



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

**Tuesday, September 24, 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

___ Gary Janzen
___ Paul Spranger

___ Steve Conway
___ Rick Shellenbarger

___ Scot Phillips
___ Dalton Wilson

D. SET/AMEND AGENDA

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

E. APPROVAL OF DRAFT MINUTES

August 27th, 2024 DRAFT meeting minutes

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

F. COMMUNICATIONS

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

1. Review of LS-2024-03, application of KWH Investments, LLC, pursuant to City Code 16.09.01, who is petitioning for a lot split involving the splitting of property the applicants own and is 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**) LS-2024-03. Seconded by _____. For___ Against___

H. OLD/UNFINISHED BUSINESS

I. NEW BUSINESS

J. STAFF REPORTS

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

___ Gary Janzen	___ Steve Conway	___ Scot Phillips
___ Paul Spranger	___ Rick Shellenbarger	___ Dalton Wilson

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 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 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, August 27, 2024 7:00 P.M.

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

Members Absent: Gary Janzen

City Staff Present: Kyle Fiedler, Brittney Ortega and Brent Clark

Audience: Lloyd Spencer and Keri Spencer

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

APPROVAL OF DRAFT MINUTES: Spranger made a motion to approve the July 23, 2024, meeting minutes. The motion was seconded by Conway. Motion passed unanimously.

COMMUNICATIONS: None

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

1. Review of V-2024-02, application of Carolyn Riley, pursuant to City Code 17.10.08, who is petitioning for a fence height variance from 6 feet in height to 8 feet in height located at 815 Butler Street, Valley Center, KS 67147.

Vice Chair Spranger opened the hearing for comments from the public: 7:03 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 no correspondence in opposition to this application. Staff is recommending this application be approved for the fence to be at 8 feet only for the sections that were previously at this height. Pictures were supplied for reference.

Spranger closed the hearing for comments from the public: 7:07 PM

Based on the City Staff recommendations, public comments, and discussion by the Planning and Zoning Board, Spranger made a motion to approve V-2024-02. Motion was seconded by Shellenbarger. The vote was three in favor and two opposed. Motion passed.

2. Review of V-2024-03, application of Lloyd and Keri Spencer, pursuant to City Code 17.10.08, who are petitioning for two variances with one being

an accessory building to be larger than the square footage limit of 720 and construct an accessory building of 1,600 square feet. The second request is for a larger driveway, the maximum allowed is 30 feet in width and the applicant would like to construct a driveway width of 40 feet. The property is addressed as 200 S Colby Street, Valley Center, KS 67147.

Spranger opened the hearing for comments from the public: 7:09 PM

Fiedler gave a summary of his staff report. Public notices were sent to the surrounding property owners as well as published in the *Ark Valley News*. One property owner reached out and expressed their opposition to the application due to the size of the proposed building. Brief discussion was had between the applicant and board in regard to the height of the proposed building. Staff is recommending approval of this application.

Spranger closed the hearing for comments from the public: 7:16 PM

Based on the City Staff recommendations, public comments, and discussion by the Planning and Zoning Board, Spranger made a motion to approve V-2024-03. Motion was seconded by Conway. The vote was three in favor and two opposed.

OLD/UNFINISHED BUSINESS: None

NEW BUSINESS: An updated presentation was given on the comprehensive plan by Foster Design Associates. This included the planning process, timelines, population trends and land use.

STAFF REPORTS: Kyle Fiedler, Community Development Director, formally introduced himself to the board. Discussion was had about the open seat on the PZB.

ITEMS BY PLANNING AND ZONING BOARD/BZA MEMBERS:

Gary Janzen - absent

Paul Spranger - none

Rick Shellenbarger - none

Scot Phillips - none

Steve Conway - none

Dalton Wilson - none

ADJOURNMENT OF THE PLANNING AND ZONING BOARD/BOARD OF ZONING

APPEALS MEETING: At 8:51 P.M., a motion was made by Spranger to adjourn and seconded by Conway. The vote was unanimous, and the meeting was adjourned.

