



PLANNING AND ZONING BOARD MEETING AGENDA

Tuesday, June 25, 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

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

___ Gary Janzen

___ Brian Shelton

___ Scot Phillips

___ Paul Spranger

___ Rick Shellenbarger

___ Dalton Wilson

___ Steve Conway

D. SET/AMEND AGENDA

Motion made by (____). Seconded by (____). For___ Against___

E. APPROVAL OF DRAFT MINUTES

May 28, 2024, DRAFT meeting minutes

Motion made by (____). Seconded by (____). For___ Against___

F. COMMUNICATIONS

G. PUBLIC HEARINGS BEFORE THE PLANNING AND ZONING BOARD

1. Review of SD-2024-02, application of KWH Investments, LLC, pursuant to City Code 16.04, who is petitioning for approval of a final plat for land located east of the intersection of Ford St. and Seneca St. (currently addressed as 825 W. 77th Street N.), 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-2024-02. Seconded by_____. For___ Against___

H. OLD/UNFINISHED BUSINESS

I. NEW BUSINESS

J. STAFF REPORTS

K. ITEMS BY PLANNING AND ZONING BOARD 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

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/BOARD OF ZONING APPEALS MEETING
MINUTES**

CITY OF VALLEY CENTER, KANSAS

Tuesday, May 28, 2024 7:00 P.M.

CALL TO ORDER: Chairperson Janzen called the meeting to order at 7:01 P.M. with the following board members present: Steve Conway, Scot Phillips, and Rick Shellenbarger.

Members Absent: Brian Shelton, Paul Spranger and Dalton Wilson

City Staff Present: Brittney Ortega and Brent Clark

Audience: Eric Glover and Dan Garber

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

APPROVAL OF DRAFT MINUTES: Chairperson Janzen made a motion to approve the April 23, 2024, meeting minutes. The motion was seconded by Board Member Conway. Motion passed unanimously.

COMMUNICATIONS: None

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

1. 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 final 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 Janzen opened the hearing for comments from the public: 7:03 PM

B. Clark gave a summary of the staff report. The final plat has been received with minimal adjustments from the preliminary plat for Rio Bella Addition. The final review of the drainage plan is being reviewed by the City Engineer. Eric Glover, agent for the applicant, stood for questions from the board. There were none. City staff recommends approval.

Chairperson Janzen closed the hearing for comments from the public: 7:08 PM

Based on the City Staff recommendations, public comments, and discussion by the Board of Zoning Appeals, Chairperson Janzen made a motion to approve SD-2024-01. Motion was seconded by Board Member Shellenbarger. The vote was unanimous.

2. Review of SD-2024-02, application of KWH Investments, LLC, pursuant to City Code 16.04, who is petitioning for approval of a preliminary plat for land located east of the intersection of Ford St. and Seneca St. (currently addressed as 825 W. 77th Street N.), Valley Center, KS 67147.

Chairperson Janzen opened the hearing for comments from the public: 7:09 PM

B. Clark gave a summary of the staff report. The applicant will be taking this one parcel and dividing it into five lots. These will be larger estate style lots. We have had one potential buyer's agent reach out inquiring about driveway standards. These homes will be connected to city water.

Chairperson Janzen closed the hearing for comments from the public: 7:13 PM

Based on the City Staff recommendations, public comments, and discussion by the Planning and Zoning Board, Chairperson Janzen made a motion to approve SD-2024-02. Motion was seconded by Board Member Conway. The vote was unanimous.

OLD/UNFINISHED BUSINESS: None

NEW BUSINESS: B. Clark spoke about the 2025-2035 Comprehensive Plan. The first committee meeting will be held on June 13, 2024, at 6:00PM. Periodic updates will be provided.

STAFF REPORTS: B. Clark gave an update on the progress of Meridian Ave. He also reminded the public to please adhere to the posted speed limit in this work zone to ensure the safety of the men and women working on this project.

ITEMS BY PLANNING AND ZONING BOARD/BZA MEMBERS:

Gary Janzen-none

Paul Spranger-absent

Brian Shelton-absent

Rick Shellenbarger-none

Scot Phillips-none

Steve Conway-none

Dalton Wilson-absent

ADJOURNMENT OF THE PLANNING AND ZONING BOARD/BOARD OF ZONING APPEALS MEETING: At 7:25 P.M., a motion was made by Chairperson Janzen to adjourn and seconded by Board Member Conway. The vote was unanimous, and the meeting was adjourned.

