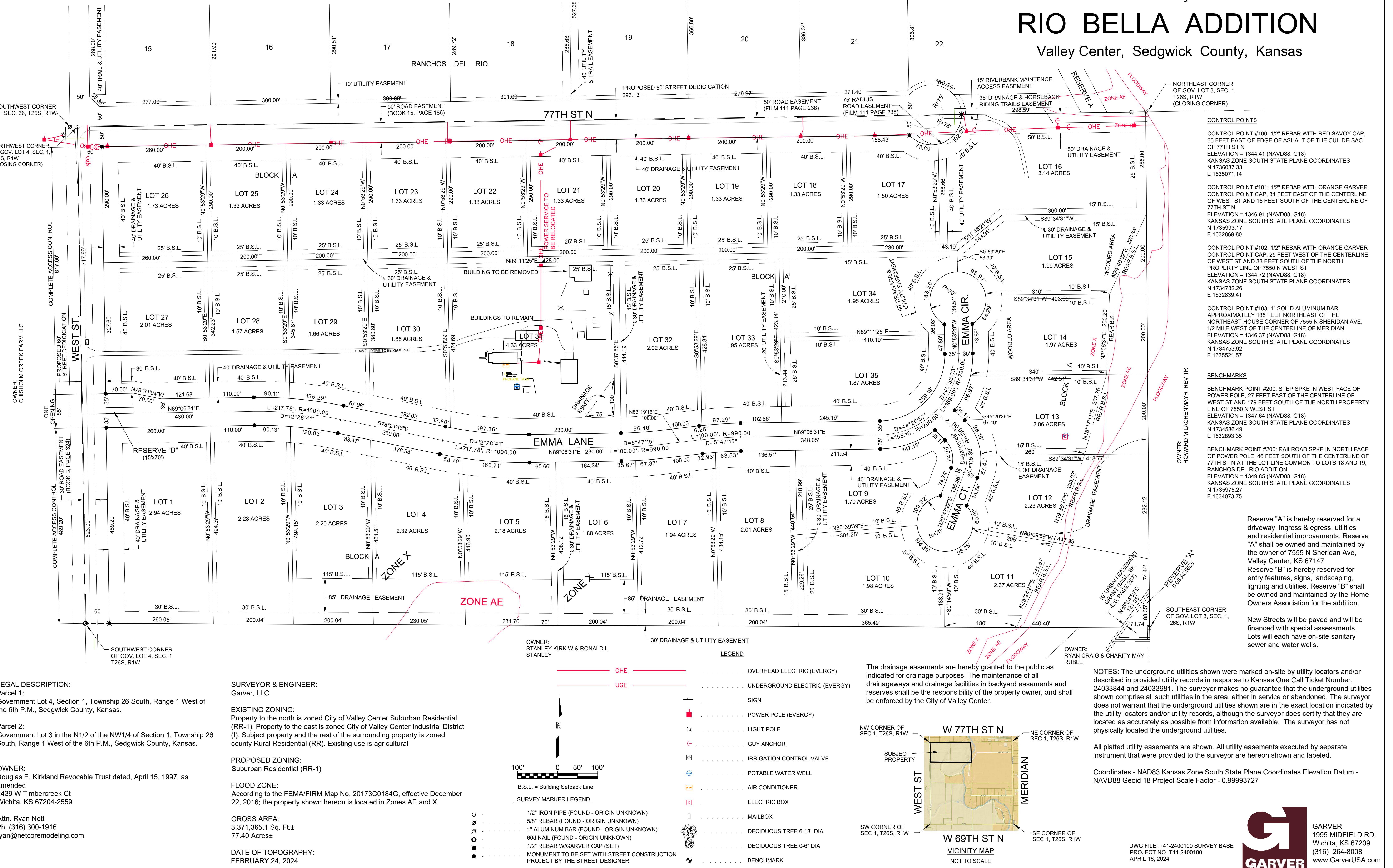
Staff Recommendation:

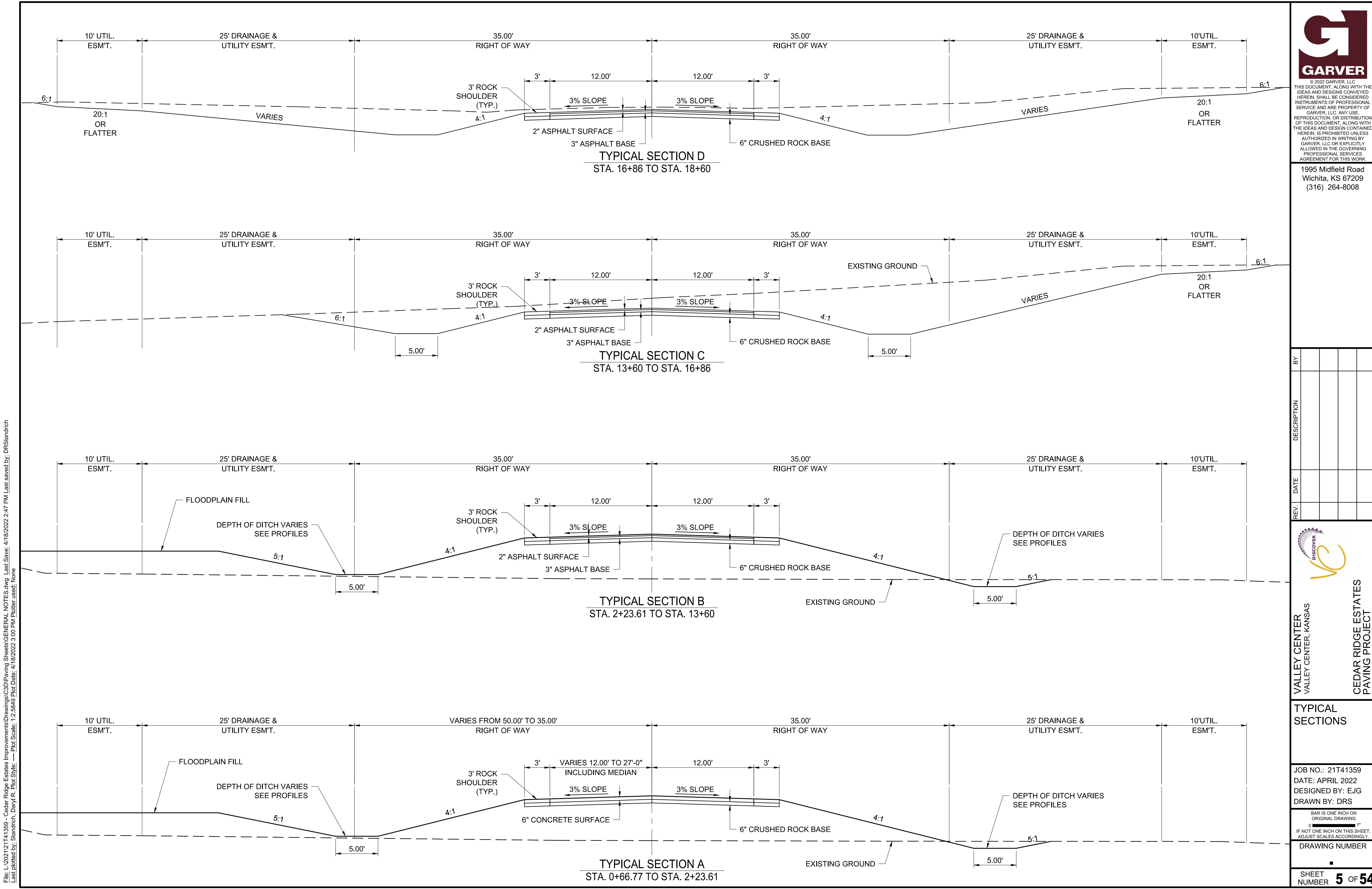
City staff recommends approval of this preliminary plat application.