Respectfully submitted,

/s/ Kyle Fiedler, Secretary

Gary Janzen, Chairperson



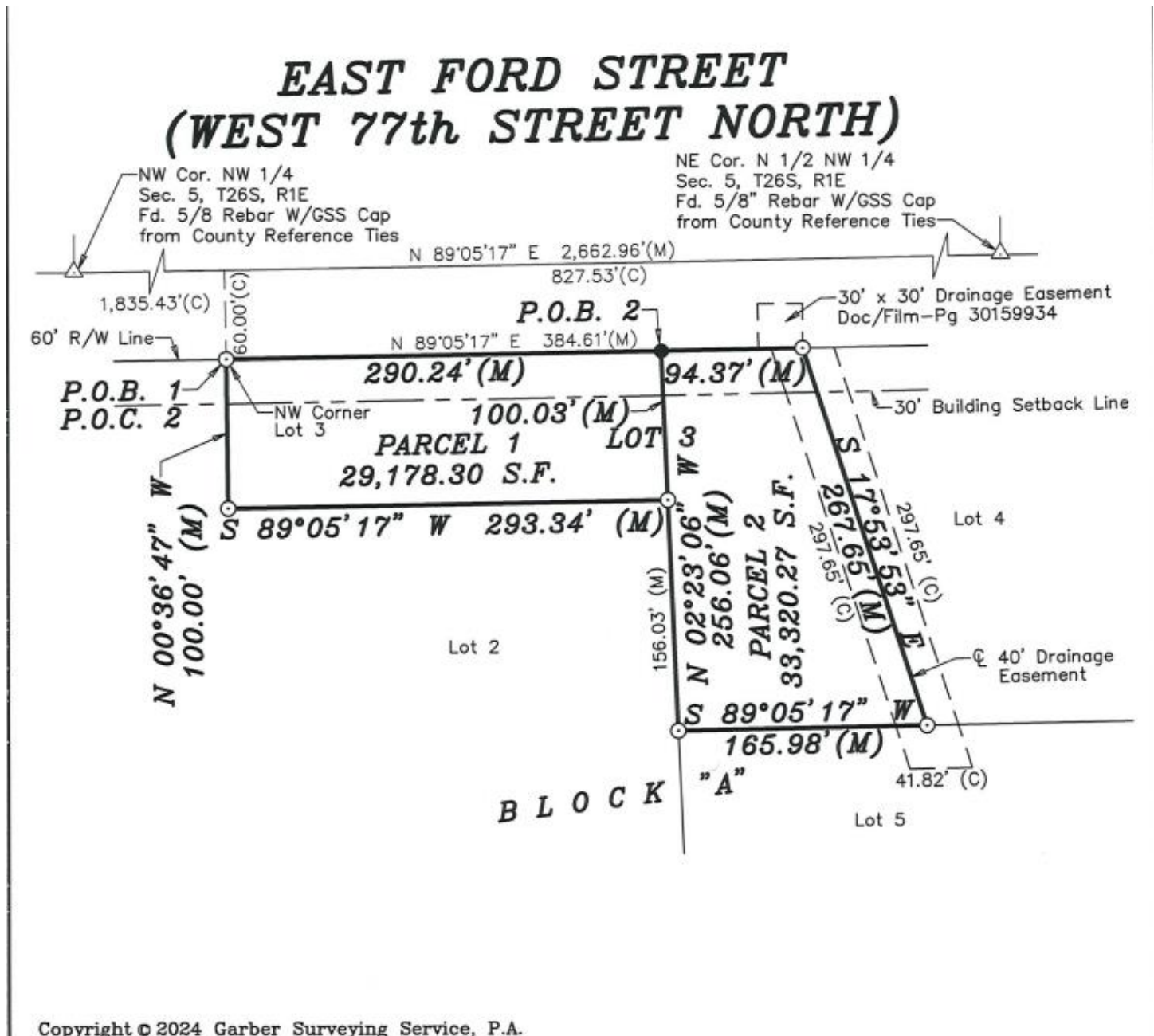
Date: September 24, 2024

To: City of Valley Center Planning and Zoning Board

From: Kyle Fiedler, *Community Development Director*

RE: Lot Split Application (**LS-2024-03**)