Respectfully submitted,

/s/ Brent Clark, Interim Secretary

Gary Janzen, Chairperson



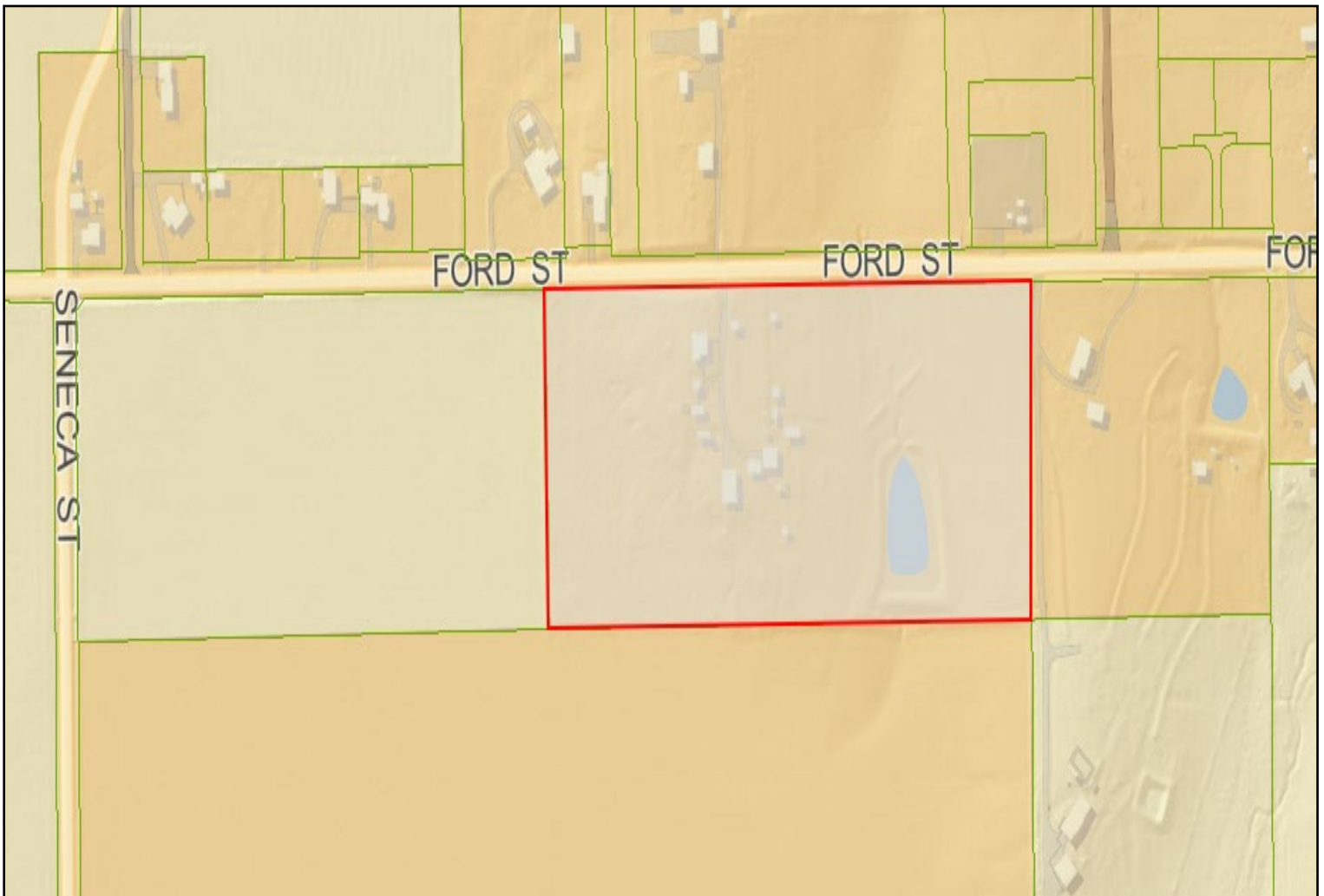
Date: June 25, 2024

To: City of Valley Center Planning and Zoning Board

From: Brent Clark, *Interim Community Development Director*

Final Plat Approval for SM Estates Subdivision Plat (SD-2024-02)

The KWH Investments, LLC, pursuant to Section 16.04., is petitioning the City of Valley Center Planning and Zoning Board to approve a final plat for the land (outlined in red below) currently addressed as 825 W. 77th Street N., Valley Center, KS 67147.