Preliminary Plat

RIO BELLA ADDITION

Valley Center, Sedgwick County, Kansas





PRELIMINARY DRAINAGE CONCEPT

LITTLE ARKANSAS ESTATES

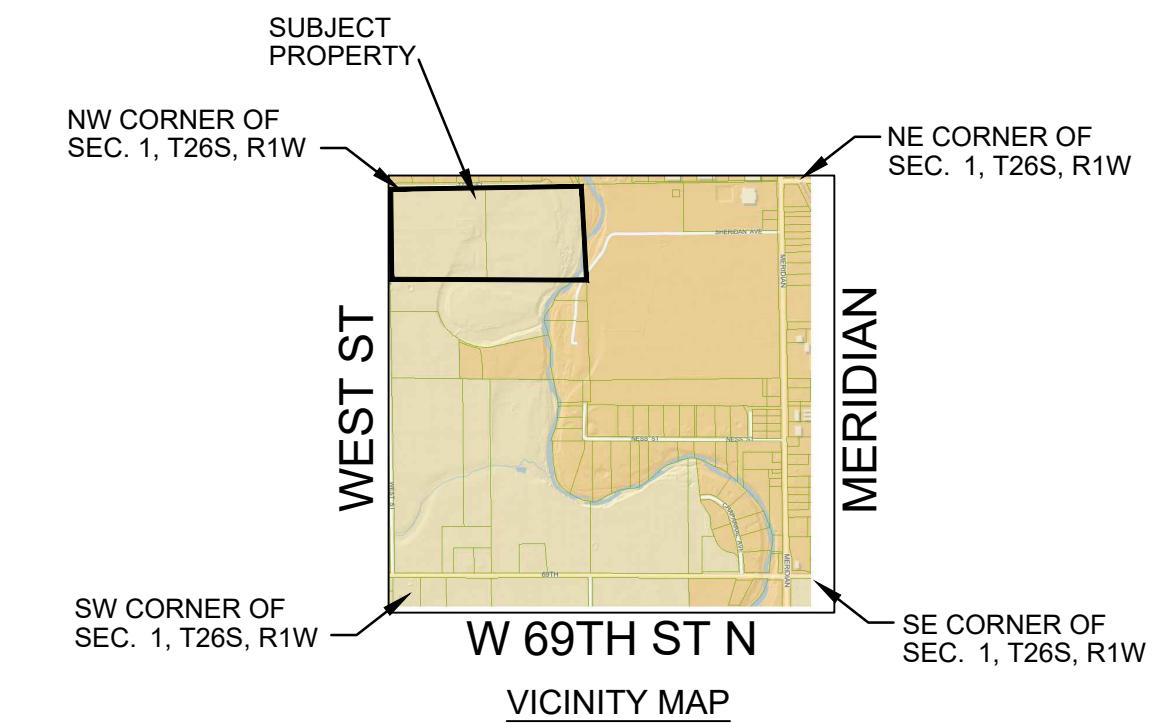
Sedgwick County, Kansas

BENCHMARK #1: BENCHMARK POINT #200: STEP SPKE IN
WEST FACE OF POWER POLE, 27 FEET EAST OF THE
CENTERLINE OF WEST ST AND 179 FEET SOUTH OF THE
NORTH PROPERTY LINE OF 7550 N WEST ST
ELEVATION = 1347.64 (NAVD88, G18)

BENCHMARK #2: RAILROAD SPKE IN NORTH FACE OF
POWER POLE, 46 FEET SOUTH OF THE CENTERLINE OF
77TH ST N AT THE LOT LINE COMMON TO LOTS 18 AND 19,
RANCHOS DEL RIO ADDITION
ELEVATION = 1349.85 (NAVD88, G18)