Petition: KWH Investments, LLC are petitioning for a lot split to divide the parcel of land located at 825 W. 77th Street N., Valley Center, KS 67147, into two lots as shown in the image below:



ST FORD ST FORD ST

30x30 DRNG ESMT
Doc 30159934

30 BLDG STBK

CL 40
DRNG ESMT

CL 20 U E

ESMT

20 UTIL ESMT

10 UTIL ESMT

2

3

4

5

A

825

153.95

384.61

349.02

293.34

100

156.08

287.65

165.95

434.96

268.98

494.15

388.15

594

462.57

517.6

255.98

Currently, the lot in question contains no structures. The land is zoned RR-1 (Suburban Residential). Upon approval of this lot split, the intent is to sell Parcel 1 to the owners of Lot 2, Block A (shown on Map above). KWH Investments, LLC plans to retain ownership of Parcel 2. Both lots will meet the minimum lot size for development for RR-1 zoning with Public Water, if either lot is to be developed in the future. The completed lot split survey document is attached to the end of this staff report.

City staff recommends approval of this lot split application.

**CITY OF VALLEY CENTER
LOT SPLIT APPLICATION**

Lot Split Fee **\$150**
(fee is nonrefundable after application is submitted)

Property owner(s) Name & Address KWH Investments, LLC
Kaleb Howell, 4208 S. 359th St. W., Cheney, KS 67025

Phone/Cell 316-249-3771 fax#

Petitioner's Name & Address Daniel E. Garber; 2908 N. Plum St., Hutchinson, KS 67502

Phone/Cell 620-665-7032 fax# 620-663-7401

Email address of contact person: dgarber@garbersurveying.com

Location of Lot Split 825 W. 77th St. N. (SM Estates Section 5-26-1E)

Parcel(s) numbers 30028266

Property is zoned as RR-1 (Suburban Residential District)

Property shown on Valley Center Land Use Plan as Vacant

Total acreage of Lot Split parcels 29,178.30 sqft (Parcel 1) and 33,320.27 sqft (Parcel 2)

Total number of lots 2

Office use only

Has pre-application consultation been completed?

Date Lot Split was filed

Person certifying date and time of submittal

Application Number

Main Office
2908 North Plum Street
Hutchinson, KS 67502
Office: (620) 665-7032
Fax: (620) 663-7401



Branch Offices
Manhattan 785-320-4810
McPherson 620-241-4441
Newton 316-283-5053
Salina 785-404-6302
Wichita 316-260-9933

Garber Surveying Service, P.A.

SURVEY FOR: LANGE REAL ESTATE

Project No. G2024-629
SHEET 1 OF 2

DESCRIPTION:

PARCEL 1:

A portion of Lot 3, Block "A", 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, more particularly described by Daniel E. Garber, Professional Surveyor #683, on August 8, 2024 as follows:

Beginning at the Northwest corner of Lot 3, Block "A", SM Estates, Sedgwick County, Kansas; Thence with a bearing of North 89°05'17" East (basis of bearings is NAD 83 Kansas South Zone) along the North line of said Lot 3 a distance of 290.24 feet; Thence South 02°23'06" East along the extension of the East line of Lot 2 a distance of 100.03 feet to the Northeast corner of said Lot 2; Thence South 89°05'17" West along the South line of said Lot 3 a distance of 293.34 feet to the Southwest corner of said Lot 3; Thence North 00°36'47" West along the West line of said Lot 3 a distance of 100.00 feet to the point of beginning; containing **29,178.30 Square Feet**, and subject to any easements and/or restrictions of record.

