

**EDGERTON CITY COUNCIL
MEETING AGENDA
CITY HALL, 404 EAST NELSON STREET
MARCH 12, 2026
7:00 P.M.**

Call to Order

1. Roll Call

___ Roberts ___ Longanecker ___ Lewis ___ Conus ___ Lebakken ___ Malloy

2. Welcome

3. Pledge of Allegiance

Consent Agenda *(Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action)*

4. Approve Minutes from February 26, 2026, Regular City Council Meeting

Motion: _____ Second: _____ Vote: _____

Regular Agenda

5. Declaration. At this time Council members may declare any conflict or communication they have had that might influence their ability to impartially consider today's issues.

6. Public Comments. Members of the public are welcome to present their items of concern to the City Council. The Council will not discuss or debate these items, nor will the Council make decisions on items presented during this time. Speakers should address their comments to City Council only not members of the audience or staff.

Persons wishing to address the City Council must sign up before the meeting begins. Speakers must provide their name and address for the record and are limited to three (3) minutes. The maximum time limit for all speakers will be a total of thirty (30) minutes.

Written comments must be submitted by close of business on the day prior to the meeting at CityClerk@edgertonks.org. Written comments shall include name and address for the record.

7. Presentation of Report on Fire Protection Services Governance Options by Emergency Services Consulting International (ESCI)

Business Requiring Action

8. CONSIDER OUTSIDE CITY LIMITS WATER SERVICE APPLICATION

Motion: _____ Second: _____ Vote: _____

9. CONSIDER ORDINANCE NO. 2192 AMENDING ARTICLE 12 – SIGNS - OF THE UNIFIED DEVELOPMENT CODE (UDC) OF THE CITY OF EDGERTON, KANSAS AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH

Motion: _____ Second: _____ Vote: _____

10. Report by the City Administrator

- Annual Review of Water Emergency and Water Conservation Plans
- STORMWATER & STREETS Dedicated Sales Tax Update

11. Report by the Mayor

12. Future Meeting Reminders:

March 26: City Council Meeting
April 9: City Council Meeting
April 14: Planning Commission Meeting
April 23: City Council Meeting
May 12: Planning Commission Meeting

13. CONSIDER RECESSING INTO EXECUTIVE SESSION PURSUANT TO THE ATTORNEY/CLIENT EXCEPTION TO INCLUDE CITY ATTORNEY, CITY ADMINISTRATOR, DEVELOPMENT SERVICES DIRECTOR, AND CODE ENFORCEMENT OFFICER FOR THE PURPOSES OF ATTORNEY/CLIENT COMMUNICATION (K.S.A. 75- 4319(B)(2))

14. Adjourn

EVENTS

March 16-20: Edgerton Spring Break Activities
March 16: Pancakes and Board Games
 Movie & Popcorn
March 17: Animal Wonders
 Leprechaun Hunt
March 18: Color Fight
March 19: Operation Wildlife Bird Migration Presentation
March 20: Electric Mad Science Show
March 21: 2026 Low-Cost Pet Vaccine Clinic

**City of Edgerton, Kansas
Minutes of City Council Regular Session
February 26, 2026**

A Regular Session of the City Council was held in the Edgerton City Hall, 404 E. Nelson, Edgerton, Kansas on February 26, 2026. The meeting convened at 7:00 PM with City Council Mayor Roberts presiding.

1. ROLL CALL

Donald Roberts	Present
Clay Longanecker	Present
Josh Lewis	Present
Deb Lebakken	Present
Bill Malloy	Absent
Ron Conus	Present

With a quorum present, the meeting commenced.

Staff in attendance:

- City Administrator, Beth Linn
- City Attorney, Todd Luckman
- Assistant to the City Administrator, Kara Banks
- Assistant to the City Administrator, Trey Whitaker
- City Clerk, Dusti Callahan
- Public Works Director, Dan Merkh
- Finance Director, Karen Kindle
- Development Services Director, Zach Moore
- Parks and Recreation Director, Levi Meyer
- Public Works Foreman, Chase Forrester
- Construction Inspector, Todd Veeman
- Utilities Superintendent, Mike Mabrey
- Senior Accountant, Justin Vermillion
- Recreation Superintendent, Brittany Paddock

2. WELCOME. Mayor Roberts welcomed all in attendance.

3. PLEDGE OF ALLEGIANCE. All present participated in the Pledge of Allegiance.

Consent Agenda *(Consent Agenda items will be acted upon by one motion unless a Council member requests an item be removed for discussion and separate action)*

4. Approve Minutes from February 12, 2026, Regular City Council Meeting

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Councilmember Longanecker moved to approve, seconded by Councilmember Lewis to approve item 4 on the Consent Agenda. The motion carried 4-0 by the following vote:

Yes: Longanecker, Lewis, Conus, Lebakken

Absent: Malloy

Regular Agenda

5. **Declaration.** Council members had nothing to declare.

6. **Public Comments.** There were no public comments made.

Business Requiring Action

7. **CONSIDER ORDINANCE NO. 2191 AMENDING ARTICLE 6 – PLANNED UNIT DEVELOPMENTS - OF THE UNIFIED DEVELOPMENT CODE (UDC) OF THE CITY OF EDGERTON, KANSAS AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH**

Zach Moore, Development Services Director, stated at the last meeting in February that the draft update for Article 6 was passed out to councilmembers for review. The first piece is the planning and development section. This proposed update to the UDC is the first step in a complete rewrite of the City's UDC, with several additional updates to follow throughout 2026. A draft of the new proposed regulation was presented to the Planning Commission at their January 13, 2026, meeting, where a public hearing was held with no public comment. The Planning Commission voted to recommend approval of the new draft PUD regulation with a 4-0 vote following their discussion.

Councilmember Longanecker asked how the PUD is working out now.

Mr. Moore said that we have a great relationship with the company that had the first PUD approved. Our inspector is out there often and on a first name basis. There were a few hiccups, but things are smooth now.

Councilmember Longanecker said he did not see anything wrong. He wants more updates, but the new development looks great to him.

Mr. Moore stated that it is something he can update on at quarterly updates.

Councilmember Lebakken said that would be great and exciting.

Councilmember Longanecker expressed over the years, developments could turn into Cracker Jack boxes. He stated he likes the variety and the ability to change things around.

Councilmember Lebakken moved to approve, seconded by Councilmember Longanecker to approve Item 7. The motion carried 4-0 by the following vote:

Yes: Longanecker, Lewis, Conus, Lebakken

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Absent: Malloy

8. CONSIDER A CONTRACT WITH JANI-KING OF KANSAS CITY TO PROVIDE COMMERCIAL CLEANING SERVICES FOR 2026

Levi Meyer, Parks & Recreation Director, stated after using Jani-King for 2025, staff recommends one small change in the scope of services, to remove floor cleaning services only at the Greenspace, due to part-time staff already completing that as part of their regular cleaning schedule. Jani-King approved the request, resulting in a \$265 cost reduction for services at The Greenspace. The proposed total monthly cost of \$1,525 or \$18,300 annually. The 2026 Annual Budget allocated \$33,600 for cleaning services. This provides savings of \$15,300.

Councilmember Longanecker moved to approve, seconded by Councilmember Lewis to approve Item 8. The motion carried 4-0 by the following vote:

Yes: Longanecker, Lewis, Conus, Lebakken

Absent: Malloy

9. CONSIDER ANNUAL HOLIDAY AND EVENT CLOSURES FOR THE GREENSPACE

Levi Meyer, Parks & Recreation Director, recommends the closing schedule to include city-observed holidays, a few actual holidays, and large events that will utilize the Greenspace. This schedule for closures will now be scheduled annually in December.

Councilmember Lewis moved to approve, seconded by Councilmember Lebakken to approve Item 9. The motion carried 4-0 by the following vote:

Yes: Longanecker, Lewis, Conus, Lebakken

Absent: Malloy

10. CONSIDER RESOLUTION NO. 02-26-26A UPDATING THE CITY OF EDGERTON'S EMPLOYEE POLICIES AND REGULATIONS

Assistants to the City Administrator, Kara Banks and Trey Whitaker, went over Item 10. These updated policies and regulations establish standards and clear guidance for day-to-day operations. This serves as a practical reference for employees and supervisors and supports fair, uniform application of workplace practices across all departments. Highlights of changes include bringing the City in compliance with various state and federal laws, clear language to remove confusion on legal terminology, eliminated conflicts between various sections, adding

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new policies such as AI, social media, uniform and dress, legal disclosures, employee-vendor relationships, ethics, etc. No changes were made to paid sick or vacation leave or to accumulation of leave.

Councilmember Longanecker asked about retirees being able to still have insurance through the City.

Ms. Banks said they reached out to the City's insurance provider. Retirees are eligible at 125% of the cost of our full-time employees. Retirees can have insurance through the City at a premium until they are eligible for Medicare.

City Administrator, Beth Linn, shared that 2009 is when the last manual was done.

Councilmember Lebakken asked if employees are not offered short- and long-term disability insurance, especially for parental leave.

Ms. Linn stated that it is offered as a voluntary benefits. Sections also allow for unpaid leave.

Councilmember Lebakken asked if there is no paid maternity leave.

Ms. Linn stated that is correct, there is no paid maternity leave, just voluntary options or unpaid leave.

Councilmember Longanecker moved to approve, seconded by Councilmember Lewis to approve Item 10. The motion carried 4-0 by the following vote:

Yes: Longanecker, Lewis, Conus, Lebakken

Absent: Malloy

11. APPROVE AWARD OF BID FOR 2026 LPKC AND GRADE SEPARATION MOWING TO SCARECROW FARM AND LAWN

Chase Forrester, Public Works Foreman, stated since 2016 staff has contracted the right-of-way mowing activities along Homestead Lane for various reasons, primarily safety and a consistent level of service. Bids were received, ranging from \$23,152 to \$35,552, including the bid-alternate. This mowing agreement includes the grade separation for 2026-2028. The outline included cost per location and trimming, and edging activities broken out. Staff recommends approving a three-year (2026-2028) contract with Scarecrow Farm and Lawn for the contract due to past knowledge, understanding and expectation of the service requested, as well as the lowest bid in overall cost. The combined annual bid amount of \$23,152 is within the allocated 2026 Annual Budget. The bid sets this annual price for all 3 years, 2026-2028.

Councilmember Lewis asked if there would be a price increase over the term.

Mr. Forrester stated this is a flat rate for the term.

Councilmember Lewis moved to approve, seconded by Councilmember Conus to approve Item 11. The motion carried 4-0 by the following vote:

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Yes: Longanecker, Lewis, Conus, Lebakken

Absent: Malloy

12. Report by the City Administrator

- Q4 Financial Report

Karen Kindle, Finance Director, gave a brief overview detailing the unaudited funds. The official audit happens next week. Ms. Kindle went over the general fund income and expenditures with comparison from 2025 estimates and year-to-date actual amounts. Ms. Kindle then gave a brief overview of the unaudited water fund income and expenditures. Finally, Ms. Kindle gave an overview of the unaudited sewer fund revenues and expenditures.

Councilmember Conus asked why the budget authority is over twice what the actual budget was on paper.

Ms. Kindle explained that we budget the reserve amount. We estimated a certain amount and that is included in the budget. After the 2017 flood, budgeting the reserve line has been standard. She stated the reserve is in its own separate line and is only available if needed and approved.

City Administrator, Beth Linn, stated it is good to have in case of an emergency in time of need versus inability to access.

Council complimented Ms. Kindle's work.

Mayor stated the flood did teach a lot of lessons. It was a horrible event for everyone. He believes the way the City budgets now is truly the right way to do it.

- Q4 Utilities Report

Mike Mabrey, Utilities Superintendent, gave a brief overview of November 1, 2025, through January 31, 2026. About 9,131,700 gallons of water were pumped. Of the 424 locates, including water and sewer lines, nineteen locates were emergency. There was a total of five-meter changeouts, twenty-three new meters installed, twelve meters to maintenance, and one fire hydrant repair. A total of eighteen turn-offs were made for nonpayment. 59 new move-ins and 34 move-outs. KDHE Sanitary Inspection is due in 2026, this is done every 3 years. A new 2026 test is coming for the EPA Lead and Copper Rule. The Consumer Confidence Report is done annually in June. 15,138,000 gallons of sewer were treated. 149,000 gallons of liquid sludge were removed, and 120 tons of dry sludge were removed. There were 10+ daily maintenance operations. The Sewer Jetting Program was completed for 2025.

Councilmember Conus asked what the average life is for electronic water meters.

Dan Merkh, Public Works Director, stated they have a 10-year full replacement warranty with a stepped-down warranty for an additional 10 years. The manufacturer does not give estimated life, but the warranty is indicative of what it could be.

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Ms. Linn stated that this is a great segway to start this discussion. The policy discussion will be brought to City Council for the replacement program.

Mr. Merkh said there are replacements every year. We are at 10 years since installation in 2016. Mr. Mabrey stated the majority of issues are connected to the dial. We have gone back to a dial to be able to manually read the meters and usage.

- KRWA Voting Delegation

City Administrator, Beth Linn, stated staff recommends the Voting Delegate at the KRWA conference as Mike Mabrey and Chance Heinz as alternate.

Councilmember Longanecker moved to approve the KRWA Voting Delegation, seconded by Councilmember Lebakken to approve. The motion carried 4-0 by the following vote:

Yes: Longanecker, Lewis, Conus, Lebakken

Absent: Malloy

City Administrator, Beth Linn stated that she and Brittany Paddock, Recreation Superintendent, attended the last two Frontier Days meetings. Frontier Days will not be doing one in the Summer of 2026, but the committee is considering moving the event to the fall.

Mayor recommends the City Council invite them to a work session to discuss alternatives to consider. He has heard from staff that last year we were the main fund contributor, and this year that would be the same. This leaves him with some hesitancy, as it is a private event. Ms. Linn stated that the entirety of funds came from the City of Edgerton, and the same would be for 2026. The City reduced the donation amount from \$30,000 to \$15,000. Generally, the City has been the majority of the total fundraising. Mayor stated in the original years for the celebration, the City funded nothing other than dumpsters. The City's donation started around \$5,000, and then it crept up, some years, very significantly. He added there used to be significant private money going towards the celebration, but that has declined. Mayor will reach out to for a work session with them, with a planned start time of 6pm. If the time allocated doesn't cover the discussion, we can have another one. There is no public comment, but public can come.

Ms. Linn invited Brittany Paddock, Recreation Superintendent, to join us to talk about moving Meat Inferno to September to move away from other competitions with higher prize money. Ms. Paddock stated that this change gives the City an option to do an event in October. She proposed a Trunk-or-Treat Car Show. Car Shows are fairly popular and well attended in our area. The plan would be for cars to park down Nelson and to pass out candy.

Ms. Linn stated that Ms. Paddock looked at holes in events, and October has a lot of chatter. This will bring the car piece in with the family and kids. The plan is for the second weekend of

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October, so the City does not take away from other Halloween events in town or the night itself.

Mayor stated that the last car show, the City had downtown was done by a Car Club, and they had cars down Nelson from the bank to the school. It was awesome.

Ms. Paddock gave an America 250 update. She stated the City is planning to have a community breakfast, where veterans eat for free. There will be two live eagles for a demonstration, and other events planned during the day. A scavenger hunt is in the works, and so is a park fly-over. Out at the park, there will also be a Mad Science Show explaining about how fireworks are made and work. There will be an amusement ride and inflatables. The Bubble Lady will be there, stilt-walking with an Uncle Sam costume. There will also be a giant blow up of Uncle Sam.

Ms. Linn is excited, because with the 4th being on a Saturday, most people will be off work on Friday, July 3rd. This will give people a way to spend the whole day with family celebrating. We need sponsors, as always.

Ms. Linn stated that Mr. Moore would be handing out code section updates for the sign code. Mr. Moore let Council know the new language in the handout is blue, what is recommended to take out is in red. It is for commercial and industrial districts. This is for review to be on the next regular agenda for approval.

Mr. Moore also informed Council that Scoopy's Café has closed. However, an individual in town is opening the Happy Cow Café, hoping to open before Spring Break.

Ms. Linn stated that staff have been in contact with the new business owner, and a ribbon cutting is in the works. If you know of kids in town, there are a lot of activities planned for Spring Break, with two events every day at Greenspace.

13. Report by the Mayor

Mayor encouraged Council to talk to their neighbors about the mail-in election. If you hear of someone not receiving their ballot, the election office will give them a printed ballot to vote there. He encourages those to go to the Johnson County Election Office to take care of that. The City has nothing to do with how election ballots are mailed out. The election office handles everything.

Ms. Linn wants to remind those that these ballots are due on Tuesday at noon. Citizen surveys are coming soon. Tomorrow is the blood drive from 10 AM to 2 PM at the Greenspace.

Mayor added item 13.5.

13.5 CONSIDER RECESSING INTO EXECUTIVE SESSION PURSUANT TO THE ATTORNEY/CLIENT EXCEPTION TO INCLUDE CITY ATTORNEY, CITY

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ADMINISTRATOR, AND PUBLIC WORKS DIRECTOR FOR THE PURPOSES OF CONTRACT NEGOTIATIONS (K.S.A. 75- 4319(B)(2))

Mayor Roberts requested a motion to recess into executive session. Councilmember Longanecker moved to recess into executive session pursuant to K.S.A 75-4319(B)(2) for the purpose of discussing contract negotiations. Councilmember Lebakken seconded the motion.

The executive session will start at 8:13 PM and last 10 minutes. The open meeting will resume in the Council Chambers at 8:23 PM.

Yes: Longanecker, Lewis, Conus, Lebakken

Absent: Malloy

Councilmember Longanecker moved to extend executive session for 5 additional minutes. Councilmember Lebakken seconded the motion.

Councilmember Longanecker moved to return to open session with no action being taken. Seconded by Councilmember Lebakken. Motion passed unanimously, and the open session resumed at 8:28 PM.

14. Future Meeting Reminders:

Mayor reminded the Council of the future meetings for the Council and Planning Commission, as well as the events scheduled at The Greenspace.

- February 26: City Council Meeting
- February 26: Easter Egg Wreath
- February 26: Om Grown Yoga
- March 10: Planning Commission Meeting
- March 10: Tales for Tots – Potatoes
- March 10: Scrappy Porch Bunny with The Barefoot Builder
- March 12: City Council Meeting
- March 16-20: Edgerton Spring Break Activities
- March 24: Toddler Gym Jam
- March 26: City Council Meeting

15. Adjourn

Councilmember Lewis moved to adjourn, seconded by Councilmember Conus. The motion carried 4-0 by the following vote:

Yes: Longanecker, Lewis, Conus, Lebakken

Absent: Malloy

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The meeting was adjourned at 8:29 pm.
Submitted by Dusti Callahan, City Clerk.

DRAFT

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DATE: March 12, 2026

TO: Mayor and City Council Members

FROM: Beth Linn, City Administrator
Kara Banks & Trey Whitaker, Assistants to the City Administrator

SUBJECT: ESCI Fire Protection Services Governance Options Report

On February 6, 2025, Johnson County Board of County Commission (BOCC) passed a resolution to consolidate Johnson County Fire Districts #1 and #2 into Johnson County Consolidated Fire District No. 1 (JCCFD1). Council Members discussed the change at their meeting on February 13, expressing concerns about the structure of the governance of JCCFD1. Council members specifically were focused on the use of the Johnson County Board of County Commissioners as the Governing Body for the newly consolidated district because none of the BOCC members currently live within the consolidated district's boundaries.

Based on this concern, City Council directed staff to research other options to provide fire protection services to the City of Edgerton. On March 27, 2025, City Council approved a contract with ESCI to study the governance options for fire protection services within Edgerton.

ESCI evaluated several options, including:

- Retain services with Johnson County Consolidated Fire District #1
- Set-up a new fire department
- Detach from fire district and contract for fire protection services with JCCFD1
- Contract with another fire department

Based upon the results of their study, ESCI recommends that the City of Edgerton retain the services of JCCFD1 and initially observe how the new fire district functions and engage with the new Advisory Board to help direct the newly consolidated district. The full report and recommendations are attached to this memo.

ESCI will attend the March 12, 2026 to present the report to the Governing Body.





FIRE PROTECTION SERVICES GOVERNANCE OPTIONS

City of Edgerton, Kansas
March 2026

 1-800-757-3724

 info@esci.us www.esci.us

 www.esci.us



Emergency Services Consulting International
Helping Change the World, One Community at a Time



Acknowledgments

City of Edgerton, Kansas

Mayor | Donald Roberts

City Administrator | Beth Linn

Assistant to the City Administrator | Kara Banks

Assistant to the City Administrator | Trey Whitaker

Johnson County Consolidated Fire District #1

Fire Chief | Trig Morley

Deputy Chief of Operations | Aaron Winkler

Division Chief of Logistics | Chris Russell

Fire Marshal | Brad Ralston

Johnson County, Kansas

Assistant County Administrator | Adam Norris

Deputy Director Fire Services Administration | Jim Francis



Table of Contents

Table of Contents..... 3

Executive Summary..... 5

Key Concerns & Context..... 5

Service Governance Options..... 6

Recommendations..... 9

Background & Process 11

City of Edgerton, Kansas 14

Governance 14

Public Safety 15

Communications..... 15

Johnson County..... 16

Board of Commissioners..... 16

Fire Districts Consolidation 17

Johnson County Consolidated Fire District #1 19

Organizational Structure 19

Current Staffing..... 19

Facilities 20

Apparatus 22

Training Program 22

Accreditation & ISO..... 23

Finances 25

Service Delivery & Performance 26

Service Demand Analysis 26

Service Governance Options 43

Option 1: Retain the Services of Johnson County Consolidated Fire District #1 43

Option 2: Detach From the Fire District and Contract with the JCCFD1 43

Option 3: Establish a City Fire Department 43

Option 4: Contract with Another Fire Department 45

Johnson County Consolidated Fire District #1 Impact..... 50

Option Evaluations..... 50

Recommendations 68

Recommendation 1 - Adopt an Evaluative Approach 68

Recommendation 2 - Engage in Advisory Board Development..... 68

Recommendation 3 – Poll Community on Options..... 68

Recommendation 4 - Retain Independent Legal Counsel 68

Recommendation 5 - Establish a Fire Department Transition Fund 68



Appendix A – Detailed Station Conditions..... 71
Appendix B – Kansas Statute 19-3604 78
Appendix C – Johnson County Mutual Aid Interlocal Cooperation Agreement..... 79
Index..... 98



Executive Summary

The City of Edgerton, Kansas (a third-class statutory city) retained Emergency Services Consulting International (ESCI) to evaluate options for providing fire protection services to the community. This evaluation was prompted by the Johnson County Board of County Commissioners' decision in early 2025 to consolidate Johnson County Fire District #1 (JCFD1) and Johnson County Fire District #2 (JCFD2) into a single entity, the Johnson County Consolidated Fire District #1 (JCCFD1).

Key Concerns & Context

- **Governance Shift:** The consolidation dissolves the existing Johnson County Fire District #1 Board of Directors (composed of district residents), which served as the governing body for JCFD1, and transfers governance and oversight to the Johnson County Board of County Commissioners (JCBOCC). The consolidation creates a new Advisory Board to provide guidance and recommendations to the Board of County Commissioners on the JCCFD1 budget, resource allocation for fire protection services, operations and management, and the review of operational policies.
- **City of Edgerton's Concern:** The City of Edgerton is concerned that this new governance structure removes local control and elevates the governance of the new consolidated district to the JCBOCC, potentially leaving none of the decision makers to live within the new Consolidated District's service area, with then no representation from the city.
- **Current Service Quality:** The JCFD1 currently delivers fire protection and has a high public approval rating of 94% in the 2024 Community Survey. The fire department holds a high Insurance Services Office (ISO) Public Protection Classification (PPC) rating of 2/10.
- **Local Service & Performance:** The JCFD1 operates two stations within Edgerton (Stations 81/HQ and 85). The combined call volume of the two stations averages about 1 call per day, making them the slowest stations in the district. Of these, approximately one-half are within Edgerton municipal boundaries. In 2024, the first-arriving unit met the NFPA 1710 benchmark of a 4-minute travel time 46.1% of the time (with the 4-to-8-minute travel time category reaching 89.6%).

- **JCFD1 Facilities in Edgerton:** Station 81/Headquarters (built in 2021) is in “Excellent” condition, while the older Station 85 (built in 1979 and remodeled in 2010) is rated “Poor.”

Service Governance Options

The following are the options that were evaluated in the report along with their pros/cons.

1. **Retain Services of JCCFD1 (Option 1):** Retains high-quality, career fire protection services and response times meeting and/or exceeding industry standards.

Figure 1. Option 1 Pros/Cons

PROS

- Services continue as is—no change
- City does not have to take on a fire department responsibility
- Fire protection costs are shared with population outside the community
- Strong ISO rating
- No staffing concerns
- High public approval rating

CONS

- Must be a part of a larger response community
- Reduced voice on decision-making due to regional service approach
- Currently, must be content with voice/influence through an advisory board.
- Must contribute to fire service organization needs that may not have direct impact on Edgerton.



2. **Detach From the Fire District and Contract with the JCCFD1 (Option 2):** Requires a formal detachment process but would allow the City of Edgerton to negotiate a contract that specifies service levels, accountability, and costs, providing a more targeted voice in service delivery without anticipated operational changes to JCCFD1.

Figure 2. Option 2 Pros/Cons

PROS

- Services continue as is—no change
- City does not have to take on a fire department responsibility
- Fire protection costs are shared with population outside the community
- Strong ISO rating
- No staffing concerns
- City can negotiate services and quality under contract terms
- May force JCCFD1 to identify specific costs to Edgerton

CONS

- Must be a part of a larger response community
- Voice on decision-making is confined to terms of contract
- Contribution to fire service organization needs may not have direct impact on Edgerton.
- Contracts can be cancelled forcing a Plan 'B' to always be available.
- Less flexibility with service changes as changes mid-contract could only be adopted at contract renewal time.
- City would have to manage costs of collecting fire service taxes to pay to JCCFD1.
- Community tax roles will need to be adjusted
- Will need to go through a government detachment process
- JCCFD1 could choose not to contract with Edgerton



3. **Establish a City Fire Department (Option 3):** This option would place the responsibility of fire services under the direct control of the City of Edgerton. Edgerton would determine the type and model of fire service provided.

Figure 3. Option 3 Pros/Cons

PROS

- City officials have full control of fire protection/prevention services
- City officials determine quality of services to provide to community. They could lower costs if they wanted lower levels of service.
- No negotiations with 3rd parties of service provision
- City can choose response models

CONS

- Would need to expand Edgerton city government
- May yield higher costs of service to community since costs are not shared as widely
- Will impact JCCFD1 in unknown ways which could impact how JCCFD1 can provide aid to Edgerton
- FD scheduling/payrolls are unique requiring expansions of government systems
- Must budget for additional infrastructure and capital expenses. Fire equipment costs are rapidly rising.



4. **Contract with Another Fire Department (Option 4):** Options include nearby volunteer departments (which would lower performance expectations); the sole career department, Northwest Consolidated Fire District (NWCDFD); or bringing an outside organization into Edgerton. Contracting with a private fire department is also an option but introduces the concern of profit motive.

Figure 4. Option 4 Pros/Cons

PROS

- Services defined under a contract
- Edgerton does not have to address issues associated with standing up their own fire department
- Contract allows full input to quality of services
- Costs could be reduced since it's likely volunteer fire departments will have lower revenue needs

CONS

- Longer response times
- Unpredictable response levels
- Lower quality of service from volunteer organizations
- Will have to rely on other organizations to deal with staffing issues
- Weaknesses of other organizations are experienced by Edgerton

Recommendations

The report provides five recommendations for the City of Edgerton to pursue:

Recommendation 1 - Adopt an Evaluative Approach: ESCI commends the City's proactive approach to this issue and to, initially, observe how the new organization develops.

Recommendation 2 - Engage in Advisory Board Development: The City should engage the JCBOCC in the development of the new JCCFD1 Advisory Board.

Recommendation 3 - Poll Community on Options: Conduct a community poll to gauge public opinion on the various service governance options.

Recommendation 4 - Retain Independent Legal Counsel: The City should retain independent legal counsel to review State of Kansas statutes and local regulations related to fire district detachment, contracts, and formation. All references to legal procedures or current legislation have not received a legal review.

Recommendation 5 - Establish a Fire Department Transition Fund: The City should create a financial reserve to address the immediate and long-term costs associated with detaching from JCCFD1 or establishing a new City department, regardless of the option ultimately chosen.



Background & Process

The City of Edgerton retained Emergency Services Consulting International (ESCI) to evaluate options for delivering fire protection services to the community.

In early 2025, the Johnson County Board of County Commissioners (BOCC) voted to consolidate Johnson County Fire District #1 (JCFD1) and Johnson County Fire District #2 (JCFD2) into a single fire district and organization, citing goals to alleviate financial strains resulting from growth within JCFD1's boundary and shrinking property boundaries in JCFD2. JCFD1 covers the southwest and parts of the south-central portion of the county, including Edgerton. JCFD2 covers parts of the south-central and southeast portions of the county. Before the consolidation, Edgerton made up approximately 15% of the JCFD1 area and had the opportunity for representation on the JCFD1 Fire Board of Directors through the JCBOCC's appointment of residents of JCFD1. Maps of the two previous fire districts and the newly consolidated district are shown on the following pages.

With the creation of the new consolidated District, the JCBOCC will now govern it as outlined in Johnson County Resolution 014-25. Before the consolidation, the Fire Board of Directors was composed of residents within the District. Now, with the JCBOCC as the governing body for the District, there is no longer a requirement that governing body members be residents of the District. The City worries that the proposed governance structure creates too much distance between the Edgerton residents served by the District and the JCBOCC members who serve as the District's decision-makers.

The Resolution also creates a new Advisory Board composed of members representing the cities and District residents, appointed by the JCBOCC. The Advisory Board serves only as a recommending body, providing guidance to the JCBOCC. The JCBOCC is the decision maker on the JCCFD1 budget, resource allocation for fire protection services, operations and management, and the review of operational policies. Previously, the Fire District Board of Directors made these decisions, except for final approval of the annual budget. With consolidation, that authority now rests with the Board of County Commissioners, which governs the consolidated district.

The City of Edgerton has asked ESCI to provide and evaluate options for the City to move forward.

ESCI is an international firm providing specialized, high-quality, and professional consulting services in fire, EMS, police, and communications to organizations throughout the United States. ESCI, the trusted consulting arm of the International Association of Fire Chiefs (IAFC), has met emergency service providers' needs since 1976.

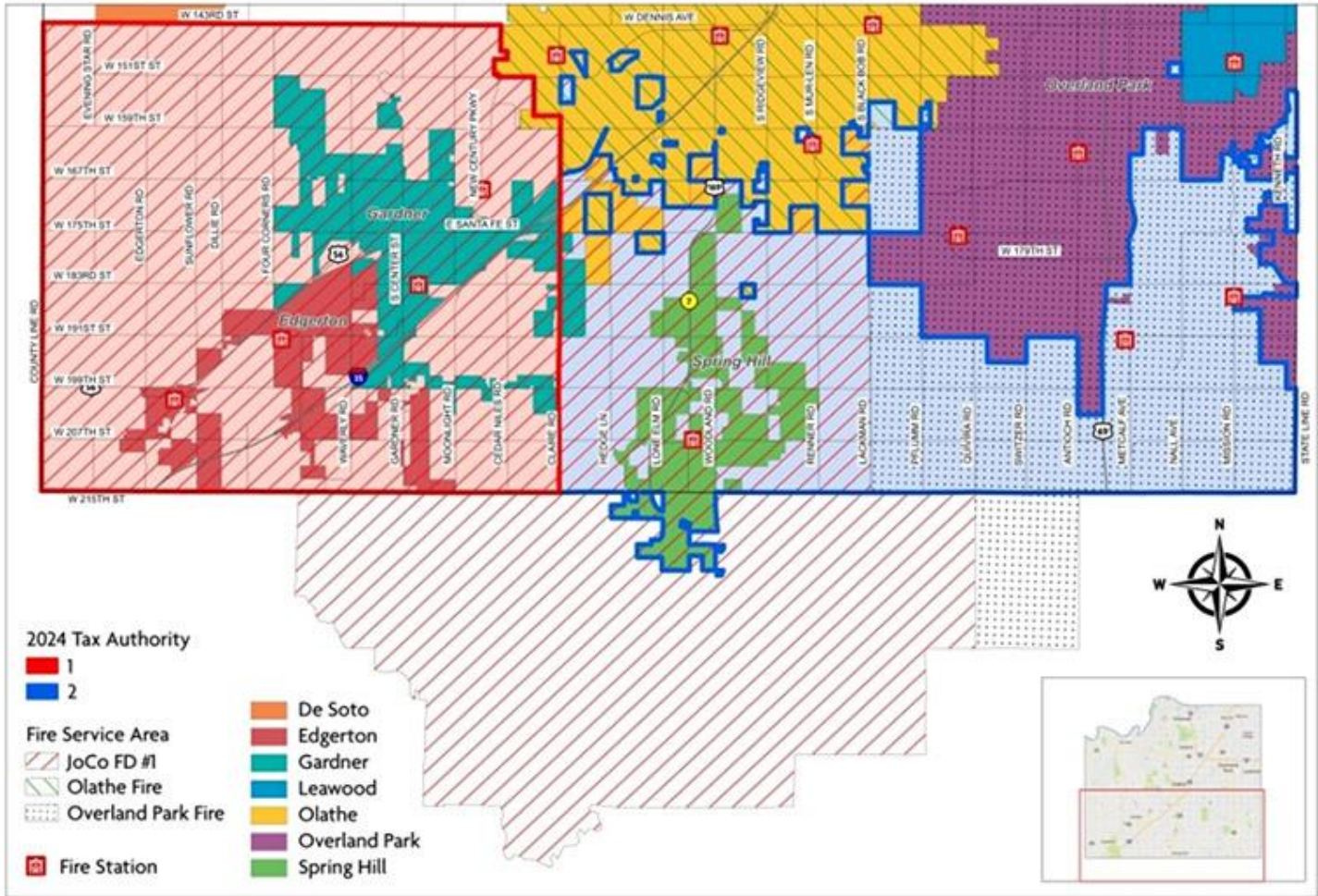


ESCI consistently provides innovative, sustainable recommendations that are readily understood by the public and valuable to elected officials in setting sound public safety policies. ESCI draws on consultants nationwide who are leaders in their respective fields to provide consulting services to municipalities, districts, nonprofit organizations, and the industrial and commercial communities. ESCI's Agency Evaluation provides a "snapshot in time" of the fire department, reviewing its structure, programs and processes, service delivery, and response performance in detail, and comparing current service to national standards, best practices, and the experience of ESCI's consultants. The project included a site visit, interviews with key elected and appointed officials and volunteer and career personnel, and an evaluation of fire stations and apparatus, with findings summarized and key recommendations offered.



Figure 5: Fire District Boundaries 2024 Fire District #1 & #2 Boundaries

*- Image from county documents courtesy of Johnson County Post.