Applicant's Reasons for Platting:

The property owner is working to transform this existing agricultural property into a suburban-style neighborhood with new large single-family lots. At this time, the existing single-family residence, along with the existing outbuildings will remain on one of the new parcels to be created through the platting process.

Staff Comments:

The final plat has been reviewed by the City Staff Review Team, which has provided multiple comments/revisions that have been incorporated into the final plat documents, which are included as a separate attachment with this staff report. As part of the this platting process, a drainage plan was not required by the City. The final plat meets all the requirements listed in the required contents section (16.05.01) for final plats submitted to the City of Valley Center for approval. Once the final plat is approved by the Planning and Zoning Board, it will go to City Council for final approval in early July. This property is currently zoned A-1 (Agricultural District), so a rezoning application has been submitted to rezone this property from A-1 to RR-1 (Suburban Residential District). The rezoning application will be reviewed during the July 23, 2024 Planning and Zoning Board meeting. As currently shown, this final plat will create a total of five new parcels.

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 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 plat. As of the date of this report, there has been one inquiry regarding this application and no one has submitted any protest against this proposed plat.

Staff Recommendation:

City staff recommends approval of this final plat application.

FINAL PLAT
SM ESTATES

A PORTION OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION 5, TOWNSHIP 26 SOUTH,
RANGE 1 EAST OF THE 6TH PRINCIPAL MERIDIAN, VALLEY CENTER, SEDGWICK COUNTY, KANSAS

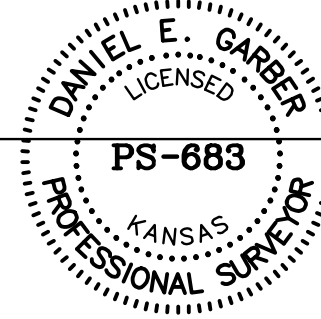
LAND SURVEYOR'S CERTIFICATE AND DESCRIPTION

I, Daniel E. Garber, licensed Professional Surveyor registered in the State of Kansas, do hereby certify that the following described tract of land was surveyed on February 13, 2024 and the accompanying Final Plat prepared based on that survey. All the survey monuments and benchmarks shown on the plat actually exist, and to the best of my knowledge and belief their positions are correctly shown.

DESCRIPTION:

The North 654 feet of the East Half of the Northwest Quarter of Section 5, Township 26 South, Range 1 East of the 6th P.M., Sedgwick County, Kansas.

Date: June 17, 2024.



VALLEY CENTER PLANNING AND ZONING BOARD

STATE OF KANSAS }
CITY OF VALLEY CENTER } ss

This plat was approved by the Valley Center City Planning Commission

on ____ day of _____, 20____.

Signed _____, 20____.

_____, Chairperson

Gary Janzen

ATTEST:

_____, Acting Secretary

Brent Clark

CITY ATTORNEY'S CERTIFICATE

STATE OF KANSAS }
CITY OF VALLEY CENTER } ss

This Plat of 'SM ESTATES', Valley Center, Sedgwick County, Kansas is approved pursuant to the provisions of K.S.A. 12-401.

Date Signed: _____, 2024.

By: _____

Barry Arbuckle, City Attorney

VALLEY CENTER CITY COUNCIL

STATE OF KANSAS }
CITY OF VALLEY CENTER } ss

The dedications shown on this plat, if any, are hereby accepted by the Governing body of the City of Valley Center, Kansas on

____ day of _____, 20____.

(S E A L)

_____, Mayor

Jet Truman

ATTEST:

_____, City Clerk

Kristi Carrithers

REGISTER OF DEEDS CERTIFICATE

STATE OF KANSAS }
COUNTY OF SEDGWICK } ss

This is to certify that this instrument was filed for record in the Register of Deeds Office at ____:____ __m.

on this ____ day of _____, 2024, and duly recorded.

_____, Register of Deeds

Tonya E. Buckingham

_____, Deputy Register of Deeds

Kenly Zehring

TRANSFER RECORD

STATE OF KANSAS }
COUNTY OF SEDGWICK } ss

Entered on transfer record on this ____ day of _____, 2024.

_____, County Clerk

Kelly B. Arnold

OWNER'S CERTIFICATE AND DEDICATION

STATE OF KANSAS }
COUNTY OF SEDGWICK } ss

This is to certify that the undersigned owner of the land described in the Land Surveyor's Certificate, have caused the same to be surveyed and subdivided on the accompanying plat into lots, blocks, streets and other public ways under the name of 'SM ESTATES'; an addition to the City of Valley Center, Sedgwick County, Kansas; that all highways, street, alleys, easements and public street as denoted on the plat are hereby dedicated to and for the use of the public for the purpose of constructing, operating, maintaining and repairing public improvements; and further that the land contained herein is held and shall be conveyed subject to any applicable restrictions, reservations and covenants now on file or hereafter filed in the Office of the Register of Deeds of Sedgwick County, Kansas.