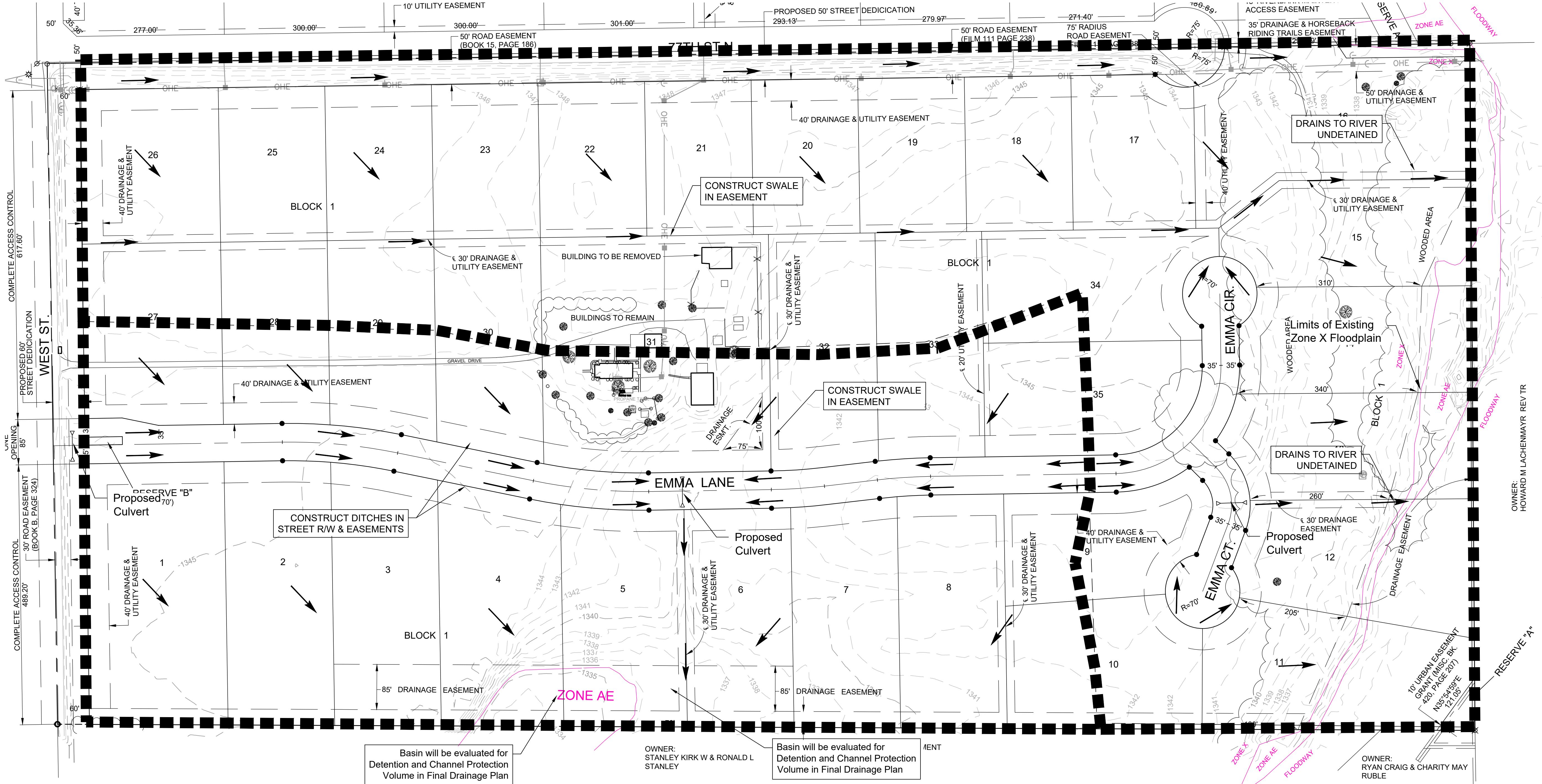
NOTES

1. The soils on the site are a mixture of Saltcreek and Naron fine sandy loams, Lincoln Soils, and Elandco silt loam. Saltcreek and Naron soils are SCS Hydrologic Group C soils. Elandco is Hydrologic Group B soil. Lincoln is Hydrologic Group A soil. A soils map will be provided with the final drainage information.
2. Roadways and culverts to be installed in this development must comply with Valley Center design standards. Cross-street culverts shall be RCP .
3. Drainage detention needs will be evaluated with final drainage plan. Given the upstream basin areas of 1240 sq miles (approx. 79,000 acres), the preliminary assumption is that detention will be detrimental to the channel by overlapping hydrographs.



THIS DOCUMENT, ALONG WITH THE IDEAS AND DESIGNS CONVEYED HEREIN, SHALL BE CONSIDERED INSTRUMENTS OF PROFESSIONAL SERVICE AND ARE PROPERTY OF GARVER, LLC. ANY USE, REPRODUCTION, OR DISTRIBUTION OF THIS DOCUMENT, ALONG WITH THE IDEAS AND DESIGN CONTAINED HEREIN, IS PROHIBITED UNLESS AUTHORIZED IN WRITING BY GARVER, LLC OR EXPLICITLY ALLOWED IN THE GOVERNING PROFESSIONAL SERVICES AGREEMENT FOR THIS WORK.

995 N. Midfield Road
Wichita, Kansas 67209



File: L:\2024\T41-2400100 - NETT WEST ST VC\Drawings\DESIGN\T41-2400100-DRAINAGE BASE.dwg Last Save: 3/13/2024 11:01 AM Last saved by: EJGlover
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