City of Edgerton, Kansas

Edgerton, Kansas, is a statutory third-class city in the southwest corner of Johnson County, a growing and affluent county. Johnson County, in northeast Kansas, is part of the Kansas City Metropolitan Statistical Area (MSA), and Edgerton is a suburban community within this broader regional landscape. Despite its modest population of 1,671 residents, Edgerton plays a strategic role in the area’s economic and infrastructural development.

Guided by its community motto, “Global Routes, Local Roots,” Edgerton has effectively balanced small-town character with global connectivity. The city is home to Logistics Park Kansas City (LPKC), a master-planned distribution and warehouse development anchored by a BNSF Railway Intermodal that has operated for over a decade and serves as a



significant economic engine in the region. With over 5,000 direct jobs and over 20,000 indirect jobs, LPKC has positioned Edgerton as a vital logistics and transportation hub in the central United States.

Edgerton’s economic growth has been accompanied by a strong commitment to quality of life and public service. The Gardner Edgerton School District (USD 231) serves the community, meeting the city’s educational needs and providing a stable foundation for families in the area. As Johnson County continues to expand, Edgerton offers both the charm of a close-knit suburban environment and opportunities for strategic growth through partnerships and planning.

Governance

The City of Edgerton, Kansas, operates under a Council-Manager form of government comprising a Mayor and five City Council members. All members of the governing body are elected at-large and serve staggered four-year terms, ensuring continuity and representation throughout the community. In addition to the City Council, Edgerton maintains an appointed Planning Commission and a Board of Zoning Appeals to oversee land use and development.

The City also operates a Municipal Court, which provides local adjudication for ordinance violations and other applicable offenses. This function supports community standards and offers a more localized approach to justice.

Public Safety

Public safety in Edgerton is maintained through coordinated partnerships. Fire protection is provided by a separate taxing jurisdiction, now the Johnson County Consolidated Fire District #1, which offers essential fire and emergency response services to the community. The 2024 Community Survey ranked the Johnson County Fire District #1, with an overall 94% approval rating, the highest among the satisfaction scores. Medical services are provided by Johnson County MED-ACT, a countywide public ambulance service. Police services are provided by the Johnson County Sheriff's Department under a contractual agreement, ensuring professional law enforcement coverage tailored to the city's needs. Emergency management planning and coordination are handled by city staff in coordination with Johnson County, ensuring that the City of Edgerton is part of a broader regional network prepared to respond to natural disasters and other crises.

Communications

To keep residents informed and engaged, the City of Edgerton offers several communication platforms. The City maintains an interactive website with up-to-date information, service links, and public resources. A monthly newsletter highlights City updates, upcoming events, and community news. Edgerton has a strong Facebook presence. The City also hosts several annual events that foster civic pride and connection among residents, reinforcing the City's motto of "Global Routes, Local Roots." These efforts promote transparency and enhance the sense of community across Edgerton.

In summary, Edgerton exemplifies a dynamic suburban community with global economic relevance. Its location, infrastructure, and community values position it well for continued growth and investment, making it an important part of the Kansas City region and the State of Kansas' future.



Johnson County

Johnson County is the most populous county in Kansas. It is mainly an affluent suburban county within the Kansas City metropolitan area. Geographically, it spans about 470 square miles in northeastern Kansas, bordering Missouri to the east. The county features a mix of established, high-density suburbs like Overland Park and its county seat, Olathe, shifting to more rural and developing areas in the south and west. Demographically, the population is well-educated, with a high percentage of residents holding a bachelor's degree or higher. This high level of educational achievement helps boost the median household income, which is among the highest in the state.

Economically, Johnson County boasts a robust and diverse job market that has transformed from a historic "bedroom community" into a major employment center, with more workers now commuting into the county than out of it. Key sectors driving the economy include health care and social assistance; professional, scientific, and technical services; and retail trade. The county is home to major corporate headquarters, technology firms, and a strong finance and insurance industry. This economic strength is reflected in the high median property values and overall quality of life, which is consistently ranked favorably for public schools, family living, and outdoor activities.

Within Johnson County, Edgerton provides less than 1% of the county's population and occupies approximately 1.5% of the area of the county.

Board of Commissioners

The Johnson County Board of County Commissioners (JCBOCC) is the county's seven-member governing body. Led by a Chairman elected at-large and six commissioners representing specific geographic districts, all members serve four-year terms to ensure stable, experienced leadership for the community.

The JCBOCC holds broad legislative power to shape local policy and manage essential services. This authority includes comprehensive fiscal oversight, such as enacting local laws, levying taxes, making appropriations, and adopting the annual budget. Furthermore, the Board manages public appointments, selecting individuals for various county offices and commissions to ensure effective representation and oversight of key public functions.

This governance extends specifically to the management of fire protection services. Under Kansas Statute KSA 19-3613, the JCBOCC is authorized to form fire districts and appoint Boards of Trustees—who serve staggered three-year terms—to oversee them. To ensure these services remain well-funded, the Board also levies an ad valorem tax on property within each district. This oversight authority provided for the approval of the merger of

Johnson County Fire Districts #1 and #2 into a single entity to boost operational efficiency and resource sharing.

Fire Districts Consolidation

The Johnson County Board of County Commissioners approved Resolution No. 014-25 on February 6, 2025, which authorized the consolidation of Johnson County Fire District #1 (JCFD1) and Johnson County Fire District #2 (JCFD2). This decision marks a significant step forward in the strategic restructuring of fire services across the county. The groundwork for this move dates to 2017, when Emergency Services Consulting International (ESCI) conducted a comprehensive feasibility study. That study outlined a phased approach for consolidating JCFD1, JCFD2, and Northwest JCFD #3, with the current merger representing the first phase of that plan.

In 2021, operational alignment began when JCFD2 entered a contract with JCFD1 for administrative and oversight services. This contractual partnership set the stage for deeper integration, and by 2024, both Districts jointly submitted a formal request to the JCBOCC to legally consolidate their operations. This request culminated in the 2025 resolution that officially sanctioned the merger.

In addition, the JCBOCC, concurrently with the resolution, approved the creation of an Advisory Board to provide guidance on the operations of the new Johnson County Consolidated Fire District #1. The Advisory Board will include representatives from Spring Hill, Gardner, and Edgerton. The Board is tasked with overseeing the new, unified fire district and will report directly to both the county's Fire Services Administrator and the JCBOCC, ensuring accountability and maintaining performance standards.

The merger of the two taxing authorities was finalized in early 2026. Oversight responsibilities have fully transitioned to the JCBOCC, with guidance from the Advisory Board.

Consolidation Benefits

The consolidation of JCFD1 and JCFD2 brings several key benefits, enhancing operational efficiency, financial management, and strategic planning. One of the most immediate advantages is the integration of shared Johnson County administrative services. By leveraging existing county infrastructure, the new unified fire district can streamline functions such as human resources, payroll, and purchasing. This reduces redundancy and ensures consistency in administrative operations.

Another significant benefit is the reduction in administrative costs. Consolidation eliminates duplicate leadership and support roles, allowing the Consolidated District to reallocate those resources to frontline services and community protection. Additionally, the



use of Johnson County's established financial system provides greater fiscal oversight and transparency, while also simplifying budgeting, reporting, and auditing processes.

Operationally, consolidation improves response efficiency by centralizing command and control and optimizing resource deployment. A unified District structure allows for better coordination across stations, faster response times, and more strategic placement of personnel and equipment. This is especially valuable in meeting the increasing demands of growing communities within the service area.

Ultimately, consolidation facilitates long-term planning and financial stability. It positions the Fire District to prepare for future growth, both in population and service demand, with a unified vision. The reduced mill levies resulting from economies of scale offer tax relief to residents while maintaining high levels of service. Through unified leadership and planning, the new District is better equipped to invest in future capital needs, adapt to evolving risks, and maintain a high standard of public safety.



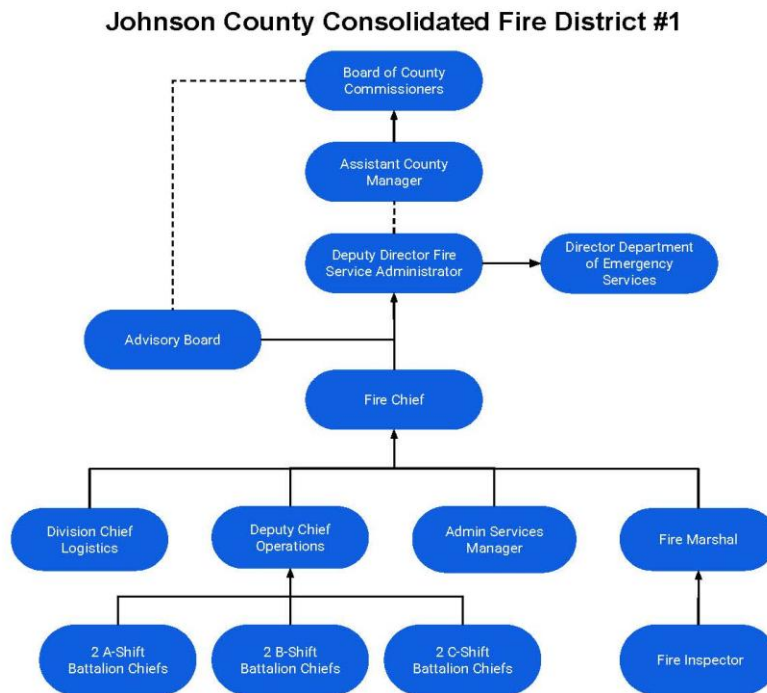
Johnson County Consolidated Fire District #1

Organizational Structure

The new organizational structure will take effect in early 2026. The new District, the Johnson County Consolidated Fire District #1 (JCCFD1), officially owns and is responsible for seven fire stations, two of which (Stations 410 and 411) are staffed by the Overland Park Fire Department. The JCCFD1 shares costs through a service contract. It is anticipated that Fire Station 410 and 411 will be transitioned into Overland Park in the future.

Following is the organizational chart for the JCCFD1. This district mirrors a typical fire organization design; however, governance structures vary across the nation. (Solid lines indicate formal communication/accountability lines and dashed indicate informal lines.)

Figure 6. JCCFD1 Organizational Chart



Current Staffing

The JCCFD1 is staffed by 74 full-time personnel and four (4) part-time firefighter/medics. The District operates on a three-platoon shift model to provide continuous emergency response coverage across its five fire stations. Two of the fire stations are in Edgerton (Stations 81 and 85). To meet operational demands, a minimum of 19 firefighters is required on duty daily to maintain 24/7 staffing. This staffing level ensures that all engines

and trucks are staffed with a minimum of three (3) firefighters, aligning with industry best practices for effective and safe emergency response.

Recognizing the need to enhance staffing resilience and improve operational flexibility, the JCCFD1 has incorporated plans to increase personnel over the next two fiscal years. Specifically, the District has budgeted for the addition of three (3) full-time firefighters each year in both 2026 and 2027. These planned increases will support the District's relief staffing model, helping to reduce overtime demands and improve coverage during scheduled leave or training periods. This forward-looking approach reflects the District's commitment to sustainable staffing and service delivery.

Facilities

Fire stations are essential for providing emergency services for several reasons. The location and design of a fire station can greatly influence how quickly it responds to emergencies, and poorly situated stations can cause significant delays, potentially leading to property damage or loss of life. Therefore, it is crucial to research needs based on service demand, response times, emergency types, and projected population growth before deciding where to place a station to ensure efficiency.

In addition to location, it is essential to ensure that fire stations are designed to meet the organization's and its personnel's needs and to effectively support the department's mission, as it currently exists and as it may evolve. The following are key considerations when assessing fire stations:

- Apparatus and equipment storage, including decontamination and disposal of biohazards
- Residential living space and sleeping quarters for on-duty personnel of all genders
- Kitchen facilities, appliances, and storage
- Bathrooms and showers for all genders
- Administrative and management offices, computer stations, and office facilities for personnel
- Training, classroom, and library areas
- Firefighter fitness area separated from other building components
- Public meeting space

In gathering information for this report, ESCI assessed the condition of each JCCFD1 fire station. Based on these findings, the JCCFD1 has an average number of station improvements to submit to the Johnson County Board of Commissioners for funding and approval. The Fire Chief and the County Deputy Fire Administrator are currently developing a comprehensive Capital Improvement Plan.

The evaluation performed by ESCI focused on the following key criteria:

- **Geographical Location:** Each fire station's strategic positioning was assessed, considering its proximity to potential high-risk areas, population density, and coverage requirements.
- **Accessibility to Major Transportation Routes:** To ensure prompt and efficient response times during emergencies, ESCI analyzed each fire station's ease of access to main transportation arteries.
- **Age of the Station:** The age of each fire station was considered in the evaluation, as older facilities may require increased maintenance, modernization, or replacement.
- **Adequacy of Facilities and Equipment:** ESCI assessed the overall condition and sufficiency of each fire station's facilities and equipment, examining factors such as storage capacity, maintenance areas, training facilities, and safety equipment availability. (**Error! Reference source not found.** depicts general outlines for station conditions.)

The following figure represents the overall condition of JCCFD1 facilities.

Figure 7. JCCFD1 Station Condition Summary

Fire Station	Condition
Fire Station #81	Excellent
Fire Station #82	Fair
Fire Station #83	Fair
Fire Station #84	Fair
Fire Station #85	Poor
Fire Station #410	Excellent
Fire Station #411	Fair

The District is foreseeing future discussions with the City of Overland Park to transfer assets at Fire Stations 410 and 411. As stated elsewhere in the report, Overland Park currently provides contractual staffing for both fire stations. This transition of assets would include the fire station, the real estate, and all equipment and fire apparatus currently at these locations. A detailed review of each facility is located in the Appendix.



Apparatus

The JCCFD1 operates a fleet of 19 specialized response units that provide comprehensive emergency services across the district. The District's emergency apparatus fleet is generally in excellent condition. The vehicles are not only well-maintained but are also supported by a forward-looking replacement plan that aligns with current industry standards. This approach reflects a high level of operational readiness and strategic financial stewardship by District leadership.

The national fire apparatus manufacturing industry is currently experiencing unprecedented delays, with some manufacturers reporting delivery timelines exceeding three years, although they are improving. These extended lead times require communities to secure funding for new apparatus well in advance of delivery, presenting substantial challenges for long-term financial planning and budgeting.

In response to this environment, the leadership of the JCCFD1 has implemented a proactive and fiscally responsible reserve fund strategy. This initiative is designed to replace three of the District's oldest apparatus without requiring voter approval through a special bond election. Demonstrating strong financial foresight, the District has planned for an investment exceeding \$3 million by leveraging reserve funding mechanisms, while maintaining a healthy reserve fund balance.

Training Program

Fire departments nationwide have a primary duty to train their personnel. As our national fire service has evolved, fire departments have transformed into full-service agencies with expanded responsibilities, increasing the demand for required training. Regular participation in a comprehensive, ongoing training program leads to safer, more efficient, and more effective emergency operations. Skilled emergency responders build confidence in their abilities to manage emergency incidents through consistent training that maintains and refines their skills, while also developing new capabilities.

Training Administration

To achieve the department's emergency response mission, the JCCFD1 provides training via the District's training team. The diverse team represents all ranks within the organization, and a shift Battalion Chief is responsible for the training direction and oversight. The training team generates monthly training packets for operations. All training records are managed through Fireworks software.

The District does participate in the Insurance Services Office (ISO), which requires detailed hours of specific training as part of its fire department ranking.



Training Facilities

The JCCFD1 currently partners with the Olathe Fire Department and participates monthly in a range of training programs at the Olathe Fire Department's New Foundry Training Center. In addition to fire-based training, the District also participates with Johnson County Med Act and Olathe Fire Department in quarterly EMS skills evolutions. The JCCFD1 also provides instructors to the Olathe Fire Department Training Center. These partnerships ensure that the JCCFD1 maintains proper training levels that support certifications and licensure.

Accreditation & ISO

The Commission on Fire Accreditation International (CFAI) offers an accreditation program designed to help fire and emergency service agencies worldwide achieve excellence through self-assessment and accreditation. This accreditation process involves:

1. **Self-Assessment:** Enables agencies to critically review their performance and services against internationally accepted benchmarks.
2. **Quality Improvement:** Emphasizes a continuous improvement model that ensures that fire departments remain up to date with the evolving challenges and maintain the highest quality of service to their communities.
3. **Peer Review:** As a part of the accreditation process, peer assessors review the department's self-assessment and conduct an on-site visit to validate the department's practices and performance.

The JCCFD1 is not accredited under the Commission on Fire Accreditation International (CFAI). However, there has been discussion at the County level regarding investigating the process.

The ISO (Insurance Services Office) PPC (Public Protection Classification) Rating is a system used to reflect a community's local fire protection for property insurance rating purposes. Here is a brief description:

1. **Scale:** The PPC rating is on a scale from 1 to 10, with 1 being the best and representing superior property fire protection, and 10 indicating that the area's fire-suppression program does not meet ISO's minimum criteria.
2. **Evaluation Criteria:** The rating assesses various factors, including fire department capabilities (equipment, staffing, training, and geographical distribution of firehouses), water supply (availability and distribution), and emergency communication systems (911 systems, equipment, and operator training).
3. **Insurance Impact:** Insurance companies use PPC ratings as part of their decision-making when deciding coverage and rates for personal or commercial property



insurance. A better PPC rating often translates into lower premiums, as a superior rating indicates a more effective fire response and, potentially, reduced fire damage.

4. **Community Value:** Beyond insurance, a good PPC rating can be a point of pride for a community, reflecting the effectiveness and efficiency of its fire protection services.

The current rating for the Johnson County Consolidated Fire District #1 is 2 on a 1–10 rating scale, the second-highest rating. The last time ISO conducted an evaluation was in 2016. With the formation of the new consolidated fire district, a new review is warranted.



Finances

The City of Edgerton's budget is broken down into five broad categories:

- General Fund
- Utility funds
- TIF funds
- Other funds
- Capital Fund (Vehicles & Equipment)

In evaluating the potential finances of Edgerton establishing its own fire department, ESCI reviewed the elements of the city's Capital budget. The City of Edgerton has a five-year capital replacement plan that focuses on vehicles and equipment and would have to be modified to accommodate a fire department fleet and its capital equipment expenses. Capital expenses for fire departments, other than fleet, which require regular replacement can consist of:

- Turnout gear (\$2,500/set to be replaced every seven to ten years)
- Radios (\$5,000 each to be replaced every ten to fifteen years)
- Hydraulic rescue equipment (\$25,000–\$40,000 to be replaced every ten years)
- Hose (to be replaced every ten years)
- AEDs and maintenance agreements (to be replaced every five years)
- Technology (computers and laptops) (\$1000/each to be replaced every four to five years)

Many of these items may be accessible through grant programs; however, grant programs should not be planned for or expected but considered a benefit that replaces already allocated funds.

Lastly, capital expenses would include fire station maintenance and upkeep. The amount would largely depend on whether the City of Edgerton would subscribe to a new fire station idea or try to rent/lease an older building.

Service Delivery & Performance

Service delivery and performance are the metrics that best illustrate the fire department's services to a community.

Service Demand Analysis

When assistance is requested, a service demand is made to the fire department. Analyzed by calendar year, the primary analyses of service demand include incident types, when they occur, and where they occur. The closest fire station unit arrives on the scene first 97% of the time.

Incident Type Analysis

Documentation of the response to incidents includes recording the type of incident found by an arriving unit. The National Fire Incident Reporting System (NFIRS) and its successor, the National Emergency Response Information System (NERIS), are industry-standard systems used by the local fire department to record this information. The systems track over one hundred incident types, which are grouped into series as illustrated in the following figure.

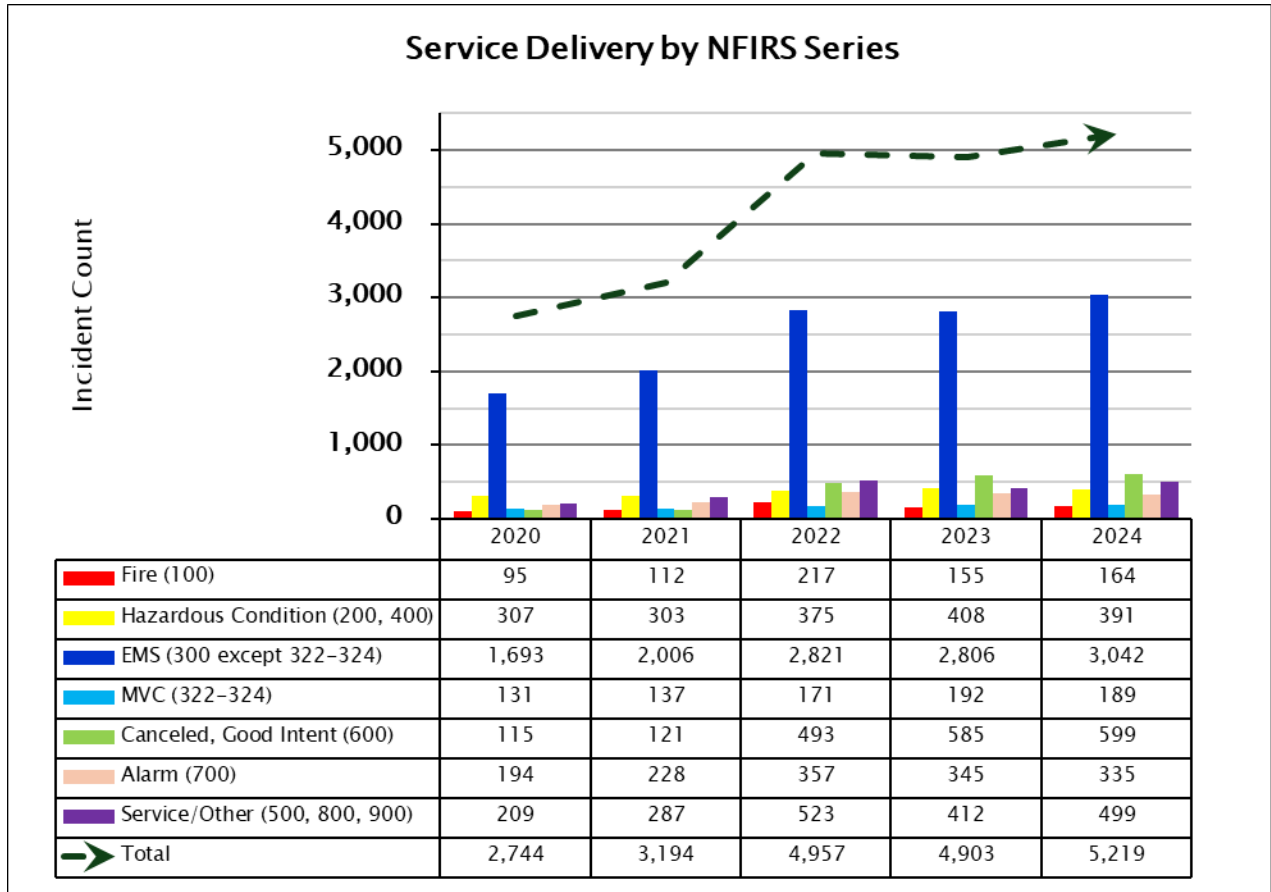
Figure 8. NFIRS Incident Series

Incident Series	Incident Heading
100-Series	Fires
200-Series	Overpressure Rupture, Explosion, Overheat (No Fire)
300-Series	Rescue and Emergency Medical Service (EMS) Incidents
400-Series	Hazardous Condition (No Fire)
500-Series	Service Call
600-Series	Canceled, Good Intent
700-Series	False Alarm, False Call
800-Series	Severe Weather, Natural Disaster
900-Series	Special Incident Type



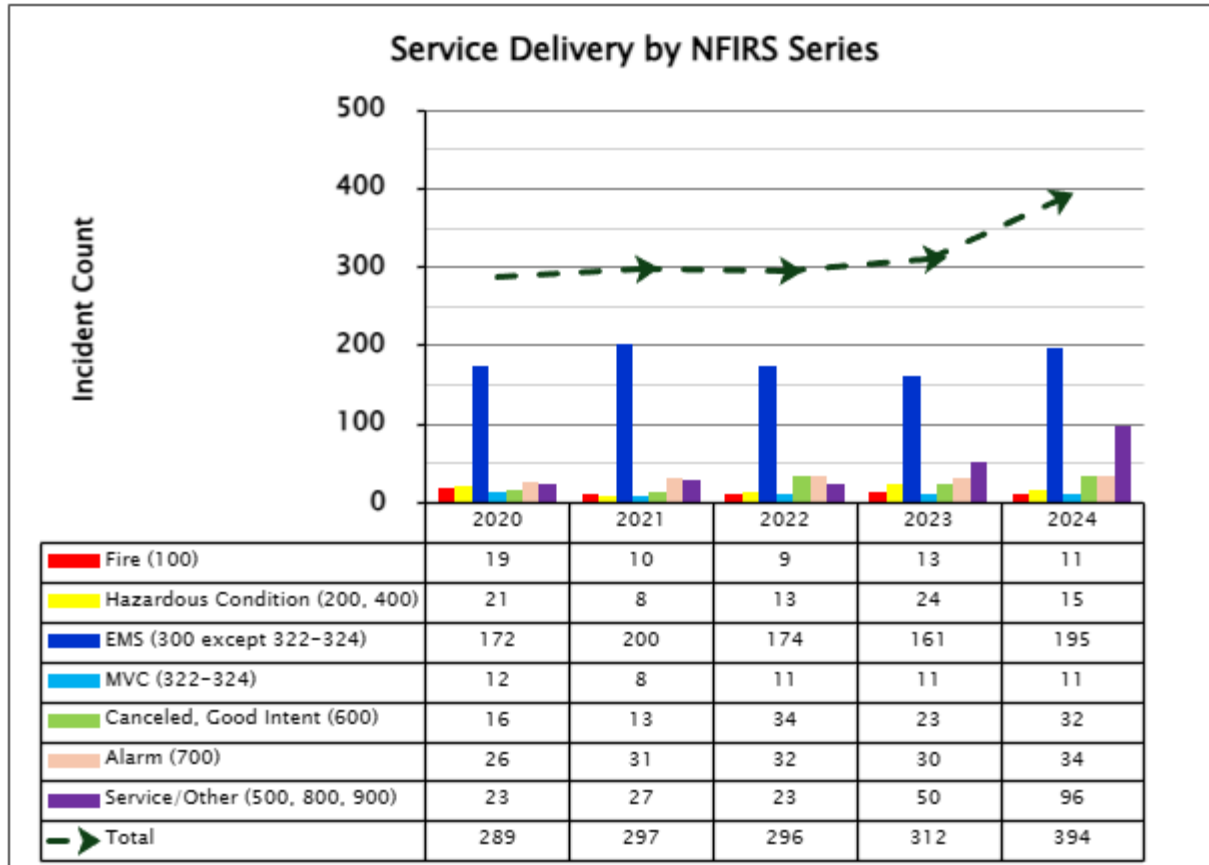
The following figure illustrates the types of incidents JCFD1 the has responded to over the past five years.

Figure 9. JCFD1 Service Demand by NFIRS Series, 2020–2024



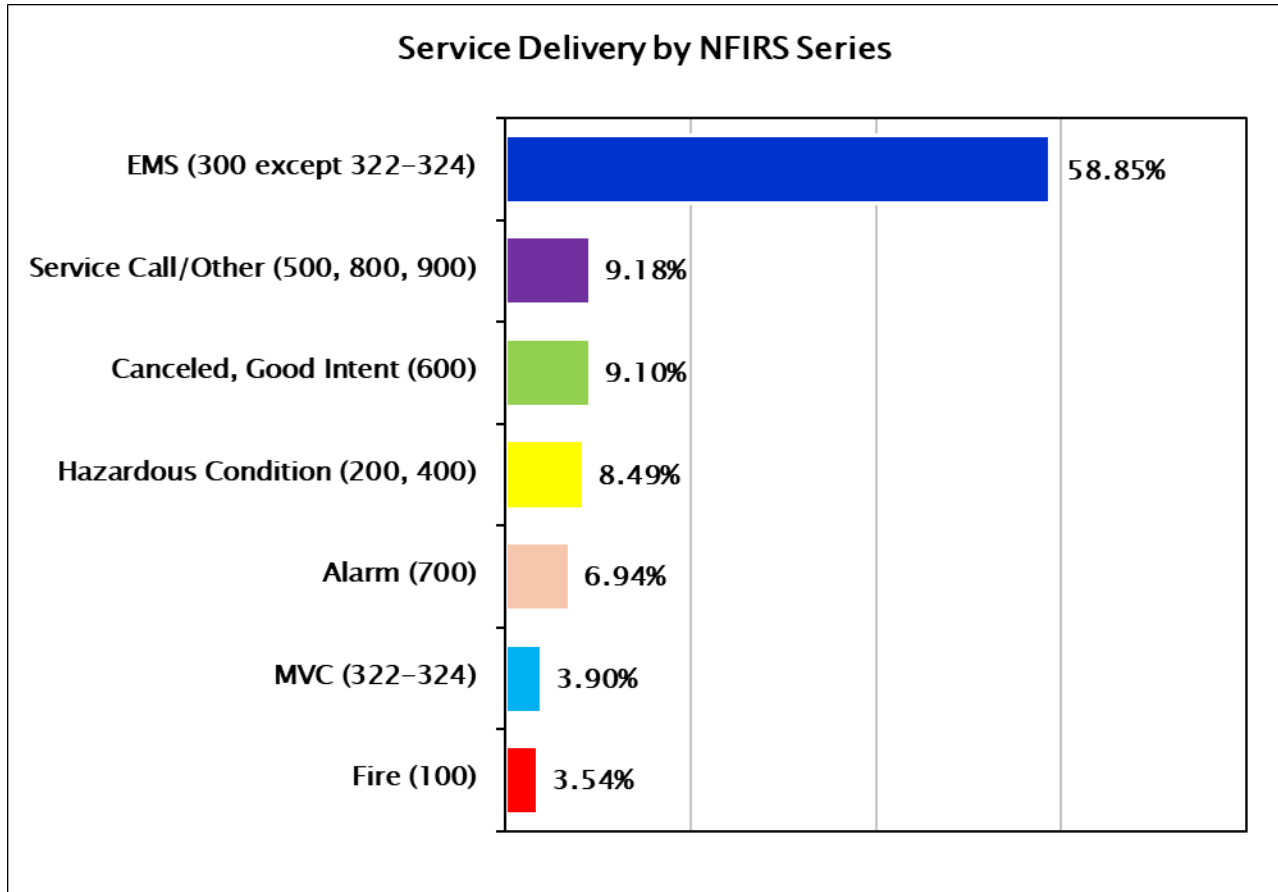
Of the incidents that JCFD1 responded to according to the previous graphic, Figure 9, the following graphic shows the number of calls within the Edgerton city limits.

Figure 10. JCFD1 Demand within Edgerton



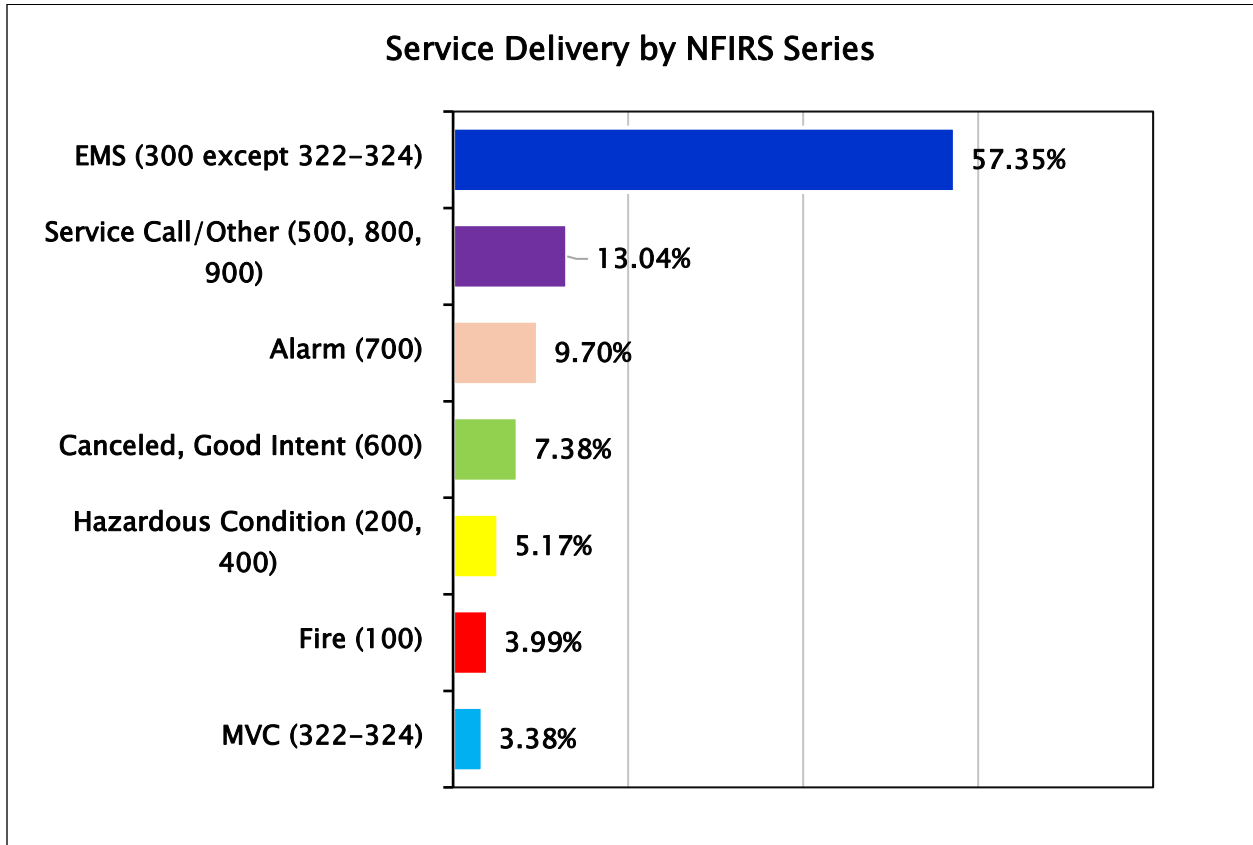
Another consideration is to determine the percentage represented by each category comprising the entirety of service demand, as illustrated in the following figure.

Figure 11. JCFD1 Service Demand by NFIRS Series, 2020-2024



Of the types of incidents that JCFD1 responded to according to the previous graphic, Figure 11, the following graphic shows the types of calls within the Edgerton city limits.

Figure 12: JCFD1 Incident Types within Edgerton



Temporal Analysis

Another data point recorded for each incident response is the time it occurs. This may be analyzed from three different views—month, day, and hour—as illustrated in the following figures.