PARCEL 2:

A portion of Lot 3, Block "A", 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, more particularly described by Daniel E. Garber, Professional Surveyor #683, on August 8, 2024 as follows:

Commencing at the Northwest corner of Lot 3, Block "A", SM Estates, Sedgwick County, Kansas; Thence with a bearing of North 89°05'17" East (basis of bearings is NAD 83 Kansas South Zone) along the North line of said Lot 3 a distance of 290.24 feet for the point of beginning; Thence continuing North 89°05'17" East long the North line of said Lot 3 a distance of 94.37 feet to the Northeast corner of said Lot 3; Thence South 17°53'53" East along the East line of said Lot 3 a distance of 276.65 feet to the Southeast corner of said Lot 3; Thence South 89°05'17" West along the South line of said Lot 3 a distance of 165.98 feet to the common corner between Lot 3 and Lot 5; Thence North 02°23'06" West along the West line of Lot 2 and the extension thereof a distance of 256.06 feet to the point of beginning, containing **33,320.27 Square Feet**, and subject to any easements and/or restrictions of record.

REVIEW SURVEYOR'S CERTIFICATE

I hereby certify that this survey has been reviewed for filing, pursuant to K.S.A. 58-2005 and K.S.A. 58-2011 for content only and is in compliance with those provisions. No other warranties are extended or implied.

Tricia L. Robello, P.S.#1246, Land Surveyor

DATE OF FIELD WORK: March 18, 2024

SURVEYOR'S CERTIFICATE:

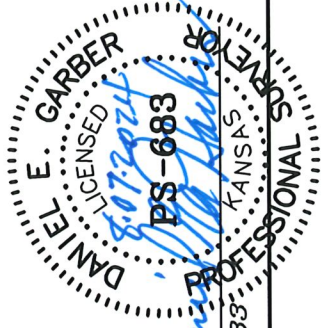
I hereby certify this plat to be a true, correct and complete representation of the property described above as surveyed under my supervision.

Dated: August 7, 2024

Copyright © 2024 Garber Surveying Service, P.A.

Daniel E. Garber

PS# 683





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Newton 316-283-5053
Salina 785-404-6302
Wichita 316-260-9933

Garber Surveying Service, P.A.

SURVEY FOR: LANGE REAL ESTATE

Project No. G2024-629
SHEET 2 OF 2

DESCRIPTION: Lot split survey of Lot 3, Block "A", 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, more particularly described on page 1.