Complete access control except three openings with a minimum of 200' separation are hereby granted along East Ford Street for Lots 1, 2, and 3, and complete access control except one opening is hereby granted along East Ford Street for Lot 4. Complete access control except one opening is hereby granted along East Ford Street for Lot 5. Access controls are hereby granted to the appropriate governing body as indicated on the face of the plat.

The drainage and utility easements are hereby granted to the public as indicated for drainage purposes and for the construction and maintenance of all public utilities.

Date Signed: _____

KWH Investments, LLC

Owner: _____

Kaleb W. Howell, Member

MORTGAGE HOLDER

We, The Bennington State Bank of Salina, Kansas, by Brett Mitchell, EVP / Chief Banking Officer, holders of a mortgage on the above described property, do hereby consent to the plat of 'SM ESTATES', City of Valley Center, Sedgwick County, Kansas.

The Bennington State Bank of Salina, Kansas

Brett Mitchell, EVP / Chief Banking Officer

NOTARY CERTIFICATE

STATE OF KANSAS }
COUNTY OF SALINE } ss

The foregoing instrument was acknowledged before me this ____ day of _____, 20____, by Brett Mitchell, EVP / Chief Banking Officer of The Bennington State Bank of Salina, Kansas.

(S E A L)

_____, Notary Public

My appointment expires: _____

COUNTY SURVEYOR'S CERTIFICATE

STATE OF KANSAS }
COUNTY OF SEDGWICK } ss

Reviewed in accordance with K.S.A 58-2005 on this ____ day of _____, 20____.

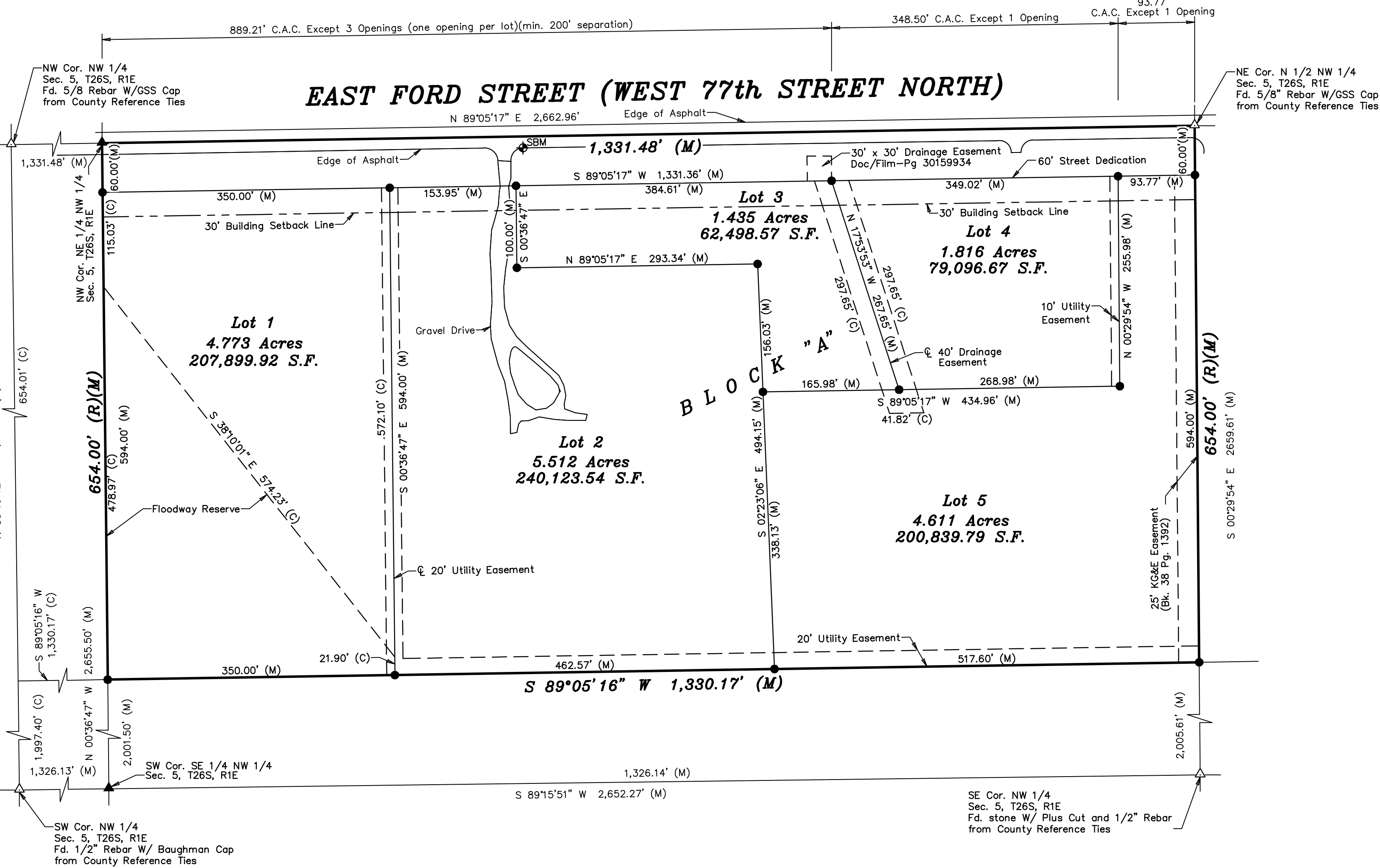
(S E A L)