Figure 13. JCFD1 Service Demand by Month, 2020–2024

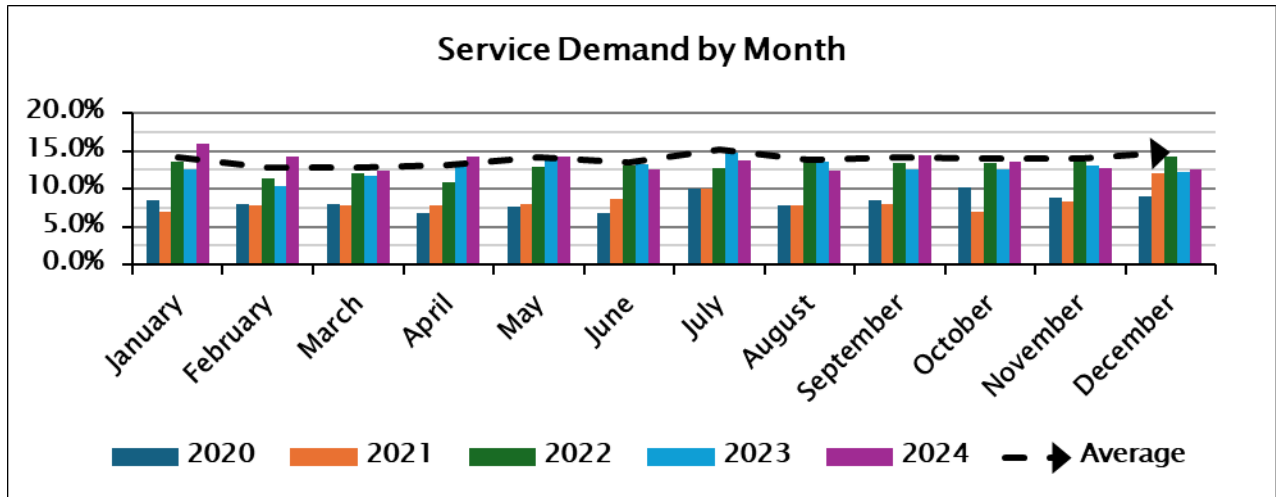


Figure 14. JCFD1 Service Demand by Day, 2020–2024

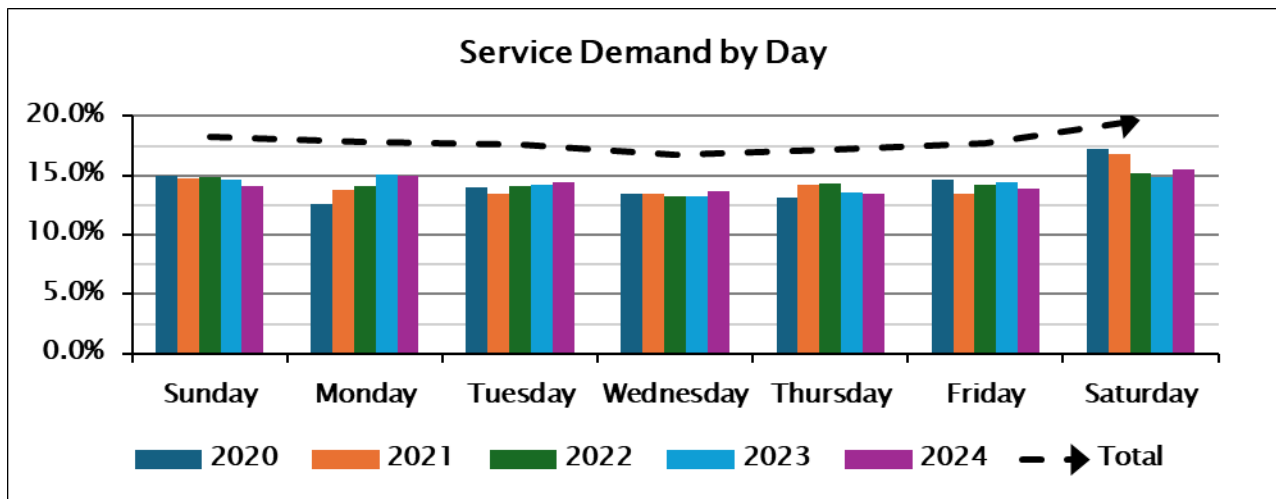
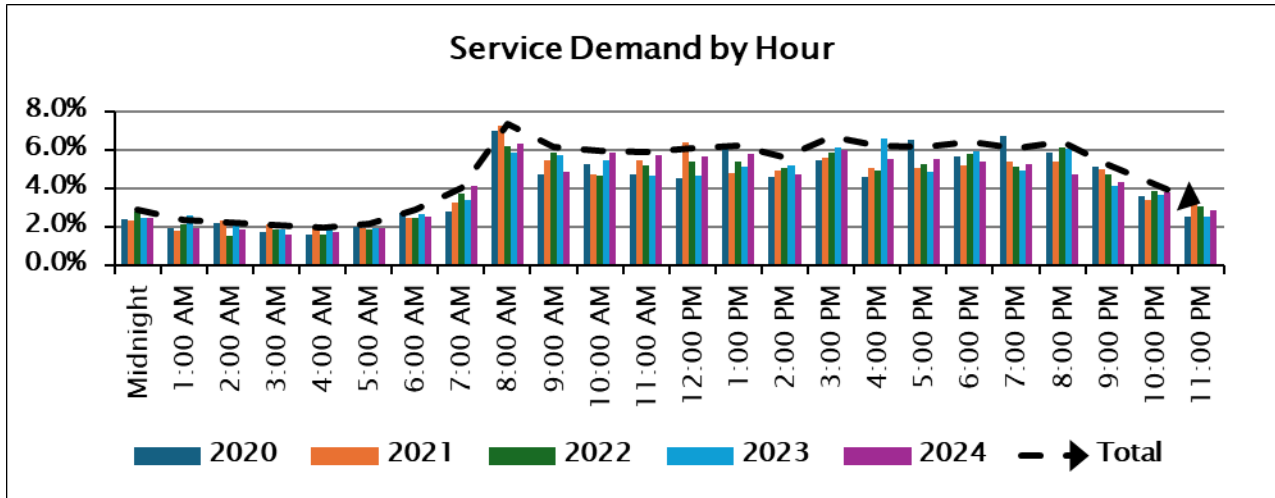


Figure 15. JCFD1 Service Demand by Hour, 2020-2024



One additional note for time of day: based on a recently published national study, from 2018 to 2020, the occurrence of residential structure fires with fatalities was highest between midnight and 1:00 AM. The eight-hour peak period (11:00 PM to 7:00 AM) accounted for 45% of residential fatal fires¹.

¹ Fatal Fires in Residential Buildings (2018–2020), Topical Fire Report Series Volume 22, Issue 2 /June 2022, U.S. Department of Homeland Security, U.S. Fire Administration, National Fire Data Center.



Geographic Analysis

The location of incidents is closely related to the community's population density. In other words, where there is greater population density (number of people per unit area, such as square mile), there tends to be greater incident density. Heat maps are used to display this information. To compare the initial relationship of incidents and population, the first information needed is the population density, as illustrated in the following figure.

Figure 16: Edgerton Population Density

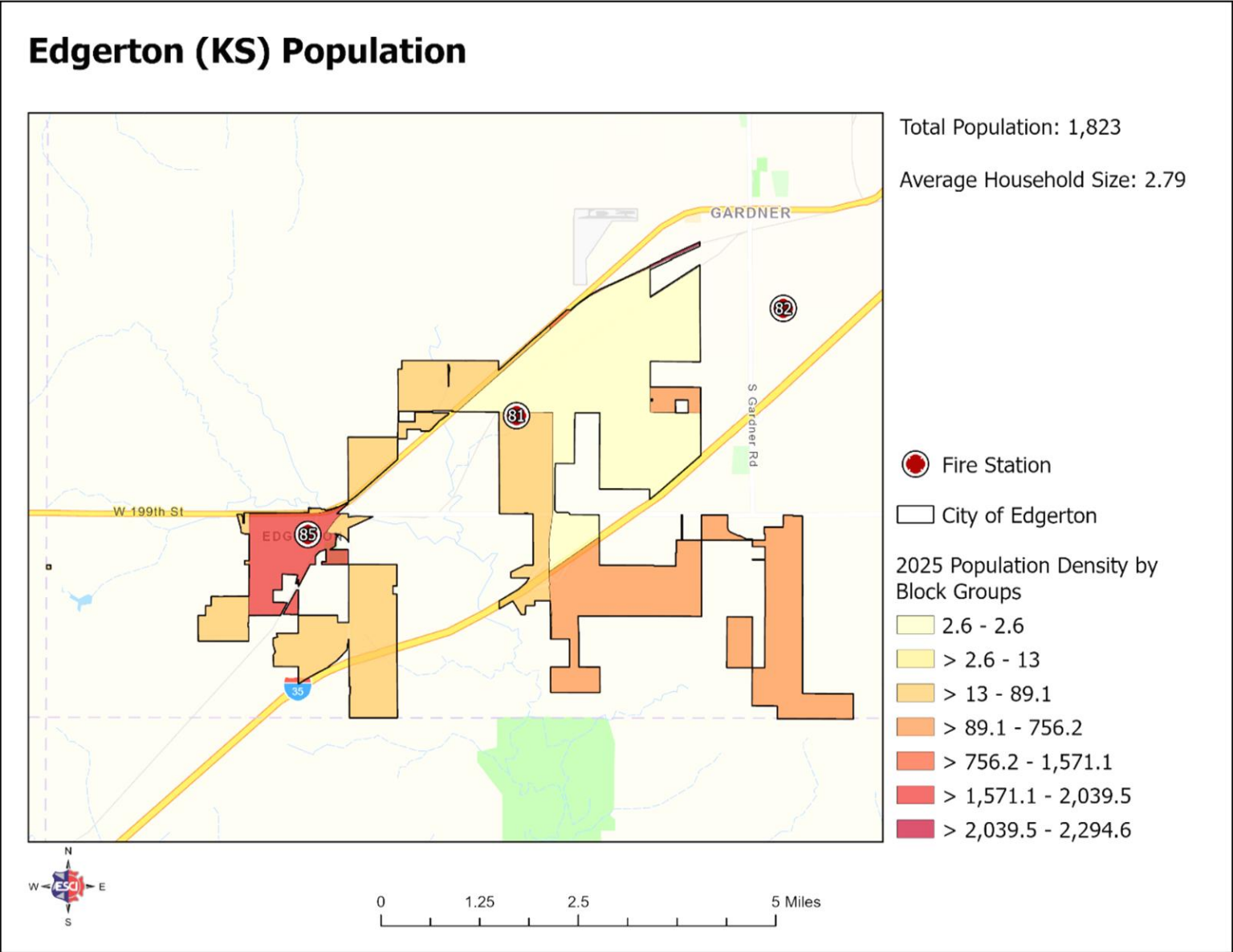
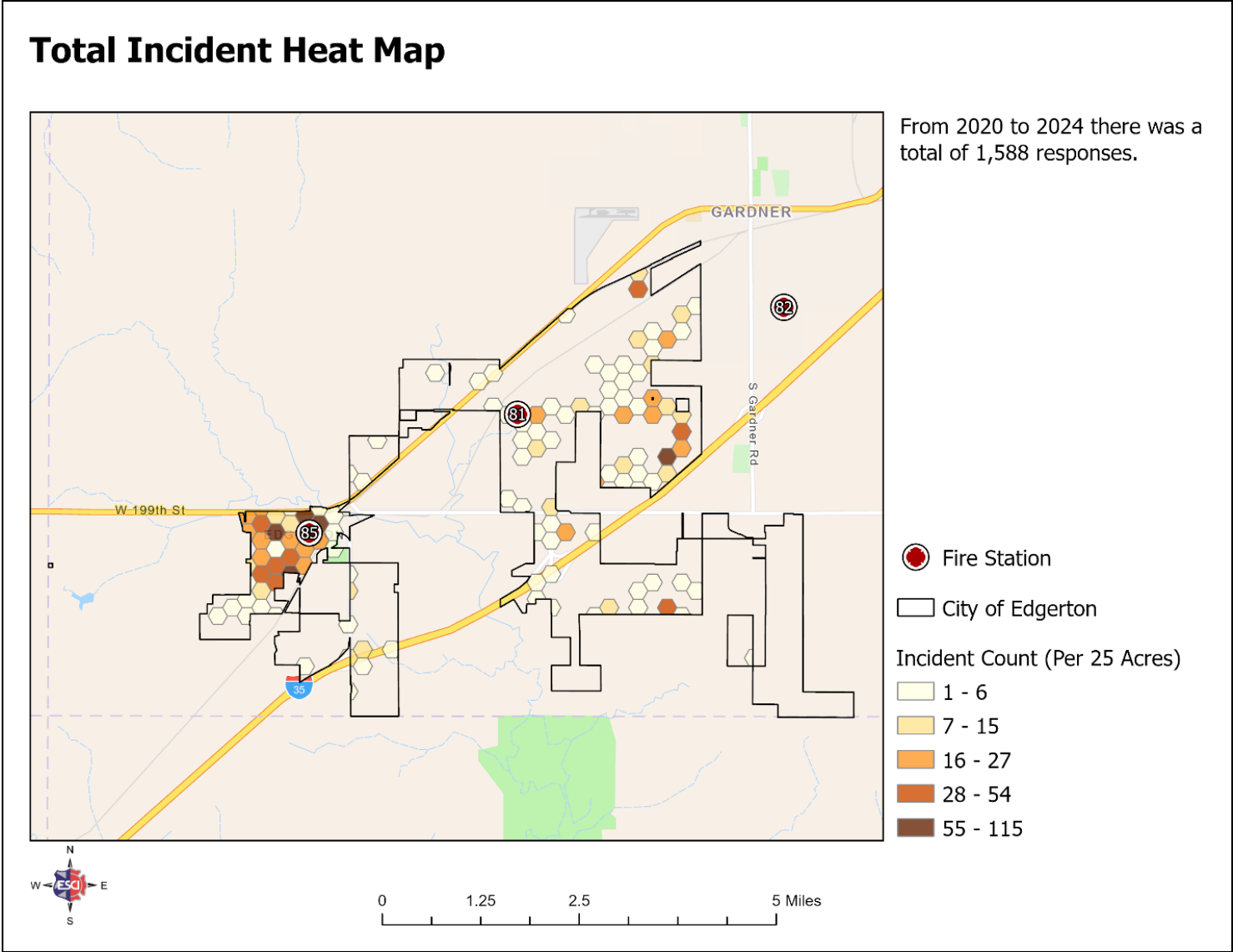


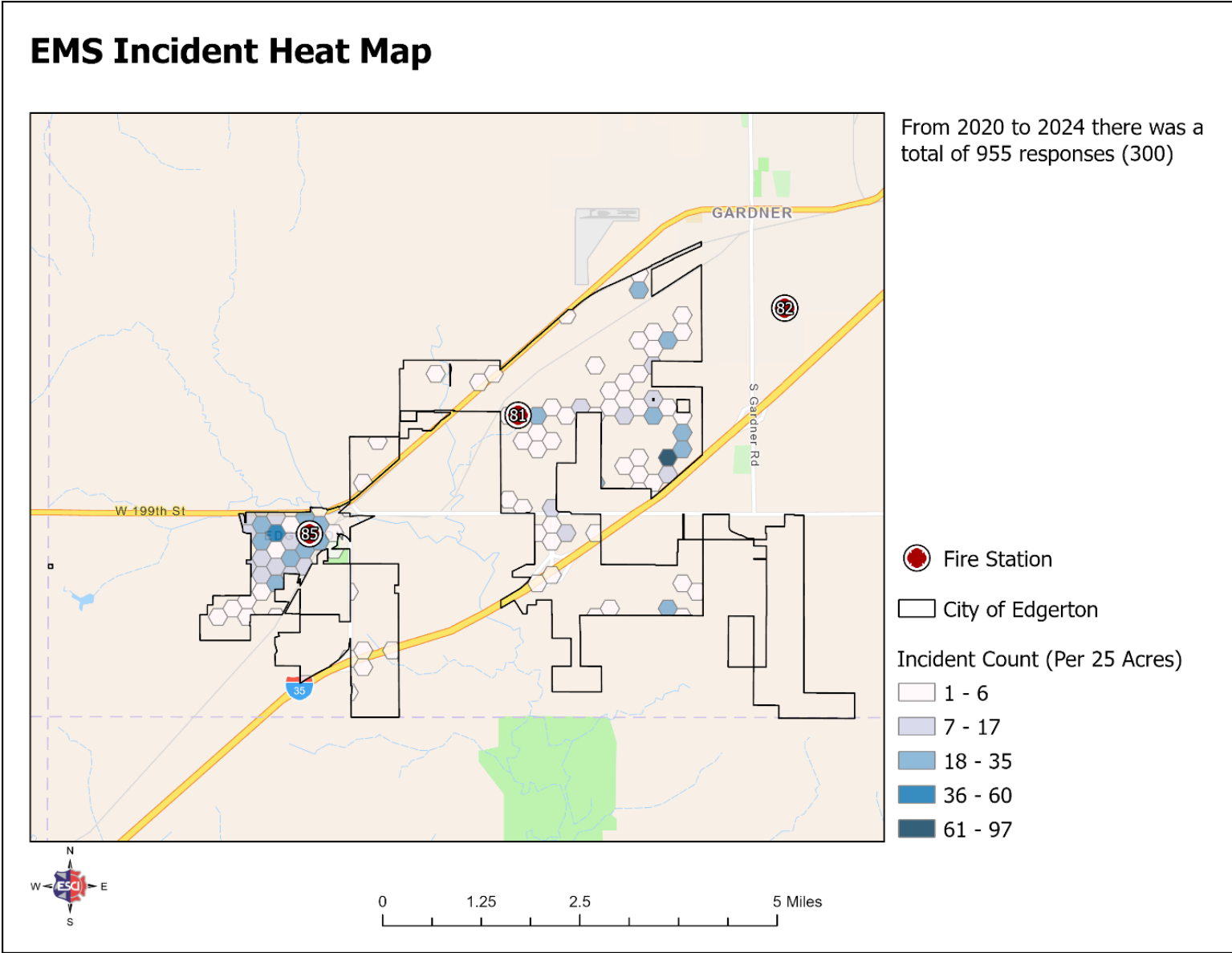
Figure 17: Edgerton Incident Density (All Incidents), 2020-2024

Another data point documented for each incident response is the incident location, either by address or by latitude and longitude. The first view of incident density includes all responses within the service area, regardless of incident type, as illustrated in Figure 17. It should be noted that the incident counts on incident density figures will vary from those in the incident type analysis figures. Incident type analysis includes all incidents, regardless of location and whether latitude and longitude are valid, whereas incident density includes only those within the service area with valid latitude/longitude.



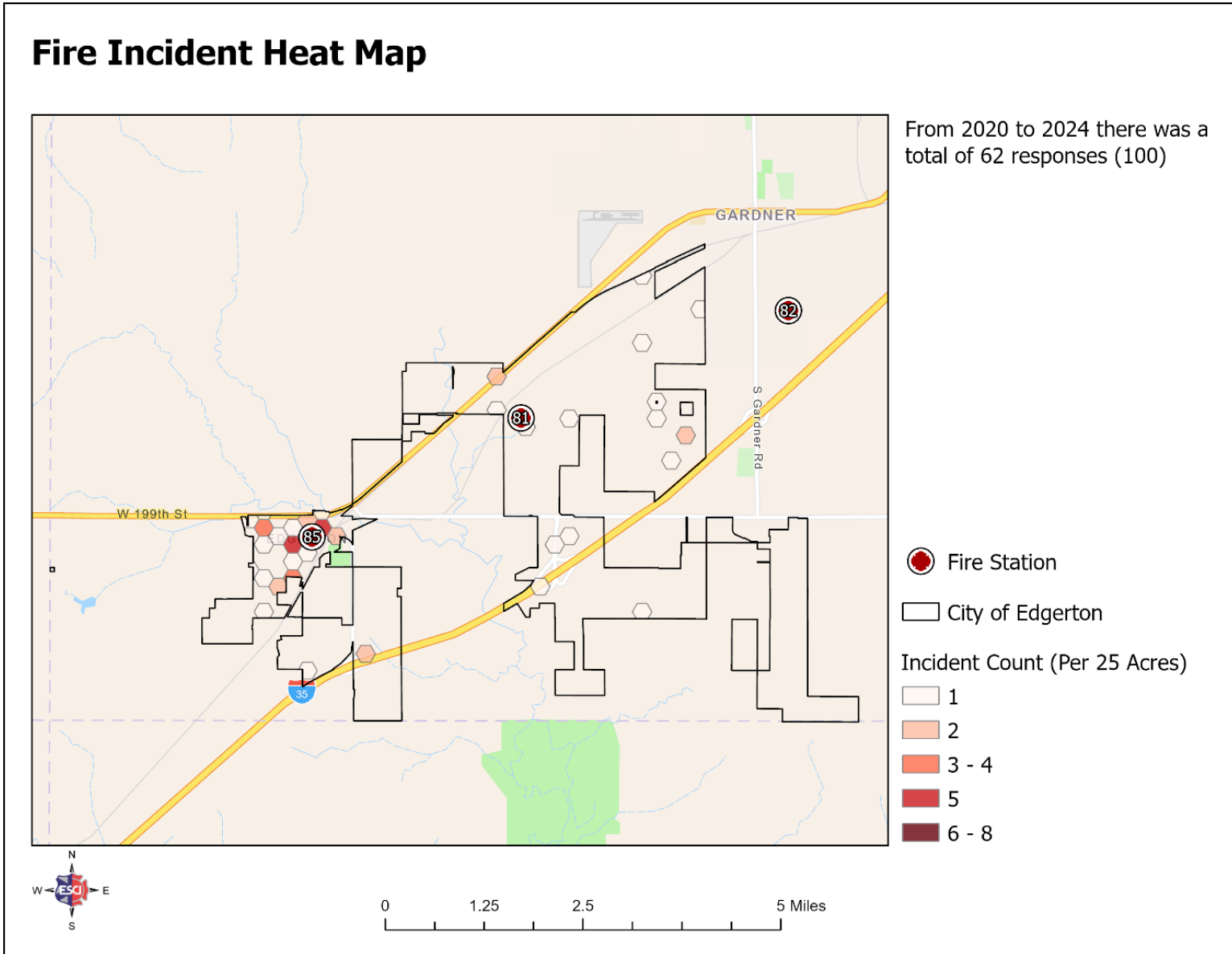
The second view of incident density includes only emergency medical services incidents, as illustrated in the following figure.

Figure 18. Edgerton Incident Density (EMS), 2020-2024



The third view of incident density includes only fire incidents, as illustrated in the following figure.

Figure 19. Edgerton Incident Density (Fire), 2020-2024



Resource Distribution Analysis

The placement of emergency services resources within the community should be compared to incident density and guided by industry standards and best practices.

ISO Distribution

The Insurance Services Office, Inc. (ISO) is a national organization in the insurance industry that evaluates fire protection for communities across the country. A community's ISO rating is an important factor when considering fire station and apparatus concentration, distribution, and deployment as there is a correlation between a community's ISO rating and the cost of fire (homeowners) insurance for residents and businesses.

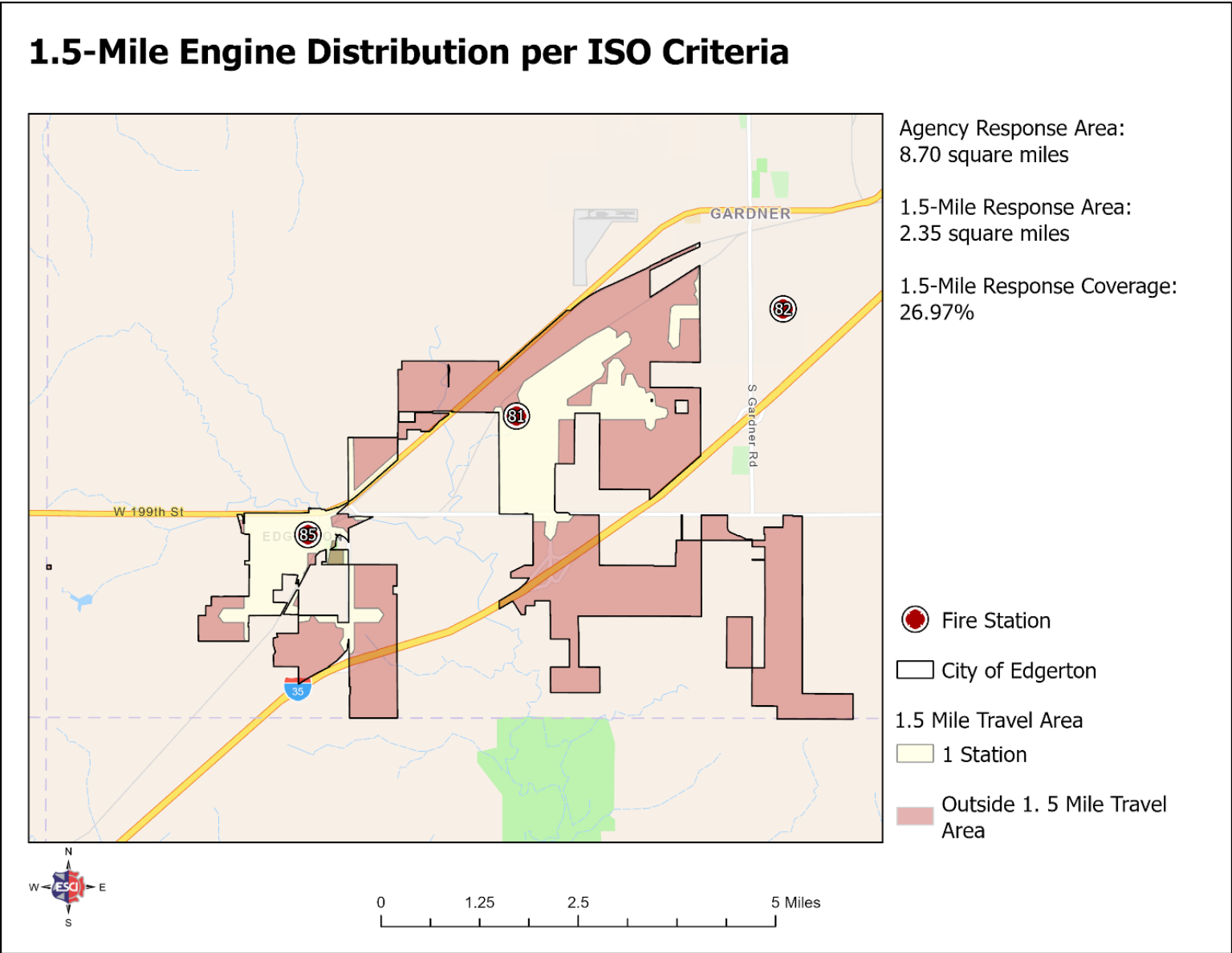
To receive maximum credit for station and apparatus distribution, the ISO evaluates the percentage of the community (contiguously built-upon area) that is within specific distances of fire stations, central water supply access (fire hydrants), engine/pumper companies, and aerial/ladder apparatus.



1.5-Mile Engine Distribution

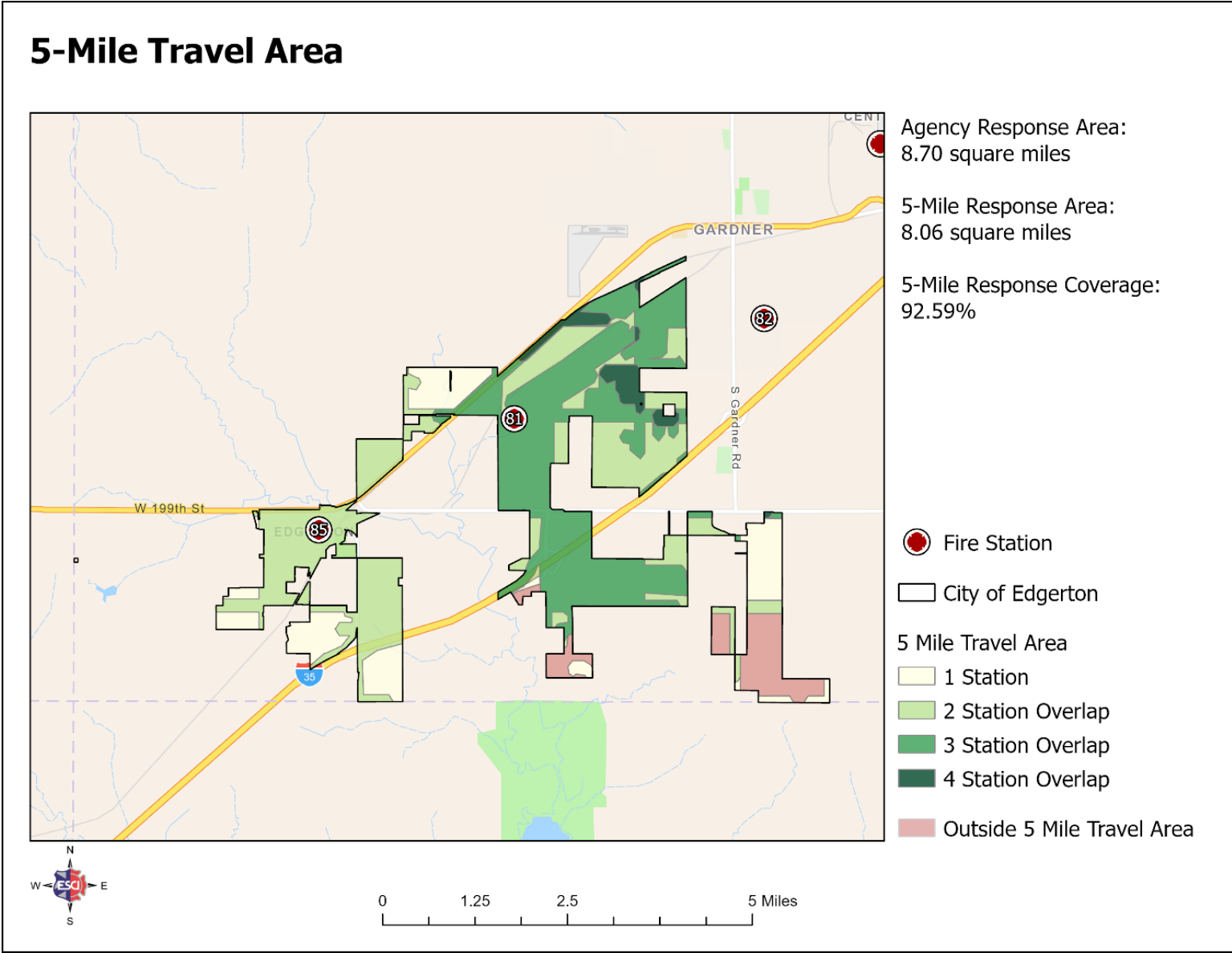
ISO's first measure is the overall percentage of the service area that lies within a 1.5-mile travel distance of the first-due fire engine from a fire station, as illustrated in the following figure.

Figure 20. Edgerton 1.5-Mile Engine Distribution



5-Mile Distribution ISO's second measure is the overall percentage of the service area that lies within a 5-mile travel distance of a fire station, as illustrated in Figure 21. Areas outside of the 5-mile travel distance are subject to a PPC® rating of 10 (no fire department protection available).

Figure 21. Edgerton 5-Mile Station Distribution



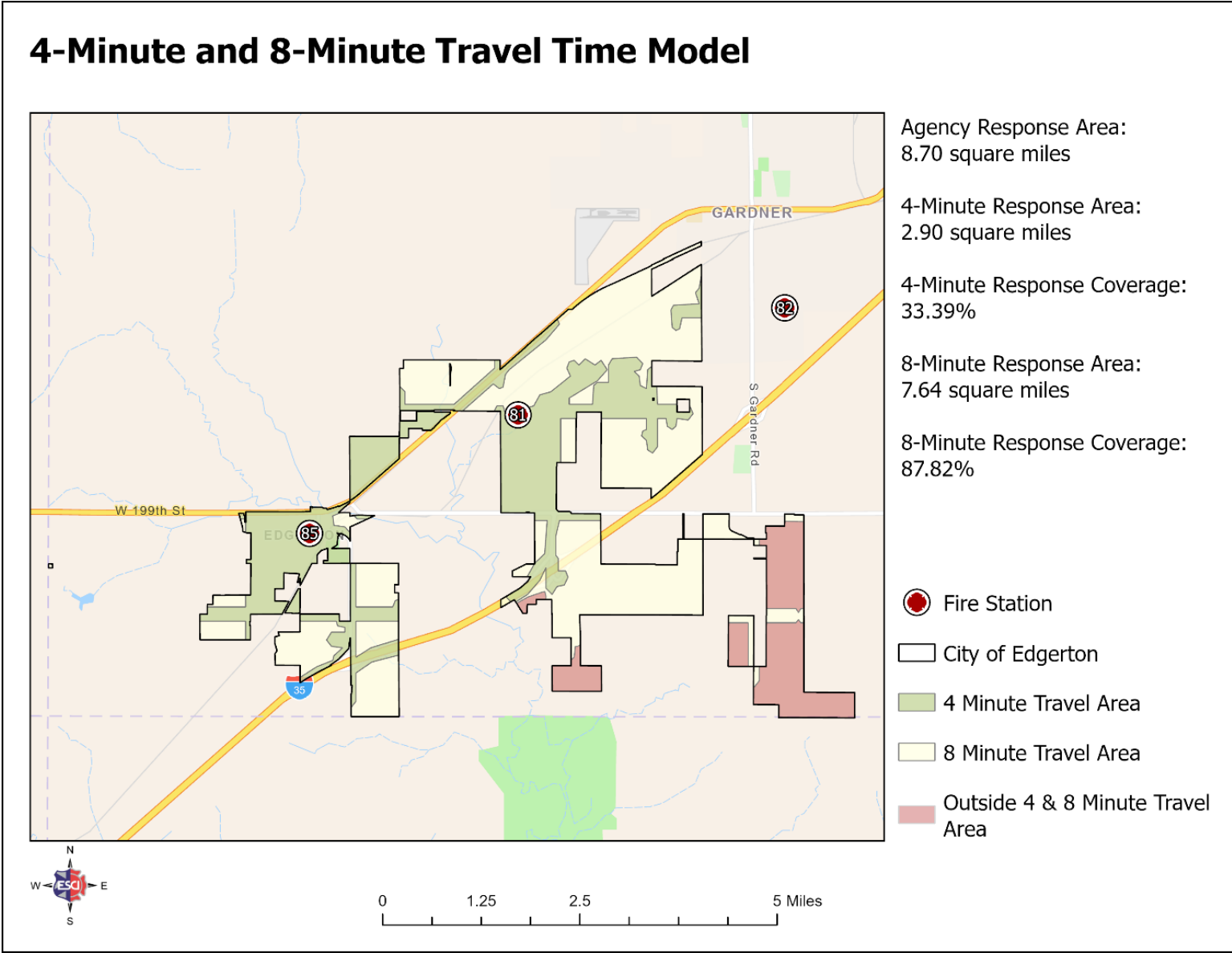
The National Fire Protection Association (NFPA) is an industry trade association that develops and provides standards and codes for fire departments and emergency medical services for use by local governments.

The standard, NFPA 1710: *Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments*, serves as a national consensus standard for career fire department performance, operations, and safety. Within this standard, a travel time of 4 minutes 90% of the time is identified as the benchmark for *career* departments to reach emergency incidents within their jurisdiction with the first-arriving unit. Additionally, the balance of the response (called the effective response force or ERF) is required to arrive at the incident within 8 minutes 90% of the time.



