

EDGERTON PLANNING COMMISSION AGENDA
REGULAR SESSION
Edgerton City Hall
December 12, 2017
7:00 PM

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call
4. **CONSENT AGENDA**
(Consent Agenda items will be acted upon by one motion unless a Planning Commissioner requests an item be removed for discussion and separate action)

MINUTES

- A. Consideration of Minutes for Regular Session of November 14, 2017

5. **OLD BUSINESS**

PUBLIC HEARING PRELIMINARY PLAT, PILOT TRAVEL CENTER – EDGERTON, PP2017-07 – Continued at November 14, 2017 meeting

- A. Continuation of public hearing in regards to an application for Preliminary Plat, PP2017-07, and requesting approval of a preliminary plat for Pilot Travel Center – Edgerton, 20080 Homestead Lane, located within a part of the NE ¼ of Section 9, T15S, R22E, City of Edgerton, Johnson County, Kansas, consisting of one (1) lot, within approximately 42.48 acres, more or less. Property Owner: JST Properties, LLC Developer: Todd Smutz – Pilot Travel Centers, LLC Engineer: Payne & Brockway, P.A.

Actions requested: Re-open public hearing and consider motion to close or continue the hearing.

Consider motion to approve, deny, or table the preliminary plat request.

FINAL PLAT, PILOT TRAVEL CENTER – EDGERTON, FP2017-07 – Continued at November 14, 2017 meeting

- B. Continued consideration of an application in regards to Final Plat, FP2017-07, requesting approval of a final plat for Pilot Travel Center – Edgerton, located at 20080 Homestead Lane, located within a part of the NE ¼ of Section 9, T15S, R22E, City of Edgerton, Johnson County, Kansas, consisting of one (1) lot, with approximately 5.43 acres, more or less. Property Owner: JST Properties, LLC Developer: Todd Smutz – Pilot Travel Centers, LLC Engineer: Payne & Brockway, P.A.

Action requested: Consider motion to approve, deny, or table the final plat request.

**PUBLIC HEARING FINAL SITE PLAN, PILOT TRAVEL CENTER – EDGERTON,
FS2017-06 – Continued at November 14, 2017 meeting**

- C. Continuation of public hearing in regards to an application for Final Site Plan, FS2017-06, and requesting approval of A final site plan for Pilot Travel Center – Edgerton, located at 20080 Homestead Lane, within a part of the NE ¼ of Section 9, T15S, R22E, City of Edgerton, Johnson County, Kansas, consisting of one (1) lot, with approximately 5.43 acres, more or less. Property Owner: JST Properties, LLC Developer: Todd Smutz – Pilot Travel Centers, LLC Engineer: Payne & Brockway, P.A.

Actions requested: Re-open public hearing, and consider motion to close or continue the hearing.

Consider motion to approve, deny, or table the preliminary plat request.

6. **NEW BUSINESS**

PUBLIC HEARINGS – AMENDMENTS TO UNIFIED DEVELOPMENT; UDCA2017-02-05

- A. Consideration of public hearing in regards to a request by City Council recommending to amend and consolidate organization and bylaws of Planning Commission and Board of Zoning Appeals.
- B. Staff will give a presentation to the Planning Commission regarding the direction of upcoming amendments to the Unified Development Code, including the C-2 Commercial District, and Sign Regulations.

7. Future Meeting – January 9, 2018

8. Adjournment

EDGERTON COMMUNITY BUILDING
PLANNING COMMISSION MEETING
REGULAR SESSION
November 14, 2017
Minutes

Prior to the meeting, Andrew Merriman was sworn in as Planning Commissioner.

The Edgerton Planning Commission met in regular session with Chair John Daley calling the meeting to order at 7:00 p.m.

All present participated in the Pledge of Allegiance.

The Roll Call was answered, indicating those present were: Commissioners John Daley, Joshua Lewis, Katee Smith, Josh Beem, and Andrew Merriman. Absent was Commissioner Eric Erazo. Also present were: City Administrator Beth Linn, Assistant City Administrator Scott Peterson, and Recording Officer Debra Gragg.

The Recording Officer announced a quorum was present.

INTRODUCTION

Mr. Daley introduced the newest commissioner, Andrew Merriman. Mr. Merriman stated he wants to be a part of the community and watch the City grow.

CONSENT AGENDA

Motion by Lewis, seconded by Smith, to approve the item as presented in the Consent Agenda. Motion was approved, 5-0.

A. MINUTES

Minutes for the Regular Session of October 10, 2017 were considered and approved.

NEW BUSINESS

PUBLIC HEARING FOR PRELIMINARY PLAT, PILOT TRAVEL CENTER – EDGERTON, PP2017-07

A public hearing in regards to an application for Preliminary Plat, PP2017-07, and approval of a preliminary plat for Pilot Travel Center – Edgerton, 20080 Homestead Lane, located within a part of the NE ¼ of Section 9, T15S, R22E, City of Edgerton, Johnson County, Kansas, consisting of one (1) lot, with approximately 42.48 acres, more or less, were considered. Property Owner: JST Properties Developer: Todd Smutz – Pilot Travel Centers, LLC Engineer: Payne and Brockway, P.A.

The City Administrator announced the next three items on the agenda are for the same property. She also noted the applicant requested a continuance for all three applications to allow for updates on the requests. Ms. Linn indicated staff also recommends that all three be tabled to the December 12, 2017 regular session. Ms. Linn also stated the public hearing should be opened due to the scheduled notice and letters distributed.

Ms. Linn overviewed the request for the preliminary plat, final plat, and preliminary site plan for the property located in the southwest corner of the intersection of Homestead Land and 199th Street, along the west side of Homestead Lane, which contains approximately 42.48 acres. Ms. Linn also informed

the Commissioners the City received a letter from the law offices of Anderson & Byrd representing neighboring property owner Cliff Cole.

Mr. Daley opened the public hearing.

Cliff Cole, 19911 Peppertree Lane, appeared and stated his home is more affected than others in the area. He stated he wants a few things considered in order to buffer his residence. He noted he knows this cannot be defeated, but asked for considerations, which include the following items: an earth berm extending the length of property with height and landscaping to block the view from the houses adjacent to the property; an earth berm on the east side of the sewer easement; all roads be constructed on the east side of the berm and away from the surrounding houses; all lighting is down lighting and no light pollution affecting their property which would require proper landscaping and vegetation; no idling or exhaust braking on all entrances and roads; a stop light at entrance/exit of 199th Street - the current amount of traffic makes it impossible to get in and out of that intersection; water detention pond installed and runoff equal to or less than current runoff; and ability to connect to access road from my (Cliff Cole residence) property, adding this is necessary due to recent flooding which denies access to property.

Mr. Cole stated he is concerned with the recent flooding and the impacts on his and surrounding properties. He distributed photos of the recent event.

Michael Hume, 19903 Peppertree Lane, appeared and stated he has not seen the water/flooding issues as just recently occurred. He asked the Commissioners for consideration in this matter.

Judy Wolfe, 20090 Peppertree Lane, asked about the current process.

Ms. Linn overviewed the platting process through Planning Commission, then onto the Governing Body, noting the Planning Commission reviews and considers the site plan.

There was a question regarding the right-in/right-out at this location. Ms. Linn noted this area is under the purview of the Kansas Department of Transportation. She overviewed the jurisdiction of the roadways.

Marshall Wolfe, 20090 Peppertree Lane, questioned the signage on 199th Street, adding the signs are gone which note the street entrance (Peppertree Lane) at the bottom of the hill. Ms. Linn indicated this area is in the unincorporated area of Johnson County and stated that Johnson County Public Works should be contacted.

James Cahal, 19901 Peppertree Lane, appeared and spoke of flooding concerns.

Mr. Wolfe stated that two warehouses are causing issues due to the lack of retention ponds.

The City Administrator stated the flood event last summer was significant within the Edgerton area. She also noted there are stormwater analysis reports provided with the site plans, adding some of the buildings share detention ponds. Ms. Linn indicated when the final site plans are considered, the City Engineer will be present to explain the stormwater process.

Motion by Merriman, seconded by Beem, to table the public hearing to December 12, 2017 at 7:00 p.m. Motion was approved, 5-0.

FINAL PLAT, PILOT TRAVEL CENTER – EDGERTON, FP2017-07

An application in regards to Final Plat, FP2017-07, requesting approval of a final plat for Pilot Travel Center – Edgerton, located at 20080 Homestead Lane, located within a part of the NE ¼ of Section 9, T15S, R22E, City of Edgerton, Johnson County, Kansas, consisting of one (1) lot, with approximately 5.43 acres, more or less, was considered. Property Owner: JST Properties, LLC Developer: Todd Smutz – Pilot Travel Centers, LLC Engineer: Payne & Brockway, P.A.

Motion by Smith, seconded by Lewis, to table the final plat to December 12, 2017 at 7:00 p.m. Motion was approved, 5-0.