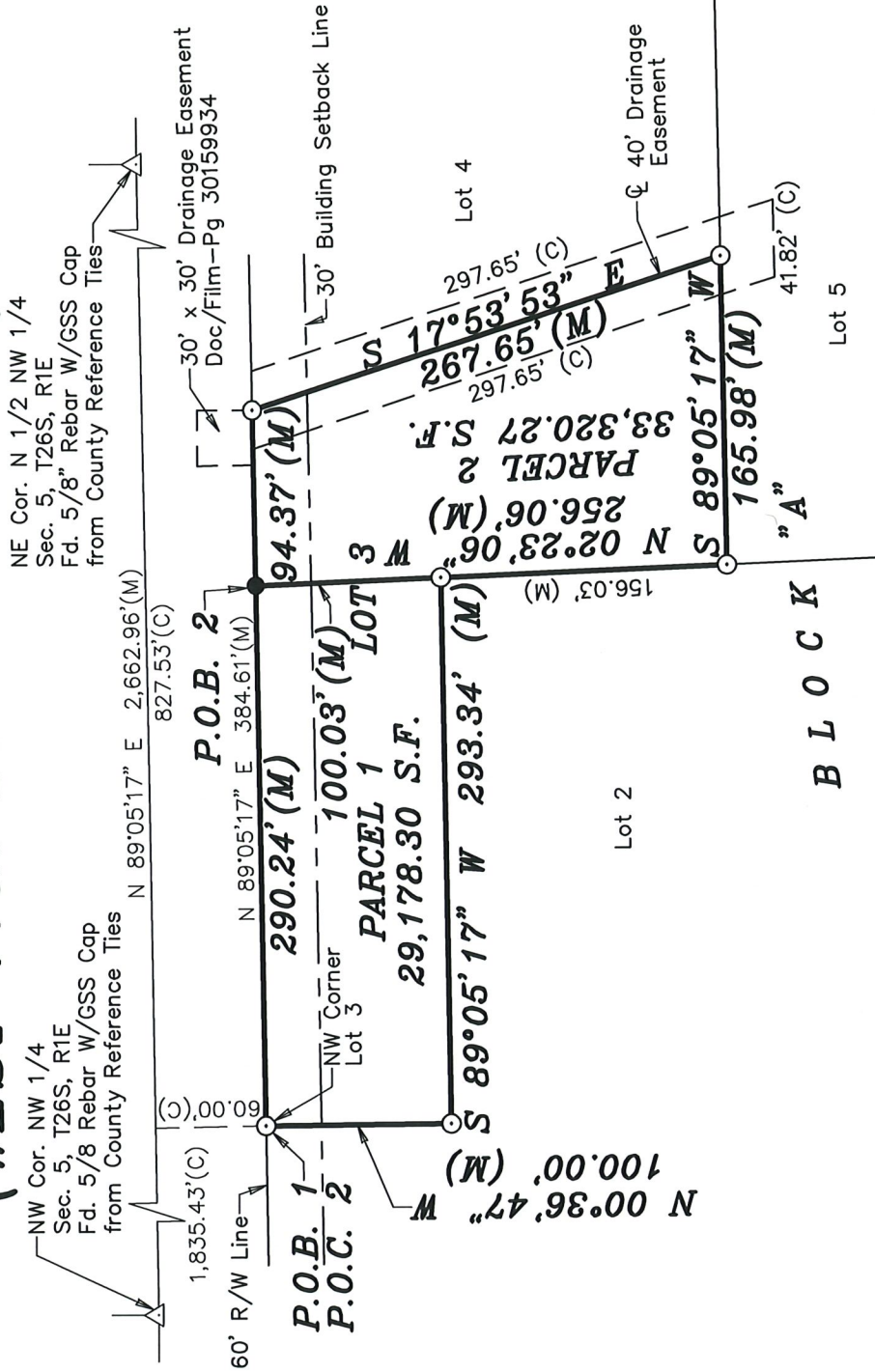
LEGEND

- — Fd. 5/8" Rebar w/GSS Cap
- — 5/8" x 24" Iron Rebar Set w/G.S.S. Cap
- (C) — Calculated
- (M) — Measured
- P.O.B. — Point of Beginning
- P.O.C. — Point of Commencement

Scale: 1"=100'

BASIS OF BEARING = NAD 83 KANSAS SOUTH ZONE

EAST FORD STREET (WEST 77th STREET NORTH)





STORMWATER CITIZENS ADVISORY COMMITTEE MEETING AGENDA

**Tuesday, September 24, 2024
7:00 PM**

THE STORMWATER CITIZENS ADVISORY COMMITTEE 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 STORMWATER CITIZENS ADVISORY COMMITTEE MEETING

B. 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		

C. SET/AMEND AGENDA

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

D. APPROVAL OF DRAFT MINUTES

March 26, 2024, DRAFT meeting minutes

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

E. COMMUNICATIONS

F. OLD/UNFINISHED BUSINESS

G. NEW BUSINESS

1. Update on stormwater additions from various projects currently underway.
2. Next Meeting Date

H. ADJOURNMENT OF THE STORMWATER CITIZENS ADVISORY COMMITTEE MEETING

Motion made by _____. Seconded by _____. For___ Against___

Note to Stormwater Citizens Advisory Committee Members: If you are unable to attend this meeting, please contact Rodney Eggleston (316-755-7320) by 4:00 PM on the previous day of 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. 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 Public Works Dept. in a timely manner, at reggleston@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.