The following figure illustrates the service area that falls within the 4-minute and 8-minute travel times of a fire station.

Figure 22. Edgerton 4-/8-Minute Travel Times per NFPA Criteria



The previous graphic provides theoretical travel times based on all units within the station at the time of dispatch. The following figure illustrates actual travel times by calendar year, grouped into 4-minute increments. The provided data did not include the unit enroute timestamp until September 2023, so only 2023 and 2024 were analyzed.

Figure 23. Edgerton Travel Time Analysis, 2023–2024

Travel Time Category	2023	2024
4 Minutes or Less	46.9%	46.1%
4 -8 Minutes	44.1%	43.5%
8 -12 Minutes	6.6%	7.8%
Greater than 12 Minutes	2.4%	2.6%



Service Governance Options

The following discussion addresses options for Edgerton to continue participating with the JCCFD1 moving forward or to explore other options.

Other than option #1, all options would require the City of Edgerton to undergo a detachment process to separate from Johnson County's fire protection services.

Option 1: Retain the Services of Johnson County Consolidated Fire District #1

This option continues the services as they are now. The City of Edgerton participates and offers direction through the Advisory Board.

Option 2: Detach From the Fire District and Contract with the JCCFD1

Under this option, the City of Edgerton would formally detach from the Johnson County Consolidated Fire District #1 (JCCFD1) and enter into a contract with JCCFD1 for fire and rescue services. In its simplest form, the agreement would be structured so that Edgerton pays JCCFD1 an amount equivalent to the tax revenue previously allocated for these services although contract negotiations could produce a higher or lower amount.

Operationally, service delivery would remain unchanged, with JCCFD1 continuing to provide fire protection as before. However, Edgerton would transition from being part of the larger district to a standalone community with a direct contractual relationship. This arrangement would allow the City to negotiate specific service levels, accountability measures, and costs, thereby giving Edgerton greater influence over how fire and rescue services are provided within Edgerton city limits. A detachment process would be initiated only after a contract is agreed upon, following procedures similar to those required to form a local fire department.

Option 3: Establish a City Fire Department

The City of Edgerton could establish its own fire department. This would be the costliest of the options. In general, the following steps would be required according to Kansas Statutes Annotated Chapter 19.

- 1) The City Council passes an ordinance declaring intent to establish its own fire department.
- 2) The City notifies the Johnson County's Board of County Commissioners (BOCC) of its intent.



- 3) The JCBOCC would need to issue an order detaching the area within the city limits from JCCFD1.
- 4) Concurrently with JCBOCC actions, ESCI would recommend the City Council consider the following steps:
 - a. Determine fire department performance objectives as well as the levels of service desired.
 - b. Determine appropriate resources, personnel, and equipment required to provide the levels of service desired. This would depend on the character of the organization, such as a career, volunteer, or combination (career and volunteer) department.
 - c. Pass an establishment ordinance as well as determine funding levels and changes to any property tax levy.
 - d. Appoint a Fire Chief.
- 5) The City should also consider the acquisition of resources. A resource list would include:
 - a. Fire station(s) and living facilities.
 - b. Personnel.
 - c. Fleet—A recommended minimum would be two engines, a brush truck, a rescue vehicle, and a Chief's vehicle.
 - d. Turnout gear—Helmets, coats, pants, boots, gloves.
 - e. Equipment—Ladders, hoses, rescue equipment, SCBAs, radios, etc.
- 6) The City should determine if Edgerton would need to compensate JCCFD1 for any expenses or debt.
- 7) The City would need to investigate establishing operating agreements with 911 services, neighboring fire agencies, and maintenance contractors.
- 8) The City may consider expansion of human resource services for new fire department personnel to include:
 - a. Compensation
 - b. Health insurance
 - c. Workers' compensation
 - d. Pension/Retirement system
- 9) The City should confirm the city's legal structure is equipped to handle potential firefighting liabilities.
- 10) The City should consider acquiring and establishing the required technology systems.
- 11) ESCI recommends that the City develop long-term Master, Strategic, and Capital Plans.

Since adjacent departments are a combination of career and volunteer departments, the profile of the desired organization would depend on several factors, including financing, and staffing and relationships with nearby fire departments. Additionally, insurance costs will increase for the City due to the increase in employees. These costs have not been included.

Option 4: Contract with Another Fire Department

The four closest fire stations (departments) to Edgerton outside of the Johnson County Consolidated Fire District #1 are:

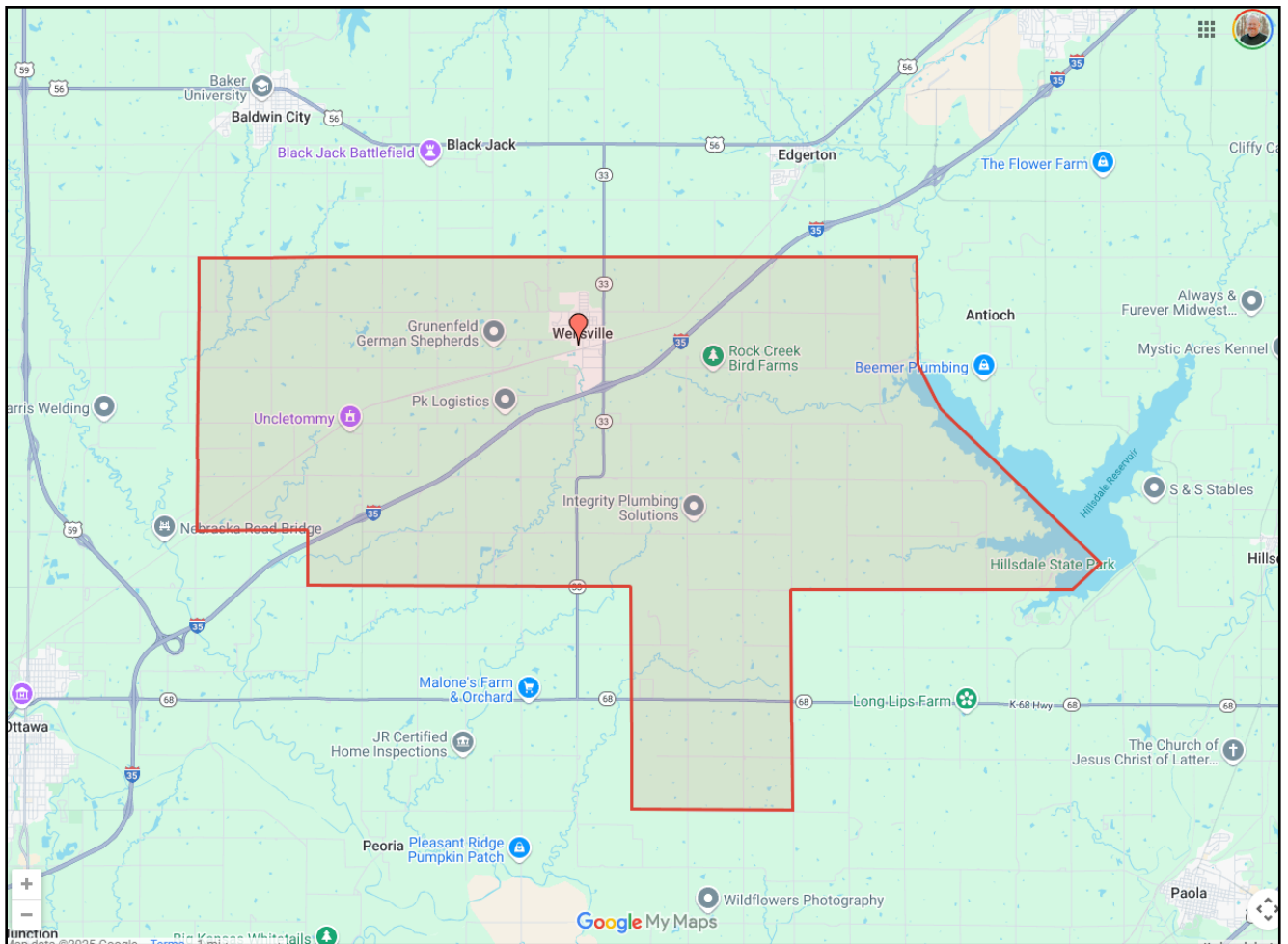
- Wellsville Fire District (Franklin County)
- Baldwin City Fire Department (Douglas County)
- Palmyra Fire District #2 (Douglas County)
- Northwest Consolidated Fire District (Johnson County)



Wellsville Fire Protection District (Franklin County)

The Wellsville Fire Protection District (WFPD) is a relatively new fire district established in 2014. It is a volunteer fire department that provides fire, rescue, and first responder EMS services from a single station located in Wellsville, to the southwest of Edgerton. The station is located at 730 S. Main Street in Wellsville, with a travel time of 11 minutes² from the station to the center of Edgerton³ via I-35, and 13 minutes via State Route 33 and Highway 56. Figure 24 is a graphic depicting current WFD boundaries.

Figure 24. Wellsville Fire Protection District Jurisdiction



² Reported by Google Maps.
³ Four Corners Rd & 199th St.



Baldwin City Fire Department (Douglas County)

The Baldwin City Fire Department (BCFD) is a municipal fire department first established in 1910. It is a volunteer fire department that provides fire, rescue, and first-responder EMS services from a single station in Baldwin City, to the west of Edgerton. The station is located at 610 High Street in Baldwin City, with a travel time of 15 minutes⁴ from the station to the center of Edgerton⁵. Figure 25 is a graphic depicting current BCFD boundaries.

Figure 25. Baldwin City Fire Jurisdiction



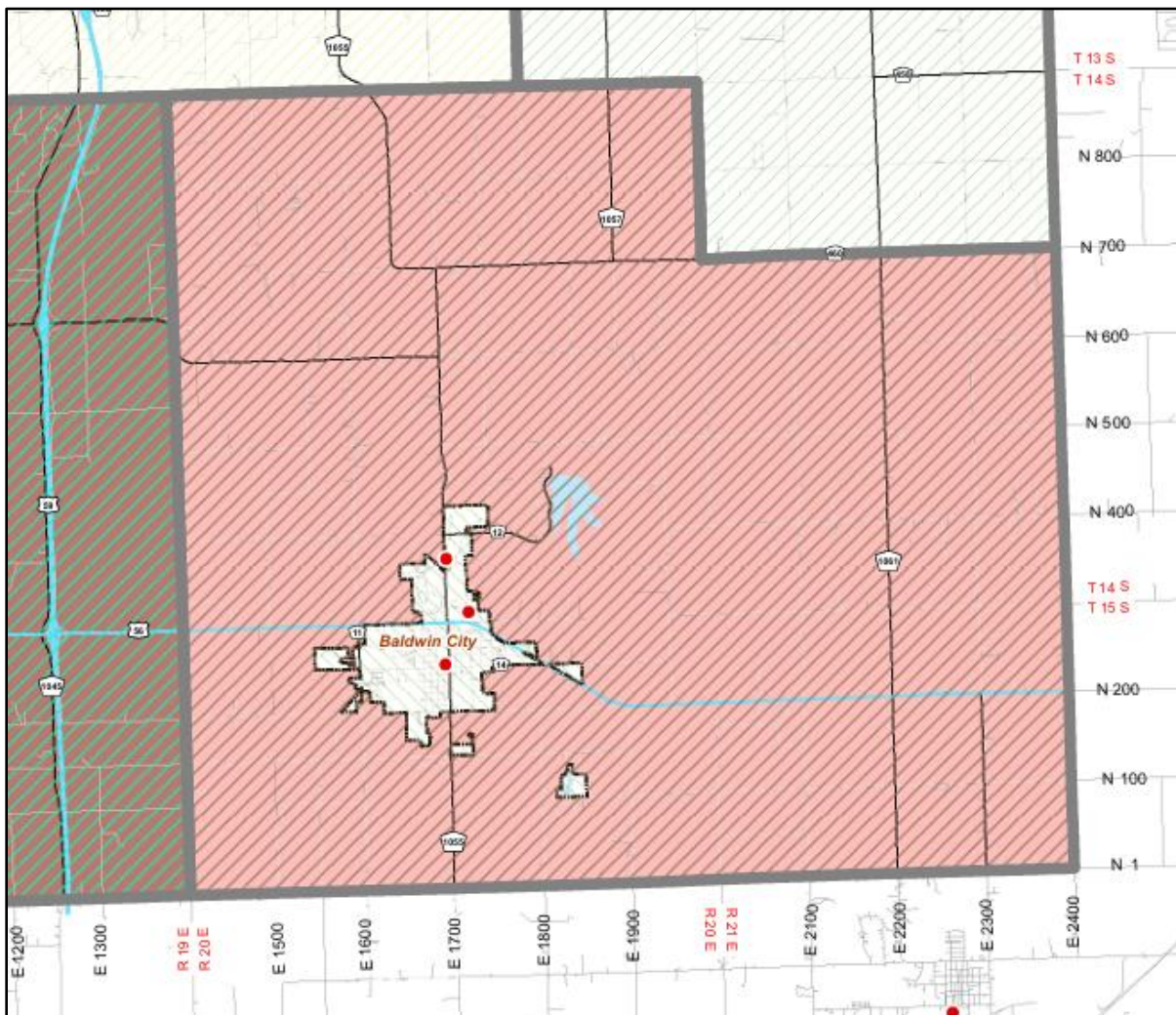
⁴ Reported by Google Maps.

⁵ Four Corners Rd & 199th St.

Palmyra Fire District #2 (Douglas County)
formerly Palmyra Township Fire District

The Palmyra Fire Protection District #2 (PFPD2) is a relatively new fire district established in 2015, but has been a part of Palmyra Township since 1983. It is a volunteer fire department that provides fire, rescue, and first-responder EMS services from a single station in Baldwin City, to the west of Edgerton. The station is located at 914 N. 6th Street in Baldwin City, with a travel time of 16 minutes⁶ from the station to the center of Edgerton⁷ via Highway 56. Figure 26 is a graphic depicting current PFPD2 boundaries.

Figure 26. Palmyra Fire District #2



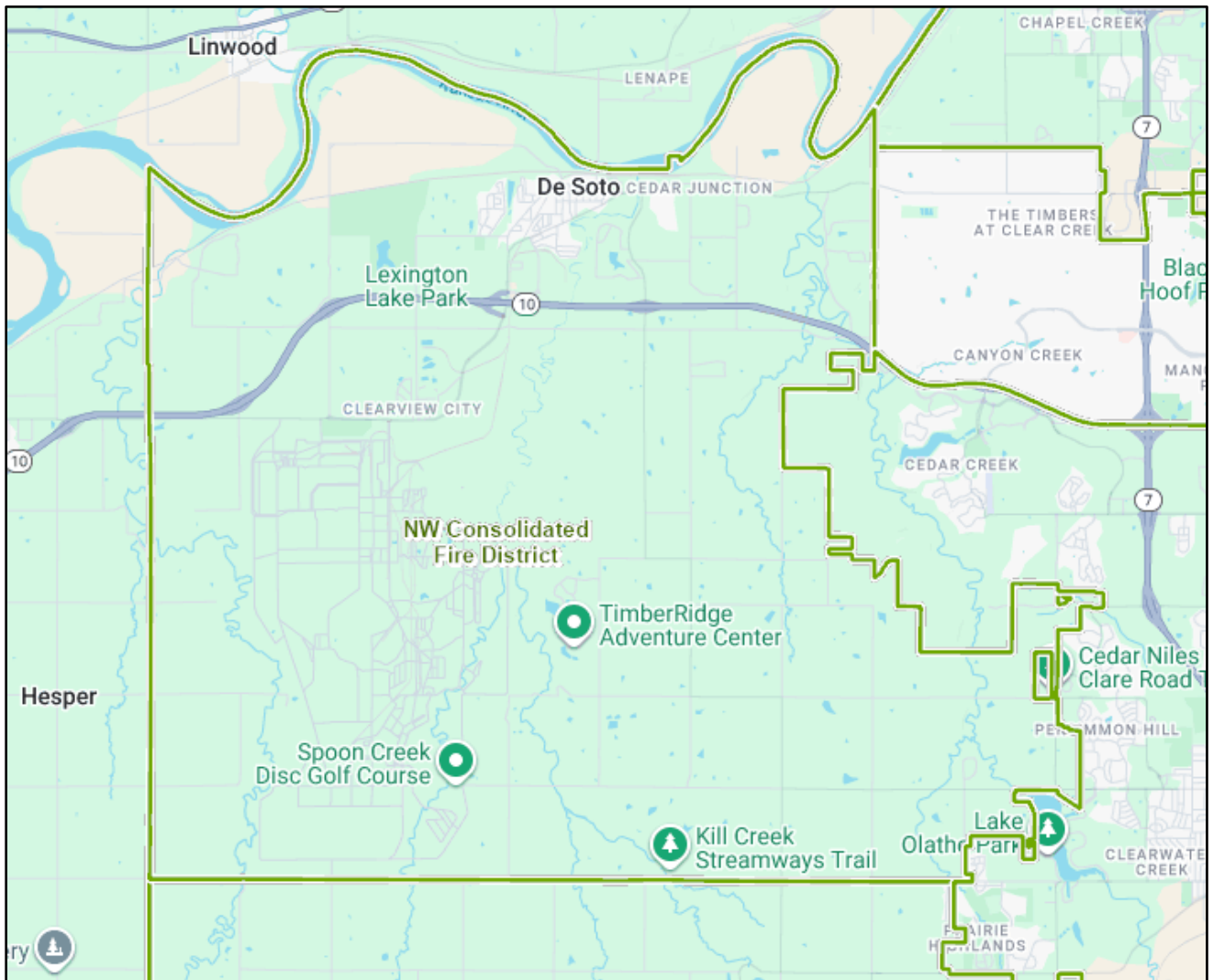
⁶ Reported by Google Maps.
⁷ Four Corners Rd & 199th St.



Northwest Consolidated Fire District (Johnson County)

The Northwest Consolidated Fire Protection District #2 (NWCFFD2) is a fire district in northwest Johnson County, established in 2010. It is a career fire department that provides fire, rescue, and first-responder EMS services from three fire stations; the closest one to Edgerton is Station 12. The station is located at 29520 W. 127th Street in Olathe, with a travel time of 22 minutes⁸ from the station to the center of Edgerton⁹ via Highway 56. Figure 27 is a graphic depicting current NWCFFD2 boundaries.

Figure 27. Northwest Consolidated Fire District #2



⁸ Reported by Google Maps.
⁹ Four Corners Rd & 199th St.



Johnson County Consolidated Fire District #1 Impact

Most fire departments across the country recognize the limitations they have in handling every type of call on their own. There are always incidents in which resources from neighboring fire departments are called in to assist. Good relationships between neighboring fire departments are key to that success.

Should Edgerton choose to remove itself from JCCFD1's jurisdiction, there will be an impact to JCCFD1 that would affect their ability to provide aid to Edgerton. To what extent is not known at this time as it will involve difficult organizational decisions on their part. Briefly, here are some possibilities of how Edgerton's withdrawal could affect JCCFD1 and their ability to aid Edgerton.

- 1) Reduced tax revenue could cause JCCFD1 to reduce its staffing, causing it to redistribute its remaining staff to stations away from Edgerton and creating longer response times into Edgerton if needed.
- 2) Reduced tax revenue could cause JCCFD1 also to reduce its support services such as training and equipment maintenance. This would likely reduce capabilities, affecting Edgerton when they needed help from JCCFD1.
- 3) JCCFD1's Station 1 within Edgerton is strategically located within their fire district such that if Edgerton is no longer in their jurisdiction, they may choose to strategically relocate this station away from Edgerton.
- 4) With a reduced force, JCCFD1 may not be as ready to provide assistance to Edgerton should they determine that providing assistance could compromise their ability to provide services to their own community. This means Edgerton would have longer response times from more distant departments.

None of these possibilities is a certainty, but Edgerton's withdrawal would likely have some impact on JCCFD1, affecting their ability to provide aid to Edgerton.

Option Evaluations

All government leaders value the opportunities they have to help define, steward, and encourage a community to develop and grow. That is why they become government leaders in the first place. Relinquishing that role or transferring it to another party is challenging because it requires a high level of trust and communication. City of Edgerton officials would like greater confidence that their views on the level of service they want for their community are still being heard. State of Kansas statutes authorize the creation of fire



and rescue services by a county until a municipality chooses to assume responsibility for them.

In the option evaluations, there are two primary considerations: governance and operations. The City of Edgerton’s desire for a stronger voice for its community can be achieved through changes in governance without altering operations, or through a combination of governance changes along with operational modifications. Two of the options involve changes in governance with no changes to operations, while the other two include both governance and operational changes.

While there are two primary considerations, all options other than the status quo will require the City of Edgerton to undergo a detachment from the county-led fire protection services. This process is described in Option 2, which briefly discusses the detachment process with the corresponding State of Kansas statute in Appendix B. Community feedback may help elected officials know where their residents place their priorities and values.

Option 1: Retain the Services of Johnson County Consolidated Fire District #1

Accepting the change of governance does not mean the City of Edgerton loses its voice in how services are provided to its community. Reports and updates from JCCFD1, along with regular dialogue with the JCCFD1 Fire Chief, can be scheduled. Planning input can also be given through participation and conversation with Johnson County officials via an Advisory Board that the county is establishing. However, JCCFD1 makes decisions that benefit the entire district, acknowledging that what is suitable for one area might not always be ideal for another. The benefits of this approach include cost savings and the advantages of regionalization.

The City of Edgerton has high-quality community fire protection services from JCCFD1. The following are the primary operational benefits the City receives from the JCCFD1, which could be reduced upon a detachment of services:

- The JCCFD1 staffs two fire stations within the city while answering less than one call per day within the city limits (2024 was the first year the city incurred over one call per day—394 calls). Stations 81 and 85, the two stations located within Edgerton, each handle approximately one call per day, the slowest stations in the district. This means that Edgerton residents generally have a quick response.
- The JCCFD1 has a strong ISO rating, which benefits property owners.



- Edgerton residents have a fire department tax rate of 14.29 mills, along with two fire department bond rates of 1.48 mills and 1.13 mills for a current total of 16.9 mills. Depending on the quality of services Edgerton residents desire, the City tax rate may need to be additionally higher than the 16.9 mills that residents are currently paying for fire protection services since Edgerton costs would no longer be spread over the larger region.
- The JCCFD1 has substantial multi-unit responses for significant incidents that the City of Edgerton may struggle to duplicate.
- The JCCFD1 can provide reports to the City of Edgerton on calls within its community, with the Fire Chief available for any City of Edgerton meeting.

Figure 28: Option 1 Pros/Cons

PROS

- Services continue as is—no change
- City does not have to take on a fire department responsibility
- Fire protection costs are shared with population outside the community
- Strong ISO rating
- No staffing concerns
- High public approval rating

CONS

- Must be a part of a larger response community
- Reduced voice on decision-making due to regional service approach
- Currently, must be content with voice/influence through an advisory board.
- Must contribute to fire service organization needs that may not have direct impact on Edgerton.

Option 2: Detach From the Fire District and Contract with the JCCFD1

With this option, Edgerton residents remove themselves from the tax rolls of the fire protection district and have the City contract with the fire district for an amount equal to what the fire district would have received from the property taxes. The portion of a property owner’s tax that would normally go to the fire district is then redirected to the City. This would be done through a statutory detachment process and a new levy calculation.

As we spell this out briefly, we would suggest the City consult with their legal advisors for any legal interpretations and specific applications of this statute.



Effectively, all of this makes this option a very public action so that City officials will need to communicate convincingly about their desire for change.

Figure 29: Option 2 Pros/Cons

<u>PROS</u>	<u>CONS</u>
<ul style="list-style-type: none">• Services continue as is—no change• City does not have to take on a fire department responsibility• Fire protection costs are shared with population outside the community• Strong ISO rating• No staffing concerns• City can negotiate services and quality under contract terms• May force JCCFD1 to identify specific costs to Edgerton	<ul style="list-style-type: none">• Must be a part of a larger response community• Voice on decision-making is confined to terms of contract• Contribution to fire service organization needs may not have direct impact on Edgerton.• Contracts can be cancelled forcing a Plan 'B' to always be available.• Less flexibility with service changes as changes mid-contract could only be adopted at contract renewal time.• City would have to manage costs of collecting fire service taxes to pay to JCCFD1.• Community tax roles will need to be adjusted• Will need to go through a government detachment process• JCCFD1 could choose not to contract with Edgerton

Option 3: Establish a City Fire Department

Choosing to establish a municipal fire department represents a significant long-term investment for the City of Edgerton. While staffing model decisions will ultimately define the annual operating budget, there are core baseline expenses that must be anticipated regardless of whether the city pursues a full-time, volunteer, or combination model. These foundational elements establish organizational structure and provide the operational capability required for emergency response. Again, ESCI suggests appropriate legal input on evaluating the option.



The cost estimates below are derived from national service industry standards, current apparatus manufacture pricing, and market analyses conducted by ESCI for similarly sized jurisdictions. The estimates provided in this report did not include the additional insurance or municipal administrative costs, such as expanding infrastructure, fleet maintenance, etc., associated with establishing a municipal fire department.

The following outlines the essential components and associated cost considerations for constructing a municipal fire department in Edgerton.

- Hiring a Fire Chief
- Planning and Organizational Development
- Fleet (Apparatus) Procurement
- Essential Equipment and Tools
- Training and Certification
- Additional Administrative and Command Staff
- Fire Prevention and Community Risk Reduction (CRR)
- Apparatus Replacement and Long-Term Capital Planning

Hiring a Fire Chief (Top Priority)

One of the earliest and most critical actions in forming a municipal fire department is hiring a Fire Chief. Because it will take a few years to move from concept to response-ready operations, the Fire Chief will serve as the organization's architect. This individual will oversee all aspects of development, including policy development, apparatus procurement, training program establishment, community risk assessment, and personnel recruitment. This position becomes the foundation for all subsequent planning and implementation activities. ESCI used regional salary data to estimate the cost of the leadership position within the department.

Figure 30: Hire Fire Chief Cost Estimates

Estimated Cost ¹⁰	Year 1	Year 3	Year 5
Fire Chief	\$150,000	\$160,000	\$170,000

Planning & Organizational Development

In the early phases, Edgerton will require sustained investment in planning and development to design the administrative, operational, and governance infrastructure for the new department. Key deliverables include standard operating guidelines, recruitment

¹⁰ Costs are estimated from regional averages and include benefits



processes, training systems, mutual and automatic aid agreements, OSHA compliance, fire code adoption, and integration with Johnson County Emergency Communications Center (ECC). The Johnson County, Kansas Mutual and Automatic Aid Interlocal Cooperation Agreement has been attached to the appendix of this report. Edgerton would need to comply with the standard response features discussed in the document.

Figure 31: Planning and Organizational Development Estimated Costs

Estimated Cost	Year 1	Year 3	Year 5
Organizational Planning & Development	\$250,000	\$40,000	\$50,000

Apparatus Procurement

Fire apparatus represents one of the most significant up-front capital investments. New fire engines typically range from \$1.0 million to \$1.5 million, depending on specifications, technology, and mission needs. Current manufacturer lead times range from 12 to 36 months, creating challenges for communities seeking rapid deployment. As a result, many new municipal departments initially pursue used or refurbished apparatus through reputable national brokers. These vehicles can be obtained more quickly and at reduced cost, making them a practical near-term option while planning for long-term capital replacements. When evaluating these costs, the data utilized included not only fire trucks but also brush and chief officer response vehicles.

Figure 32: Apparatus Procurements Cost Estimates

Estimated Cost	Year 1	Year 3	Year 5
Apparatus (Used)	\$1,000,000	\$1,000,000	\$1,000,000

Essential Equipment & Tools

Each response vehicle requires thousands of dollars in equipment to achieve operational readiness. This includes firefighting tools, hose, and water supply accessories, EMS equipment, Personal Protective Equipment (PPE) ensembles, communications equipment, and technology systems. These items are necessary regardless of the staffing model and represent a core startup cost for the department.



Figure 33: Essential Equipment and Tools Cost Estimates

Estimated Cost	Year 1	Year 3	Year 5
Equipment	\$300,000	\$52,000	\$56,000

Training & Certification

Training represents a substantial ongoing expense as the City moves toward response capabilities. The magnitude of this cost varies with the selected staffing model. A full-time department requires extensive entry-level and continuing education programs; a combination or volunteer model can reduce certain training costs due to the availability of pre-certified personnel. However, even part-time and volunteer organizations must meet NFPA and state standards, especially given the industrial hazards present within Edgerton’s service area.

Figure 34: Training and Certification Estimates

Estimated Cost	Year 1	Year 3	Year 5
Training		\$125,000	\$175,000

Additional Administrative & Command Staff

As the City transitions to operational status and begins responding to 911 calls, additional chief officers or administrative personnel will be required. These positions support daily operations, compliance reporting, training oversight, emergency management coordination, and fire prevention programs. Their addition depends on call volume, staffing model, and the phase of implementation.

Figure 35: Additional Staff Cost Estimates

Estimated Cost ¹¹	Year 1	Year 3	Year 5
Addl. Admin. Staffing		\$100,000	\$206,000

¹¹ Costs are estimated from regional averages and include benefits



Fire Prevention & Community Risk Reduction (CRR)

Fire prevention is a statutory and operational responsibility of any municipal fire department. Early in the implementation period, Edgerton could contract with an external agency for plan review, inspections, and code enforcement. Over time, these services are best brought in-house through a Fire Marshal, Fire Inspector, or a chief officer with prevention credentials. Given Edgerton’s large industrial footprint, strong fire prevention capability will be essential to community safety, economic development continuity, and ISO rating outcomes.

Figure 36: Community Risk Reduction Cost Estimates

Estimated Cost	Year 1	Year 3	Year 5
Fire Prevention		\$100,000	\$106,000

Regional Response Capabilities

An additional consideration associated with this option is the establishment of mutual and automatic aid relationships, as well as understanding the expectations of elected officials regarding participation in these systems. As previously noted, and included in Appendix C, the Johnson County, Kansas Mutual and Automatic Aid Interlocal Cooperation Agreement establishes the minimum operational, staffing, training, and governance requirements set forth by the Johnson County Board of Commissioners and the Johnson County Fire Chiefs Association.

Participation in this agreement would require formal approval by both organizations for the inclusion of the City of Edgerton. The agreement also assigns responsibility for specialized response capabilities across the county, including technical rescue, hazardous materials response, and other advanced services. Should Edgerton elect to establish a municipal fire department, participation in this countywide system would be an essential policy decision, as it would define Edgerton’s role in regional emergency response and ensure access to specialized resources not economically feasible for a single agency to provide independently.

Figure 37: Regional Response Capabilities Estimates

Estimated Cost	Year 1	Year 3	Year 5
Regional Resp. Capabilities		\$50,000	\$103,000



Apparatus Replacement & Long-Term Capital Planning

Once the initial apparatus and equipment are purchased, the city must begin budgeting for future replacements. Fire engines typically require replacement every 10–15 years, while equipment and PPE have shorter life cycles based on NFPA standards. Establishing a dedicated capital replacement fund ensures predictable budgeting, avoids large, unplanned expenditures, and maintains the City’s ability to meet service expectations over time.

Figure 38: Capital Replacement and Planning

Estimated Cost	Year 1	Year 3	Year 5
Apparatus Replacement		\$77,000	\$82,000



In Figure 39 below, all the cost estimates are summarized.

Figure 39. Estimated Fire Department Baseline Costs

		Year 1	Year 3	Year 5
STAFFING				
	Fire Chief	\$150,000	\$160,000	\$170,000
	Addl. Admin. Staffing		\$100,000	\$206,000
STAFFING TOTAL		\$150,000	\$260,000	\$376,000
CAPITAL				
	Apparatus (Used)	\$1,000,000	\$1,000,000	\$1,000,000
	Apparatus Replacement		\$77,000	\$82,000
CAPITAL TOTAL		\$1,000,000	\$1,077,000	\$1,082,000
EQUIPMENT				
	Equipment	\$300,000	\$52,000	\$56,000
EQUIP TOTAL		\$300,000	\$52,000	\$56,000
SUPPORT SERVICES				
	Fire Prevention		\$100,000	\$106,000
	911 Services		\$52,000	\$56,000
	Training		\$125,000	\$175,000
SUPPORT SERV TOTAL			\$277,000	\$337,000
PLANNING				
	Regional Resp. Capabilities		\$50,000	\$103,000
	Org Planning & Development	\$250,000	\$40,000	\$50,000
PLANNING TOTAL		\$250,000	\$90,000	\$153,000
TOTAL BASELINE COSTS	TOTAL	\$1,700,000	\$1,756,000	\$1,834,000

Starting a municipal fire department in Edgerton involves a series of foundational investments, each critical to building a compliant, sustainable, and operationally capable organization. While staffing decisions will ultimately shape the long-term funding model,



these baseline costs represent the core components necessary for the City to establish its own fire service—one that aligns with Edgerton’s growth trajectory, industrial risks, and commitment to protecting residents, businesses, and the LPKC complex.

Potential Staffing Models

The modern fire service has three broad potential staffing models that are used to create a fire department. (Contracts and agreements with neighboring fire departments are not counted here.) Those three and some variations are:

- Firefighters who respond from the station
 - Full-time
 - Part-time
- Firefighters who respond from their homes (either to the station or to the scene)
 - Paid-on-Call
 - Volunteer
- Combination Department (Potential of any or all four of the variations)

The National Fire Protection Association has created response standards that apply to the appropriate staffing model a department has. Generally, a career department has more than 85 percent of its operational staffing responding from the fire station as paid staff, while a volunteer department has 85% of its operational staff responding as volunteers and off-site. In between these figures is a combination department. As one might expect, firefighters responding from a station that is staffed, either partially or around-the-clock, provide a more reliable response.



Figure 40 below is a graphic that includes personnel costs, depending on the model in addition to the baseline costs.

Figure 40: Total Baseline and Staffing Model Cost Estimates – 2026

Staffing Model	2026	2028 ¹²	2030
Baseline Costs	\$1,700,000	\$1,756,000	\$1,834,000
Full-Time	\$750,000	\$800,000	\$850,000
Part-Time	\$300,000	\$309,000	\$318,000
Combination	\$400,000	\$412,000	\$425,000
Volunteer	Minimal	Minimal	Minimal
Full-Time Total	\$2,450,000	\$2,556,000	\$2,634,000
Part-Time Total	\$2,000,000	\$2,065,000	\$2,152,000
Combination Total	\$2,100,000	\$2,168,000	\$2,269,000

FIREFIGHTERS THAT RESPOND FROM THE STATION

Full-Time Staffing Model: This model represents staffing one Type A Engine 24/7 365 with three firefighters (same staffing level as JCCFD1). Twelve firefighters would be needed to cover three shifts, with four assigned to each shift. The additional firefighter will be utilized for vacations and injury time coverage. If this option is selected, the current cost would be roughly \$750,000 per year in salaries for operations. As the department grows, this cost increases. Especially when considering a second fire station in the future, the cost would double if staffing were the same at both stations.