PUBLIC HEARING FOR FINAL SITE PLAN, PILOT TRAVEL CENTER – EDGERTON, FS2017-06

A public hearing in regards to the application for Final Site Plan, FS2017-06, and requesting approval of a final site plan for Pilot Travel Center – Edgerton, located at 20080 Homestead Lane, within a part of the NE ¼ of Section 9, T15S, R22E, City of Edgerton, Johnson County, Kansas, consisting of one (1) lot, with approximately 5.43 acres, more or less, was considered. Property Owner: JST Properties, LLC Developer: Todd Smutz – Pilot Travel Centers, LLC Engineer: Payne & Brockway, P.A.

Chair Daley opened the public hearing.

Motion by Lewis, seconded by Merriman, to table the public hearing until December 12, 2017 at 7:00 p.m. Motion was approved, 5-0.

RECOMMENDATION TO AMEND AND CONSOLIDATE ORGANIZATION AND BYLAWS OF PLANNING COMMISSION AND BOARD OF ZONING APPEALS

The City Administrator overviewed the reason for the changes and informed the Planning Commissioners this action requires a public hearing. Ms. Linn indicated the public hearing will be considered on December 12, 2017. She also indicated a formal presentation would accompany the hearing.

FUTURE MEETING

The next meeting is scheduled for December 12, 2017.

ADJOURNMENT

Motion by Beem, seconded by Smith, to adjourn. Motion was approved, 5-0.

The meeting adjourned at 7:50 p.m.

Submitted by:

Debra S. Gragg
Recording Officer



EDGERTON
global routes. local roots.

404 East Nelson
Edgerton, KS 66021
P: 913.893.6231
EDGERTONKS.ORG

STAFF REPORT

November 11, 2017

To: Edgerton Planning Commission
Fr: Scott Peterson, Assistant City Administrator
Re: PP-2017-07 Preliminary Plat for Pilot Travel Center - Edgerton, generally located in the SW corner at the intersection of Homestead Lane and 199th Street.

APPLICATION INFORMATION

Applicant: Pilot Travel Centers, LLC
5508 Lonas Drive
Knoxville, TN 37909

Property Owner: JST Properties LLC
23163 Indianapolis Road
Edgerton, Kansas 66021

Requested Action: Preliminary Plat for Pilot Travel Center - Edgerton

Legal Description: NE Quarter of Section 9, Township 15S and Range 22E. See Preliminary Plat attached.

Site Address/Location: In the SW corner of the intersection of Homestead Lane and 199th Street, along the west side of Homestead Lane

Existing Zoning and Land Uses: C-2, Heavy Service Commercial District and vacant

Existing Improvements: None

Existing Site Size: Approximately 42.48 acres

PROJECT DESCRIPTION

The current request is to preliminary plat Parcel No. BF221509-3002 followed by a final plat of a 4.43 acre lot to build a Pilot Travel Center.

The parent parcel is located on the southwest corner of 199th Street and Homestead Lane and has frontage along the south side of 199th Street and the west side of Homestead Lane. The parcel is zoned C-2, Heavy Service Commercial District (uses associated with intensive commercial uses of land). The north, south and east sides of the property abutt by state,

county and city road rights-of-ways. The west side abuts a large lot, single-family residential development in McCamish Township, Johnson County, Kansas.

INFRASTRUCTURE AND SERVICES

- a. Access to the parent parcel development will be from both Homestead Lane and 199th Street via private drives.
 - a. Homestead Lane
 - i. Homestead Lane is KDOT jurisdiction (right-of-way). The proposed access point will need their approval and coordination with City of Edgerton.
 - ii. The limits of no access (LNA) shown on the preliminary plat will need both KDOT approval and coordination with City of Edgerton.
 - iii. The access (private drive) connecting to Homestead Lane is a right-in right-out for southbound traffic only.
 - iv. The access (private drive) shows a deceleration lane for south bound traffic to enter the site. North bound traffic will not have access.
 - b. 199th Street
 - i. 199th Street is KDOT jurisdiction (right-of-way). The proposed access point will need their approval and coordination with the City of Edgerton.
 - ii. Full access to 199th Street is proposed
- b. Please indicate utilities and service providers.
- c. Police is provided by the City of Edgerton.
- d. Fire protection is provided by Johnson County Fire District #1.
- e. Located within the Bull Creek watershed.

PRELIMINARY PLAT REVIEW

Staff has reviewed the Preliminary Plat submittal for compliance with the requirements in Section 13.3 of Article 13 of the Edgerton UDC. Review comments are listed below.

Content of Preliminary Plat

1. Names of: Applicant, Subdivision & Streets. *Please add the applicant(s) name(s) and property owner name(s) if different, to the drawing. Provide proposed subdivision name. **Update preliminary Plat.***
2. Name and seal of surveyor/engineer. *Preliminary plat has not been sealed. **Update preliminary plat.***
3. Adequate legend; vicinity map. *No legend has been provided. **Update preliminary plat.***
4. Signature block and date for review of City Engineer. *Not provided. **Update preliminary plat.***
5. Date surveyed. *Add date property was surveyed. **Update preliminary Plat.***
6. Complete outline drawing of all boundaries, lots, and streets, together with courses, distances and areas. Boundaries must be shown as solid lines and all easements as dashed lines.
 - *Make the boundaries for Lot 1 and Tract A darker to be more visible.*
 - *Why does Tract A not include entire detention area?*
 - *Monuments have not been identified as found or set.*

- *Existing easement labels are too small and unreadable.*
 - *Change the text "Denotes No Access Control" to "Denotes No Access Allowed" or "Denotes Access Control".*
 - *Confirm location of "Access Control". Does it stop short of 199th Street?*
 - *Revise application and plat drawing to encompass and layout the entire parcel. Additional lots and/or tracts will need to be added. The lots and/or tracts will need to show appropriate access to the private drive contemplated.*
 - ***Update Preliminary Plat.***
7. Rights-of-way and/or easements proposed to be created for all drainage purposes, utilities, walkways, access, and other purposes. *All proposed lots and/or tracts will need appropriate easements. Update Preliminary Plat.*
 8. Proposed location of streets, sidewalks, sanitary sewers, storm water sewers, water mains, and fire hydrants. Plat must show that the water distribution system and the sanitary sewer collection system touch upon each lot and/or tract, or in an easement appurtenant to each lot and/or tract.
 - *Preliminary plat does not show or call out the location of sanitary sewer, water lines, and fire hydrants.*
 - *Additional easements are necessary for utilities, cross-access and drainage.*
 - *The private drive should be located in a cross-access easement.*
 - *The proposed detention basin should be located in a drainage easement.*
 - *A utility easement should be provided for the proposed sanitary sewer main.*
 - *Sidewalks, sanitary sewers, storm sewers, water mains and fire hydrants not shown.*
 - ***Update Preliminary Plat.***
 9. Total acreage, and size of each lot. *Totals do not appear to add up. Update Preliminary Plat.*
 10. Setbacks, yards and any entrance restrictions. Setbacks shall be shown as a building envelope representing that portion of the lot within the yards and setbacks that can reasonably contain, depending upon watercourses, topography or geology, the principal structure and the lateral field (if a lateral field is used). *Setbacks not shown. Indicate appropriate setback information along all lot lines. Provide note restricting access to Homestead Lane. Update Preliminary Plat.*
 11. A copy of the proposed restrictive covenants. ***If needed, this item will be addressed at final plat stage.***

General Design Standards

1. Rights-of-way must conform to the current standards of the American Public Works Association, and greater widths may be required by the Zoning Administrator after preliminary review; utility easements must be a minimum of fifteen (15) feet wide or, 7.5 feet for appurtenant utility easements on interior lots. Street lighting and fire hydrants must be indicated in areas planned for residential use. Cul-de-sacs are limited to 800 feet in length. *The proposed private drive exceeds 800' in length. Review length of private drive and possible access points with public safety to confirm necessary access for emergency services. Update Preliminary Plat.*
2. All portions of the tract being subdivided shall be taken up in lots (or phases), streets, planned open areas or other uses so that remnants and landlocked areas are not created. *Include and layout all of the parcel (42.48 acres). Update Preliminary Plat.*

3. Side lot lines shall be substantially at right angles to street lines. ***Update Preliminary Plat.***
4. Drainage and watercourse easements are required. Building setbacks from watercourses should be measured from the thread of the stream. Flowage easements may be used to calculate required minimum lot sizes. *Area containing approximate 100 year floodplain will need to be placed into a lot or tract and address setback from floodplain/streams requirements.* ***Update Preliminary Plat.***
5. The lot depth to front lot width ratio shall be no more than 3 to 1. ***Update Preliminary Plat.***
6. If the development is to be served with public water or sewer, the plat must bear a notation that the subdivision is to be served by these facilities. The Zoning Administrator may not issue a building permit for a lot notated "SERVICED BY PUBLIC WATER/SEWER" without written verification from the public water or sewer district that all distribution or collection lines have been installed and that all lots are either connected or are capable of being connected to central utilities. ***Add notation. Update Preliminary Plat.***

Other Comments

- Coordinate with KDOT and city to determine appropriate access and limits of no access, (LNA). Obtain KDOT approval of access to both Homestead Lane and 199th Street.
- The floodplain note does not make sense.