_____, P.S.#1246

Tricia L. Robello, P.S.#1246

NORTH 10th STREET WEST (NORTH SENECA STREET)

EAST FORD STREET (WEST 77th STREET NORTH)



BENCHMARK:

"+" Cut on Top of Curb Near Curb Return - Approximately ±13 feet South of the Centerline of West Ford Street North and ±21 feet East of the Center of the Entrance to the Circle Drive.

Elevation=1375.34 (NAVD88)

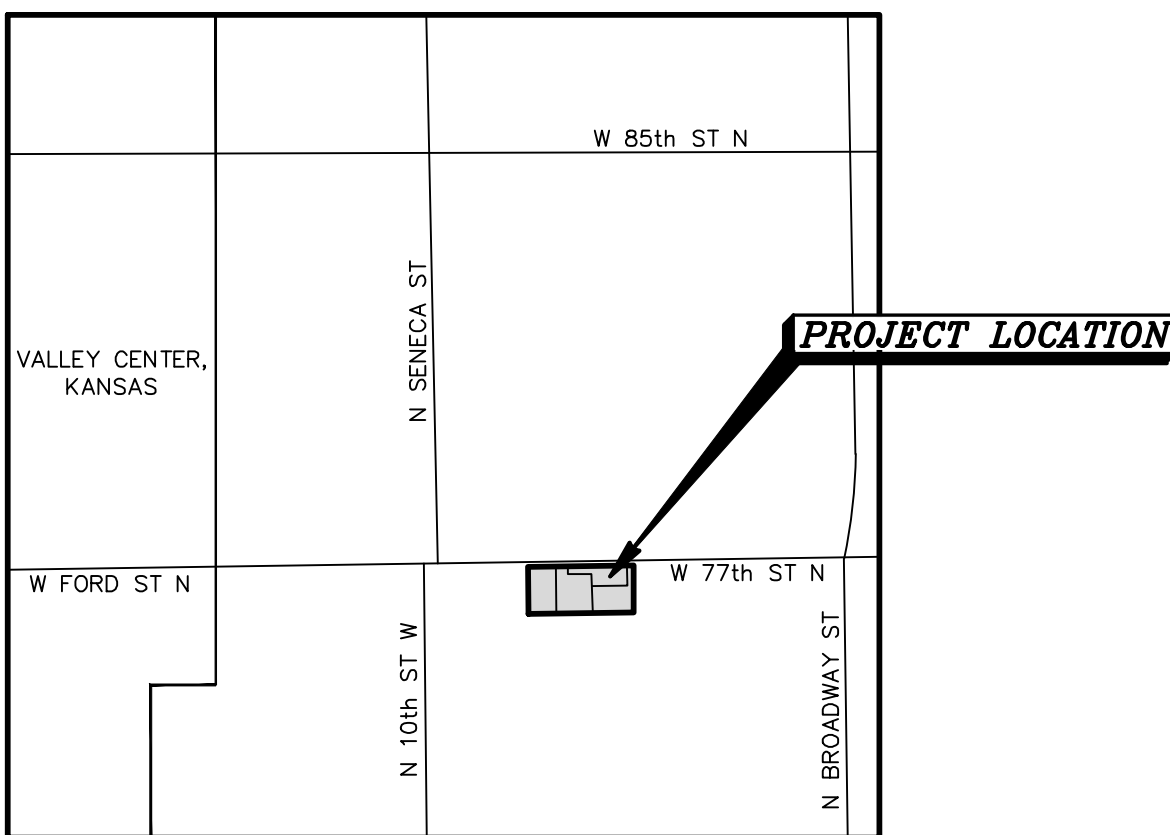
FLOOD NOTE:

According to Flood Insurance Rate Map No. 20173C0203G (dated December 22, 2016) published by the Federal Emergency Management Agency, the property described above lies within ZONE X, which is defined as "0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile. Area with Reduced Flood Risk due to Levee." FEMA floodplain and regulatory floodway boundaries are subject to periodic change and such change may affect the intended land use within the subdivision. Subject property described above also lies within ZONE AE, which is defined as "Areas with a 1% or greater annual chance of flooding (100-year floodplain). Hydraulic analyses performed. Base flood elevations shown."

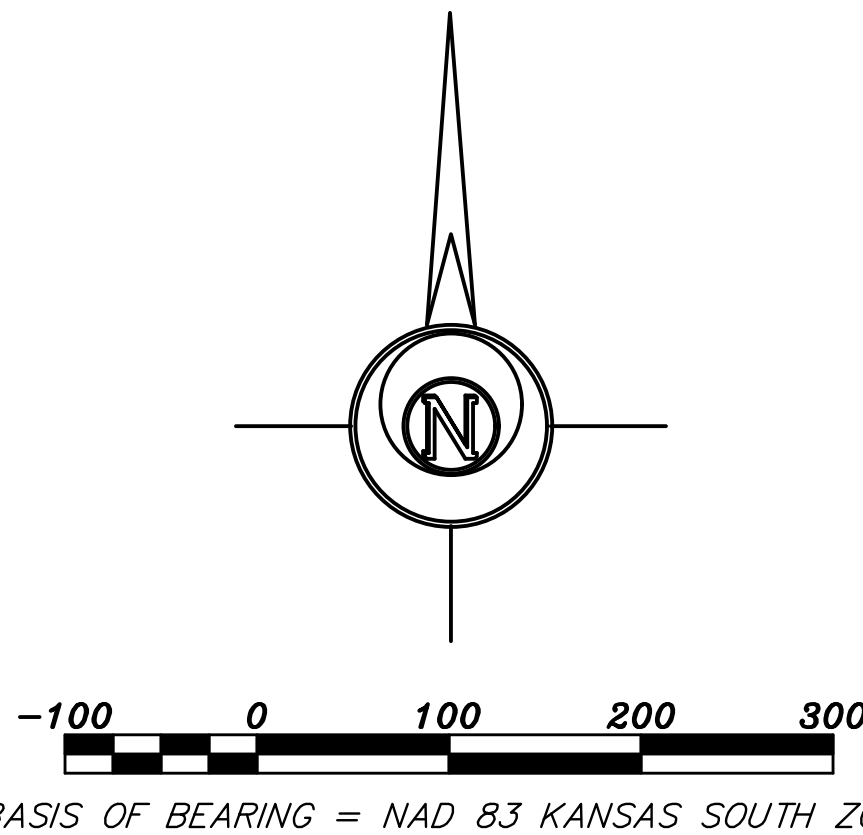
FLOODWAY RESERVE NOTE:

The floodway reserve is hereby reserved for floodway reserve purposes and shall be the responsibility of the adjacent lot owners until such time as the appropriate governing body elects to assume the responsibility for maintenance and improvements to the drainage. No buildings shall be constructed or placed on or within said floodway reserve, nor shall any fill, change of grade, creation of channel or any other work be carried on without the permission of the Engineer for said governing body.

| MINIMUM BUILDING PAD ELEVATIONS FOR LOWEST OPENING TO THE STRUCTURES | | |
|--|-------|---------------------|
| LOT | BLOCK | ELEVATION NAVD88 |
| 1 | "A" | 1340.70 |



SEDGWICK COUNTY, KANSAS
VICINITY MAP
(NOT TO SCALE)



LEGEND

- △ - Sectional Monument Found
- - Section Monument Set (5/8" x 24" Iron Rebar w/G.S.S. Cap)
- 5/8" x 24" Iron Rebar Set w/G.S.S. Cap
- SBM - Site Benchmark
- (C) - Calculated
- (M) - Measured
- C.A.C. - Complete Access Control