Part-Time (Shift) Staffing Model: Some communities adopt a scheduled part-time shift program in which part-time firefighters are assigned defined shifts, such as 12- or 24-hour duty periods, providing in-station staffing rather than on-call response. This approach offers predictable coverage and improved reliability while still reducing full-time salary and benefit costs. It also integrates well with other staffing models and supports extended daily coverage plans. However, it requires structured scheduling management, adequate facilities, compliance with wage and labor standards, and greater personnel coordination. This model is particularly effective for communities seeking stable coverage without

¹² Based on 3% COLA with no additional operations staffing



transitioning to a full career department. Labor costs in this model are estimated at \$350,000 annually.

FIREFIGHTERS THAT RESPOND FROM OUTSIDE THE STATION (HOME/WORK)

Paid-on-Call (POC) Staffing Model: In a paid-on-call (POC) staffing model, firefighters are compensated on a per-call, hourly, or per-shift basis rather than as hourly employees (either full-time or part-time). This model is particularly effective in smaller communities where call volumes remain low, and the cost of full-time staffing cannot be justified. The primary advantage lies in its cost-effectiveness, as it significantly reduces salary and benefit expenditure while maintaining a roster of locally based responders. However, POC systems also pose challenges related to recruitment, retention, and daytime availability, as many participants hold full-time employment outside the community. Maintaining consistent training and operational readiness also requires additional coordination and oversight. Labor costs for this model would be significantly lower than those for the full-time staffing model. ESCI estimates labor costs at \$250,000 annually.

Volunteer Staffing Model: The volunteer fire department structure relies on community members who serve with minimal or no financial compensation. Some volunteer departments provide stipends, tax incentives, or reimbursements for training to recognize participation. This model is particularly well-suited to rural areas with low incident rates and strong civic engagement. The key advantages include minimal personnel costs and high community ownership. However, volunteer programs nationwide face increasing challenges in recruiting and retaining volunteers and in maintaining consistent training and certification standards. As communities grow and call volumes increase, volunteer-only staffing models can become less sustainable. Labor costs for this model, aside from equipment and insurance, are minimal.

FIREFIGHTERS THAT RESPOND FROM THE STATION AND OUTSIDE THE STATION

Combination Staffing Model: A combination model blends the various staffing models to balance fiscal responsibility with reliable service delivery. In this configuration, a core group of paid staff provides weekday or daytime coverage, while part-time or POC firefighters supplement response capacity at night, on weekends, or during periods of high demand. This structure allows a department to maintain a dependable response while controlling long-term personnel costs. It also creates a natural pipeline for developing future full-time firefighters. The tradeoff is increased administrative complexity and the need for consistent policies, training, and supervision to ensure cohesion among mixed staffing groups. ESCI estimates that this model would still be much less than the full-time staffing model with estimated annual labor costs at \$400,000.



Ultimately, the selection of a staffing approach should align with the community's growth trajectory, fiscal capacity, and service expectations. ESCI recommends that decision-makers evaluate long-term population growth, call-volume projections, and facility capacity to determine which combination of these factors provides the most sustainable and resilient service delivery model for the community.

Fire Station Costs

During ESCI's site visit with the City of Edgerton, records were reviewed regarding the ownership and operation of the downtown fire station. The records confirm that JCCFD1 is responsible for staffing and managing the facility under current arrangements.

Additionally, the documentation shows that if the District stops providing fire protection services to Edgerton, ownership and operational responsibility for the station would revert to the City.

According to JCCFD1 records, the number of calls within the Edgerton city limits in 2024 was about 1 per day. In many areas, this volume would not justify a full-time fire department. However, the current fire district that staffs Edgerton stations also services nearby unincorporated areas, allowing costs for service to the Edgerton community to be shared. If the community chooses to maintain the same level of service they currently receive, including quick response times, they will need two fire stations for the city's size. (Mathematically, if each fire station only handles around 0.5 calls per day, Edgerton may experience a higher-than-normal personnel turnover rate.)

Alternatively, if the City chooses to operate with only one fire station, likely situated near the city center, it will face longer response times in higher-volume areas such as downtown. If the City opts for the two-fire station approach, current estimates for a modest station with three drive-thru bays range from \$4,000,000 to \$5,000,000. The downtown fire station will need to be rebuilt or replaced within the next decade, as it is almost 50 years old and has undergone multiple remodels and additions.

Johnson County Consolidated Fire District #1 Impact

If the City of Edgerton were to formally withdraw from JCCFD1, the District would experience a corresponding decrease in tax revenues, reducing its total assessed valuation and potentially impacting operational and capital funding levels across the remaining service area. Although ESCI did not conduct a detailed fiscal impact analysis on the fire district's side, such a reduction could necessitate adjustments to staffing, deployment, or future capital planning that could affect the fire district's ability to provide aid to Edgerton.

Figure 41: Option 3 Pros/Cons

PROS

- City officials have full control of fire protection/prevention services
- City officials determine quality of services to provide to community. They could lower costs if they wanted lower levels of service.
- No negotiations with 3rd parties of service provision
- City can choose response models

CONS

- Would need to expand Edgerton city government
- May yield higher costs of service to community since costs are not shared as widely
- Will impact JCCFD1 in unknown ways which could impact how JCCFD1 can provide aid to Edgerton
- FD scheduling/payrolls are unique requiring expansions of government systems
- Must budget for additional infrastructure and capital expenses. Fire equipment costs are rapidly rising.

Option 4: Contract with Another Fire Department

In reviewing options for contracting with a neighboring fire services organization, there are two possible approaches: contract with a department that responds from its existing facilities or contract with an organization that will staff or at least respond from Edgerton facilities.

However, prior to the following contracting issues identified, the City of Edgerton would also have to follow the detachment process laid out in Option 2.

Contract with Organization that Responds from Their Own Facilities

Since response times are paramount in-service provision, the four closest fire stations (agencies) to be considered are:

- Wellsville Fire District
- Baldwin City Fire Department
- Palmyra Fire District #2 (formerly Palmyra Tsp Fire District)
- Northwest Consolidated Fire District #2



Three of these four organizations are volunteer fire departments. In contracting with a volunteer fire department, Edgerton would need to be aware of or at least consider the following:

Service Levels: The City of Edgerton currently receives services from a career department that has immediate responses with highly trained individuals. Does the City want to reduce the performance expectations to those standards adopted by volunteer fire departments?

Response Times: The City of Edgerton needs to consider turnout time (the time that it takes from the dispatch of a call until the first unit goes enroute to the scene) plus travel time. The travel times cited earlier were to the center of the city¹³ so that calls closer to the organization's stations might have a quicker response and those farther would have a longer response. The City would also want to know the average of how many personnel turn out for a call and any relevant performance standards they may or may not have.

Operational Requirements: The City of Edgerton needs to consider to what extent the department either complies with or attempts to follow standards set by the National Fire Protection Association, the State of Kansas, the Insurance Services Office, or the Center for Public Safety Excellence.

Agency Agreements: The City of Edgerton needs to consider to what extent the department has relationships with surrounding agencies to either complement or supplement their existing staff for either calls that need additional resources or calls where the volunteer organizations' responses are insufficient.

Finances: The City of Edgerton needs to consider from where the organization gets its funding and how it uses it, as well as what role the City would play should the organization need additional funding, especially for capital investments.

Legal: The City of Edgerton needs to consider if the organization has the legal capacity to add any contracted services, such as insurance, indemnification, etc., if it does not currently have them.

Governance: The City of Edgerton needs to consider what its role would be in an organization that is located in a different county.

Contract: The City of Edgerton needs to consider if the organization is willing to put in writing the quality of services to be provided, along with accountability mechanisms and pathways of how to correct service or contractual deficiencies.

¹³ Four Corners Rd & 199th St.



Contracting with the sole career option (Northwest Consolidated Fire District #2) from its existing stations could potentially attain equivalent levels of service once the agency arrives on the scene. Given the lengthy response time exceeding twenty minutes, it is likely that any incident to which it was dispatched will have grown in its scope and risk beyond the findings of a department that would have arrived quicker.

Figure 42: Option 4 Pros/Cons

<u>PROS</u>	<u>CONS</u>
<ul style="list-style-type: none">• Services defined under a contract• Edgerton does not have to address issues associated with standing up their own fire department• Contract allows full input to quality of services• Costs could be reduced since it's likely volunteer fire departments will have lower revenue needs	<ul style="list-style-type: none">• Longer response times• Unpredictable response levels• Lower quality of service from volunteer organizations• Will have to rely on other organizations to deal with staffing issues• Weaknesses of other organizations are experienced by Edgerton

[Contract with an Organization that Responds from Edgerton Facilities](#)

The City of Edgerton could expand its contracting options by considering agreements with the above organizations and others, including private fire departments, to provide services from Edgerton facilities. Theoretically, all the organizations mentioned earlier could be approached about expanding their jurisdictions to include Edgerton and consequently responding from Edgerton facilities.

For volunteer departments, this would mean that, in addition to the items previously mentioned for the City of Edgerton to be aware of, the City would need to support a substantial recruiting effort to attract volunteers from the Edgerton community to serve a non-Edgerton-based organization. Lastly, for any contract with a volunteer fire department organization, the City would need to consider the community's growth potential and the department's capacity to maintain the level of service the Edgerton community requires.

From career departments, the City of Edgerton could consider contracting with any career fire department provided they were willing to cover all the expenditures associated with staffing and equipping however many stations the City desires. This would be greater than what it would cost the City of Edgerton to provide its own staffing, as larger career departments already have resources that the City would need to slowly incorporate.



However, the risk to the City is that it would also be vulnerable to decisions that need to benefit the entire jurisdiction of the contracted agency, not just Edgerton.

In addition to contracting with a nearby fire services organization, the City of Edgerton could opt to contract with a private fire department. Contracting with a private fire department is less common than working with a private EMS provider, but a few companies do offer these services. The benefit of this type of service is that the level and type of service can often be tailored to meet needs, and it allows for agreements in which the City of Edgerton provides some resources and the private fire department supplies others. The main concern about private fire departments is their profit motive and the amount of profit considered reasonable. This is determined through negotiation in the contract. Additionally, relationships between public and private fire departments can sometimes be tense because of the different roles they are perceived to have.



Recommendations

Recommendation 1 - Adopt an Evaluative Approach

Since the consolidation process is still under the supervision of the Johnson County Board of County Commissioners, ESCI recommends that the City of Edgerton take no immediate action. Instead, the City should maintain an evaluative approach, allowing the new consolidated fire district to prove its effectiveness through performance data, governance practices, and community involvement. If future assessments yield unfavorable results, the City will still have the option to initiate formal withdrawal from Johnson County Consolidated Fire District #1, with this report serving as a key resource in that process.

Recommendation 2 - Engage in Advisory Board Development

ESCI further recommends that the leadership of both the City of Edgerton and Johnson County meet to review and provide input on the proposed bylaws for the new Advisory Board. Participation in this process reflects the principles of progressive governance that have long characterized Johnson County. Active involvement will ensure that the City of Edgerton's interests are represented and that the Advisory Board is positioned to effectively guide the district's future direction.

Recommendation 3 – Poll Community on Options

Since the desire to detach from JCCFD1 would require community participation through a petition and an opportunity to oppose the detachment, City of Edgerton elected officials could save time and money by already having a sense of whether the community would support the plan.

Recommendation 4 - Retain Independent Legal Counsel

Should the City of Edgerton decide to consider further detachment from JCCFD1, it should retain legal counsel to thoroughly review the potential for withdrawal. This move will provide the City's leaders with clear, objective guidance to inform future decisions. If separation is eventually considered, this legal review will be the critical first step.

Recommendation 5 - Establish a Fire Department Transition Fund

If the City of Edgerton chooses to separate from JCCFD1, ESCI recommends establishing a dedicated fund to prepare for the financial requirements of creating and operating a municipal fire department. This fund should be structured to support initial startup costs, ongoing operations, and long-term capital planning. In particular, if the City of Edgerton were to form its own department, and the initial station were to be located downtown, a potential second fire station would be required on the east side of the city to serve areas with high call volumes and ensure equitable response coverage.



Table of Figures

Figure 1. Option 1 Pros/Cons..... 6

Figure 2. Option 2 Pros/Cons..... 7

Figure 3. Option 3 Pros/Cons..... 8

Figure 4. Option 4 Pros/Cons..... 9

Figure 5: Fire District Boundaries 13

Figure 6. JCCFD1 Organizational Chart 19

Figure 7. JCCFD1 Station Condition Summary..... 21

Figure 8. NFIRS Incident Series 26

Figure 9. JCFD1 Service Demand by NFIRS Series, 2020–2024..... 27

Figure 10. JCFD1 Demand within Edgerton 28

Figure 11. JCFD1 Service Demand by NFIRS Series, 2020–2024 29

Figure 12: JCFD1 Incident Types within Edgerton 30

Figure 13. JCFD1 Service Demand by Month, 2020–2024 31

Figure 14. JCFD1 Service Demand by Day, 2020–2024 31

Figure 15. JCFD1 Service Demand by Hour, 2020–2024 32

Figure 16: Edgerton Population Density 33

Figure 17: Edgerton Incident Density (All Incidents), 2020–2024 34

Figure 18. Edgerton Incident Density (EMS), 2020–2024..... 35

Figure 19. Edgerton Incident Density (Fire), 2020–2024..... 36

Figure 20. Edgerton 1.5-Mile Engine Distribution 38

Figure 21. Edgerton 5-Mile Station Distribution..... 39

Figure 22. Edgerton 4-/8-Minute Travel Times per NFPA Criteria 41

Figure 23. Edgerton Travel Time Analysis, 2023–2024 42

Figure 24. Wellsville Fire Protection District Jurisdiction 46

Figure 25. Baldwin City Fire Jurisdiction..... 47

Figure 26. Palmyra Fire District #2 48

Figure 27. Northwest Consolidated Fire District #2..... 49

Figure 28: Option 1 Pros/Cons 52

Figure 29: Option 2 Pros/Cons 53

Figure 30: Hire Fire Chief Cost Estimates..... 54

Figure 31: Planning and Organizational Development Estimated Costs 55

Figure 32: Apparatus Procurements Cost Estimates 55

Figure 33: Essential Equipment and Tools Cost Estimates 56

Figure 34: Training and Certification Estimates 56

Figure 35: Additional Staff Cost Estimates..... 56



Figure 36: Community Risk Reduction Cost Estimates 57

Figure 37: Regional Response Capabilities Estimates 57

Figure 38: Capital Replacement and Planning 58

Figure 39. Estimated Fire Department Baseline Costs 59

Figure 40: Total Baseline and Staffing Model Cost Estimates – 2026..... 61

Figure 41: Option 3 Pros/Cons 64

Figure 42: Option 4 Pros/Cons 66

Figure 43. Station 81 (Headquarters)..... 71

Figure 44. Station 82..... 72

Figure 45. Station 83..... 73

Figure 46. Station 84..... 74

Figure 47. Station 85..... 75

Figure 48. Station 410..... 76

Figure 49. Station 411..... 77



Appendix A – Detailed Station Conditions

Figure 43. Station 81 (Headquarters)



Station 81 is a four-bay, drive-through facility, located at 33364 West 191st Street. The station houses a three-person crew, cross-staffing an engine, water tender, and heavy brush unit. A Battalion Chief also responds from this location. This station houses the district's administrative offices.

SURVEY COMPONENT	OBSERVATIONS
STRUCTURE	
Physical address	33364 West 191 st , Edgerton
Construction type	Masonry block
Date of construction	2021
Seismic protection/energy audits	When originally designed only
Auxiliary power	Yes
Condition	Excellent
Special considerations (ADA compliant, mixed-gender appropriate, storage, etc.)	Yes
Square footage	28,146
FACILITIES AVAILABLE	
Exercise/workout facilities	Yes
Kitchen/dormitory	Yes
Lockers/showers	Yes
Training/meetings	Yes
Washer/dryer	Yes
SAFETY AND SECURITY	
Sprinkler system	Yes
Smoke detection	Yes
Security	Yes - Keypad
Apparatus exhaust system	Yes
Units/staffing levels assigned	3 cross-staffed and Battalion Chief

Figure 44. Station 82



Station 82 was constructed in 2007. The station houses a single paramedic fire engine and brush fire unit. The facility is staffed by three (3) fire personnel currently, cross-staffing the apparatus.

SURVEY COMPONENT	OBSERVATIONS
STRUCTURE	
Physical address	29000 W 183 rd Street, Gardner
Construction type	Masonry block
Date of construction	2007
Seismic protection/energy audits	When originally designed
Auxiliary power	Yes
Condition	Fair
Special considerations (ADA compliant, mixed-gender appropriate, storage, etc.)	Yes
Square footage	6,166
FACILITIES AVAILABLE	
Exercise/workout facilities	Yes
Kitchen/dormitory	Kitchen and sleeping quarters for up to 6 responders
Lockers/showers	Yes
Training/meetings	A meeting space is present
Washer/dryer	Yes
SAFETY AND SECURITY	
Sprinkler system	Yes
Smoke detection	Yes
Security	Yes
Apparatus exhaust system	Air exchange in bay no exhaust tubes
Units/staffing levels assigned	3 crossed-staffed



Figure 45. Station 83



Station 83 is a three bay, drive-through facility, located in New Century and was constructed in 1999. The station houses a three-person crew, cross-staffing an engine, a ladder, and heavy brush unit.

SURVEY COMPONENT	OBSERVATIONS
STRUCTURE	
Physical address	490 New Century Parkway, New Century
Construction type	Masonry block
Date of construction	1999
Seismic protection/energy audits	When originally designed only
Auxiliary power	Yes
Condition	Fair
Special considerations (ADA compliant, mixed-gender appropriate, storage, etc.)	Yes
Square footage	11,000
FACILITIES AVAILABLE	
Exercise/workout facilities	Yes
Kitchen/dormitory	Yes
Lockers/showers	Yes
Training/meetings	Yes
Washer/dryer	Yes
SAFETY AND SECURITY	
Sprinkler system	Yes
Smoke detection	Yes
Security	Yes
Apparatus exhaust system	Yes
Units/staffing levels assigned	3 cross-staffed – total 3

Figure 46. Station 84



Station 84 is a six-bay, drive-through facility located in Spring Hill and constructed in 1982. The station houses seven (7) firefighters, cross-staffing a paramedic engine, water tender, and heavy brush unit, along with a Battalion Chief.

SURVEY COMPONENT	OBSERVATIONS
STRUCTURE	
Physical address	20500 West 207 th Street, Spring Hill
Construction type	Masonry block
Date of construction	1982
Seismic protection/energy audits	When originally designed only
Auxiliary power	Yes
Condition	Fair
Special considerations (ADA compliant, mixed-gender appropriate, storage, etc.)	Yes
Square footage	14,300
FACILITIES AVAILABLE	
Exercise/workout facilities	Yes
Kitchen/dormitory	Yes
Lockers/showers	Yes
Training/meetings	Yes
Washer/dryer	Yes
SAFETY AND SECURITY	
Sprinkler system	Yes
Smoke detection	Yes
Security	Yes
Apparatus exhaust system	Yes
Units/staffing levels assigned	6 cross-staffed/1 Battalion Officer



Figure 47. Station 85



Constructed in 1979, Station 85 in Edgerton is the district's oldest facility and was remodeled in 2010. It consists of three back-in style apparatus bays housing an engine, a water tender, and a brush vehicle. A crew of three (3) firefighter/EMTs cross-staff the response vehicles. Residential quarters can accommodate up to four (4) responders. (E85, B85 - min. 3 FFs)

SURVEY COMPONENT	OBSERVATIONS
STRUCTURE	
Physical address	400 East 3 rd , Edgerton
Construction type	Concrete and wood frame
Date of construction	1979
Seismic protection/energy audits	Only when originally designed
Auxiliary power	Yes
Condition	Poor
Special considerations (ADA compliant, mixed-gender appropriate, storage, etc.)	Yes
Square footage	2,600
FACILITIES AVAILABLE	
Exercise/workout facilities	None
Kitchen/dormitory	Yes
Lockers/showers	Yes
Training/meetings	No
Washer/dryer	Yes
SAFETY AND SECURITY	
Sprinkler system	Yes
Smoke detection	Yes
Security	Yes
Apparatus exhaust system	Yes
Units/staffing levels assigned	All units cross-staffed by three (3) personnel



Figure 48. Station 410



Station 410 has three apparatus bays, along with office space and quarters for the district’s response crews. An engine, water tender, squad, and medic unit respond from this station, along with a boat. This fire station is staffed by the Overland Park Fire Department. A team of three (3) responders staff the station and its apparatus on a 24-hour shift schedule.

SURVEY COMPONENT	OBSERVATIONS
STRUCTURE	
Physical address	19120 Metcalf Ave, Stillwell
Construction type	Noncombustible – Sprinkler Protected
Date of construction	2016
Seismic protection/energy audits	No
Auxiliary power	Yes
Condition	Excellent
Special considerations (ADA compliant, mixed-gender appropriate, storage, etc.)	Yes
Square footage	13,400
FACILITIES AVAILABLE	
Exercise/workout facilities	Yes
Kitchen/dormitory	Yes
Lockers/showers	Yes
Training/meetings	Yes
Washer/dryer	Yes
SAFETY AND SECURITY	
Sprinkler system	Yes
Smoke detection	Yes
Security	Yes
Apparatus exhaust system	Yes
Units/staffing levels assigned	3-person crew



Figure 49. Station 411



A smaller, two-bay facility, Station 411 is staffed with a minimum of three (3) personnel. The crew staffs an engine, or a brush vehicle, depending on the nature of the incident. This fire station is staffed by the Overland Park Fire Department.

SURVEY COMPONENT	OBSERVATIONS
STRUCTURE	
Physical address	18475 Mission Rd, Stillwell
Construction type	Noncombustible – Sprinkler Protected
Date of construction	1993/2006
Seismic protection/energy audits	No
Auxiliary power	Yes (portable generator—improvements coming in 2017)
Condition	Fair
Special considerations (ADA compliant, mixed-gender appropriate, storage, etc.)	ADA compliant, mixed-gender appropriate
Square footage	4,436
FACILITIES AVAILABLE	
Exercise/workout facilities	Yes
Kitchen/dormitory	Yes
Lockers/showers	Yes
Training/meetings	No
Washer/dryer	Yes
SAFETY AND SECURITY	
Sprinkler system	Yes
Smoke detection	Yes
Security	Yes
Apparatus exhaust system	Yes
Units/staffing levels assigned	Three personnel minimum 24/7.

Appendix B – Kansas Statute 19-3604

Disorganization or alteration of district; inclusion of new lands; procedures.

(a) Any fire district may be disorganized by the board of county commissioners at any time after four years from the date of the publication of the final resolution for the first organization of such district upon a petition to the board and the making of an order in like manner as in the case of organizing any fire district under K.S.A. [19-3603](#), and amendments thereto.

(b) Subject to the provisions of K.S.A. [19-270](#), the territory of any organized fire district may be subsequently altered by the inclusion of new lands or by the exclusion of lands therein upon a petition to the board of county commissioners signed by the owners of at least 10% of the area of the lands sought to be included or excluded, which petition shall conform, as near as may be possible, to the petition required for the organization of a fire district. If the board of county commissioners finds the petition is sufficient, the board may adopt and publish a resolution attaching or detaching the lands described in the petition to or from the fire district. The resolution shall be published once each week for two consecutive weeks in a newspaper of general circulation in the area where the lands are located. Such publication shall include a map showing the territory of the district and the lands proposed to be attached to or detached therefrom. If within 30 days after the last publication of the resolution and map, a petition protesting the inclusion or detachment of such lands, signed by the owners, whether residents of the county or not, of more than 19% of the area of the lands sought to be included in or excluded from the fire district is filed with the county clerk, the resolution shall have no force or effect. If such a protest petition shall not be filed within such time, the resolution shall become final, and the lands shall thereupon be deemed attached to or detached from the fire district. In any case where lands are included in or excluded from a fire district as provided herein, the board shall declare the new boundary of the district by the adoption and publication of a resolution in like manner as the boundaries were declared at the time of the original organization thereof.



Appendix C – Johnson County Mutual Aid Interlocal Cooperation Agreement



**A MUTUAL AND AUTOMATIC AID INTERLOCAL COOPERATION AGREEMENT
BY AND AMONG THE BOARD OF COUNTY COMMISSIONERS OF JOHNSON
COUNTY, KANSAS, THE JOHNSON COUNTY FIRE AND EMERGENCY SERVICES
CHIEFS ASSOCIATION, AND VARIOUS MUNICIPALITIES AND FIRE DISTRICTS
WITHIN JOHNSON COUNTY, KANSAS**

THIS AGREEMENT, made and entered into this 2 day of December 2010 by and among the Board of County Commissioners of Johnson County, Kansas (hereinafter "County"); the Mayor and Council each of the cities of the City of Bonner Springs, Kansas, the City of Lake Quivira, Kansas, the City of Leawood, Kansas, the City of Lenexa, Kansas, the City of Merriam, Kansas, the City of Olathe, Kansas, the City of Overland Park, Kansas, and the City of Shawnee, Kansas (with said municipalities hereinafter the "Cities"); the Board of Directors each of the fire districts of Johnson County Fire District No. 1, Fire District No. 2, Johnson County, Kansas, Consolidated Fire District No. 2, and Northwest Consolidated Fire District (with said fire districts hereinafter the "Fire Districts"); and the Johnson County Fire and Emergency Services Chiefs Association (hereinafter the "Chiefs Association"), each Party duly having been organized and now existing under the laws of the State of Kansas.

WITNESSETH:

WHEREAS, cooperation and agreements for mutual and/or automatic aid assistance in fire protection and for response to other emergencies, including rescue, and emergency medical and ambulance services, have been created and existed between various municipalities and governmental jurisdictions; and

WHEREAS, the County, Cities and Fire Districts wish to mutually cooperate with each other to foster, continue and improve the cooperative nature and coordinated effort of emergency mutual and automatic aid assistance and response to incidents that threaten loss of life or property within the geographic boundaries of their respective jurisdictions; and

WHEREAS, the Kansas Interlocal Cooperation Act, *K.S.A. 12-2901 et seq.*, and amendments thereto (hereinafter "Act"), permits local government units, including the Parties to this Agreement, to make the most efficient use of their powers by enabling them to cooperate with other localities, persons, associations and corporations on a basis of mutual advantage and thereby to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and

WHEREAS, each Party to this Agreement, with the exception of the Chiefs Association, is independently empowered to provide fire protection services, said authorization being found at *K.S.A. 19-101 and K.S.A. 19-212, and amendments thereto*, for the County; *K.S.A. 12-111, and amendments thereto*, for the Cities; and *K.S.A. 19-3621, and amendments thereto*, for the Fire Districts; and

10.25.2010



WHEREAS, each Party to this Agreement, with the exception of the Chiefs Association, now provides fire protection services within specifically defined service areas within Johnson County, Kansas; and

WHEREAS, each Party to this Agreement, with the exception of the Chiefs Association, is independently empowered to establish, operate and maintain an emergency medical or ambulance service as a municipal function within or without the boundaries of their respective jurisdictions, said authorization being found at *K.S.A. 65-6101 et seq., and amendments thereto*, for said Parties; and

WHEREAS, the Parties to this Agreement, with the exception of the Chiefs Association, may enter into contracts for reciprocal services, said authority being found at *K.S.A. 19-101, and amendments thereto*, for the County; *K.S.A. 12-101, and amendments thereto*, for the Cities; and *K.S.A. 19-3621, and amendments thereto*, for the Fire Districts; and

WHEREAS, the Johnson County Fire and Emergency Services Chiefs Association is an incorporated association, filed of record with the Kansas Secretary of State's Office, and is authorized to do business in the State of Kansas; and

WHEREAS, the County has established, as a function of Johnson County Government, a system of fire and emergency medical service communications operated and maintained under the direction of the Johnson County Emergency Communications Center (ECC) which provides for emergency medical call delivery and emergency medical dispatch (EMD) for all fire and emergency medical services (EMS) departments operating within Johnson County, Kansas; and

WHEREAS, there may arise, from time to time, an incident in Johnson County, Kansas, involving fire, rescue, medical emergency, or natural disaster within the service area of one Party that may require the assistance of one or more of the other Parties; and

WHEREAS, the Parties hereto are desirous of entering into an agreement concerning the provision of such assistance and aid for their mutual advantage.

NOW, THEREFORE, in consideration of the above and foregoing recitals, the mutual covenants, conditions and promises hereinafter contained, and for other good and valuable consideration, the Parties hereto agree as follows:

I. PURPOSE.

All Parties, with the exception of the Chiefs Association, agree to respond to calls for mutual and/or automatic aid within Johnson County, Kansas, requested by the Fire Chief of any Party to this Agreement, Med-Act Chief or ECC Director, or their designated representative, and to provide fire, rescue or emergency medical services, including apparatus, equipment and personnel, as necessary.

II. MUTUAL AND AUTOMATIC AID; OPERATIONAL STANDARDS; RESPONSE PROTOCOLS.

A. Mutual and automatic aid extended by the Parties pursuant to this Agreement, accordingly, shall be subject to, and furnished in accordance with, the provisions of K.S.A. 48-948 et seq., and amendments thereto, other applicable provisions of law, and the terms and conditions of this Agreement.

B. During the term of this Agreement, it is the intent of the Parties hereto, in the interest and pursuit of achieving administrative and operational “best practices”, to abide by the mutual and automatic aid, response time, and operational and administrative standards and protocols set forth in the attached **Exhibit A**, which is incorporated herein by reference and made a part of this Agreement, and which **Exhibit A** may be revised from time to time as provided for in this Agreement. Notwithstanding the foregoing, all the Parties agree that the Fire Chief, Med-Act Chief or ECC Director, or their designated representative, shall determine whether or not their jurisdiction can spare apparatus or personnel in order to respond in accordance with this Agreement, and no jurisdiction shall be obligated to respond unless the Fire Chief, Med-Act Chief or ECC Director, or such other person in charge, believes that a response can be made without jeopardy to the safety of such person’s jurisdiction.

III. MANAGEMENT SYSTEM; RETURN FROM RESPONSE.

All Parties acknowledge that an effective incident management system is required and accordingly, the Parties agree to utilize the National Incident Management System (NIMS) while operating at emergency incidents; that all units at the incident will operate under this system; and, that a representative of the jurisdiction in which the incident occurs will assume command and will be the sole judge of the type and amount of assistance. All Parties agree that any Party which has responded outside its jurisdiction pursuant to this Agreement shall return to its respective jurisdiction as soon as it can safely be released by the Incident Commander.

IV. FEES.

Unless otherwise provided herein, all Parties agree that no fees or costs will be engendered as a result of providing assistance and resources at any given incident, for a period of up to four (4) hours, under the terms of this Agreement, and that any fees or costs that arise during such period of time will be borne by the Parties individually at their own cost. Beyond 4 hours, equipment reimbursement, if requested, shall not exceed the then current FEMA emergency equipment hourly reimbursement rate. Notwithstanding the foregoing, Parties receiving assistance hereunder may reimburse responding Parties for certain supply costs. The supplies may include, but are not limited to, disposable shoring supplies, foam supplies, hazardous material containment supplies, and the like.

V. REPORTING.

Incident reporting, as provided in *K.S.A. 31-133 (a) (6)*, and amendments thereto, will be

performed in accordance with K.A.R. 22-5-1. Each Party will be responsible for the reporting of all incidents within the boundaries of their jurisdiction. Each Party agrees to cooperate with all other Party's preparation of such reporting and is responsible for its portion of the report as to the provision of aid.

VI. EFFECTIVE DATE AND TERM.

This Agreement shall become effective upon its adoption by each of the Parties and upon approval by the Attorney General of Kansas, and shall be and remain effective for an initial term commencing upon the date of approval by the Attorney General of Kansas, and ending December 31, 2011, and thereafter shall be automatically renewed for periods of one (1) year each.

VII. TERMINATION.

Any Party may withdraw from this Agreement upon thirty (30) days prior written notice to the other Parties.

VIII. MODIFICATION.

Unless otherwise provided herein, modification, revision, or amendment may be made to this Agreement at any time the Parties hereto agree to such modification, revision or amendment in writing.

IX. ADMINISTRATION; CONFLICT RESOLUTION; CHIEFS ASSOCIATION.

A. Administration of this Agreement, if any such action be needed, shall be accomplished by the Chiefs Association. Issues relating to operational standards and protocols in the provision of mutual and/or automatic aid under this Agreement that need to be addressed by the Parties will be reviewed for comment and recommendation by the Chiefs Association. The Chiefs Association will be responsible for performing a comprehensive review of such operational standards and protocols, at least annually, as a matter of business during a scheduled meeting of the Chiefs Association. Further, the Chiefs Association, as a matter of business during a scheduled meeting, may determine, in the interest and pursuit of achieving administrative and operational "best practices", to revise the mutual and automatic aid operational standards and protocols of **Exhibit A**, accordingly. Any such revised **Exhibit A**, so adopted by the Chiefs Association, shall become effective, and shall be made and form a part of this Agreement, upon the date of its adoption by the Chiefs Association. The Secretary/Treasurer of the Chiefs Association shall furnish a copy of any such revised **Exhibit A** to the Med-Act Chief, the ECC Director, and the Fire Chief of each Party to this Agreement, or their respective designated representatives, upon its adoption.

B. The Parties understand and acknowledge that the assistance and aid extended pursuant to, and described under, the terms of this Agreement is reciprocal, and that they will in good faith arrange their service for compliance therewith. While emergency conditions and the

nature of calls for service vary from respective jurisdiction to jurisdiction of the Parties, the conditions and spirit of this Agreement is intended to ensure a comparable level of service provided among all the Parties. If a Party cannot comply with the terms and conditions of this Agreement, such Party is expected to withdraw its participation hereunder and seek assistance through mutual aid request or other separate agreement between specific jurisdictions. Conflicts that arise between Parties relative to the operational standards and protocols of **Exhibit A** are expected to be resolved through the affected agencies at the Director or Chief of Department level. Should this fail to satisfy the conditions of the conflict, the Executive Board of the Chiefs Association may sit as mediators to the issue of conflict and provide remediation advice and counsel to the Parties. Final resolution to matters of conflict may be heard by the Director or Chief of Department membership of the Chiefs Association.

X. PROPERTY.

No property, real or personal, shall be acquired jointly by the Parties under the terms of this Agreement.

XI. NOTICES.

Any notices, demands or requests required by this Agreement shall be sent to all Parties hereto by U.S. mail, postage prepaid, unless otherwise specifically provided herein.

XII. PERSONNEL; EQUIPMENT.

It is understood and agreed by and among the Parties that the personnel utilized by each individual Party for the provision of fire protection, rescue or emergency medical services shall be considered, are, and shall remain, employees or volunteers of that Party and shall not be considered or treated, in any manner, as an employee or volunteer of Parties hereto. Further, each Party shall retain ownership and maintenance responsibility of any equipment or apparatus such Party brings to the performance of this Agreement.

XIII. CLAIMS.

For purposes of this Agreement, each Party agrees to investigate, handle, respond to, provide defense for, and defend any and all claims, damages, expenses, suits, judgments, losses, penalties, settlements, charges, professional fees, or other expenses or liabilities, of every kind and character arising out of, or relating to, the omission or negligence of that Party, at its sole expense, and agrees to bear all other costs and expenses related thereto, even if such claims are groundless, false or fraudulent.