RECOMMENDATION

Due to number of items requiring update, City staff recommends tabling of the Preliminary Plat Pilot Travel Center – Edgerton, to allow the applicant time to update preliminary plat with information listed above for presentation to the Planning Commission in December.

ATTACHMENTS

Application PP2017-07

Preliminary Plat for Pilot Flying J Travel Center

NAME OF PROPOSED SUBDIVISION: Pilot Travel Center - Edgerton

LOCATION OR ADDRESS OF SUBJECT PROPERTY: 20080 Homestead Lane

LEGAL DESCRIPTION: Part of the NE¼ of Section 9 T15S R22E, City of Edgerton, Johnson County, Kansas.

CURRENT ZONING ON SUBJECT PROPERTY: C-2 CURRENT LAND USE: Undeveloped

TOTAL AREA: 42.48 Acres NUMBER OF LOTS: 1 AVG. LOT SIZE: _____ Sq. Ft.

DEVELOPER'S NAME(S): Todd Smutz PHONE: 865-474-2935

COMPANY: Pilot Travel Centers, LLC FAX: 865-297-9600

MAILING ADDRESS: 5508 Lonas Drive Knoxville TN 37909
Street City State Zip

PROPERTY OWNER'S NAME(S): Jeff Thorpe PHONE: _____

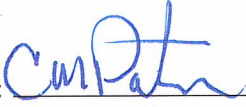
COMPANY: JST Properties, LLC FAX: _____

MAILING ADDRESS: 23163 Indianapolis Rd Edgerton KS 66021
Street City State Zip

ENGINEER'S NAME(S): Chad Porter PHONE: 913-782-4800

COMPANY: Payne & Brockway, P.A. FAX: 913-782-0907

MAILING ADDRESS: 426 S Kansas Avenue Olathe KS 66061
Street City State Zip

SIGNATURE OF OWNER OR AGENT: 

If not signed by owner, authorization of agent must accompany this application.

NOTE: Ten (10) copies of the proposed preliminary plat must accompany this application for staff review. One (1) reduced copy (8 ½ x 11) must also be submitted with the application.

FOR OFFICE USE ONLY

Case No.: PP2017-07 Amount of Fee Paid: \$ 300⁰⁰ Date Fee Paid: 9-22-17 Receipt # 47038

Received By: Debra Stragg Date of Hearing: 11/4/17

PRELIMINARY PLAT INSTRUCTIONS

SUBMITTAL DEADLINE: The applicant shall submit an application at least forty-five (45) days prior to a scheduled meeting.

NOTICE REQUIREMENTS: The City shall publish notice of the public hearing at least twenty (20) days prior to the hearing in the official City newspaper.

PRELIMINARY PLAT LEGAL DESCRIPTION:
 The East One-Third (1/3) of Northeast Quarter (NE 1/4) of Section 9, Township 15, Range 22, in the City of Edgerton, Johnson County, Kansas, except any part thereof in highway.
 The above legal description contains 42.48 acres more or less

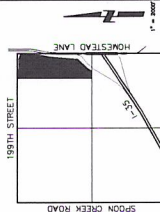
SITE DATA:
 EXISTING ZONING: C-2
 NET AREA: 42.48 ACRES
 PROPOSED BUILDINGS: 1
 PROPOSED BUILDING AREA: 5,000 SQ. FT.
 PROPOSED BUILDINGS, PARKING, DRIVES, SIDEWALKS, & PARKING AREAS: 121,419.5 SQ. FT.

NOTE:
 THE BASIS FOR BEARINGS ON THIS PLAT IS GRID NORTH, KANSAS HIGHWAY DEPARTMENT SURVEY CONTROL, NETWORK 1984.
 LOT 1 SHALL HAVE NO DIRECT VEHICULAR ACCESS TO HOMESTEAD LANE, EXCEPT AS SHOWN ON THE PLAT.
 ACCORDING TO FIRM MAP NO. 2008(CO)34G JOHNSON COUNTY, KANSAS, DATED JULY 2, 2008, THE ENHANCED SURVEY OF THIS SITE IS DEEMED TO BE A MORE ACCURATE FLOODPLAIN.

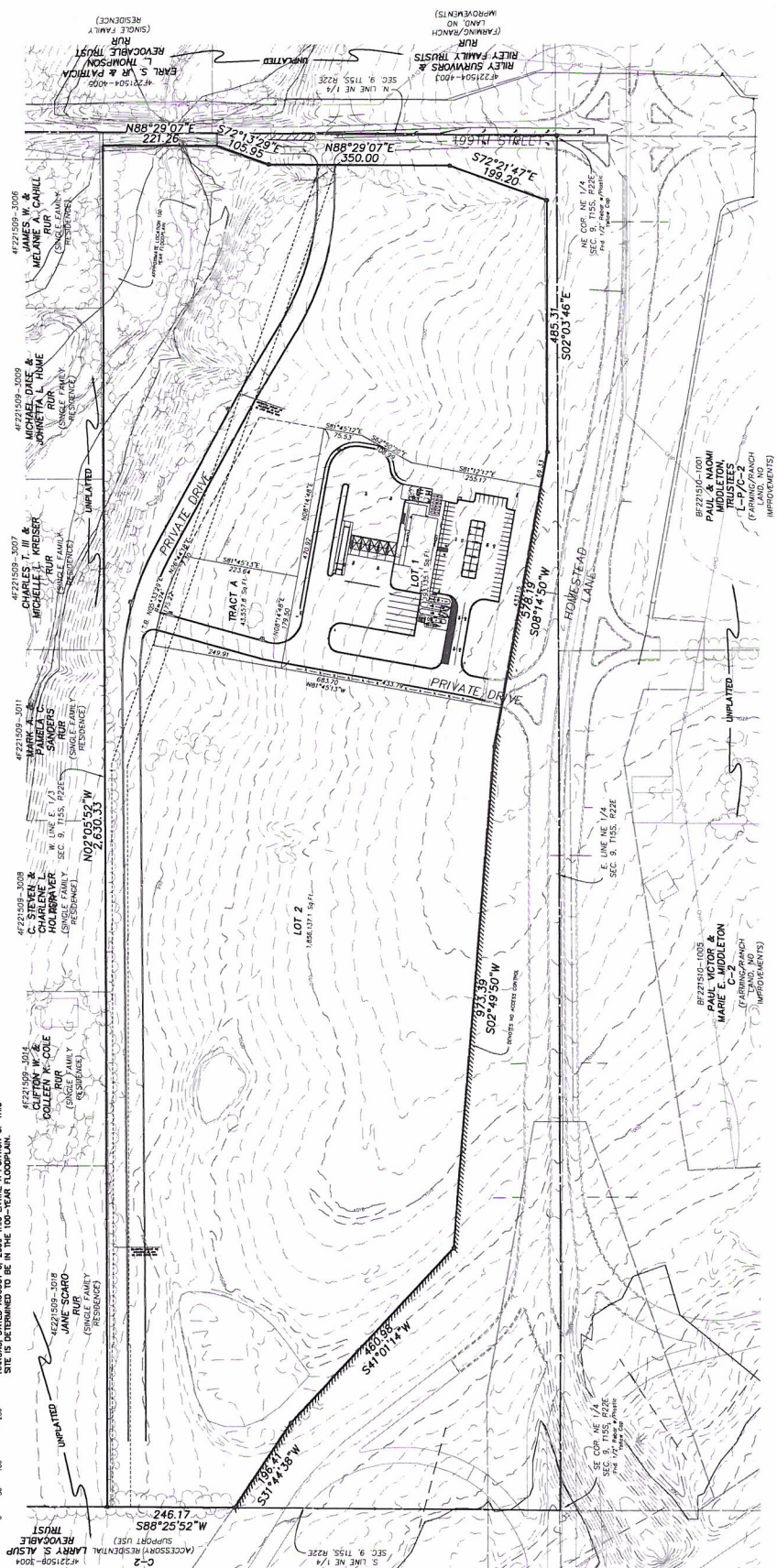


APPROVED by the Planning Commission of the City of Edgerton, Kansas, on this _____ day of _____, 2017.
 By: JOSH LEWIS, Chairman
 By: ERIC BRADY, Secretary
 APPROVED by the Governing Body of the City of Edgerton, Kansas, on this _____ day of _____, 2017.
 By: DONALD ROBERTS, Mayor
 Attest: JANICE FARMER, City Clerk
 Approved by the Zoning Administrator of the City of Edgerton, Kansas, on this _____ day of _____, 2017.
 By: _____, Zoning Administrator

Payne & Brockway P.A.
 CIVIL ENGINEERS & LAND SURVEYORS
 2500 LORAIN ROAD
 SUITE 100
 EDGERTON, KANSAS 66725
 Phone: 781-222-1000
 Fax: 781-222-1001
 www.Payne-Brockway.com



LOCATION MAP
 SEC. 9, T15S, R22E



STAFF REPORT

November 11, 2017

To: Edgerton Planning Commission
Fr: Scott Peterson, Assistant City Administrator
Re: Application FP2017-07 for Final Plat for Pilot Travel Center - Edgerton, generally located in the SW corner at the intersection of Homestead Lane and 199th Street.