STORMWATER CITIZENS ADVISORY COMMITTEE 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 7:14 P.M. with the following committee members present: Steve Conway, Scot Phillips, Brian Shelton, and Dalton Wilson

MEMBERS ABSENT: Gary Janzen and Rick Shellenbarger

CITY STAFF PRESENT: Ryan Shrack, Rodney Eggleston, Brittney Ortega and Brent Clark

AUDIENCE: Mayor Jet Truman and City Council Member Colbert

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

APPROVAL OF DRAFT MINUTES: Vice Chairperson Spranger made a motion to approve the October 25, 2023, committee meeting minutes. The motion was seconded by Committee Member Wilson. Motion passed unanimously.

COMMUNICATIONS: None

OLD/UNFINISHED BUSINESS:

NEW BUSINESS:

1. Discuss MS4 Inspection Report & Response from November 2023.
R. Eggleston addressed the committee. This is the first of a minimum of two required meetings per year. He gave an update on the inspection that was conducted in September of 2023. There were a few areas of concern noted in the inspection report that have now been addressed. Vice Chairperson Spranger inquired about the process used to notify residents and contractors that are in violation. R. Eggleston explained, in detail, the steps taken by staff to send proper notification and the process to get the issue resolved. He also spoke about the annual report, permit deadlines and requirements.
2. Next Meeting Date
R. Eggleston left the next meeting date to be determined by the committee. He suggested that it be sometime in late summer after the rainy season.

ADJOURNMENT OF THE STORMWATER CITIZENS ADVISORY COMMITTEE MEETING: At 7:31 P.M., a motion was made by Vice Chairperson Spranger to adjourn and seconded by Committee Member Wilson. The vote was unanimous, and the meeting was adjourned.

Respectfully submitted,

/s/ Rodney Eggleston, Secretary

Gary

Janzen,

Chairperson

Prairie Lakes Regional Detention Basin/Park

Adjacent to the Prairie Lakes Development & Trails End Development (future school site). Project incorporates a naturalized channel and wetland areas to restore pre-existing natural features of the Trailsview Slough.

The basin provides over 340 Acre-feet of stormwater storage.

Project included a Conditional Letter of Map Revision (CLOMR) – approved by FEMA.

Final Letters of Map Revision (LOMRs) are ongoing to bring the developed areas out of the floodplain.

Sunflower Valley

Mixed use development.

Project is adjacent to the existing detention pond and pump station.

Project runoff is directed to an internal retention pond & the detention pond to the east.

Internal retention pond is similar to the pre-existing pond.

Currently the retention pond has not filled up (yet).

Pre-existing pond was nearly dry prior to this project.

Harvest Place Retention Ponds

Mixed use Development.

Project includes 3 large retention ponds (7' deep).

The ponds provide 88 acre-feet of stormwater storage above the wet pond volume.

A water rights permit was obtained through KDA-DWR for 200 acre-feet of stored runoff water.