XIV. NONAPPROPRIATION.

Notwithstanding anything contained in this Agreement to the contrary, it is understood and agreed by the Parties hereto that the obligations expressed herein are subject to funds

budgeted and appropriated for such purpose or from funds made available from any lawfully operated, revenue producing source.

XV. GOVERNING LAW.

This Agreement shall be governed by and subject to the laws of the State of Kansas applicable to agreements made and to be wholly performed within such state.

XVI. SEVERABILITY.

If any provision, or portion thereof, contained in this agreement is held to be unconstitutional, in violation of Kansas Statutes or otherwise invalid or unenforceable, that provision or portion thereof shall be excised here from and the remainder of this agreement shall remain in full force and effect.

XVII. MATTERS DISREGARDED.

The titles of the several sections, subsections or paragraphs set forth in this Agreement are inserted for convenience of reference only and they shall be disregarded in construing or interpreting any of the provisions of this Agreement.

XVIII. ENTIRE AGREEMENT.

The text herein shall constitute the entire agreement by and amongst the Parties hereto, and supersedes any and all prior understandings, agreements or promises, whether oral or written, by and between, or amongst, any or all of the Parties pertaining to, or in connection with, the subject matter of this Agreement. Specifically, this Agreement supersedes the interlocal cooperation agreement of the Parties dated March 1, 1993, and made effective the date of March 29, 1993.

XIX. EXECUTION.

Counsel for the County shall cause this Agreement to be executed in multiple original counterparts and submitted to the Attorney General of the State of Kansas for his approval. Thereafter, if approved by the Attorney General, (i) Counsel for the County shall cause this Agreement to be filed, *pursuant to K.S.A. 12-2905*, with the County's Department of Records and Tax Administration and the Kansas Secretary of State; and (ii) the City Attorney of Bonner Springs, Kansas, shall cause this Agreement to be filed with the Register of Deeds of Wyandotte County, Kansas. Each Party hereto shall receive a copy of the duly executed original of this Agreement for its official records.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives the day and year designated below.

CITY OF BONNER SPRINGS, KANSAS

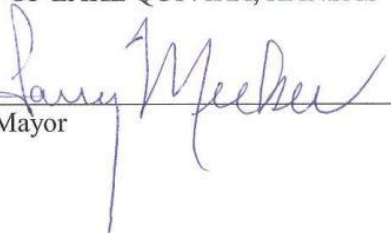
By: 
Mayor

DATE: November 13, 2010

ATTEST:

City Clerk

CITY OF LAKE QUIVIRA, KANSAS

By: 
Mayor

DATE: 11-19-10


ATTEST:

City Clerk

CITY OF LEAWOOD, KANSAS

By: 
Mayor

DATE: 11-15-2010

ATTEST:

City Clerk

2025 Edgerton, KS Governance Study

CITY OF LENEXA, KANSAS

By: [Signature]
Mayor

DATE: 11-22-2010



ATTEST:

[Signature]
City Clerk

CITY OF MERRIAM, KANSAS

By: [Signature]
Mayor

DATE: 11-29-10

ATTEST:

[Signature]
City Clerk



CITY OF OLATHE, KANSAS

By: [Signature]
Mayor

DATE: 11-18-2010

ATTEST:

[Signature] 11-18-10
City Clerk

CITY OF OVERLAND PARK, KANSAS

By: [Signature]
Mayor

DATE: 8-16-10

ATTEST:

[Signature]
City Clerk

2025 Edgerton, KS Governance Study

CITY OF SHAWNEE, KANSAS

By: [Signature]
Mayor

DATE: 12-21-10

ATTEST:
[Signature]
City Clerk



JOHNSON COUNTY FIRE DISTRICT NO. 1

By: [Signature]
Chairman

DATE: 11-09-10

ATTEST:
[Signature]
Secretary

FIRE DISTRICT NO. 2, JOHNSON COUNTY, KANSAS

By: [Signature]
Chairman

DATE: 11/22/2010

ATTEST:
[Signature]
Secretary

CONSOLIDATED FIRE DISTRICT NO. 2

By: [Signature]
Chairman

DATE: 11/16/10

ATTEST:
[Signature]
Secretary

NORTHWEST CONSOLIDATED FIRE DISTRICT

By: Linda S. Gindler
Chairperson

DATE: 11/10/10

ATTEST:

Cynthia Phanin
Secretary

JOHNSON COUNTY FIRE AND EMERGENCY SERVICES CHIEFS ASSOCIATION

By: Joseph K. Kopp
President

DATE: 11/09/2010

ATTEST:

Walter Johnson
Secretary

BOARD OF COUNTY COMMISSIONERS OF JOHNSON COUNTY, KANSAS

By: Jim Allen
Chairman

DATE: December 2, 2010

ATTEST:



Donald S. Jewett
Clerk of the Board

EFFECTIVE DATE OF AGREEMENT: December 2, 2010

2025 Edgerton, KS Governance Study

APPROVED AS TO FORM AND CAPABILITY WITH THE LAWS OF THE STATE OF KANSAS:

On this 7th day of July, 2016, the above and foregoing interlocal cooperation agreement was reviewed and found to comply with the requirements of *K.S.A. 12-2901 et seq., and amendments thereto*, and with the laws of the State of Kansas, and the Attorney General's signature below signifies his approval.

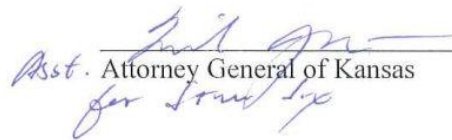

Asst. Attorney General of Kansas
for Louis Ly

EXHIBIT A

**Mutual and Automatic Aid
Operational Standards and Protocols**

Definitions:

Agency – a governing entity or body that provides certain emergency and non-emergency services, such as a city fire department, fire district, or county department or division providing fire and/or emergency services or radio communications/dispatching.

Automatic Aid – a pre-arranged written agreement by which Agencies are dispatched simultaneously on the initial alarm.

Best Practices - processes and activities which have been shown in practice to be effective and efficient in the pursuit of providing and delivering improved emergency and non-emergency services.

Call Processing Time – Agency participants shall measure “call processing time” from the time of the first ECC key-stroke in CAD to time of dispatch.

Closest Unit Response – a method of dispatch which allows the Computer Aided Dispatch (CAD) system to select and assign the closest available fire or emergency medical unit to a critical incident regardless of jurisdictional boundaries.

Company – a trained team of professionals primarily to mitigate the hazards associated with fires that threaten civilian populations and property; to perform rescues of people from car accidents, collapsed and burning buildings and other emergent situations, including emergency medical services.

Mutual Aid – a pre-arranged written agreement by which assisting Agencies are dispatched only when on-scene units request assistance.

Reaction Time or Turnout Time – Agency participants shall measure “reaction time or turnout time” from the time of dispatch notification to time of responding.

Response Time – Agency participants shall measure “response time” from the time of dispatch to time of arrival on-scene.

Standard of Response Coverage – a system that includes an analysis of risks and expectations, assists in decisions concerning distribution and concentration of resources and assists in making decisions on deployment of resources.

Standards – “Consensus Standard” - a criterion developed by technical or professional societies or by national and international standards-setting organizations according to a well-defined procedure for consensus agreement among representatives of various interested or affected individuals, companies, organizations, and countries. A consensus standard is usually referred to as an industry, national, or international standard depending upon the scope of the organization that establishes and promulgates the standard.

Time of Dispatch – Agency participants shall define “time of dispatch” as the point in time at which the Johnson County Emergency Communications Center (ECC) has notified the station (responding unit if out of station) of the call through the station alert system, radio, pager or Mobile Data Terminal (MDT).

Total Response Time – a measurement of the elapsed time between the ECC first key-stroke in CAD to the arrival of the first apparatus at an incident.

Travel Time – a measurement of the elapsed time between responding and arrival on-scene.

Operational Standards and Protocols:

1. Agency participants agree to dispatch their assigned emergency response resources on an automatic basis, as available.
2. The ECC will assign the first appropriate unit to Code 1 Closest (C1C) medical and up to two (2) appropriate units on multi-company emergency incidents.
3. This Agreement shall not preclude or limit more specific agreements between jurisdictions. However, any such separate agreements between jurisdictions should not compromise the integrity of the County response system.
4. Agency participants shall pursue and encourage the development of administrative and operational “best practices”.
5. Agency participants may apply for applicable reimbursements from appropriate Federal, State, County or local agencies.
6. Non-emergent primary calls for assistance are considered routine and shall not impact the resources or standard of response coverage of any jurisdiction.
7. Each Agency participant shall be a member of the Johnson County Fire and Emergency Services Chiefs Association. The Agency Head, or his/her principal assistant, will be his/her department’s representative in the Chiefs Association. The Chiefs Association shall meet regularly to discuss issues of mutual concern and where appropriate develop policy positions on these issues.

8. Unless otherwise provided by separate agreements between jurisdictions, standard response protocols shall not exceed two (2) automatic aid resources from each Agency. All other resources shall be considered mutual aid.
9. Agency participants recognize the importance of service delivery and personnel safety issues, and agree to not resource responding apparatus and equipment below the minimum staffing levels of three (3) qualified personnel for all engines, quints, and ladders.
10. Agency participants are encouraged and expected to explore opportunities for joint training and practice.
11. Agency participants shall utilize the standardized Johnson County Apparatus and Equipment numbering system.
12. Agency participants shall utilize the FEMA resource typing system for agency resources.
13. Agency participants agree to utilize safety officers and recognize rapid intervention obligations at multi-company or high-risk incidents and will follow standardized procedures.
14. Agency participants shall utilize the Johnson County personnel accountability system at multi-company or high-risk incidents.
15. Agency participants agree to the use of specialized unit resources. The assignment of a specialized unit to an incident relies on predefined response levels to specific types of incidents, the closest specialized unit to the call, and/or any special call for resources made by an incident commander that is not pre-programmed in the CAD system. This includes, but is not limited to, hazardous materials support, technical rescue support, loss control, rehab, command, utility, brush, communications, foam, water tenders and fire investigations cause and origin.
16. Calls outside the response boundaries of the automatic response system shall be considered mutual aid.
17. The benchmark for call processing time is one minute with 90% reliability.
18. The benchmark for reaction or turn-out time is one minute thirty seconds with 90% reliability.
19. Agency participants shall utilize Model Procedures for Johnson County in the mitigation of incidents.

2025 Edgerton, KS Governance Study



STATE OF KANSAS
OFFICE OF THE ATTORNEY GENERAL

RECEIVED
JAN 10 2011
JO CO LEGAL DEPT

STEVE SIX
ATTORNEY GENERAL

120 SW 10TH AVE., 2ND FLOOR
TOPEKA, KS 66612-1597
(785) 296-2215 • FAX (785) 296-6296
WWW.KSAG.ORG

January 7, 2011

Nicholas Saldan, Assistant County Counselor
Johnson County Legal Department
Johnson County Administration Building
111 South Cherry Street, Suite 3200
Olathe, Kansas 66061-3486

Re: Interlocal Agreement-Johnson County, Johnson County Fire Districts, Johnson County Cities with Fire Departments and Johnson County Fire and emergency Services Chiefs Association

Dear Mr. Saldan:

We have reviewed the above-referenced interlocal cooperation agreement and find that it complies with the requirements of the Interlocal Cooperation Agreement Act and with the laws of the state of Kansas.

Sincerely,

OFFICE OF THE ATTORNEY GENERAL
STEVE SIX

A handwritten signature in black ink, appearing to read "Michael J. Smith".

Michael J. Smith
Assistant Attorney General

MJS:ke
Enclosure: Original Documents

2025 Edgerton, KS Governance Study



STATE OF KANSAS
OFFICE OF THE ATTORNEY GENERAL

RECEIVED

JAN 10 2011

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OFFICE OF THE ATTORNEY GENERAL
STEVE SIX

A handwritten signature in black ink, appearing to read "Michael J. Smith".

Michael J. Smith
Assistant Attorney General

MJS:ke
Enclosure: Original Documents

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P: 1 of 15 F: \$0.00 10:04:14 AM
Register of Deeds T20110005761
JO CO KS BK:201101 PG:009742

COVER SHEET

TITLE OF DOCUMENT: A MUTUAL AND AUTOMATIC AID INTERLOCAL COOPERATION AGREEMENT BY AND AMONG THE BOARD OF COUNTY COMMISSIONERS OF JOHNSON COUNTY, KANSAS, THE JOHNSON COUNTY FIRE AND EMERGENCY SERVICES CHIEFS ASSOCIATION, AND VARIOUS MUNICIPALITIES AND FIRE DISTRICTS WITHIN JOHNSON COUNTY, KANSAS

DATE OF DOCUMENT: DECEMBER 2, 2010

GRANTOR(S): BOARD OF COUNTY COMMISSIONERS OF JOHNSON COUNTY, KANSAS; CITY OF BONNER SPRINGS, KANSAS; CITY OF LAKE QUIVIRA, KANSAS; CITY OF LEAWOOD, KANSAS; CITY OF LENEXA, KANSAS; CITY OF MERRIAM, KANSAS; CITY OF OLATHE, KANSAS; CITY OF OVERLAND PARK, KANSAS; CITY OF SHAWNEE, KANSAS; JOHNSON COUNTY FIRE DISTRICT NO. 1; FIRE DISTRICT NO. 2, JOHNSON COUNTY, KANSAS; CONSOLIDATED FIRE DISTRICT NO. 2; NORTHWEST CONSOLIDATED FIRE DISTRICT; AND THE JOHNSON COUNTY FIRE AND EMERGENCY SERVICES CHIEFS ASSOCIATION

GRANTEE(S): N/A

LEGAL DESCRIPTION: N/A

AFTER RECORDING RETURN TO:

Nicholas Saldan
Assistant County Counselor
Johnson County Legal Department
111 S. Cherry Street, Suite 3200
Olathe, Kansas 66061
(913) 715-1854

APPROVED AS TO FORM AND CAPABILITY WITH THE LAWS OF THE STATE OF KANSAS:

On this 7th day of January, 2016 the above and foregoing interlocal cooperation agreement was reviewed and found to comply with the requirements of *K.S.A. 12-2901 et seq., and amendments thereto*, and with the laws of the State of Kansas, and the Attorney General's signature below signifies his approval.

FILED
FEB 07 2011
SECRETARY OF STATE

[Signature]
Attorney General of Kansas
for Steve Lox

Index

Advisory Committee, 9, 68
Baldwin City Fire Department, 45, 47, 64
BOCC, 17, 43, 44
Commission on Fire Accreditation International (CFAI), 23
Gardner, 14
ISO, 5, 22, 23, 24, 37, 38, 39, 51, 65
JCCFD1, 5, 6, 9, 10, 19, 20, 21, 22, 23, 43, 44, 51, 52, 68
JCFD #1, 17
JCFD #2, 17
Johnson County Fire District #1, 24
National Fire Protection Association (NFPA), 40
NERIS, 26
NFIRS, 26, 27, 29
NFPA 1710, 5, 40
Northwest Consolidated Fire District, 9, 45, 49, 64, 66
Olathe, 23, 49
Overland Park, 19, 21, 76, 77
Palmyra Fire District #2, 45, 48, 64
Spring Hill, 74
Wellsville Fire District, 45, 46, 64



ESCI Project Team

Chris Truty, Project Manager
Jeff Grote, Associate Contractor
Rodney Mascho, Service Delivery
Tricia Lawson, GIS



City Council Action Item

Council Meeting Date: March 12, 2026

Department: Utilities

Agenda Item: Consider Outside City Limits Water Service Application

Background/Description of Item:

On February 23, 2026, Catherine and Kong Pokphanh, as the applicants and as the property owners, submitted a Water Connection Application for new water service to a property at --- W 200th Rd. Wellsville, Kansas 66092. This property is outside the corporate city limits of Edgerton.

In the Edgerton City Code, Chapter XV, Section 15-105, it states the following:

- (1) Before any connection is made to the city's water system an application must be made in writing to the city clerk by the owner of the premises, or his or her authorized representative, for a permit to make such connection.
- (2) If the premise served, or intended to be served, is located outside the corporate limits of the city, the following additional provisions shall apply:
 - (a) No connection to the city's water system shall be permitted without the approval of the governing body.
 - (b) Before any application for connection to the city's water system is considered by the governing body, all owners of the premises, or their authorized representative, shall execute in writing their consent to annexation by the city of the premises, provided, that nothing herein shall require the city to annex any property for which a consent to annex is given as aforesaid.
 - (c) The application for water service shall be accompanied with a non-refundable processing fee as referenced in the current Fee Resolution. (Ord. 2088, 2021; Ord. 823, 2007; Ord. 761, 2004; Ord. 747, 2002; Ord. 689, 1997)

Staff have received this application and the consent to annex the property, which is required to be approved by the Governing Body.

The City does have an existing 8" PVC waterline on the south side of 56 Hwy, which borders the north side of the property. The property owner is planning to install waterline from the City installed 5/8" meter for their property. No bore of the existing roadway is needed. This water line will be for potable water only.

If approved, the residents will need to have a licensed installer perform the construction, while City Staff perform tap inspections and installation of water meter. The owners of the premises will be solely responsible for the cost of the outside city limits water connection fee and water system development fee as described in the City's Fee Resolution. Following the connection, the owner of the premises will complete the water service application to activate their utility account and pay the applicable fee as described in the City's Fee Resolution.

Related Ordinance(s) or Statue(s): n/a

Funding Source: N/A

Budget Allocated: N/A

x *Karen E. Kindle*

Finance Director Approval: Karen Kindle, Finance Director

Recommendation: Approve Water Service Application Outside City Limits from Catherine Pokphanh and Kong Pokphanh, Property Owner

Enclosed: Property Map

Prepared by: Dusti Callahan, City Clerk



North →
Not to scale

City Council Action Item

Council Meeting Date: March 12, 2026

Department: Community Development

Agenda Item: Consider Ordinance No. 2192 Amending Article 12 – Signs - Of The Unified Development Code (UDC) Of The City Of Edgerton, Kansas And Repealing All Ordinances Or Parts Of Ordinances In Conflict Therewith

Background/Description of Item:

The City of Edgerton's Unified Development Code (UDC) was adopted to encourage the most appropriate use of land and to ensure the logical and compatible growth of various districts within the City. The UDC is intended to implement the planning goals and policies contained in the Envision Edgerton 2050 Comprehensive Plan, other planning documents, and policies of the City Council and Planning Commission.

Following the adoption of the Envision Edgerton 2050 Comprehensive Plan, it is common for cities to update their respective development codes to align with the goals, policies, and action items identified in their Comprehensive Plan. While the City is currently undergoing an overall rewrite to the UDC, this proposed update is intended to address existing sign regulations, with the holistic rewrite portion of Article 12 forthcoming with the overall code rewrite.

Article 12 of the UDC lists regulations for permitted sign types and sizes in each zoning district within the City. The most notable updates with this proposal are in regard to Monument Signs in the commercial districts and updating regulations for signs in the I-G (General Industrial) and I-H (Heavy Industry) Districts to align with the existing sign regulations of the L-P (Logistics Park) District. A full summary of the updates included with this proposal is provided in the Planning Commission memo which is included in this packet.

A draft of the new proposed regulations was presented to the Planning Commission at their February 10, 2026 meeting, where a public hearing was held with no public comment. The Planning Commission voted to recommend approval of the new draft sign regulations with a 4-0 vote, following their discussion. Minutes from the February 10, 2026 Planning Commission meeting are included in this packet as well.

The City Attorney has reviewed the proposed regulations and their comments have been incorporated into the attached draft ordinance. Staff recommends approval of the UDC Amendments to Article 12.

Related Ordinance(s) or Statue(s): Edgerton UDC Article 12

Funding Source: N/A

Budget Allocated: N/A

Finance Director Approval: N/A

Recommendation: Approve Ordinance No. 2192 Amending Article 12 – Signs – Of The Unified Development Code Of The City Of Edgerton, Kansas And Repealing All Ordinances Or Parts Of Ordinances In Conflict Therewith

Enclosed: Planning Commission Packet – February 10, 2026 Meeting
Planning Commission Minutes – February 10, 2026 Meeting
Draft Ordinance No. 2192

Prepared by: Zachary Moore, Development Services Director

MEMORANDUM

Date: February 10, 2026

To: City of Edgerton Planning Commission

From: Zachary Moore, Development Services Director

Re: Public Hearing for UDCA2026-0001 Regarding Amendments to Article 12 (Signs) of the Edgerton Unified Development Code (UDC)

As part of the overall rewrite of the City's Unified Development Code (UDC), staff identified several areas of Article 12 of the City's UDC, which pertains to permitted signs and their standards in different zoning districts, that should be updated to ensure any signage proposed by future development meet the City's expectation of development standards. The summary of changes listed below were identified as recommended changes due to the nature of them being able to be achieved in the current Code format, without an overhaul of the UDC or Article 12 needing to occur for them to take effect. A complete rewrite of Article 12 is still anticipated to occur as a part of the overall UDC rewrite, which the updates proposed here, if approved, would carry over with.

Summary of Changes

1. Monument Signs in Commercial Districts & Business Park Districts and Monument Sign Base Width requirements in all Districts – Staff is requesting additional discussion and direction regarding monument signs for all districts, including but not limited to, sign face size (in square footage), overall sign height, monument sign base width, maximum number of monument signs, and minimum setbacks. These sections have been highlighted in the draft Article 12 included in this packet for review. Staff will draft several different options for monument signs for the Planning Commission to review, and those options will be distributed at the Planning Commission meeting.
2. Monument Signs in I-G (General Industrial) and I-H (Heavy Industrial) Districts – Staff is recommending that the standards for monument signs in the City's two Industrial Zoning Districts are updated to reflect the same standards that are already provided in the L-P District.
3. External Directional Signs – External Directional Signs are being revised to require a solid base instead of being allowed to have these types of signs mounted on posts.
4. Home Occupation signs in Residential Districts – Staff is proposing to remove the allowance for this sign type from Code.
5. Interstate/Highway Monument Sign – Staff is proposing to remove "Highway" from this sign type, limiting this type of sign to being within a certain distance from Interstate 35 only.
6. Non-Monument Signs in the B-P (Business Park) District – Staff recommends that any non-monument sign in the B-P (Business Park) District be subject to the same standards as signs in the L-P (Logistics Park) District.
7. Planned Unit Development Signs – Staff recommends that the signs permitted in Planned Unit Developments (PUDs) align with direction provided by the Governing Body with UDCA2025-0002, updates to Article 6 – Planned Unit Development, of the Unified Development Code. The Governing Body will consider these updates, which were presented to the Planning Commission on January 13, 2026, at a future meeting.

8. Enforcement of violations in L-P (Logistics Park) District signs – Staff is recommending that notice of violations of Table 12-4 should be updated so their communication to any violators be initiated by the Zoning Administrator rather than the building official.
9. Typographical errors have been updated.

Conclusion

Staff requests that the Commissioners provide any additional feedback regarding the proposed amendments, which have been included in this packet, to **Article 12** for **Signs** standards. Staff will collect comments and feedback and incorporate them into an updated version of Article 12, which will be presented to the City Council for review, consideration, and adoption. Additional changes may be forthcoming based on feedback provided by the City Council. Prior to presentation to the City Council, staff will provide a revised copy of the UDC to the City Attorney for review.

Article 12 Sign Regulations

Section 12.1	Intent and Purpose
Section 12.2	Applicability
Section 12.3	Permits
Section 12.4	Exemptions
Section 12.5	Prohibited Signs
Section 12.6	Nonconforming Signs
Section 12.7	General Restrictions
Section 12.8	Design, Material, and Construction
Section 12.9	Special Sign Regulations
Section 12.10	Severability and Substitution
Section 12.11	Sign Terminology and Definitions
Section 12.12	Permitted Signs

- 12.1 Intent and Purpose.** The Edgerton Governing Body and the Planning Commission finds that an unregulated proliferation of signs results in visual clutter, is harmful to aesthetics and property values, contributes to traffic hazards, and is not productive to the goals of community development. It is the intent and purpose of this section to establish a level of visual quality for signs by limiting the type, place, size, manner, height and materials of signs and advertising devices in the City of Edgerton. This section provides minimum standards to insure traffic safety; safeguard life, health and property values; provide guidelines for the maintenance of signs; reduce distractions and obstructions by signs that would adversely affect traffic safety, and to alleviate hazards caused by signs projecting over or encroaching upon public ways; ensure that signs provide orientation and adequately identify new uses and activities; and, preserve or enhance small town character by encouraging new and replacement signage that is:
- A. Conducive to Public Safety
 - B. Creative and distinctive
 - C. Compatible with the surroundings;
 - D. Appropriate to the general type of activity to which it pertains;
 - E. Expressive of the identity of individual persons and entities; and
 - F. Appropriately sized in its context.
- 12.2 Applicability.** No sign may be erected, placed, painted, established, or maintained in the City of Edgerton except in conformance with the standards, exemptions and procedures set forth in this Article. Signs located in the L-P District must also comply with the regulations contained in Article 5 of the Unified Development Code as it relates to signage for that District. Specifically, this section is intended to:
- A. Establish a permit system to allow various types of signs, subject to the standards and permit procedures contained herein;
 - B. Allow certain signs that are unobtrusive and incidental to the principal use of land;
 - C. Prohibit all signs not expressly permitted by this Article;
 - D. Provide for the enforcement of these provisions.
- 12.3 Permits.** Unless exempted by this Article, it shall be unlawful for any person to erect, construct, alter, relocate or convert any sign or advertising device (as defined in this section) without first obtaining a sign permit.

An application for a sign permit shall be made on the appropriate form provided by the Zoning Administrator and shall include the following at time of submission:

- A. Two sets of plans drawn to scale, indicating the sign location, size, type, materials of both sign and structure if applicable, method of illumination, colors, method of attachment and general layout are required with the application.
- B. A Sign Fee, established within the Fee Schedule for the Unified Development Code, shall be submitted with the sign application.
- C. Upon initial review of the sign permit application and materials, the Zoning Administrator may require additional information to demonstrate compliance with this section.
- D. If submitted as part of a Site Plan approval, the sign shall be designed in accordance with these regulations and all items listed in A through C above shall be included with the Site Plan submission.
- E. Approval of a sign permit does not authorize the maintenance of an unlawful sign and does not constitute a defense in an action to abate an unlawful sign.
- F. Once approved by the Zoning Administrator, any changes to the approved sign design must be resubmitted for approval to insure compliance with these regulations.

12.4 Exemptions. The following signs and devices shall be exempt from the provisions of this Article:

- A. Official signs erected by a city, or county, State of Kansas, or the federal government.
- B. Signs erected for public information, safety or direction by any utility, governmental authority, or public service district.
- C. Non-illuminated signs on properties in commercial districts oriented to individuals on the property, not exceeding 4 square feet in area or letters up to 6 inches in height.

12.5 Prohibited Signs.

- A. No sign shall be erected in any location where, by reason of position, location, shape, or color, it interferes with or obstructs the view of pedestrian or vehicular traffic.
- B. A sign that is an attention/attraction that rotates or is animated, or consists of pennants, ribbons, streamers, sheets, spinners, or other moving device not specifically allowed by these resolutions - except for use as a Temporary Sign.
- C. Any sign which may be confused with an authorized traffic sign, signal, device, or emergency sign is not allowed.
- D. Pole signs are only allowed as a Conditional Use in the C-2 and C-3 Zoning Districts and are subject to the regulations in Section 12.9 and Article 7.
- E. Any sign (including its enclosing structure) that is located on a building or premises which becomes vacant or unoccupied for a period of six months or more, or any sign which pertains to time, event, or purpose which no longer applies, or exists shall be deemed to be abandoned. An abandoned sign shall be removed by its owner or the owner of the premises within thirty (30) days of notification from the Codes Enforcement Officer and the facade or land area site shall be restored to its normal appearance.
- F. The following specific sign types are not allowed:
 - 1. Roof or rooftop signs;

2. Exterior exposed neon tube signs are not allowed on building exteriors. These types of signs may be used in a window if it meets the defined parameters for the Zoning District;
3. Flashing signs and signs that convey movement;
4. Off-premises signs unless allowed by type in a specific Zoning District;
5. Billboards;
6. Signs with glaring illumination.
7. Any sign mounted on, attached or displayed on a trailer or motor vehicle, whether operable or inoperable that is placed on the premises (this does not apply to trucks, delivery vehicles or other vehicles that are parked on the premises during normal operations or to Temporary Signs which have obtained a sign permit;
8. Obscene material. Any obscene signs, flags, banners of any type are prohibited. Obscene is defined as any material specifically defined by Kansas Statutes (K.S.A. 21-6401).

12.6 Nonconforming Signs. Signs which were erected or established prior to the effective date of this ordinance, and are not in conformance with these regulations, may continue to exist subject to the following conditions:

- A. Such sign shall not be structurally altered or moved unless the altered sign conforms to these regulations. However, the sign may be maintained and repaired, and the display may be changed provided it is not larger in area than the existing signage.
- B. If any nonconforming sign is abandoned for a period of sixty (60) days, it must be removed from the premise. Any replacement sign shall be in conformance with these regulations.
- C. Any nonconforming sign that has been damaged by fire, wind, explosion or other means to the extent that fifty percent (50%) or more of the sign has been destroyed shall be restored or rebuilt in conformance with the sign regulations. Any sign destroyed less than fifty percent (50%) may be restored or rebuilt to its condition prior to its damage.
- D. Such sign is not in violation of any state or federal law or regulation.

However, this exemption does not extend to signs which were erected in violation of the provisions of the UDC at the time at which the sign was erected.

12.7 General Restrictions

- A. All signs shall be well-maintained, be of safe and sound structural condition and in compliance with all applicable provisions of the building codes of the City of Edgerton. All signs must have a clean and neat appearance. The land adjacent to signage located on the ground shall be kept free from weeds and trash. If signs are not being maintained as described, the City make order that the sign be removed.
- B. No sign shall be attached to any tree, fence, or utility pole, except signs issued or properly posted by a utility, public authority, or agency of government.
- C. No sign shall be erected or allow to project into a public right-of-way or on a public easement.
- D. No private sign shall be erected or maintained on public property without express permission of the Governing Body.
- E. If the Codes Enforcement Officer finds that any sign or advertising device is unsafe or in disrepair he/she shall notify the property owner in writing. The owner shall immediately remove or repair the sign to bring it into compliance and/or make it safe. If the owner fails to remove or repair the sign within 10 days, the City may bring a nuisance action, or any others means of enforcement to compel the owner to remove or repair such sign.

12.8 Design, Material, and Construction.

A. Design.

1. Sign Area - In determining the area of a sign face, the following is applicable:
 - a. The sign face includes the advertising surface and any framing, trim, molding, cabinet, panel or any visually or architecturally distinct area enclosing the copy, logo and any other graphic component of the sign.
 - b. Where individual letters or graphics are used, and no distinct enclosed are present, the sign face is the rectangle, box, circle, or other regular geometric shape, or combinations thereof, enclosing the letters, logo or other graphic elements.
 - c. If a sign is composed of letters only, with no connection by the advertising structure between the letters, the copy area shall be determined by measuring the distance from the outside edges of the outside letters and from the top of the largest letter to the bottom of the lowest letter. If one letter is unequally large or small in comparison to the other letters composing the sign, the unequal letter shall be square off, the remaining letters shall be measured from the outside edges and the two areas added together for a total copy area determination.
 - d. The area of all signage (wall, window, awning, etc.) on one building (standalone or multitenant) shall not exceed ten (10) percent of the wall area of the wall façade on which multiple signs are located.
2. Monument Signs - Design standards for all monument signs are as follows and are in addition to the specific requirements outlined by Zoning District in Tables 12-1 through 12-7:
 - a. Base & Support Structure
 - i. Monument sign must be built on a solid base.
 - ii. Monument signs shall incorporate a supporting base that is a minimum of 50 percent of the width of the monument at its widest point.
 - iii. The base and support structure shall not exceed the sign face area by more than 10 percent.
 - iv. Base must be faced with appropriate materials (natural flagstone, rock, stone, river rock, brick, etc.) designed to match the look of associated buildings in texture and color.
 - v. Architectural elements should be provided on the top and/or sides of the sign.
 - b. Sign Face
 - i. The sign face area of a monument sign shall include the sign panel but not the sign base on which it is mounted.
 - ii. Each side of a double-faced monument sign is limited to the maximum allowable sign area.
 - iii. Cabinet-type signs with translucent panels or panels with reflective surfaces, including but not limited to acrylic fiberglass, plastic, or metal or channel letter signs with translucent backlit panels are prohibited.

- iv. Artistic elements to the sign may include small areas of translucent, backlit surfaces that exceed no more than 5% of the total sign face.
- v. Sign face shall provide individually cut letters including channel letter signs (may be Halo lit); stenciled panels with three-dimensional push-through graphics; cast letters and logos; case metal; or engraved.
- vi. Background of Sign face is encouraged to be comprised of natural design materials that are compatible with the building façade.
- vii. Electrical transformer boxes and raceways shall be concealed from public view.
- viii. The use of external lighting sources is permitted. External lighting shall be designed so that the light source is directed away or shielded from passersby, adjacent properties and motorists.

c. Landscaping

- i. The base of a monument sign shall be softened with landscaping sufficient to cover an area extending not less than 2.5 feet around the base of the sign.
- ii. The applicant shall designate the area and the type of plantings in the sign permit application.
- iii. Said landscaping shall not obstruct the sign face.

B. **Material.** Except for Flags, Temporary and Window signs, all permanent signs shall be constructed of permanent materials supported by the ground, attached to a building, or affixed to another structure. Permanent Signs may be constructed from acrylic, fiberglass, plastic, DiBond, polycarbonate, marine grade plywood (MDO), redwood, aluminum, aluminum composite materials (ACM), plastic, metal, masonry materials, glass, tile, and/or other similar materials. Flags or Temporary signs may be constructed of sturdy fabric, canvas or vinyl. Window signs may be constructed of any of the above materials, or paper products.

C. **Construction.**

- 1. All illuminated signs shall be internally or indirectly illuminated. Neon tubes, incandescent bulbs, fluorescent tubes, and other sources of direct illumination that are exposed to the human eye are not permitted. Indirect illumination shall be directed away from pedestrian walkways and shall not shine into adjacent property or cause glare for motorists or pedestrians.
- 2. All internally illuminated signs in residential districts shall be designed in such a way that light is reflected or directed away from any residential dwelling. (Ord. 827; 2007)
- 3. All signs shall comply with all other Codes in effect relating to design, structural members and connections.
- 4. Where ground is uneven or sloped the allowed height of the sign shall be measured from the average between the highest and lowest grades of the area where the sign is to be installed.

12.9 Special Sign Regulations

A. Where person or entity (a “sub-tenant”) leases space and conducts business within another person or entity (the “primary tenant”), but does not have an exterior business façade or an exterior door leading to their sub-tenant space, one wall sign is permitted for the sub-tenant provided the sub-tenant is a separate legal entity and not a department, division or subsidiary of the primary tenant and the total area for all

the signs does not exceed the total allowable sign area. This section does not apply to enclosed shopping malls.