APPLICATION INFORMATION

Applicant: Pilot Travel Center LLC
C/O Todd Smuts
5508 Lonas Drive
Knoxville, Tennessee

Property Owner: JST Properties LLC
23163 Indianapolis Road
Edgerton, Kansas 66021

Requested Action: Final Plat – Pilot Travel Center - Edgerton

Legal Description: NE Quarter of Section 9, Township 15 South, Range 22 East, in the City of Edgerton. See attached final plat for full legal description.

Site Address/Location: In the SW corner of the intersection of Homestead Lane and 199th Street, along the west side of Homestead Lane

Existing Zoning and Land Uses: Zoned C-2, Heavy Service Commercial District

Existing Improvements: None

Site Size: 5.4337 + or - acres

PROJECT DESCRIPTION

The current request is to create a 4.43 acre lot and a .999 acre tract by platting 5.433 acres of a 42.48 acre parcel of land in order to construct a Pilot Flying J Travel Center.

The subject property included in the final plat has frontage along the west side of Homestead Lane and is zoned C-2, Heavy Service Commercial District (uses associated with intensive commercial uses of land). The north, south and east sides of the property abutt by state, county and city road rights-of-ways. The west side abuts a large lot, single-family residential

development in McCamish Township, Johnson County, Kansas. The remaining property is not being platted or subdivided at this time.

INFRASTRUCTURE AND SERVICES

Infrastructure was reviewed previously per the preliminary plat.

- a. Access to the proposed new lot would be by an access drive with Homestead Lane and to 199th Street by a private street. The access to and from Homestead Lane would be for south bound traffic only. North bound traffic would have to utilize 199th Street to the private street.
 - a. Homestead Lane
 - i. Homestead Lane is KDOT jurisdiction (right-of-way). The access point utilized is set, however coordination with KDOT and City of Edgerton will need to occur.
 - ii. The limits of no access (LNA) shown on both the preliminary and final plat will need conformation with KDOT approval and coordination with City of Edgerton.
 - iii. The access (private drive) connecting to Homestead Lane is a right-in right-out for southbound traffic only.
 - iv. The access (private drive) has a deceleration lane for south bound traffic to enter the site. North bound traffic will not have access and must utilize 199th Street and the private drive to gain access.
 - b. 199th Street
 - i. 199th Street is KDOT jurisdiction (right-of-way). The proposed access point will need their approval and coordination with the City of Edgerton.
 - ii. Full access to 199th Street is proposed
 - iii. KDOT and city approval will be required for the proposed deceleration lane (east bound traffic) and the left turn lane (west bound traffic).
- b. The property is located within the Martin Creek Watershed. No part of Lot 1 or Tract A is located within the 100 year floodplain.
- c. Sanitary sewer service is available.
- d. Water service is served by Johnson County Water District No. 7. A water line is located along the north side of 199th Street. Applicant will need to coordinate with JO7 for any extension of service needed.
- e. Police protection is provided by the City of Edgerton through contract with Johnson County Sheriff's Office.
- f. Fire protection is provided by Johnson County Fire District #1.

FINAL PLAT REVIEW

Staff has reviewed the Final Plat submittal for compliance with the Preliminary Plat and requirements in Section 13.3 of Article 13 of the Edgerton UDC. Review comments are listed below.

1. The instrument of survey which shows the point of beginning, corners, bearings, courses, distances, exterior boundaries, interior lot boundaries, abandoned lot lines, pins, monuments found or set. All P.I.'s corners, boundaries must be monumented

with a 2" x 24" metal bar. *Show names or recording data for the adjacent unplatted parcels. **Update Final Plat.***

2. Individual notations and a TABLE showing: lot area, setbacks, and building envelopes. *Setbacks, building envelopes and table not provided. **Update Final Plat.***
3. A number for each lot, starting (if practical) in the northwest corner. *Include the Block number on the plat. **Update Final Plat.***
4. All easements with widths, and roads with curve data.
 - *Tract A should be made larger to encompass the entire detention pond.*
 - *A drainage easement should be provided for the detention pond.*
 - *Provide utility easement for proposed sanitary sewer main.*
 - *Additional utility easements may be necessary. Plat should be reviewed by Utility Companies.*
 - ***Update Final Plat.***
5. Ingress/egress limitations if required. *Show access easement that is proposed to provide second point of ingress/egress. (Private road/drive accessing 199th Street). KDOT will need to approve "Limits of No Access" as proposed and shown on the plat. Add note indicating no access from this parcel to Homestead Lane except at the existing curb cut. **Update Final Plat.***
6. Private travel easements. *The final plat does not include the private travel easement that is needed for the private street connecting to 199th Street proposed in the preliminary plat. **Update Final Plat.***

RECOMMENDATION

City staff recommends **tabling** of FP2017-07 for the Final Plat, Pilot Travel Center – Edgerton. This allows time for the applicant to update all of the item on both the preliminary plat and the final plat and bring the applications back to the Planning Commission at the December meeting.

ATTACHMENTS

Application FP2017-07

Final Plat Pilot Travel Center - Edgerton

NAME OF PROPOSED SUBDIVISION: Pilot Travel Center - Edgerton

LOCATION OR ADDRESS OF SUBJECT PROPERTY: 20080 Homestead Lane

LEGAL DESCRIPTION: Part of the NE¼ of Section 9 T15S R22E, City of Edgerton, Johnson County, Kansas.

CURRENT ZONING ON SUBJECT PROPERTY: C-2 CURRENT LAND USE: Undeveloped

TOTAL AREA: 5.43 Acres NUMBER OF LOTS: 1 AVG. LOT SIZE: _____ Sq. Ft.

DEVELOPER'S NAME(S): Todd Smutz PHONE: 865-474-2935

COMPANY: Pilot Travel Centers, LLC FAX: 865-297-9600

MAILING ADDRESS: 5508 Lonas Drive Knoxville TN 37909
Street City State Zip

PROPERTY OWNER'S NAME(S): Jeff Thorpe PHONE: _____

COMPANY: JST Properties, LLC FAX: _____

MAILING ADDRESS: 23163 Indianapolis Rd Edgerton KS 66021
Street City State Zip

ENGINEER'S NAME(S): Chad Porter PHONE: 913-782-4800

COMPANY: Payne & Brockway, P.A. FAX: 913-782-0907

MAILING ADDRESS: 426 S Kansas Avenue Olathe KS 66061
Street City State Zip

SIGNATURE OF OWNER OR AGENT: 

If not signed by owner, authorization of agent must accompany this application.

NOTE: Ten (10) copies of the proposed preliminary plat must accompany this application for staff review. One (1) reduced copy (8 ½ x 11) must also be submitted with the application.

FOR OFFICE USE ONLY

Case No.: FP2017-07 Amount of Fee Paid: \$ 310⁰⁰ Date Fee Paid: 9-22-17 Receipt # 47039

Received By: Debra Stragg Date of Hearing: _____

FINAL PLAT INSTRUCTIONS

SUBMITTAL DEADLINE: The applicant shall submit an application at least forty-five (45) days prior to a scheduled meeting. If the final plat complies with the preliminary plat, Planning Commission and Governing Body may consider approval without notice or public hearing.

LEGAL DESCRIPTION
FOR
PILOT TRAVEL CENTER - EDGERTON

This is a survey and plat of part of the NE¼ of Section 9, T15S, R22E of the Sixth Principal Meridian, in the City of Edgerton, Johnson County, Kansas, more particularly described as follows:

Beginning at the Northeast corner of the NE¼ of Section 9, T15S, R22E of the Sixth Principal Meridian, in the City of Edgerton, Johnson County, Kansas; thence S 02°03'46" E, along the East line of said NE¼, a distance of 678.70 feet; thence S 87°56'14" W a distance of 32.41 feet to a point on the Westerly right-of-way line of Homestead Lane, as now established, said point also being the TRUE POINT OF BEGINNING; thence S 08°14'50" W, along the Westerly right-of-way line of said Homestead Lane, a distance of 433.15 feet; thence N 81°45'13" W a distance of 683.70 feet; thence Northeasterly, on a curve to the right having an initial tangent bearing of N 05°33'29" E and a radius of 474.00 feet, for a distance of 175.22 feet; thence N 26°44'18" E a distance of 7.30 feet; thence S 81°45'13" E a distance of 223.64 feet; thence N 08°14'48" E a distance of 291.42 feet; thence S 81°45'12" E a distance of 75.53 feet; thence S 62°50'20" E a distance of 108.99 feet; thence S 81°12'17" E a distance of 255.17 feet to the TRUE POINT OF BEGINNING, containing 5.43372 acres, more or less.