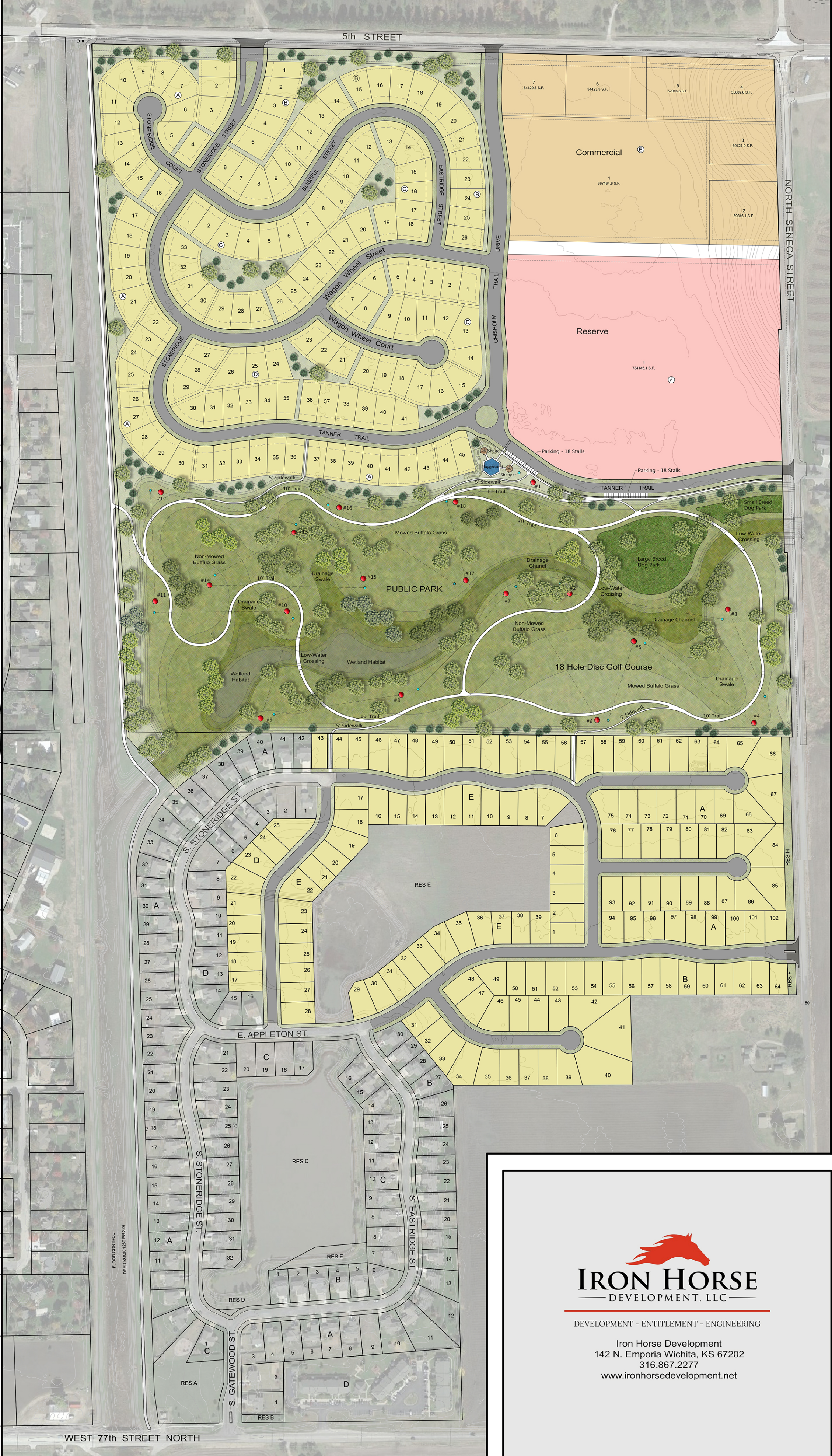
This project creates better conveyance of stormwater to this area from offsite locations, significantly enhanced storage, and water quality to downstream channels.

Project ultimately flows south through the golf course and future Emporia Avenue corridor.

Meridian – Main to 5th

Approximately 21 new inlets.

Approximately 2000 feet of stormwater pipe.