- B. Where any person or entity has an establishment located in a building and such person or entity has departments which may or may not have an exterior façade or door, such person or entity may have an additional two signs for individual departments provided the total area for all signs does not exceed the total allowable sign area for wall signage (10% as determined by Section 12.8(1d)).
- C. The transfer of sign rights is permitted only in the C-1, C-2 and C-3 Zoning Districts and shall be governed by the following:
 - 1. A use that does not front on a main road may transfer monument signage rights to property located on a main or frontage road.
 - 2. Multiple uses on one-site may transfer all or part of their monument or wall sign rights to a single on-site monument or kiosk sign.

12.10 Severability and Substitution

- A. Severability. If any part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term or word in this Article is declared invalid, such invalidity shall not affect the validity or enforceability of the remaining portions of this Article or this Code.
- B. Substitution. Signs containing non-commercial speech are permitted anywhere that advertising or business signs are permitted, subject to the same regulations applicable to business signs.

12.11 Sign Terminology and Definitions. The following definitions shall be used to classify the type, shape and use of all signs in the City of Edgerton.

- A. **Abandoned Sign.** A sign, including the base, structure, pole or any other part, which no longer contains a message regarding the location of the premises on which the sign is located or regarding the activity conducted on the premises to which the sign refers.
- B. **Awning Sign.** A non-illuminated sign, painted on or attached to an awning. Only individual letters and/or logos may be painted, stenciled, or otherwise placed on these devices.
- C. **Banner Sign.** A sign made of a flexible, sturdy material and affixed to a structure, pole, line, or framing. This definition does not include official flags of any nation, county, municipalities, and national or internationally recognized nonprofit organizations.
- D. **Billboard Sign.** A freestanding outdoor advertising structure, on or off site, which advertises a product or service or relays a message to the public with a per face area greater than two hundred (200) square feet.
- E. **Blade (Projecting) Sign.** A sign extending from the face of the building to which it is attached, usually at a right angle.
- F. **Changeable Copy Sign.** A sign capable of displaying words, symbols, figures or images that can be electronically or mechanically controlled remotely or automatically.
- G. **Flag.** A piece of cloth, varying in size, shape, color, and design, usually attached at one edge to a pole or staff, and used as the symbol of a nation, state, or organization.

- H. **Freestanding Canopy Façade Sign.** A sign placed on the canopy façade of a free-standing canopy. It may contain logo or word copy but is restricted to size requirements listed in the specific Zoning District.
- I. **Glaring Illumination.** Light of such brilliance and so positioned as to blind or impair the vision or affect the aesthetic value of the area.
- J. **Highway Adjacent Monument Sign.** A monument style sign which is allowed on parcels which are within close proximity to an interstate highway where a minimum of fifty (50) percent of the parcel is within 1) 800 ft. of the centerline of the highway or 2) 500 ft. of the right of way of the highway (whichever is less).
- K. **Institutional sign.** A sign identifying a club, association, school, hospital, church, place of worship, fire station, cemetery or any other entity or facility.
- L. **Kiosk.** A free-standing sign monument sign designed to provide advertising space for two or more entities, activities or businesses on a single premises or group of contiguous premises. Signs are framed in a metal structure that is permanently affixed to the ground by means of a base.
- M. **Illumination.** (Internal) An internally-illuminated sign is one with the light source concealed or contained within the sign face itself, and which becomes visible in darkness by shining through a surface. (External) A sign illuminated by lights attached to the sign or placed on the ground or building.
- N. **Monument Sign.** A free-standing sign, independent of the building it serves, supported by a base constructed of materials consistent with said building. No poles or posts are visible. May be constructed of wood, synthetic materials, masonry or stone. The sign bottom is attached directly and permanently to the ground on a base while physically separated from any other structure. For purposes of this Article, the maximum height limit is measured from the natural or average grade.
- O. **Off-premises Sign.** A sign which displays any message directing attention to a business, product, service, profession, commodity, person, event, institution or other matter or entity that is not at or offered on premises.
- P. **On-premises Sign.** A sign which displays any message directing attention to a business, product, service, profession, commodity, person, event, institution or other matter or entity that is at or offered on premises.
- Q. **On-site Identification Sign.** A sign giving the name and address of a building or location which may include a recognized logo or symbol.
- R. **Parked Vehicle Service Sign.** A sign adjacent to parked vehicle stalls in a parking area.
- S. **Permanent Sign.** Any wall, monument, or other sign that is fixed, lasting, stable, enduring, not subject to change, and intended to remain for an indefinite period of time.
- T. **Pole Sign.** A sign that is permanently supported in a fixed location by a structure of poles, posts or braces from the ground and is not supported by a building or base.
- U. **Portable Device.** Any instrument designed to temporarily draw attention to a business and is not permanently affixed into the ground or a structure. Examples include, but are not limited to, spotlights and inflatables of any kind.

- V. **Portable Sign.** A sign not designed or intended to be permanently affixed into the ground or to a structure.
- W. **Post Sign.** A temporary sign constructed of sturdy materials which may be used on an unplatted or undeveloped site.
- X. **Projecting (Blade) Sign.** A sign extending from the face of the building to which it is attached, usually at a right angle.
- Y. **Public Way or Right-of-Way.** Any way designed for vehicular or pedestrian use and is maintained with public funds.
- Z. **Roof Sign.** A sign erected, constructed or maintained on the roof of building, but does not include a sign on the parapet of a building.
- AA. **Safety Control Signs.** Warning, control, traffic, or required public safety signs.
- BB. **Sign.** A sign is an object, device, or structure, or part thereof other than a flag, situated outdoors, visible from a public way, which is used to display a message, by any means including words, letters, figures, design, symbols, fixtures, colors, illuminations or projected images. Each substantially different face of a sign shall constitute a separate sign.
- CC. **Sign Area.** The facing of a sign, including copy, insignia, background, and borders.
- DD. **Signable Area.** The signable area of a building is the square footage of each building façade where signage would be allowed.
- EE. **Subdivision Sign.** A monument sign identifying a subdivision located in a residential zoning district.
- FF. **Temporary Sign.** Any sign that is not intended to remain on the premises on which it is located, on a permanent basis. A temporary sign may be displayed for no more than two, (14) day-periods within any calendar year.
- GG. **Vehicle Drive Lane Sign.** A sign adjacent to a drive lane used to convey a message to the vehicle driver. May contain an auditory speaker.
- HH. **Vehicle Drive Lane Accessory Sign.** A sign adjacent to a drive lane. May not be placed within 15 feet of a Vehicle Drive Lane Sign.
- II. **Yard Sign.** A temporary sign constructed of plastic with a metal frame, that is not intended to remain on the premises on which it is located on a permanent basis.
- JJ. **Wall Sign.** A sign painted or constructed and placed in the signable area of a building and attached to the exterior surface of a wall and does not project more than twelve (12) inches from said wall or project above the top of the wall on which it is attached or displayed.
- KK. **Wall Sign – Accessory Building.** (for accessory structure) A sign placed on the wall of an accessory building that gives information about the activity within the building or gives directions to another area.
- LL. **Window Sign.** A sign or graphic that is affixed, etched, or painted on the interior side of a window, or a sign made of other materials that is permanently affixed to the interior of a window.

12.12 Permitted Signs. The following tables outline permitted signage for all zoning districts as indicated. For signs in the L-P Logistics Park District, see Article 5, Section 5.2 for additional requirements.

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A. Table 12-1 Signs Permitted in All Districts.

Permitted Signs in All Districts							
Type	Max Size	Max Ht (ft)	Max #	Min Set-back	Permit Req.	Illum Type	Notes
Real estate	exempt	exempt		Not located in the right of way.	no	none	
Political	exempt	exempt		Not located in the right of way.	no	none	Not located on public property
Lots for sale	exempt	exempt		Not located in the right of way.	no	none	On-site signs only
Auction	exempt	exempt		Not located in the right of way.	no	none	On-site and off site signs
Construction	exempt	exempt		Not located in the right of way.	no	none	Repairs, contractors or builders
Special events at commercial locations				Not located in the right of way.	yes	none	Grand openings, sales, promotions or similar signs - 30 days maximum

Permitted Signs in All Districts							
Type	Max Size	Max Ht (ft)	Max #	Min Set-back	Permit Req.	Illum Type	Notes
Special events - public, private, charitable	exempt	exempt		Not located in the right of way.	no	none	Rallies, picnics, fairs, festivals, displays, promotions
Future building site	20 sq. ft.	8 ft.		Not located in the right of way	yes	none	Announces future building project Monument style only
Day care or adult care	20 sq. ft.	6 ft.		Not located in the right of way	yes	none	Monument style, ground style or wall

B. Table 12-2 Signs Permitted in Residential Districts.

Permitted Signs in R-1, Single Family Residential Districts							
Type	Max Size	Max Ht (ft)	Max #.	Min Set-back	Permit Req.	Illum Type	Notes
Home Occupations	8 sq. ft. and 2 x 3 ft. on building	6 ft.	2	2 required yard set-back	yes	external	Monument or ground style and a sign attached to building
Institutional	36 sq. ft.	6 ft.	1	Not located in the right of way. and cannot	yes	external or internal (must reflect or direct light away from residential dwellings)	Monument only

Permitted Signs in R-1, Single Family Residential Districts

Type	Max Size	Max Ht (ft)	Max #.	Min Set-back	Permit Req.	Illum Type	Notes
				create a traffic hazard.			
Institutional – Wall Signs	On a stand alone building or a multitenant complex, the total area of the wall sign shall be one and a half square feet of sign are for each one foot of linear footage of the building façade facing the street.	Wall height; may not extend past roof-line or parapet	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on rear of building	N/A – may not protrude off wall of building	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby, adjacent properties and motorists.	See section 12.8 for calculation of sign area parameters.
Subdivision name	16 sq. ft.	6 ft.	1	Not located in the right of way. and cannot create a traffic hazard.	yes	external	Monument only

R-2 & R-3, Multi-Family Residential District & MHP

Type	Max Size	Max Ht (ft)	Max #.	Min Setback	Permit Req.	Illum Type	Notes
Name plate for building	4 sq. ft	Per building			no		per building

Place name - gives name of apartment complex	24 sq. ft.	6 ft.	1	Not located in the right of way. and cannot create a traffic hazard	yes	external	Monument or ground style only - name of apartment complex
Home Occupation	8 sq. ft. and 2 x 3 ft. on building	6 ft.	2	2 required yard setback	yes	external	Monument or ground style and a sign attached to building
Institutional	36 sq. ft.	6 ft.	1	Not located in the right of way. and cannot create a traffic hazard	yes	external or internal (must reflect or direct light away from residential dwellings)	Monument only
MH Park	16 sq. ft.	8 ft.	1	Not located in the right of way. and cannot create a traffic hazard	yes	external	Monument or ground style

Planned Unit Development Districts

Type	Max Size	Max Ht (ft)	Max #.	Min Setback	Permit Req.	Illum Type	Notes
All Permanent Signs	By review	By review	By review	Not located in the right of way. and cannot create a traffic hazard	yes	By review	All permanent signs in a PUD are approved during the review of the preliminary and final plans

C. Table 12-3 Signs Permitted in Commercial Districts – CD, C1, C2, C3

Permitted Signs in CD- Downtown Commercial District								
Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Awning	Permanent	<p>Graphic text cannot exceed 30% of the total exterior surface area of the awning;</p> <p>If side panels are provided they may not carry text or images greater than 20% of the awning panel area;</p> <p>Text and graphics on a valance shall not be larger than 8 inches in height.</p>	N/A – sign coverage limited to awning face.	See notes.	May not protrude from awning face.	Yes	<p>Decorative downlights above awning only;</p> <p>No illumination allowed on awning.</p>	<p>One sign face per window or door opening as allowed by district design standards;</p> <p>When multiple awnings occur in a row on a building side, every other awning surface should be left free of sign graphics or text;</p> <p>The square footage of the text and graphics on an awning surface or valance count toward the total allowed square footage for a wall sign at the same location.</p>
Blade Sign (AKA Projection Sign)	Permanent	12 sq. ft. in area per side; may have two sign faces.	<p>Shall maintain not less than 8 ft. clearance between the bottom of the sign and the finished grade;</p> <p>May not extend more than 2 ft. above the building parapet/roofline.</p>	1	May not extend more than 3 ft. from the wall façade or into public right of way.	Yes	Internal illumination only.	<p>May only be placed on a front façade;</p> <p>May not be used in conjunction with a wall sign.</p>

Permitted Signs in CD- Downtown Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Monument Sign	Permanent	36 sq. ft. in area per sign face; may be single or double faced.	6 ft. from natural grade or average grade including base.	1 per principal building per street frontage.	7 ft. setback from property lines.	Yes	Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.	See Section 12.8 for design details regarding Monument Signs.
Wall Sign	Permanent	On a standalone building or a multi-tenant complex, the total area of the wall sign shall be one and a half square feet of sign area for each one foot of linear footage of the building façade facing the street.	Wall height; may not extend past roofline or parapet.	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on rear of building. A wall sign may be placed on a non-street facing façade, provided that there is an outdoor function related to the use, such as a courtyard,	N/A – may not protrude off of wall of building.	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby, adjacent properties and motorists.	If a tenant is part of a multi-tenant complex, each tenant shall be allowed one (1) wall sign no greater than ten (10) percent of the tenant wall area upon which the sign is placed. Corner tenant spaces will be allowed one (1) additional wall sign no greater than ten (10) percent of the wall area upon which it is placed so that one may be placed on each side of a corner façade. Signs facing the rear of a building are prohibited. See section 12.8 for calculation of sign area parameters.

Permitted Signs in CD- Downtown Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
				plaza, seating area, or gathering space				
Wall sign for Accessory Building	Permanent	16 sq. ft in area	Wall height; may not extend past roofline.	1	N/A – may not protrude off of wall of building.	No	External only; must be directed away or shielded from passersby, adjacent properties and motorists.	1 sign per accessory building; must be constructed out of permanent material.
Window sign	Permanent	1 per window not to exceed 10% of total glass area unless no wall sign is provided; If no wall sign is provided then window sign can be 20% of total glass area.	Within window confines	1	N/A	No	External or internal	Sign may be painted or etched on glass – must be on interior surface of window; Sign made from materials (not etched or painted on glass) must be hung inside; Neon signs may be used as a window sign and may encompass 25% of total glass area as long as no other window signage is present.

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Awning	Permanent	<p>Graphic text cannot exceed 30% of the total exterior surface area of the awning;</p> <p>If side panels are provided they may not carry text or images greater than 20% of the awning panel area;</p> <p>Text and graphics on a valance shall not be larger than 8 inches in height.</p>	N/A – sign coverage limited to awning face.	See notes.	May not protrude from awning face.	Yes	<p>Decorative downlights above awning only;</p> <p>No illumination allowed on awning.</p>	<p>One sign face per window or door opening as allowed by district design standards.</p> <p>When multiple awnings occur in a row on a building side, every other awning surface should be left free of sign graphics or text;</p> <p>The square footage of the text and graphics on an awning surface or valance count toward the total allowed square footage for a wall sign at the same location.</p>
Blade Sign (AKA Projection Sign)	Permanent	12 sq. ft. in area per side; may have two sign faces.	<p>Shall maintain not less than 8 ft. clearance between the bottom of the sign and the finished grade;</p> <p>May not extend more than 2 ft. above the building parapet/roofline.</p>	1	May not extend more than 3 ft. from the wall façade or into public right of way.	Yes	Internal illumination only.	<p>May only be placed on a front façade;</p> <p>May not be used in conjunction with a wall sign.</p>
Flags	Permanent	No single flag shall exceed 40 sq. ft. in area.	35 ft. above finished grade.	3 per development site.	Must meet Zoning District requirements.	No	External illumination required if flag is to fly at night; light source must be directed away or shielded from	

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
							passersby, adjacent properties and motorists.	
Freestanding Canopy Façade Sign	Permanent	Sign area shall not exceed 10 (ten) percent of the canopy façade where sign is placed.	Cannot extend above canopy façade roofline.	1 per side facing public right of way.	Depth of content cannot extend a depth of more than 6 inches.	Yes	Internal only.	Pertains to canopies for drive-through facilities.
Interstate/Highway Adjacent Monument Sign	Permanent	Area per face shall not exceed 200 sq. ft., maximum two faces permitted.	30 ft. above the natural or average grade	1 per parcel	Shall not be closer than 30 ft. of all property lines or located within any easement.	Yes	Internal Only	<p>May contain a changeable copy sign;</p> <p>No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds;</p> <p>Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p> <p>Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of an Interstate- 35 or Highway.</p> <p>The width of the base of the sign shall not be less than 20% of the width of the sign face or more than 60% of the width of the sign face.</p> <p>Landscaping such as flowering trees, shrubs and</p>

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								<p>bushes shall be provided around the base of the sign as approved.</p> <p>See Section 12.8 for design details regarding Monument Signs.</p>
Monument Sign	Permanent	<p>.5 sq. ft. in area per linear foot of street frontage;</p> <p>Maximum of 120 sq. ft. in area per sign face; may be single or double faced.</p>	10 ft. from natural grade or average grade including base.	1 per principal building per street frontage.	12 ft. setback from property lines.	Yes	<p>Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.</p>	<p>May contain a changeable copy sign;</p> <p>No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds;</p> <p>Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p> <p>See Section 12.8 for design details regarding Monument Signs.</p>
On-Site Identification Sign	Permanent	4 sq. ft. in area per face; may be double faced.	4 ft.	1 per site or driveway entrance.	Not in right of way.	Yes	None allowed.	<p>Must be constructed of permanent materials;</p> <p>May be wall mounted or installed using metal two inch square posts;</p> <p>Wooden posts are not allowed unless they are metal wrapped. Must be constructed on a solid base.</p> <p>On-site identification signs with posts are not permitted.</p>

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Parked Vehicle Service Signs	Permanent	6 sq. ft. in area per face; may be installed back to back.	6 ft.	1 per order station	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	May contain visual or auditory communication system.
Vehicle Drive Lane Sign	Permanent	32 sq. feet in area	6 ft.	1 per drive lane	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p> <p>If visible from a public street, additional landscaping and/or screening is required to screen board from view from public street;</p> <p>Must be constructed to match the aesthetics of the main building including building materials used;</p> <p>May contain visual or auditory communication system.</p>
Vehicle Drive Lane Accessory Sign	Permanent	15 sq. ft.	6 ft.	1 per drive through lane; Must be separated from any Vehicle Drive Lane Sign	Must be placed within 3 ft. of adjacent drive through lane	Yes	Internal illumination alone.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p>

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
				by at least 15 ft.				<p>Shall be located along the sides or rear of the building;</p> <p>If visible from a public street, additional landscaping and/or screening is required to screen board from view from public street.</p> <p>Must be constructed to match the aesthetics of the main building including building materials used.</p>
Wall Sign	Permanent	On a standalone building or a multi-tenant complex, the total area of the wall sign shall be one and a half square feet of sign area for each one foot of linear footage of the building façade facing the street.	Wall height; may not extend past roofline or parapet.	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on rear of building.	N/A – may not protrude off of wall of building.	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby, adjacent properties and motorists.	<p>If a tenant is part of a multi-tenant complex, each tenant shall be allowed one (1) wall sign no greater than ten (10) percent of the tenant wall area upon which the sign is placed.</p> <p>Corner tenant spaces will be allowed one (1) additional wall sign no greater than ten (10) percent of the wall area upon which it is placed so that one may be placed on each side of a corner façade.</p> <p>Signs facing the rear of a building are prohibited.</p> <p>See section 12.8 for calculation of sign area parameters.</p>

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Wall sign for Accessory Building	Permanent	16 sq. ft in area	Wall height; may not extend past roofline.	1	N/A – may not protrude off of wall of building.	No	External only; must be directed away or shielded from passersby, adjacent properties and motorists.	1 sign per accessory building; must be constructed out of permanent material.
Window sign	Permanent	1 per window not to exceed 30% of total glass area unless no wall sign is provided.	Within window confines	1	N/A	No	External or internal	<p>Sign may be painted or etched on glass – must be on interior surface of window;</p> <p>Sign made from materials (not etched or painted on glass) must be hung inside;</p> <p>Neon signs may be used as a window sign and may encompass 30% of total glass area as long as no other window signage is present.</p>

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Awning	Permanent	<p>Graphic text cannot exceed 30% of the total exterior surface area of the awning;</p> <p>If side panels are provided they may not carry text or images greater than 20% of the awning panel area;</p> <p>Text and graphics on a valance shall not be larger than 8 inches in height.</p>	N/A – sign coverage limited to awning face.	See notes.	May not protrude from awning face.	Yes	<p>Decorative downlights above awning only;</p> <p>No illumination allowed on awning.</p>	<p>One sign face per window or door opening as allowed by district design standards.</p> <p>When multiple awnings occur in a row on a building side, every other awning surface should be left free of sign graphics or text; The square footage of the text and graphics on an awning surface or valance count toward the total allowed square footage for a wall sign at the same location.</p>
Blade Sign (AKA Projection Sign)	Permanent	12 sq. ft. in area per side; may have two sign faces	<p>Shall maintain not less than 8 ft. clearance between the bottom of the sign and the finished grade;</p> <p>May not extend more than 2 ft. above the building parapet/roofline</p>	1	May not extend more than 3 ft. from the wall façade or into public right of way.	Yes	Internal illumination only.	<p>May only be placed on a front façade;</p> <p>May not be used in conjunction with a wall sign.</p>
External Directional Sign	Permanent	6 sq. ft. per face, can have two sign faces	5 ft. from grade	1 per site entrance	Cannot be located in the public right-of-way or sight triangle	Yes	Internal illumination only.	<p>Must be constructed on a solid base.</p> <p>External Directional Signs with posts are not permitted.</p>

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Flags	Permanent	No single flag shall exceed 40 sq. ft. in area.	35 ft. above finished grade.	3 per development site.	Must meet Zoning District requirements.	No	External illumination required if flag is to fly at night; light source must be directed away or shielded from passersby, adjacent properties and motorists.	
Freestanding Canopy Façade Sign	Permanent	Sign area shall not exceed 10 (ten) percent of the canopy façade where sign is placed.	Cannot extend above canopy façade roofline.	1 per side facing public right of way.*	Depth of content cannot extend a depth of more than 6 inches.	Yes	Internal only.	Pertains to canopies for drive-through facilities. <i>*Informational or Safety Signs such as signs defining "Enter Only", "Exit Only", "Clearance", etc. do not count against the maximum number of Freestanding Canopy Signs.</i>
Interstate/Highway Adjacent Monument Sign	Permanent	Area per face shall not exceed 200 sq. ft., maximum two faces permitted.	30 ft. above the natural or average grade	1 per parcel	Shall not be closer than 30 ft. of all property lines or located within any easement.	Yes	Internal Only	Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of an Interstate- <u>35</u> or Highway. May contain a changeable copy sign; No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds; Changeable copy content and logo are used to

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								<p>calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p> <p>The width of the base of the sign shall not be less than 20% of the width of the sign face or more than 60% of the width of the sign face.</p> <p>Landscaping such as flowering trees, shrubs and bushes shall be provided around the base of the sign as approved. See Section 12.8 for design details regarding Monument Signs.</p>
Interstate Pole Sign	Permanent	900 sq. ft. in area per sign side which includes total of all individual sign faces; may be single or double sided.	60 ft. above finished grade of adjacent city roadway to a maximum height of 100 ft.	1	30 ft. setback from property lines.	Yes; Conditional Use Permit also required	Internal illumination only; see notes for changeable copy illumination.	<p>Allowed in C-2/C-3 District only and also requires a conditional use permit;</p> <p>May contain a changeable copy sign;</p> <p>No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds;</p> <p>Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p>

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of an Interstate. May only be placed on premise.
Monument Sign	Permanent	.5 sq. ft. in area per linear foot of street frontage; Maximum of 250 sq. ft. in area per sign face; may be single or double faced.	25 ft. from natural grade or average grade including base.	1 per principal building per street frontage.	30 ft. setback from property lines.	Yes	Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.	See Section 12.8 for design details regarding Monument Signs.
On-Site Identification Sign	Permanent	4 sq. ft. in area per face; may be double faced.	4 ft.	1 per site or driveway entrance.	Not in right of way.	Yes	None allowed.	Must be constructed of permanent materials; May be wall mounted or installed using metal two-inch square posts; Wooden posts are not allowed unless they are metal wrapped. Must be constructed on a solid base. On-site identification signs with posts are not permitted.
Parked Vehicle Service Signs	Permanent	6 sq. ft. in area per face; may be installed back to back.	6 ft.	1 per order station.	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	May contain visual or auditory communication system.
Truck Scale Signs	Permanent	120 sq. ft. per face, can be double faced	25 feet from grade to the top of the sign	1 per truck scale	Same as building	Yes	Internal illumination only.	Posts must be wrapped in a masonry material such as stone, brick, or similar.

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
					setback for zoning district			
Vehicle Drive Lane Sign	Permanent	32 sq. feet in area	6 ft.	1 per drive lane.	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p> <p>If visible from a public street, additional landscaping and/or screening is required to screen board from view from public street;</p> <p>Must be constructed to match the aesthetics of the main building including building materials used;</p> <p>May contain visual or auditory communication system.</p>
Vehicle Drive Lane Accessory Sign	Permanent	15 sq. ft.	6 ft.	1 per drive through lane; Must be separated from any Vehicle Drive Lane Sign by at least 15 ft.	Must be placed within 3 ft. of adjacent drive through lane	Yes	Internal illumination alone.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p>

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								<p>If visible from a public street, additional landscaping and/or screening is required to screen board from view from public street.</p> <p>Must be constructed to match the aesthetics of the main building including building materials used.</p>
Wall Sign	Permanent	On a standalone building or a multi-tenant complex, the total area of the wall sign shall be one and a half square feet of sign area for each one foot of linear footage of the building façade facing the street.	Wall height; may not extend past roofline or parapet.	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on rear of building.	N/A – may not protrude off of wall of building.	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby, adjacent properties and motorists.	<p>If a tenant is part of a multi-tenant complex, each tenant shall be allowed one (1) wall sign no greater than ten (10) percent of the tenant wall area upon which the sign is placed.</p> <p>Corner tenant spaces will be allowed one (1) additional wall sign no greater than ten (10) percent of the wall area upon which it is placed so that one may be placed on each side of a corner façade.</p> <p>Signs facing the rear of a building are prohibited.</p> <p>See section 12.8 for calculation of sign area parameters.</p>
Wall sign for Accessory Building	Permanent	16 sq. ft in area	Wall height; may not extend past roofline.	1	N/A – may not protrude off of wall of building.	No	External only; must be directed away or shielded from passersby, adjacent	1 sign per accessory building; must be constructed out of permanent material.

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
							properties and motorists.	
Window sign	Permanent	1 per window not to exceed 30% of total glass area unless no wall sign is provided.	Within window confines	1	N/A	No	External or internal	<p>Sign may be painted or etched on glass – must be on interior surface of window;</p> <p>Sign made from materials (not etched or painted on glass) must be hung inside;</p> <p>Neon signs may be used as a window sign and may encompass 30% of total glass area as long as no other window signage is present.</p>

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Awning	Permanent	Graphic text cannot exceed 30% of the total exterior surface area of the awning;	N/A – sign coverage limited to awning face.	See notes.	May not protrude from awning face.	Yes	Decorative downlights above awning only;	<p>One sign face per window or door opening as allowed by district design standards.</p> <p>When multiple awnings occur in a row on a building side, every other awning</p>

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
		<p>If side panels are provided they may not carry text or images greater than 20% of the awning panel area;</p> <p>Text and graphics on a valance shall not be larger than 8 inches in height.</p>					No illumination allowed on awning.	surface should be left free of sign graphics or text; The square footage of the text and graphics on an awning surface or valance count toward the total allowed square footage for a wall sign at the same location.
External Directional Sign	Permanent	6 sq. ft. per face, can be double faced	5 feet from grade	1 per site entrance	Cannot be located in the public right-of-way or sight triangle	Yes	Internal illumination only.	<p>Must be constructed on a solid base.</p> <p>External Directional Signs with posts are not permitted.</p>
Blade Sign (AKA Projection Sign)	Permanent	12 sq. ft. in area per side; may have two sign faces	<p>Shall maintain not less than 8 ft. clearance between the bottom of the sign and the finished grade;</p> <p>May not extend more than 2 ft. above the building parapet/roofline</p>	1	May not extend more than 3 ft. from the wall façade or into public right of way.	Yes	Internal illumination only.	<p>May only be placed on a front façade;</p> <p>May not be used in conjunction with a wall sign.</p>
Flags	Permanent	No single flag shall exceed 40 sq. ft. in area.	35 ft. above finished grade.	3 per development site.	Must meet Zoning District requirements.	No	External illumination required if flag is to fly at night; light source must be directed away or	

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
							shielded from passersby, adjacent properties and motorists.	
Freestanding Canopy Façade Sign	Permanent	Sign area shall not exceed 10 (ten) percent of the canopy façade where sign is placed.	Cannot extend above canopy façade roofline.	1 per side facing public right of way.*	Depth of content cannot extend a depth of more than 6 inches.	Yes	Internal only.	Pertains to canopies for drive-through facilities. * <i>Informational or Safety Signs such as signs defining "Enter Only", "Exit Only", "Clearance", etc. do not count against the maximum number of Freestanding Canopy Façade Signs.</i>
Interstate/Highway Adjacent Monument Sign	Permanent	Area per face shall not exceed 200 sq. ft., maximum two faces permitted.	30 ft. above the natural or average grade	1 per parcel	Shall not be closer than 30 ft. of all property lines or located within any easement.	Yes	Internal Only	Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of an <u>Interstate-35 or Highway</u> . May contain a changeable copy sign; No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds; Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side; The width of the base of the sign shall not be less than

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								<p>20% of the width of the sign face or more than 60% of the width of the sign face.</p> <p>Landscaping such as flowering trees, shrubs and bushes shall be provided around the base of the sign as approved. See Section 12.8 for design details regarding Monument Signs.</p>
Interstate Pole Sign	Permanent	900 sq. ft. in area per sign side which includes total of all individual sign faces; may be single or double sided.	60 ft. above finished grade of adjacent city roadway to a maximum height of 100 ft.	1	30 ft. setback from property lines.	Yes; Conditional Use Permit also required	Internal illumination only; see notes for changeable copy illumination.	<p>Allowed in C-2/C-3 District only and also requires a conditional use permit;</p> <p>May contain a changeable copy sign;</p> <p>No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds;</p> <p>Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p> <p>Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of an Interstate.</p>

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								May only be placed on premise.
Monument Sign	Permanent	.5 sq. ft. in area per linear foot of street frontage; Maximum of 250 sq. ft. in area per sign face; may be single or double faced.	25 ft. from natural grade or average grade including base.	1 per principal building per street frontage.	30 ft. setback from property lines.	Yes	Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.	See Section 12.8 for design details regarding Monument Signs.
On-Site Identification Sign	Permanent	4 sq. ft. in area per face; may be double faced.	4 ft.	1 per site or driveway entrance.	Not in right of way.	Yes	None allowed.	Must be constructed of permanent materials; May be wall mounted or installed using metal two inch square posts; Wooden posts are not allowed unless they are metal wrapped. Must be constructed on a solid base. <u>On-site identification signs with posts are not permitted.</u>
Parked Vehicle Service Signs	Permanent	6 sq. ft. in area per face; may be installed back to back.	6 ft.	1 per order station.	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	May contain visual or auditory communication system.
Truck Scale Signs	Permanent	120 sq. ft. per face, can be double faced	25 ft. from grade to the top of the sign	1 per truck scale	Same as building setback for zoning district	Yes	Internal illumination only.	The posts must be wrapped in a masonry material such as brick, stone or similar. The maximum width from the outside of the wrapped posts is 20 feet.
Vehicle Drive Lane Sign	Permanent	32 sq. feet in area	6 ft.	1 per drive lane.	Same as parking setback for	Yes	Internal illumination only.	May be attached to wall or freestanding;

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
					applicable zoning district.			<p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p> <p>If visible from a public street, additional landscaping and/or screening is required to screen board from view from public street;</p> <p>Must be constructed to match the aesthetics of the main building including building materials used;</p> <p>May contain visual or auditory communication system.</p>
Vehicle Drive Lane Accessory Sign	Permanent	15 sq. ft.	6 ft.	<p>1 per drive through lane;</p> <p>Must be separated from any Vehicle Drive Lane Sign by at least 15 ft.</p>	Must be placed within 3 ft. of adjacent drive through lane	Yes	Internal illumination alone.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p> <p>If visible from a public street, additional landscaping and/or screening is required</p>

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								to screen board from view from public street. Must be constructed to match the aesthetics of the main building including building materials used.
Wall Sign	Permanent	On a standalone building or a multi-tenant complex, the total area of the wall sign shall be one and a half square feet of sign area for each one foot of linear footage of the building façade facing the street.	Wall height; may not extend past roofline or parapet.	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on rear of building.	N/A – may not protrude off of wall of building.	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby, adjacent properties and motorists.	If a tenant is part of a multi-tenant complex, each tenant shall be allowed one (1) wall sign no greater than ten (10) percent of the tenant wall area upon which the sign is placed. Corner tenant spaces will be allowed one (1) additional wall sign no greater than ten (10) percent of the wall area upon which it is placed so that one may be placed on each side of a corner façade. Signs facing the rear of a building are prohibited. See section 12.8 for calculation of sign area parameters.
Wall sign for Accessory Building	Permanent	16 sq. ft in area	Wall height; may not extend past roofline.	1	N/A – may not protrude off of wall of building.	No	External only; must be directed away or shielded from passersby, adjacent properties and motorists.	1 sign per accessory building; must be constructed out of permanent material.

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Window sign	Permanent	1 per window not to exceed 30% of total glass area unless no wall sign is provided.	Within window confines	1	N/A	No	External or internal	<p>Sign may be painted or etched on glass – must be on interior surface of window;</p> <p>Sign made from materials (not etched or painted on glass) must be hung inside;</p> <p>Neon signs may be used as a window sign and may encompass 30% of total glass area as long as no other window signage is present.</p>

D. Table 12 – 4 Signs Permitted in Industrial Districts

Permitted Signs in B-P, IG and I-H Districts							
Business Parks							
Type	Max Size	Max Ht (ft)	Max #	Min Set-back	Permit Req.	Illum Type	Notes
Free-standing monument, ground signs	By review	By review		4 ft. from right of way.	yes	internal or external	Sign control standards are established by review of the preliminary park plan
Additional Signs	By review Same as L-P District	By review Same as L-P District			yes	internal or external	1 pole sign per principal building Same as L-P District

L-P Logistics Park District

Type	Max. Size	Max. Ht. (ft)	Max. #	Min. Setback	Permit Req.	Illum. Type	Notes
External Directional Sign	Maximum of 6 sq ft per building occupant, signs can be double faced	5'	1 per site entrance per building occupant	Not located in the right of way, sight triangle or off-premises	Yes	Internal or external	Maximum allowed square footage is 6 SF per building occupant to maximum of 18 SF in total. Cannot be mounted on posts, must be mounted on a solid base.
Flags	Exempt	110'	5 per development site	A distance equal to the height of the pole	No	External illumination required if flag is to fly at night; light source must be directed away or shielded from passersby, adjacent properties and motorists.	Must be shown on site plan. Building permit required for pole installation and electrical if applicable.
Internal Directional Sign	6 sq ft	5'	4 total per site	Not located in the right of way, sight triangle or off-premises	No	None	Must be constructed of permanent materials. May be wall mounted or installed using metal two-inch square posts. Wooden posts are not allowed unless they are metal wrapped. Cannot be mounted on posts, must be mounted on a solid base.