STAFF REPORT

November 14, 2017

To: Edgerton Planning Commission
Fr: Scott Peterson, Assistant City Administrator
Re: Application FS2017-07, Final Site Plan for Pilot Flying J Travel Center, generally located in the SW corner at the intersection of Homestead Lane and 199th Street.

APPLICATION INFORMATION

Applicant:	Pilot Travel Center - Edgerton 5508 Lonas Road Knoxville, Tennessee 37909
Property Owner:	JST Properties LLC 23163 Indianapolis Road Edgerton, Kansas 66021
Requested Action:	Final Site Plan for Pilot Travel Center
Legal Description:	See Final Site Plan document set attached
Site Address/Location:	20080 Homestead Lane in the SW corner of the intersection of Homestead Lane and 199 th Street, along the west side of Homestead Lane
Existing Zoning and Land Uses:	C-2, Heavy Service Commercial District and vacant.
Existing Improvements:	None
Site Size:	5.433 acres

PROJECT DESCRIPTION

The applicant has prepared a Final Site Plan based on C-2, Heavy Service Commercial District zoning requirements, a preliminary plat and a final plat. The current application proposes to construct a 5,000 square foot retail store, fuel pumps and associated infrastructure on Lot 1, Pilot Travel Center – Edgerton, subject to approval of the supporting preliminary and final plats for the subject property.

STAFF ANALYSIS

Staff has reviewed the Final Site Plan submittal for compliance with Article 10, Site Plans and Design Standards. It has also been reviewed for compliance with Article 4.3, C-2 Heavy Service Commercial District and Article 12, Sign Regulations. The combined details of that

review are listed below.

Article 10.1.D -- Contents of Site Plans

1. Front or cover sheet (Sheet C3.0).
 - a) The specified certificates and signature blocks. *The zoning administrator block and the applicant certification block should exchange places (order). Update Final Site Plan.*
2. Site map (Sheet C3-0)
 - a) A site map with the following features.
 - i) Topography at reasonable intervals. *Proposed topography is provided on the Grading Plan but not on the Site Plan. Please add information and ghost it back. Update Final Site Plan.*
 - ii) Exterior lot lines with any survey pins. *Lot or tract should encompass entire site, including the detention basin and access to private drive. Add survey pins. Update Final Site Plan.*
 - iii) Parking areas, paths, walks with sizes and surfaces material specifications. Shared use path should be constructed along Homestead Lane. Typical sidewalk should connect from Homestead Lane to parcel along private street. Additional sidewalk should connect Private Drive to building. **Update Final Site Plan.**
 - iv) Exterior lighting specifications. *All exterior lighting shall be designed in accordance with applicable Illuminating Engineering Society of North America (IESNA). Site lighting and lighting fixtures shall be designed and of the type of fixtures with cut-off illuminations to reflect illumination away from any adjacent properties. Please provide a photometric plan with location and foot-candle illumination for each fixture. Update Final Site Plan.*
 - v) Site entrance and connections to street. *Traffic Impact Study has been forwarded to City Engineer and KDOT for review and comment. Site plan will need to be revised based on any comments provided by KDOT or City Engineer. Update Final Site Plan.*
 - vi) The location of easements. *Not provided. Update final site plan to reflect cross-access and utility easements needed. Update Final Site Plan.*
 - vii) Public improvement plans for the proposed sanitary sewer line are required. The plans should be submitted to the City for review and once all comments have been addressed the City will submit them to KDHE for approval.
 - b) A sketch of the entry sign, and all other free-standing, façade, and building signs to be used on the premises. *Location of the site signage is shown on Sheets C3.0 and C3.1. Please submit elevations and sign details (measurements, materials, etc) for all site signage shown on the referenced sheets in conformance with UDC. Update Final Site Plan.*
 - c) Profile and detail for roads (if required). *The proposed private street must meet construction standards. Access to 199th Street will require KDOT approval. Provide road details for review and approval by City Engineer. Update Final Site Plan.*

Article 10.2 -- Parking and Loading Standards

1. Parking spaces. There are two (2) applicable uses listed in Table 1 in Article 10.2 of the regulations. They state: *"Retail – Convenience – 1000 sq. ft. or more" uses require one (1) parking space per 125 sq. ft. & "Restaurant – Fast Food" uses require parking at ½ of the rated occupancy. Using these criteria for a 5,000 sq. ft. building fifty-nine (59)*

spaces are required, of which 3 should be ADA compliant (2 vehicle and 1 van accessible). Forty-four (44) vehicular spaces and seven (7) semi-truck and trailer spaces are provided on the site plan, totaling fifty-one (51). While C-2 Heavy Commercial District specifies 4 spaces per 1,000 square feet and calculates to 20 spaces. Most restrictive section of code applies for number of parking spaces. Division of number of parking stalls for vehicles vs. tractor-trailers should be evaluated.
Update Final Site Plan.

Article 12 -- Signage Regulations

Size and height. Free standing monument or ground signs, wall signs for principal buildings, individual business and accessory uses, and window signs are in C-2 Districts are regulated in Article 12.9, Table C.

- *Update all signage in the final site plan package to include details necessary for show compliance with the UDC (i.e. sign dimensions, illumination, location, etc.).*

Update the Final Site Plan by adding the information and/or additional sheets.

Article 4.3.E -- C-1 Setback, Yard and Area Regulations

Regulations -- 20 percent of net site area must be minimum open space; 15 foot front yard setback; 20 foot side yard setback if abutting residentially zoned property; side yard setback of 15 feet on the street side of a corner lot; and rear yard setback of 15 feet when a structure abuts residentially zoned property. *Setbacks provided meet code. Percentage of net site area open space is not provided. Please add percentage to the Site Plan.* ***Update Final Site Plan.***

Article 4.3. G & H

- 1) The Planning Commission may require additional landscape materials, open space buffering, and/or screening materials for all buildings that abut an area zoned for residence.
 - Eliminate chain link fencing.
 - Due to adjacent residential property, recommend that the exterior building be constructed similar to the exterior building requirement for C-1 that includes fascia of stone, brick, wood, or custom siding that covers three-quarters (3/4) of the total surface of the building front and any other surface required by the Planning Commission. Current plan shows exterior walls on the north, south and west sides are primarily composed of flat, metal panels.
 - HVAC rooftop units should be screened from view with parapets or other hitectural design features so as not visible from street rights-of-ways nor residentially zoned property.
 - Previous application for this property contemplated a significant berm on this property to buffer the most adjacent residential use. Staff will present the information to Planning Commission regarding the berm for review and determination what action, if any, is triggered by this application or future development.
 - Additional shrubs should be added along the vehicular parking to block view of cars parking. Trees and shrubs should be added along the truck side of the development to screen from the future development and residential development to the west.

- 2) All areas used for the refuse and refuse containers shall be screened from view.
*Trash/recycling containers should be screened from view with material similar to updated exterior building materials. **Update Final Site Plan.***
- 3) No materials shall be openly stored to the exterior of the building unless a solid screening enclosure is provided. *Any above ground storage tanks should be screened from view with material similar to updated exterior of building. **Update Final Site Plan.***
- 4) Parking and loading
 - 15' open space setback from street right of way required. PC may require trees or shrubs. *40 feet of open space from the street right-of-way is provided on the east side of the site.*
 - A designated off-street space is required for the loading and unloading of goods and merchandise. *Please designate where this activity will occur and where the bulk fuel delivery truck will park while unloading. **Update Final Site Plan.***

Other Comments

1. Verify the applicant construction schedule for the Private Drive from 199th Street.
2. Verify with Johnson County Fire District No. 1 required access for emergency services.
3. Review vehicular and semi-tractor trailer site circulation within site particularly regarding for possible conflicts.
4. Address all comments from City Engineer below regarding the storm water management report submitted by applicant. Additional revisions may be necessary after submittal and review of the requested items.
 - Provide a soils report that documents the Hydrologic Soil Group of the existing soils.
 - The off-site (N & S) areas should use a Tc and CN for the existing conditions. Future development will include detention that limits the peak flow rate to existing.
 - Detention Tract Uncontrolled appears to be labeled as Detention Tract Controlled.
 - The Tc calculations for the existing areas appear to underestimate the Tc which would result in a higher existing runoff. The overland flow lengths and "n" numbers appear to be low. Provide a diagram that shows flow paths for the Tc calculations for both existing and proposed conditions.
 - The existing and proposed drainage maps do not include the Private Drive. This area should be included.
 - Why do some of the existing sub-watersheds include Segment 3 with a velocity of 10 ft/sec to calculate Tc?
 - Site plan does not show how the storm water from sub-watersheds Future Site Controlled and Off Site (N & S) Controlled is routed thru the detention basin.
 - Site plan shows the flow from a portion of site controlled is routed around the detention basin.
 - Site plan does not show how storm water from the site is routed thru the detention basin.
 - No outlet pipe from the detention basin is shown on the site plan.
 - Show composite CN calculations.
 - Provide stage/storage/discharge information for the detention basin. Provide diagram for the detention pond showing the outlet structure, emergency spillway, etc.