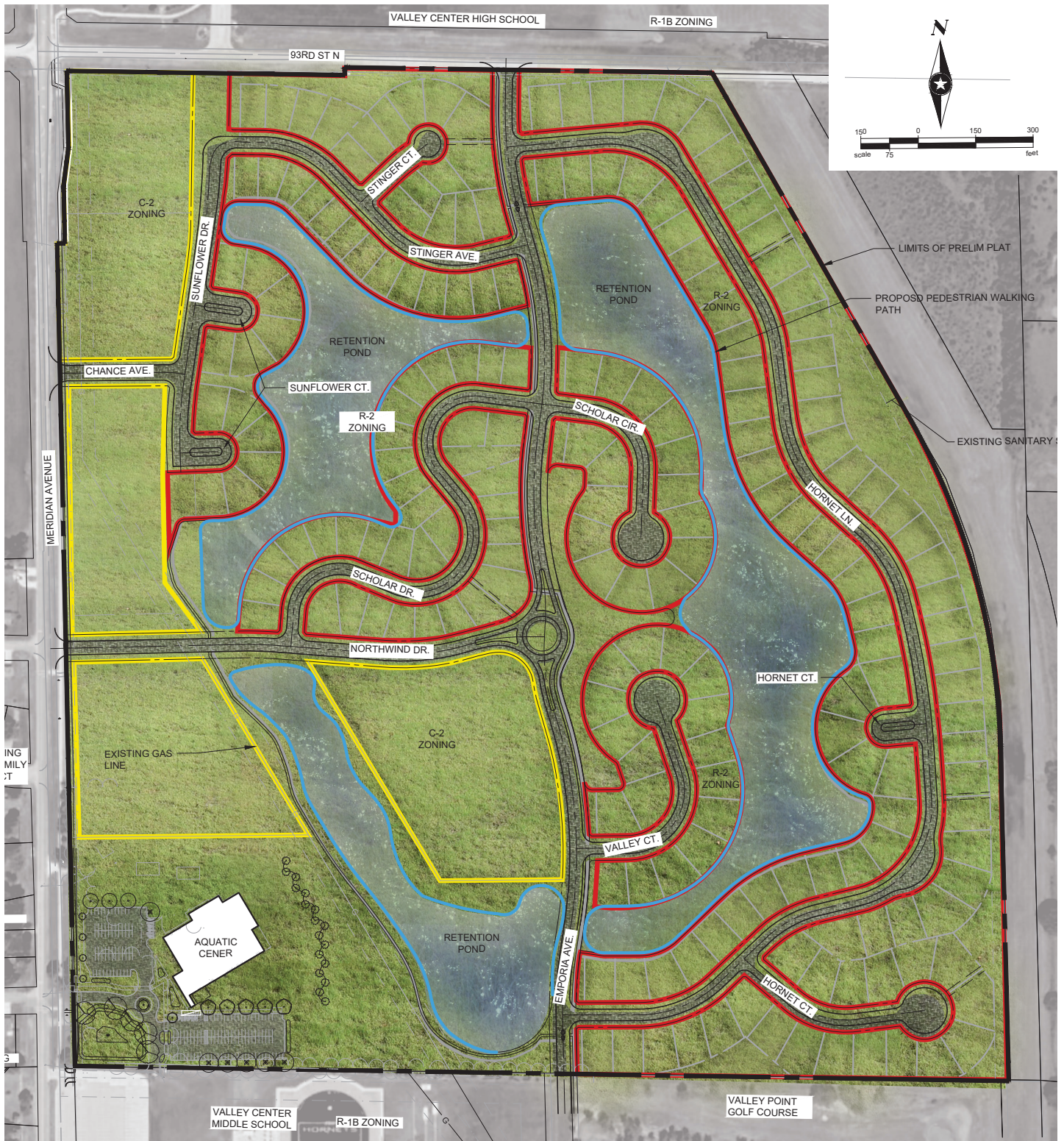


DEVELOPMENT - ENTITLEMENT - ENGINEERING

Iron Horse Development
142 N. Emporia Wichita, KS 67202
316.867.2277
www.ironhorsedevelopment.net

Harvest Place

Site Plan Valley Center, Kansas



- Residential Zone
- Commercial Zone
- Retention Pond