- The study states that the volume of the basin is 167,000 cubic feet at elevation 989. It appears that the top of the berm is less than 988.
- The report indicates that the water surface elevation in the 1% event is 988.51. The emergency spillway should be at least 0.5 feet above the max water surface elevation.
- Provide hydrograph reports for the combination of Out 10 and Route 10 to show the final outflow from the property.
- The detention basin will serve multiple properties. An easement and maintenance agreement should be provided to the City for review.
- Provide velocity calculations and proposed erosion control measures at the end of the outlet pipes.
- The City does not require water quality improvements since you are now providing detention. If it is beneficial to remove the proposed improvements you can do that.

RECOMMENDATION

City staff recommends **tabling** of FS2017-07 for the Final Site Plan, Pilot Travel Center - Edgerton, to allow applicant time to revision the final site and present the total project package (preliminary plat, final plat and final site plan) to Planning Commission in December.

ATTACHMENT

Final Site Plan Application No. FS2017-07
Final Site Plan – Pilot Travel Center





SITE GRADING PLAN
 SCALE: 1" = 40'
 GRAPHIC SCALE
 1 inch = 40 feet



Payne & Brockway P.A.
 CIVIL ENGINEERS & LAND SURVEYORS
 1000 N. 10th Street, Suite 100
 Topeka, Kansas 66606
 Phone: 781-234-1234
 Fax: 781-234-5678
 www.payneandbrockway.com

STORMWATER MANAGEMENT

Required impervious percentage (% area dry season)
 Impervious: 100% (asphalt, concrete, etc.)
 Permeable: 0% (grass, etc.)
 Allow 1" impervious test per 10,000 S.F. of wet or natural grade at building area.
 Allow 1" impervious test per 10,000 S.F. of wet or natural grade at parking area.
 Maximum flow rate shall be 1" unless noted otherwise.

GRAVELLING SCHEDULE

Gravel shall be as follows:
 MATERIAL: 1/2" KENTUCKY #1 FINEGRIT
 ANALYSIS: 50/10
 HATCH: 1/2" FINEGRIT
 SOIL: 1/2" FINEGRIT (BY LANDSCAPE COUNTY)

LANDSCAPE

PERMIT: 1000 LB/AC 10/20/10
 PROPERTIES: 500 - 800 LB/AC 20% SUPERGRASS
 MATCH: STAY: 1/2" TONS/AC (CONCRETE)
 EROSION CONTROL: NET OR MATCH DRAINER ON SLOPES

NOTES

1. ALL STORM PIPING SHALL BE 12" UNLESS OTHERWISE NOTED.
 2. CONTRACTOR SHALL PROVIDE DESIGN-BUILD SERVICES FOR EACH OF THE REQUIRED GRASSING AREAS.
 3. GRASSING SHALL BE VERIFIED AFTER SOIL ANALYSIS IS COMPLETED.
 4. SEE DRAWING C6.0 FOR LEGEND OF LINES AND SYMBOLS.

SITE GRADING, DRAINAGE & EROSION CONTROL

NO.	DESCRIPTION
1	EXISTING GRADE
2	PROPOSED GRADE
3	PROPOSED DRAINAGE
4	PROPOSED EROSION CONTROL
5	PROPOSED LANDSCAPE
6	PROPOSED PAVING
7	PROPOSED GRASSING
8	PROPOSED STORM PIPING
9	PROPOSED STORM PIPING
10	PROPOSED STORM PIPING

C4.0

DATE: 04/20/17 DRAWN BY: CMP PROJECT: 0012-01

DATE: REV: REVISION DESCRIPTION: INT:

SITE GRADING PLAN





PILOT TRAVEL CENTER

20080 HOMESTEAD LANE
EDGERTON, KS 66021





Pilot

PILOT FLYING J
2500 DEPARTMENT
5200 12th AVE
KNOXVILLE, TENNESSEE 37908
(865) 588-7485

[illegible]

FLORAL PARTS	FRUIT	BOTANICAL NAME / COMMON NAME	COAT	CAL	SIZE
	11	<i>Adiantum species</i> / Adiantum species	DBD / Coat.	2'col	
	9	<i>Gentiana sp.</i> / Gentiana sp.	DBD	2'col	
	14	<i>Urtica dioica</i> / Urtica dioica	DBD / Coat.	2'col	
FLORAL PARTS	11	<i>Adiantum species</i> / Adiantum species	DBD / Coat.		8" - 7" Ht.
	14	<i>Urtica dioica</i> / Urtica dioica	DBD / Coat.		8" - 7" Ht.
FLORAL PARTS	8	<i>Urtica dioica</i> / Urtica dioica	DBD / Coat.	2'col	

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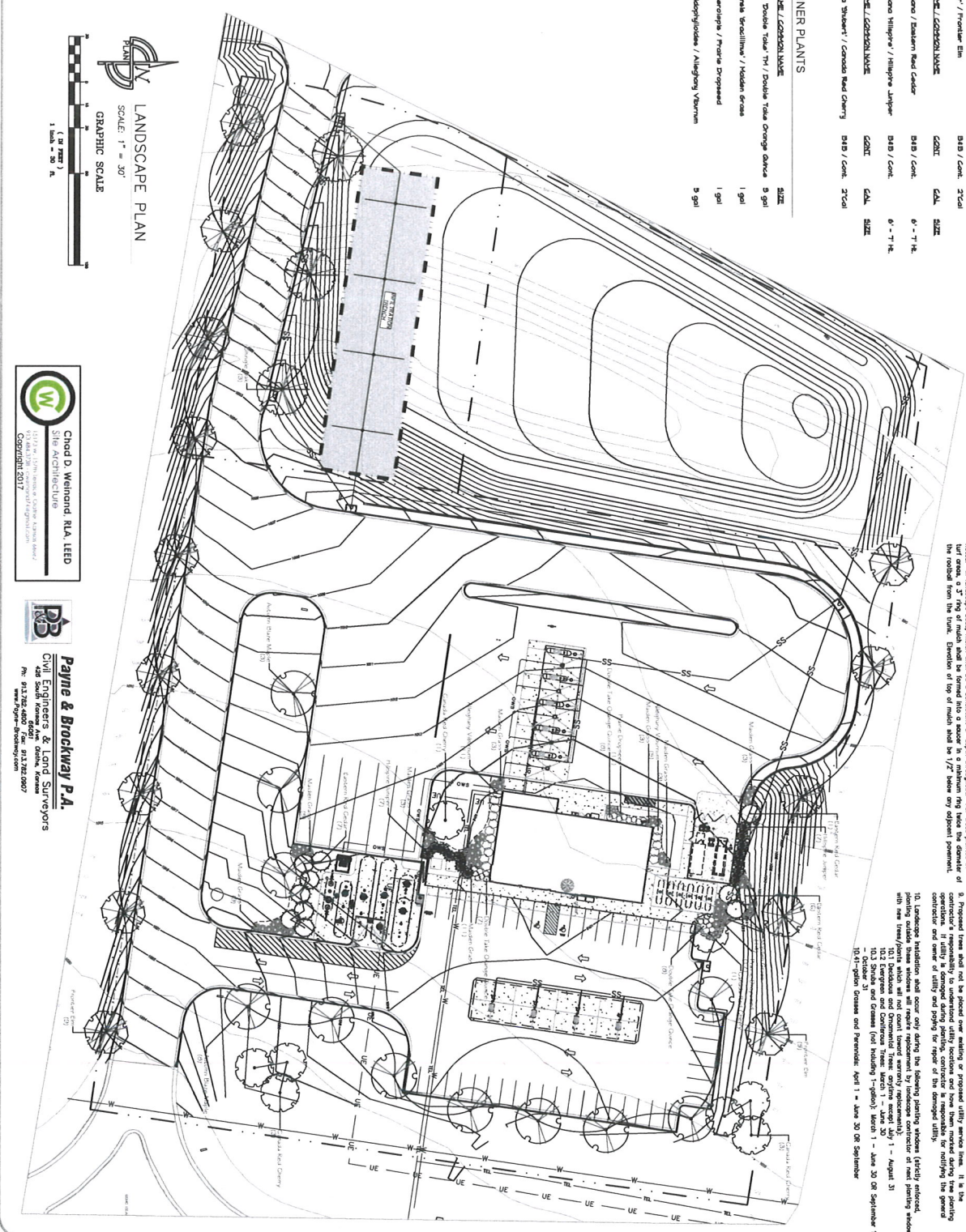
	23	Chromomeres x Double Total TR / Double Total Orange Gave	2 gal
	24	Microrhiza alvinae / Vaccinium / Midland areas	1 gal
	25	Sporobolus heterophyllus / Fresh Droppeds	1 gal
	16	Vaccinium x rhodophyllodes / Allegheny Vaccinium	2 gal

2. Evaluation and comparison of (\hat{c}, \hat{h}) results

1. Existing underground (u/g), overhead (o/h), utilities and structure structures have been plotted from available information and therefore, their locations must be considered appropriate and verified. It is the responsibility of the individual contractors to verify existence and location of all utilities before starting any work.

2. Convincing evidence of language-related quantities and valid report any discrepancies immediately to the Owner's Representative.
3. No substitutions for safety or culture and be accepted without the existing written approval from the Owner's Representative.
4. All steel material and its product shall be of the grade and standards and up to 10% over the specified, and from per American Iron and Steel Institute standards and AISI 1001.
5. All steel bars and rods shall be of standard diameter to be defined, unless otherwise specified in the drawings and shall be a consistent 3" diameter throughout. For steel pipes used in drainage work, much and be a consistent 3" diameter throughout. For steel pipes used in other work, much and be formed into a shape in a minimum 18" diameter pipe. The standard of the steel shall be of the same grade and standards as the steel used in the structural steel from the steel. Election of type of metal and be 1/2" steel with the different element.

- [illegible]




LANDSCAPE PLAN

SCALE: 1" = 30'

GRAPHIC SCALE

1 inch = 30 feet

A horizontal scale bar with alternating black and white segments. The segments are labeled with numbers 0, 10, 20, and 30, representing feet. The total length of the bar is 30 feet.

Payne & Brockway P.A.
Civil Engineers & Land Surveyors
426 South Kansas Ave., Olathe, Kansas
66061
Ph: 913.782.4800 Fax: 913.782.0907
www.Payne-Brockway.com

7.0

LANDSCAPE PLAN

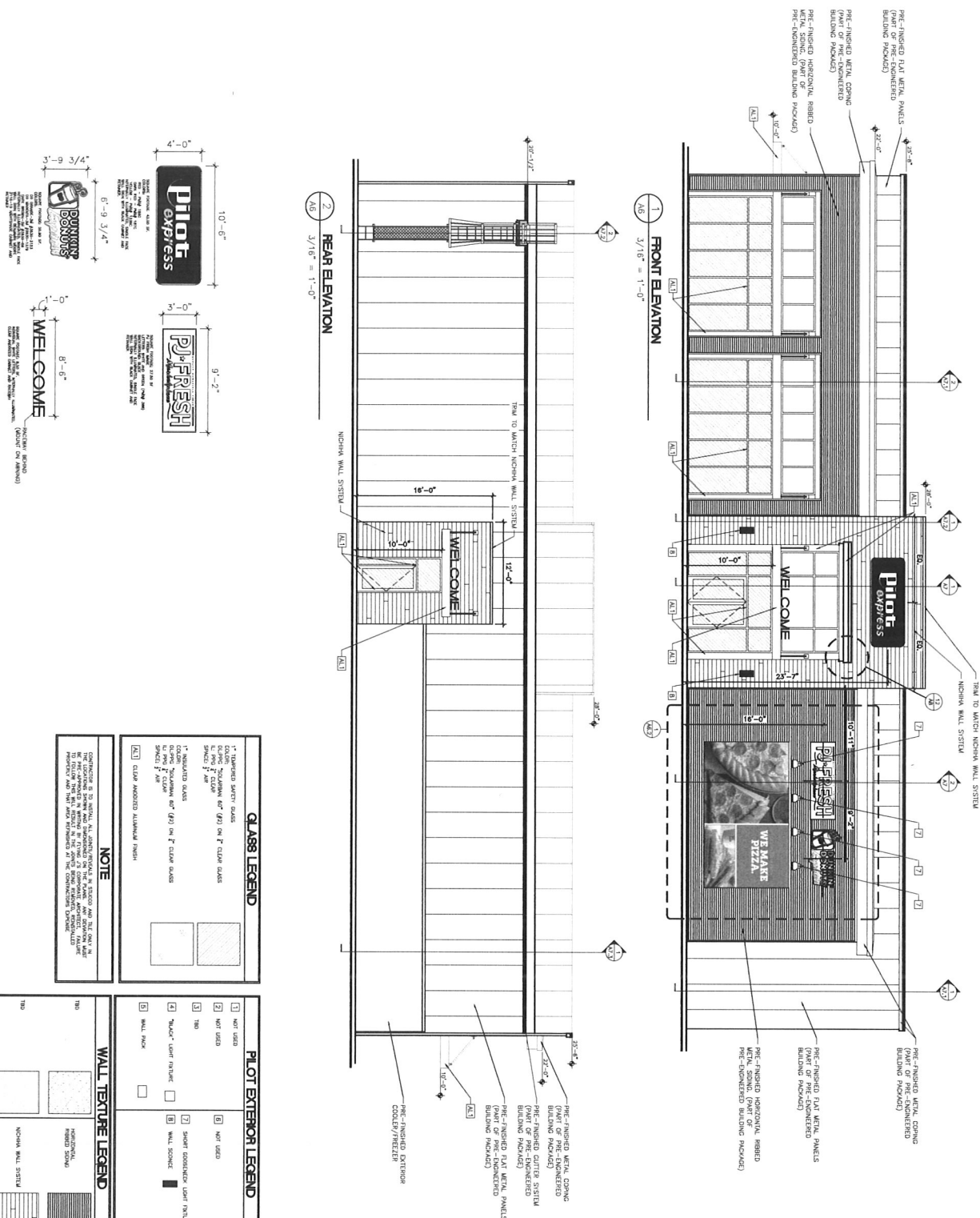
PILOT TRAVEL CENTER

20080 HOMESTEAD LANE
EDGERTON, KS 66021



PILOT FLYING J
DESIGN DEPARTMENT
5508 LONAS ROAD
KNOXVILLE, TENNESSEE 37909
(865) 588-7486



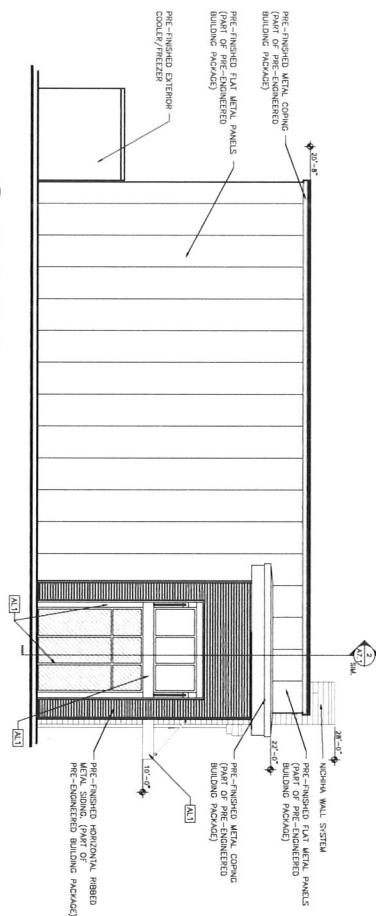
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2
A6.1

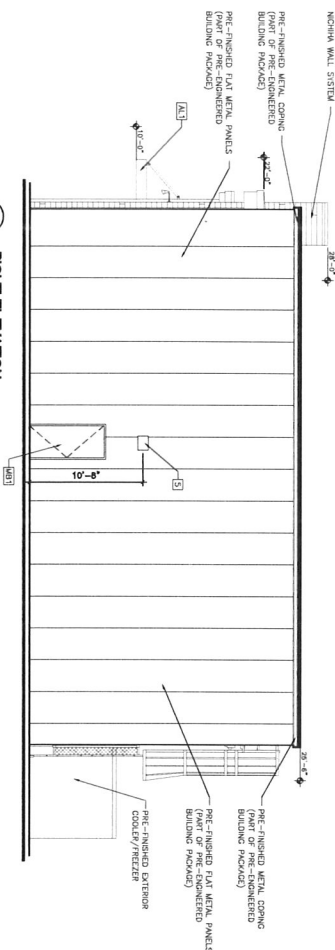
LEFT ELEVATION

3/16" = 1'-0"



RIGHT ELEVATION

1
A6.1
3/16" = 1'-0"



CLASS LEGEND

1* TYPED SAFETY GLASS
GLASS "TYPING W/ (H) IN F. GLASS GLASS
GLASS 1" GLASS
SHIELD 1" GLASS

1* INSULATED GLASS
GLASS "TYPING W/ (H) IN F. GLASS GLASS
SHIELD 1" GLASS


1* GLASS ANODIZED ALUMINUM FINISH

CONSTRUCTION IS TO SURVEY ALL DIMENSIONS IN A SECTION AND THE ONLY IN-PLACE LOCATIONS BEING AND DIMENSIONS IN THE PLANS. ANY PERSON MAKING CHANGES TO THE PLANS SHALL BE RESPONSIBLE FOR THE CORRECTIONS. DIMENSIONS IN PLANS AND NOT IN SECTIONS SHALL BE USED. DIMENSIONS IN SECTIONS SHALL BE USED.

NOTE

PLOT EXTERIOR LEGEND	
1	NOT USED
2	NOT USED
3	NOT USED
4	"BLACK" LIGHT FINURE
5	WALL FINISH
6	NOT USED
7	SHARP OROBOROUS LIGHT FINURE
8	WALL FINISH

WALL TEXTURE LEGEND	
1	NOT USED
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☐ PRELIMINARY SITE PLAN☒ FINAL SITE PLANNAME OF PROPOSED SUBDIVISION: Pilot Travel Center - EdgertonLOCATION OR ADDRESS OF SUBJECT PROPERTY: 20080 Homestead LaneLEGAL DESCRIPTION: Part of the NE $\frac{1}{4}$ of Section 9 T15S R22E, City of Edgerton, Johnson County, Kansas.CURRENT ZONING ON SUBJECT PROPERTY: C-2 CURRENT LAND USE: UndevelopedTOTAL AREA: 5.43 Acres NUMBER OF LOTS: 1 AVG. LOT SIZE: _____ Sq. Ft.DEVELOPER'S NAME(S): Todd Smutz PHONE: 865-474-2935COMPANY: Pilot Travel Centers, LLC FAX: 865-297-9600MAILING ADDRESS: 5508 Lonas Drive Knoxville TN 37909
Street City State ZipPROPERTY OWNER'S NAME(S): Jeff Thorpe PHONE: _____COMPANY: JST Properties, LLC FAX: _____MAILING ADDRESS: 23163 Indianapolis Rd Edgerton KS 66021
Street City State ZipENGINEER'S NAME(S): Chad Porter PHONE: 913-782-4800COMPANY: _____ FAX: Payne & Brockway, P.A.MAILING ADDRESS: 426 S Kansas Avenue Olathe KS 66061
Street City State ZipSIGNATURE OF OWNER OR AGENT: 

If not signed by owner, authorization of agent must accompany this application.

NOTE: Ten (10) copies of the proposed preliminary plat must accompany this application for staff review. One (1) reduced copy (8 1/2 x 11) must also be submitted with the application.

FOR OFFICE USE ONLYCase No.: 18-2017-06 Amount of Fee Paid: \$ 250⁰⁰ Date Fee Paid: 9-22-17 Receipt # 47057
Received By: Debra Stragg Date of Hearing: 11/14/17**SITE PLAN INSTRUCTIONS****SUBMITTAL DEADLINE:** The applicant shall submit an application at least thirty (30) working days prior to a scheduled meeting.**NOTICE REQUIREMENTS:** The City shall publish notice of the public hearing at least twenty (20) days prior to the hearing in the official City newspaper. The City shall make one copy available for public inspection at least fourteen (14) days in advance of the public hearing.17-0002
vs. 9-9-11

MEMORANDUM

TO: Planning Commission, City of Edgerton
FROM: Lee Hendricks
RE: Recommendation to Amend and Consolidate Organization and Bylaws of Planning Commission and Board of Zoning Appeals
DATE: November 9, 2017

1. HISTORY

At your last Planning Commission meeting held on October 10, 2017 the City Administrator and I brought to the Commission's attention an issue with the bylaws of the Planning Commission ("PC") and Board of Zoning Appeals ("BZA"). More specifically we explained that the bodies as they are currently established by ordinance are composed of nine members and three alternates. We discussed that the PC has not had nine members for some time and advised that we felt that a nine member Commission was unnecessary and likely unsustainable, as most cities of the third class have five person PC's. My advice to the PC was for you to recommend that the City Council amend your Unified Development Code to reduce the size of the PC and BZA from nine members to five and eliminate the three person alternate structure. That recommendation was approved by the PC and I intended to propose the same to the City Council at its next meeting.

Upon my review of the Unified Development Code however, I found that there are nearly identical sections establishing the composition, authority and conduct of both the PC and the BZA in two different sections of the Code, one in Article 8 and the other at the end of the Code as Appendices. I say nearly identical because their terms are about 95% the same. Neither the City staff nor I can explain why this issue exists. My concern is that not only are the two code sections seemingly duplicative, but in the few areas that they aren't identical there is conflict which will only confuse an inquiring citizen, commission member or City Attorney.

2. RECOMMENDATION

Given this issue I would recommend to the Commission that it withdraw its prior recommendation and instead broaden its recommended course of action to the City Council. Luckily there is very little in the way of necessary amendments to the substance of the code section. There are only a few items I need you to specifically reference when making your recommendation. I would advise you to make the following recommendations when making your motion:

- Recommend that the City Council agree to allow the City Attorney to consolidate the competing code sections on the composition, authority and conduct of both the PC and the BZA
- Recommend that the City Council approve the reduction of the number of members from nine to five
- Recommend that the City Council agree to remove the three alternate structure of the PC and BZA
- Recommend that the City Council approve that a quorum shall be three members
- Recommend that the City Council allow the City Attorney to amend the language regarding executive session. As the language is currently written on page PC-3, Paragraph (C)(2), the list of possible executive session exceptions is limited when it should include all available executive session exceptions to an open meeting

Lastly, if you look at the "Creation of the Planning Commission" section in Article 8, Section 8.1(B)(3) it states that at least six members of the PC "shall reside in the City of Edgerton". Since we're reducing the overall number of members from nine to five, we need to reduce the number of members who live within the City limits. That number needs to be less than three, so you need to decide how you want to compose your board moving forward and then decide on either two, one or zero members living outside the city limits.

LWH

STAFF MEMO

December 7, 2017

To: Edgerton Planning Commission
Fr: Beth Linn, City Administrator
Re: Regulation Update regarding Article 4, related to C-2 Heavy Service Commercial District and Article 12, related to Signage

Regulation Update – C-2 Heavy Service Commercial

In 2017, Edgerton Planning Commission reviewed and approved a Final Site Plan for a Dollar General store along Highway 56. This application was the first new retail construction within Edgerton corporate city limits in nearly 40 years. During this process, both Staff and Planning Commission identified the need for significant update to the regulations within the Edgerton Unified Development Code pertaining to development within the commercial district, particularly related to design guidelines such as exterior building materials, landscaping, outside storage, etc more similar to regulations adopted by the City of Edgerton for the Logistics Park (L-P) District. Due to the tremendous growth and success at Logistics Park Kansas City (LPKC), staff anticipated an interest in commercial development to support LPKC and therefore identified the need to update the C-2 Heavy Service Commercial District regulations as a priority.

Please find enclosed with this memo the existing C-2 Heavy Service Commercial District regulations. Staff has identified several components

- Exterior building requirements
 - Materials
 - Articulation
- Outside Storage
- Trash Enclosures
- Landscaping
- Lighting

Staff will present examples from other communities

Regulation Update – Signage

Additionally,

Staff has identified the need for significant revisions to the sign regulations in the Unified Development Code, namely in Article 12 of the UDC that regulates most commercial and residential signage in Edgerton, but also in Article 5 which provides additional sign regulations in regard to development at the Logistics Park Kansas City.

In August and September of 2017, the Board of Zoning Appeals heard its first two variance requests in over a decade on behalf of an applicant seeking relief from overly restrictive sign codes. One particular regulation provides that if a commercial building is both the only building on the lot and the only business, then that business is restricted to one sixteen (16) square foot wall sign. Staff believes the UDC was not intended to be written so strictly, but with no commercial retail development in the city for many years, the restriction was never noticed or put into practice. Staff believes this restriction should be re-written to be clearer and less burdensome to property and business owners.

Furthermore, Staff is requesting a full review of all sign regulations in order to make sure that the interests and vision of the Planning Commission and City Council are met by the Unified Development Code. Some items Staff believes should bear closer inspection are as follows:

- Monument sign regulations and approved materials.
- Wall sign size, location, and approved materials.
- Directional signage for the Logistics Park.
- Location of signs in relation to the Public Right-of-Way and vision triangles.

Staff expects other items in need of revision to be revealed during the course of the review. All requested changes will be brought before the Planning Commission and City Council for approval prior to any changes in Staff policy or review and approval of any sign permit applications.