L-P Logistics Park District

Type	Max. Size	Max. Ht. (ft)	Max. #	Min. Setback	Permit Req.	Illum. Type	Notes
Kiosk	4' width	12'	One per project site or campus entrance; additional permitted onsite as part of a comprehensive signage plan.	Not located in right of way, sight triangle, or off premises	Yes	Internal	<p>Kiosk sign structures shall be ladder type with individual sign panels of uniform design.</p> <p>The color of all kiosk sign structures and panel background color will be approved by the City.</p> <p>The City may by a duly executed services contract, grant to a qualified person or company the right to design, erect and maintain directional kiosk signs within the City.</p> <p>Sign panels advertising a business that has vacated the premises must be replaced with the new business or a blank panel within thirty (30) days of vacancy.</p>
Monument Sign	1 SF per ten (10) linear feet of street frontage up to a maximum of 60 SF per sign face (does not include sign base or sign structure)	8' above natural or average grade including base, support structure or other architectural elements	1 per property; if parcel is more than 30 acres in size with more than 1 street frontage, a 2 nd monument sign is permitted on the additional street frontage.	15 feet from all property lines; outside of site triangles and easements; minimum 400 feet from another freestanding sign located on the same property	Yes	Internal or External	<p>Platted private roads may be considered a 2nd street frontage for purposes of determining the number of allowed monument signs.</p> <p>Base must be a minimum of two feet in height.</p> <p>The base shall extend a minimum of ¼ the entire length of the sign.</p> <p>The total area of the base and support structure shall be at least 75% of the sign face area.</p> <p>The base and support structure shall not exceed the sign face area by more than 10 percent.</p> <p>The sign face may not exceed 50% of the overall sign structure.</p>

L-P Logistics Park District

Type	Max. Size	Max. Ht. (ft)	Max. #	Min. Setback	Permit Req.	Illum. Type	Notes
Temporary Construction/Development Signage – Highway Adjacent	325 sq ft per side	30 feet	1	Not located in the right of way	Yes	None	Maximum length – 15 feet Parcel must be highway adjacent - 50% of the site is within 800 feet of the centerline or 500 feet of the right of way (whichever is less) of an Interstate or Highway
Temporary Construction/Development Signage – Not Highway Adjacent	90 sq ft per side	20 feet	1	Not located in the right of way	Yes	None	Maximum length – 15 feet
Temporary Banner or Sign (Not Yard Sign)	12 sq ft	5'	2 allowed per building occupant per permit request	May not be located in right of way. Must be setback 5' from any property line.	Yes	External; shall not be flashing or intermittent; temporary electrical requirements shall be subject to the adopted electrical code.	Usage limited to 14 days per permit request, up to 2 permit requests per year. Applicant must remove when usage limit has expired. A banner shall not be used in lieu of a permanent sign, except in the case of new businesses where it may be used for a period not exceeding thirty (30) days. Temporary Banners shall be secured at all points of attachment. Torn or severely weathered banners are not permitted. Temporary signs or banners found to be in violation of this section must be removed or made to conform within 24 hours of notification.
Wall Sign – front façade	Min SF = 24 SF Front Max SF= 1x length of building frontage or lease space frontage	Shall not extend above the roofline or façade of the building.	1	N/A – located on building wall only	Yes	Internal	Attached signs that are internally illuminated shall be constructed only of materials that are noncombustible or slow burning in the case of plastic inserts and faces. A wall sign shall not extend more than twelve (12) inches from the building wall to which it is attached. Bottom of sign must be at least eight (8) feet from grade at wall where sign is installed.

L-P Logistics Park District

Type	Max. Size	Max. Ht. (ft)	Max. #	Min. Setback	Permit Req.	Illum. Type	Notes
Wall Sign-side façade	Side Max SF= .5x length of side wall of building	Shall not extend above the roofline or façade of the building	3 – total SF may not exceed total allowed SF	N/A – located on building wall only	Yes	Internal	Attached signs that are internally illuminated shall be constructed only of materials that are noncombustible or slow burning in the case of plastic inserts and faces. A wall sign shall not extend more than twelve (12) inches from the building wall to which it is attached.
Window sign-age not readable from right of way	exempt	exempt		N/A – located in window only	No	None	
Yard Sign	6 sq ft	5 ft	4 per parcel	Not located in the right of way	Yes	None	Usage limited to 14 days per permit request, up to 4 permit requests per year.

Table 12-4 Appendix - Additional Guidelines for L-P District Signage:

- Illuminated signs shall not be erected within one hundred (100) feet of any residential zoning district unless properly and adequately shielded so that light from such sign is not directed toward such residential district.
- In no case can a sign be placed closer than fifteen (15) feet from a residential property.
- No high intensity lights shall be permitted as part of a sign display visible from an adjacent street.
- No sign shall be illuminated to intensity greater than two hundred (200) foot-candles. The restrictions of luminance in this section shall be determined from any other premise or from any public street right-of-way other than an alley.
- No cloth, paper, banner, flag, or similar advertising matter shall be suspended from, or allowed to hang loose from or over, any building or structure. Such advertising matter shall be a violation of this section and shall be removed immediately upon notice by the ~~building official~~ **Zoning Administrator**.

I-G and I-H Industrial Districts

I-G and I-H Industrial Districts							
Type	Max Size	Max Ht (ft)	Max #	Min Set-back	Permit Req.	Illum Type	Notes
Free-standing monument, ground signs	80 sq. ft. 1 SF per ten (10) linear feet of street frontage up to a maximum of 60 sf per sign face (does not include sign base or sign structure)	height of principal building plus 20 ft. 8' above natural or average grade including base, support structure or other architectural elements	1 per property; if parcel is more than 30 acres in size with more than 1 street frontage, a 2 nd monument sign is permitted on the additional street frontage	1 ft. from right of way. 15 feet from all property lines; outside of sight triangles and easement; minimum 400 feet from another free-standing sign located on the same property	yes	internal or external	<p><u>Platted private roads may be considered a 2nd street frontage for purposes of determining the number of allowed monument signs.</u></p> <p><u>Base must be a minimum of two feet in height.</u></p> <p><u>The base shall extend a minimum of ¼ the entire length of the sign.</u></p> <p><u>The total area of the base and support structure shall be at least 75% of the sign face area.</u></p> <p><u>The base and support structure shall not exceed the sign face area by more than 10 percent.</u></p> <p><u>The sign face may not exceed 50% of the overall sign structure.</u></p> <p style="text-align: center;"><u>1 monument, ground, or pole sign per 200 ft. of street frontage</u></p>
Additional Signs	Same as commercial				yes	internal or external	Same as commercial

**PLANNING COMMISSION
February 10, 2026 Minutes**

A regular session of the Edgerton Planning Commission (the Commission) was held in the Edgerton City Hall, 404 E. Nelson Street, Edgerton, Kansas on February 10, 2026. The meeting was convened when Chair Tina Mathos called the meeting to order at 7:00 PM.

1. ROLL CALL

Jeremy Little	present
Tina Mathos	present
Adam Draskovich	present
Ray Soemer	absent
Jordyn Mueller	absent

With a quorum present, the meeting commenced.

Staff in attendance: Zachary Moore, Development Services Director
Chris Clinton, Planning and Zoning Coordinator
Hailey Vaughn, Customer Service Representative II
Beth Linn, City Administrator

Elected Officials in attendance: Mayor Donald Roberts

2. **WELCOME** Chair Mathos welcomed all in attendance to the meeting.
3. **PLEDGE OF ALLEGIANCE** All present participated in the Pledge of Allegiance.

CONSENT AGENDA

4. Minutes from January 13, 2026, Planning Commission Meeting.

Commissioner Draskovich moved to approve the Consent Agenda. The motion was seconded by Commissioner Little. The Consent Agenda was approved, 3-0.

Regular Agenda

5. **Declaration.** There were no declarations made.

New Business

6. **UDCA2026-0001 AMENDMENTS TO ARTICLE 12, PLANNED UNIT DEVELOPMENT DISTRICT, OF THE CITY OF EDGERTON UNIFIED DEVELOPMENT CODE**

Mr. Zachary Moore, Development Services Director, proposed an update to Article 12 to the Unified Development Code (UDC). As a result of recent developments, there are a couple of

items that staff wanted to update before the overall re-write of that section. Mr. Moore has put together a presentation in addition to including a summary of the additions listed in the staff memo. Modifications include combining signs in commercial districts, monument signs in industrial districts (General Industrial (I-G) and Heavy Industrial (I-H) districts), external directional signs, Home Occupational Signs in residential districts, Interstate/Highway Monument signs, Planned Unit Development signs, and adjustments to language, as well as clarification about the correct enforcement officer depending on the project.

Commissioner Soemer entered the meeting.

The most substantial change is to the Monument Signs. Monument Signs in Edgerton's Commercial Districts have specific requirements for the sign base and the material it is made of. For this presentation staff is focused on maximum size and height of the signs. Current commercial zoning districts include C-1, which would be like business along 56 Highway; C-2, which is the Edgerton Crossing development, which is more auto-oriented; and C-3, which is Edgerton's Highway Service Commercial District, which includes larger developments.

Another item that is included in the update is the appropriate number of signs that a development is permitted. Currently, the code states that a development permits one (1) monument sign per street frontage. When collecting information for this update, staff conducted research about sign heights in our commercial zoning districts and neighboring jurisdictions. Staff also went on a tour to help determine what kind of signs would look best in Edgerton. When the sign code was originally updated, it inadvertently allows large signs for individual tenants instead of a large sign for the overall development. Staff is suggesting that for spaces like Edgerton Crossing, there would be one (1) large 25-foot tall sign in front of the entire development, then each tenant could get their own, smaller monument sign on out lots. Staff proposed that commercial sign standards be set at a maximum height of six (6) feet tall with a 25 square foot sign face for monument signs. The sign face would be where the messaging is, and the structure itself would apply to maximum height permitted. Staff proposed one sign per standalone building. For developments with multiple tenants, one (1) larger sign at the entry points and allowing each tenant to have their own smaller sign. This would draw people's attention to what is inside the shopping center, and once you are inside the shopping center, you would be able to see the individual tenant's monument sign, the size being six (6) feet high and the sign being a maximum 25 square feet. The reason that staff felt that six (6) feet height and 25 square foot size was the best was that when on the sign tour, staff liked the newer developments in Olathe. These developments have a similar sign code of 25 square feet maximum size and six (6) feet height for their standalone developments. Then they had different escalators as you increased in shopping complex size, the height and size of the sign increase.

Chairperson Mathos asked if this would be proposed for all commercial districts. Mr. Moore explained that each individual district would have its own outline, but they would all have the same standard. The overall goal would be to change it during the major sign update so that we do not have the same language repeated four (4) different times.

Multitenant Monument Signs in Commercial Districts will require their own specific standards. The current code allows for a lot of square-footage allows but it must set 30 feet from property line. This allows for a much larger monument sign than typical standard monument signs, but

it also sits back much two (2) to three (3) times further away from the property line than other jurisdictions allow. While Staff are creating the updates for this section they are keeping in consideration the specific standards for the Multitenant complexes and a way to escalate the height and sizes of a sign depending on the size of the development. Commissioner Draskovich recommended that the City could grant each tenant the same size sign but depending on the number of tenants per development would determine the overall size of the monument sign. Mr. Moore explained how Olathe is set up for their shopping centers. When they build their shopping centers they typically have plans for subdivision spaces. The example presented was the Alden Center at 135th Street and Alden Street. This development could have anywhere from 15 tenant spaces. Using the recommendation, you would have to multiply 15 tenants by the 25 square foot sign space to get the overall square footage of the sign. Something that could come up is if a tenant decides to acquire more than one lease space and how we would be able to adjust that overall signage. Mr. Moore agreed that escalation is a key factor in decision and finding the right size for it.

Commissioner Draskovich suggests that having each tenant, no matter the size, have a limit to one sign of certain set measurements. He explained that this would help limit big business from getting a larger sign space. Mr. Moore agreed that this could be a good option. Something that may want to be considered if going on that route would be to add a tier system. Allowing for a wall sign along the street with a small monument sign for the tenants who are along the outside, while providing spaces for the second-tier interior development spaces on a larger monument sign. Something to take into consideration when looking at the monument signs is the location, primarily using the hierarchy of streets. Johnson County adopted the Comprehensive Arterial Road Network Plan (CARNP), which identifies arterial streets. The City will adopt a version of a major streets plan at some point, if we tie the highest hierarchy of street with the amount of frontage a shopping center has on an arterial road could determine the number of monument signs.

Mr. Moore explained that in the 119th Street and Black Bob Road example, the two (2) arterial streets would be 119th Street and Black Bob Road, which is where the two (2) monument signs are located. Something to take into consideration with this example is that they have seven tenant spaces on the monument sign closest to Black Bob Road, and a different tenant space listed on the other monument sign closest to 119th Street. So, potentially breaking up tenant spaces if you have more than one (1) sign. City staff will reach out to Olathe staff to see if they have any different policies or procedures that they use to help determine monument signs in their shopping centers.

Commissioner Draskovich asked if address for the tenant's spaces were street-related or if they had individual suite numbers that they went by. Mr. Moore stated that he believed the interior tenants are suite-based, and the exterior businesses are addressed independently but he would have to do more research to say for certain. Commissioner Draskovich was curious because that could help determine which sign a tenant could be assigned to. He also mentions that this could help with the flow of traffic. Mr. Moore agreed that it could be a good idea, but he mentioned that City Staff would have to do more research since sign codes are very litigious. Planning and Zoning staff have set limits on what staff can and can't set regulations on. If that is something that we cannot add to our UDC, staff could investigate the possibility of adding some kind of verbiage to our purpose statement for the Article. Commissioner Draskovich states that if we limit each tenant to one sign each, it could allow a business to

choose which one of the 25 square foot sign they would like to use while limiting them from having multiple large signs. He also explains how this could potentially encourage business to choose a sign closest to the side of the street they are on. Commissioner Little added the idea of a possible development split, which could determine which sign a tenant would be assigned to depend on their location within the shopping center. Mr. Moore replied saying that Staff could look at different sign codes around the Metro area to see if that is a possibility.

Looking back at the shopping center at 135th Street and Alden Street in Olathe, the arterial street would be 135th Street, but the center does not have a second frontage on an arterial collector, therefore there is only one smaller monument sign in front of the multitenant building. Mr. Moore asked the Commissioners about their thoughts on using the street hierarchy as a determining factor for multitenant signs. Chairperson Mathos replied that it makes sense. She said in comparing the 135th Street shopping center to the 119th Street one, the 119th Street center would need more signage due to the amount of traffic in that area compared to the 135th Street location. Commissioner Draskovich mentioned another idea for the sign code is to set a separate sign code for the development, so that the overall development can stand out and would help ensure the overall sign would not be too large. Mr. Moore stated that, depending on the size of the monument sign, 25 square feet may be too large of a space for tenants. Commissioner Draskovich agreed. Chairperson Mathos asked if Staff has a size in mind for the monument sign. Mr. Moore said at this time Staff does not, but can reach out to other jurisdictions and planning staff to see if they could share public records to help get ideas.

Mr. Moore explained that the landscaping requirement will remain the same. He added that the current code requires a monument sign to have a base that is at least 50% of the width of the sign face. Staff believes that in order to be a true monument base, the base should be at least the width of the sign face itself. The Commission agreed.

Commissioner Draskovich suggested that staff structure the verbiage to help limit potential monument sign size issues. He recommended that each tenant on the monument sign have a certain percentage, and the amount of tenants per development would determine the size of the shopping center sign. Commissioner Soemer stated that every sign example given has related back to how commerce or square footage gets factored into the final decision of the tenant sign. Commissioner Draskovich stated that limiting the size of the sign prior to knowing who the tenant is can help eliminate having multiple sign sizes. Mr. Moore shares another factor to consider, if going the per tenant direction could potentially limit the property owner from letting the market speak for itself. Commissioner Soemer stated that market-dictating makes sense. He said that for every shopping center, there is typically an anchor tenant that draws people in. There are going to be people who are in support and people who are not of each development, but once it is developed, the City wants it to succeed while making sure the development is still within the Comprehensive Plan purview. Chairperson Mathos agrees, stating that she would rather see one smaller sign spot empty compared to seeing 15 open spots of the same size on a multitenant monument sign. Mr. Moore added that these multitenant monument signs typically have less sign spaces than there are tenants in the shopping center.

Commissioner Draskovich stated that there still needs to be a stipulation in place to help dictate the size of the sign to the size of the development. Mr. Moore expands on that,

explaining that a one (1) acre development may not require an escalator larger than the one (1) sign proposed earlier. City Staff are still discussing the right mechanisms to determine what warrants the larger monument signs. Commissioner Draskovich stated that it may be best to decide the sign sizes during the Final Site Plan stage of development since each development would be different. Mr. Moore explained that the Commission does not review signage at the Final Site Plan stage and is reviewed by staff and all of the signage must meet the UDC. Since a development may not know exactly what tenants will occupy the available spaces, the developers will typically put a dashed box on the plans that states this is the location where their general signage will be once the sign permit has been approved. This is when the UDC becomes very important because those are the standards that the signage will follow. Commissioner Draskovich stated that the developer should have an idea of how much square footage the development should have, which then could help determine the size of the sign. Commissioner Soemer asked how this affects the blue advertisements on the interstates. Mr. Moore answered that he believed this is handled by the Department of Transportation.

Commissioner Soemer requested clarification as to what Staff is requesting. Mr. Moore stated Staff is requesting the Commission direct them on how to proceed with amending the sign code. He explained that after reviewing examples of Olathe's sign code, does the City of Edgerton think this kind of escalation would be appropriate for the City, and would the Commission approve City staff of updating the sign code to mirror Olathe's standards with the City of Edgerton's language. Chairperson Mathos asked if the Olathe Pointe development was developed under a previous or current sign code. Mr. Moore answered that the development went before the Olathe Planning Commission around 2004, so it was under a previous sign code. Commissioner Soemer stated that signage is meant to help direct the public to these businesses and that the philosophy should be to help businesses succeed. Mr. Moore stated that based on the discussion today, the Commission likes the size of sign escalation based off the size of the development parcel. With that feedback Staff will do more research into places with similar sign codes to find the right size of escalation for the City of Edgerton and then work on updating Article 12.

Mr. Moore stated that Staff is also proposing amendments to monument signs in the General Industrial (I-G) and Heavy Industrial (I-H) Districts. The current code has standards that allow for very large monument signs. Staff is recommending updating the standards for those districts to align with what has already been approved in the Logistic Parks (L-P) District. Staff have found that the I-G and I-H are more similar to the L-P District than to any of the commercial districts.

For directional signs Staff is recommending that every district be allowed to have directional signs that must be put on a solid base. Currently, home occupations are allowed to have a small monument sign in the front yard and a sign next to the door, though this can seem like it is commercializing people's properties. Staff is recommending the removal of that sign from the allowable signs list. Current code for Interstate and Highway Adjacent Monument Signs states that if you are a certain distance from the Interstate or Highway, then you are permitted up to a 30-foot tall monument sign with 200 square feet in size. Concerns about this code is that it not only applies to Interstate 35 but to 56 Highway as well, allowing a large sign to be put up on property along that Highway. Staff recommends taking out the 'highway' portion of this definition to help protect the residential feel while keeping the Interstate section the

same. Then, in the Business Park (B-P) District, the non-monument sign code says refer to the commercial district. Staff is recommending this be updated to align with the Logistics Park (L-P) District.

Mr. Moore informed the Commission that Staff will be taking the Planned Unit Development (PUD) updates from the previous meeting to the Governing Body at this week's City Council meeting, with hopes that it will be adopted at the second meeting in February. Staff will get feedback from the Governing Body about what to do with signs in the PUD district. In the last Planning Commission meeting, there was discussion about not deviating from the sign code in the PUD District. If that is the case, when a development comes in, the applicant will need to specify that all signs are to follow the standards listed in the UDC instead of creating a Unified Sign Package. The final amendment is to have the Zoning Administrator as the sign violation enforcement, rather than the Building Official. The Zoning Administrator should be the one to initiate violations when there are issues with sign codes, making it so that it is an executive administrative official's responsibility.

Mr. Moore summarized the timeline of the overall Code update. Next month, Staff will be doing a quick update for Article 5, I-G and I-H Districts. Following that, staff will move onto "Bucket Two", which will include Zoning Districts, Uses, Use definitions, and Bulk regulations. "Bucket Three" consists of development standards. Then "Bucket Four" will include procedures, agencies, enforcement, bylaws, and everything else.

Commissioner Little asked about home occupations, specifically in-home daycares, like near his home, if the wall sign that is currently up would be allowed. Mr. Moore responded by saying this update would allow her to operate her business in her home, but she would not be able to have a sign on her house. Commissioner Little stated that when someone is new to the area, it could be beneficial to see the advertisement for this local business. Mr. Moore corrected himself and stated that there is a different allowance for an in-home daycare since there is the expectation of being able to drop off and pick up people. Commissioner Little stated that an in-home daycare has different regulations than if he wanted to start a tax accountant business out of his home. Mr. Moore stated that is correct.

Chairperson Mathos opened the Public Hearing. There were no public comments made. Commissioner Little moved to close the public hearing. Commissioner Draskovich seconded the motion. The public hearing was closed, 4-0.

Commissioner Draskovich moved to direct staff to evaluate neighboring jurisdictions code and multitenant signs for the proposed amendments. Commissioner Mr. Soemer seconded the motion. Motion carried, 4-0.

7. Future Meeting Reminders

Chairperson Mathos stated that the next regular sessions are scheduled for March 10, 2026, at 7:00 PM; April 14, 2026, at 7:00 PM; and May 12, 2026, at 7:00 PM.

8. ANNOUNCEMENTS

Mr. Moore announced that the Streets and Storm Water Dedicated Sales Tax, which Ms. Linn had mentioned in the last meeting, ballots will be in the mail next Tuesday, February 17, 2026. They will need to be submitted by March 3, 2026. Ms. Linn will share a few more slides regarding this topic in the work session to follow.

Secondly, the animal vaccine clinic will be held at City Hall on March 21, 2026, starting at 8:00 AM. There are appointments that you can make online to get your pet vaccinated.

9. **ADJOURN**

Commissioner Mr. Little moved to adjourn the meeting. Commissioner Mr. Soemer seconded the motion. The meeting was adjourned at 7:59 PM, 4-0

Submitted by Hailey Vaughn, Customer Service Representative II

DRAFT

UDCA2026-0001

UNIFIED DEVELOPMENT CODE UPDATES

ARTICLE 12 – SIGNS

PUBLIC HEARING

FEBRUARY 10, 2026

Monument Signs (Commercial Districts)

Current standards:

Zoning District	Max. Size*	Max. Height	Max. Amount	Min. Setback
C-1	120 sq. ft.	10 feet	1 per street frontage	12 feet
C-2	250 sq. ft.	25 feet	1 per street frontage	30 feet
C-3	250 sq. ft.	25 feet	1 per street frontage	30 feet

* $\frac{1}{2}$ square foot per linear foot of street frontage

Proposed Standards:

Zoning District	Max. Size	Max. Height	Max. Amount	Min. Setback
Commercial	25 sq. ft.	6 feet	1 per standalone building	TBD

Multitenant Monument Signs (Commercial Districts)

- Specific standards for multi-tenant complexes
- Escalating size and height allowances as developments with multiple buildings increase in size
- Intended for multi-tenant shopping centers (not just multi-tenant building)

Example: Olathe Pointe at 119th and Black Bob Road (appx. 42 acres)



Example: Alden Center, 135th Street and Alden Street (appx. 31 acres)



Additional Changes

- Monument signs in IG and IH – update standards to align with L-P District.
- External Directional Signs – require to be built on solid base, no posts.
- Home Occupation – removing sign allowance.
- Interstate/Highway Monument Sign – removing “Highway” from allowance.
- Non-monument sign types in B-P District – update standards to align with L-P District.
- Signs in PUDs – follow direction provided by Governing Body when presented.
- Sign violation enforcement – Zoning Administrator rather than Building Official.

March 2026 – Article 5 Industrial Districts quick update



Bucket 2: Zoning Districts, Uses, Use Definitions, Bulk Regulations

Bucket 3: Development Standards (Architecture, Landscaping, Site Design, etc.)

Bucket 4: Procedures, Agencies, Enforcement, Bylaws, and everything else

What's Next
for Overall
Code
Update?



Questions?

ORDINANCE NO. 2192

AN ORDINANCE AMENDING ARTICLE 12 OF THE UNIFIED DEVELOPMENT CODE OF THE CITY OF EDGERTON, KANSAS REGARDING REGULATIONS FOR SIGNS AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF EDGERTON, KANSAS:

SECTION 1. Article 12 of the Edgerton Unified Development Code shall be amended to read as provided in Exhibit A:

SECTION 2. REPEAL OF CONFLICTING ORDINANCES. All ordinances or sections of ordinances in conflict herewith are hereby repealed.

SECTION 3. EFFECTIVE DATE. This ordinance shall take effect and be in force from and after its passage, approval and publication once in the City's official paper.

PASSED by the Council and APPROVED by the Mayor on this 12th Day of March, 2026.

DONALD ROBERTS, Mayor

ATTEST:

DUSTI CALLAHAN, City Clerk

APPROVED AS TO FORM:

TODD LUCKMAN for
Stumbo Hanson, LLP, City Attorneys

Article 12 Sign Regulations

Section 12.1	Intent and Purpose
Section 12.2	Applicability
Section 12.3	Permits
Section 12.4	Exemptions
Section 12.5	Prohibited Signs
Section 12.6	Nonconforming Signs
Section 12.7	General Restrictions
Section 12.8	Design, Material, and Construction
Section 12.9	Special Sign Regulations
Section 12.10	Severability and Substitution
Section 12.11	Sign Terminology and Definitions
Section 12.12	Permitted Signs

- 12.1 Intent and Purpose.** The Edgerton Governing Body and the Planning Commission finds that an unregulated proliferation of signs results in visual clutter, is harmful to aesthetics and property values, contributes to traffic hazards, and is not productive to the goals of community development. It is the intent and purpose of this section to establish a level of visual quality for signs by limiting the type, place, size, manner, height and materials of signs and advertising devices in the City of Edgerton. This section provides minimum standards to insure traffic safety; safeguard life, health and property values; provide guidelines for the maintenance of signs; reduce distractions and obstructions by signs that would adversely affect traffic safety, and to alleviate hazards caused by signs projecting over or encroaching upon public ways; ensure that signs provide orientation and adequately identify new uses and activities; and, preserve or enhance small town character by encouraging new and replacement signage that is:
- A. Conducive to Public Safety
 - B. Creative and distinctive
 - C. Compatible with the surroundings;
 - D. Appropriate to the general type of activity to which it pertains;
 - E. Expressive of the identity of individual persons and entities; and
 - F. Appropriately sized in its context.
- 12.2 Applicability.** No sign may be erected, placed, painted, established, or maintained in the City of Edgerton except in conformance with the standards, exemptions and procedures set forth in this Article. Signs located in the L-P District must also comply with the regulations contained in Article 5 of the Unified Development Code as it relates to signage for that District. Specifically, this section is intended to:
- A. Establish a permit system to allow various types of signs, subject to the standards and permit procedures contained herein;
 - B. Allow certain signs that are unobtrusive and incidental to the principal use of land;
 - C. Prohibit all signs not expressly permitted by this Article;
 - D. Provide for the enforcement of these provisions.
- 12.3 Permits.** Unless exempted by this Article, it shall be unlawful for any person to erect, construct, alter, relocate or convert any sign or advertising device (as defined in this section) without first obtaining a sign permit.

An application for a sign permit shall be made on the appropriate form provided by the Zoning Administrator and shall include the following at time of submission:

- A. Two sets of plans drawn to scale, indicating the sign location, size, type, materials of both sign and structure if applicable, method of illumination, colors, method of attachment and general layout are required with the application.
- B. A Sign Fee, established within the Fee Schedule for the Unified Development Code, shall be submitted with the sign application.
- C. Upon initial review of the sign permit application and materials, the Zoning Administrator may require additional information to demonstrate compliance with this section.
- D. If submitted as part of a Site Plan approval, the sign shall be designed in accordance with these regulations and all items listed in A through C above shall be included with the Site Plan submission.
- E. Approval of a sign permit does not authorize the maintenance of an unlawful sign and does not constitute a defense in an action to abate an unlawful sign.
- F. Once approved by the Zoning Administrator, any changes to the approved sign design must be resubmitted for approval to insure compliance with these regulations.

12.4 Exemptions. The following signs and devices shall be exempt from the provisions of this Article:

- A. Official signs erected by a city, or county, State of Kansas, or the federal government.
- B. Signs erected for public information, safety or direction by any utility, governmental authority, or public service district.
- C. Non-illuminated signs on properties in commercial districts oriented to individuals on the property, not exceeding 4 square feet in area or letters up to 6 inches in height.

12.5 Prohibited Signs.

- A. No sign shall be erected in any location where, by reason of position, location, shape, or color, it interferes with or obstructs the view of pedestrian or vehicular traffic.
- B. A sign that is an attention/attraction that rotates or is animated, or consists of pennants, ribbons, streamers, sheets, spinners, or other moving device not specifically allowed by these resolutions - except for use as a Temporary Sign.
- C. Any sign which may be confused with an authorized traffic sign, signal, device, or emergency sign is not allowed.
- D. Pole signs are only allowed as a Conditional Use in the C-2 and C-3 Zoning Districts and are subject to the regulations in Section 12.9 and Article 7.
- E. Any sign (including its enclosing structure) that is located on a building or premises which becomes vacant or unoccupied for a period of six months or more, or any sign which pertains to time, event, or purpose which no longer applies, or exists shall be deemed to be abandoned. An abandoned sign shall be removed by its owner or the owner of the premises within thirty (30) days of notification from the Codes Enforcement Officer and the facade or land area site shall be restored to its normal appearance.
- F. The following specific sign types are not allowed:
 - 1. Roof or rooftop signs;

2. Exterior exposed neon tube signs are not allowed on building exteriors. These types of signs may be used in a window if it meets the defined parameters for the Zoning District;
3. Flashing signs and signs that convey movement;
4. Off-premises signs unless allowed by type in a specific Zoning District;
5. Billboards;
6. Signs with glaring illumination.
7. Any sign mounted on, attached or displayed on a trailer or motor vehicle, whether operable or inoperable that is placed on the premises (this does not apply to trucks, delivery vehicles or other vehicles that are parked on the premises during normal operations or to Temporary Signs which have obtained a sign permit;
8. Obscene material. Any obscene signs, flags, banners of any type are prohibited. Obscene is defined as any material specifically defined by Kansas Statutes (K.S.A. 21-6401).

12.6 Nonconforming Signs. Signs which were erected or established prior to the effective date of this ordinance, and are not in conformance with these regulations, may continue to exist subject to the following conditions:

- A. Such sign shall not be structurally altered or moved unless the altered sign conforms to these regulations. However, the sign may be maintained and repaired, and the display may be changed provided it is not larger in area than the existing signage.
- B. If any nonconforming sign is abandoned for a period of sixty (60) days, it must be removed from the premise. Any replacement sign shall be in conformance with these regulations.
- C. Any nonconforming sign that has been damaged by fire, wind, explosion or other means to the extent that fifty percent (50%) or more of the sign has been destroyed shall be restored or rebuilt in conformance with the sign regulations. Any sign destroyed less than fifty percent (50%) may be restored or rebuilt to its condition prior to its damage.
- D. Such sign is not in violation of any state or federal law or regulation.

However, this exemption does not extend to signs which were erected in violation of the provisions of the UDC at the time at which the sign was erected.

12.7 General Restrictions

- A. All signs shall be well-maintained, be of safe and sound structural condition and in compliance with all applicable provisions of the building codes of the City of Edgerton. All signs must have a clean and neat appearance. The land adjacent to signage located on the ground shall be kept free from weeds and trash. If signs are not being maintained as described, the City make order that the sign be removed.
- B. No sign shall be attached to any tree, fence, or utility pole, except signs issued or properly posted by a utility, public authority, or agency of government.
- C. No sign shall be erected or allow to project into a public right-of-way or on a public easement.
- D. No private sign shall be erected or maintained on public property without express permission of the Governing Body.
- E. If the Codes Enforcement Officer finds that any sign or advertising device is unsafe or in disrepair he/she shall notify the property owner in writing. The owner shall immediately remove or repair the sign to bring it into compliance and/or make it safe. If the owner fails to remove or repair the sign within 10 days, the City may bring a nuisance action, or any others means of enforcement to compel the owner to remove or repair such sign.

12.8 Design, Material, and Construction.

A. Design.

1. Sign Area - In determining the area of a sign face, the following is applicable:
 - a. The sign face includes the advertising surface and any framing, trim, molding, cabinet, panel or any visually or architecturally distinct area enclosing the copy, logo and any other graphic component of the sign.
 - b. Where individual letters or graphics are used, and no distinct enclosed are present, the sign face is the rectangle, box, circle, or other regular geometric shape, or combinations thereof, enclosing the letters, logo or other graphic elements.
 - c. If a sign is composed of letters only, with no connection by the advertising structure between the letters, the copy area shall be determined by measuring the distance from the outside edges of the outside letters and from the top of the largest letter to the bottom of the lowest letter. If one letter is unequally large or small in comparison to the other letters composing the sign, the unequal letter shall be square off, the remaining letters shall be measured from the outside edges and the two areas added together for a total copy area determination.
 - d. The area of all signage (wall, window, awning, etc.) on one building (standalone or multitenant) shall not exceed ten (10) percent of the wall area of the wall façade on which multiple signs are located.
2. Monument Signs - Design standards for all monument signs are as follows and are in addition to the specific requirements outlined by Zoning District in Tables 12-1 through 12-7:
 - a. Base & Support Structure
 - i. Monument sign must be built on a solid base.
 - ii. Monument signs shall incorporate a supporting base that is a minimum of the equivalent of the width of the sign face at its widest point.
 - iii. Base must be faced with appropriate materials (natural flagstone, rock, stone, river rock, brick, etc.) designed to match the look of associated buildings in texture and color.
 - iv. Architectural elements should be provided on the top and/or sides of the sign.
 - b. Sign Face
 - i. The sign face area of a monument sign shall include the sign panel but not the sign base on which it is mounted.
 - ii. Each side of a double-faced monument sign is limited to the maximum allowable sign area.
 - iii. Cabinet-type signs with translucent panels or panels with reflective surfaces, including but not limited to acrylic fiberglass, plastic, or metal or channel letter signs with translucent backlit panels are prohibited.
 - iv. Artistic elements to the sign may include small areas of translucent, backlit surfaces that exceed no more than 5% of the total sign face.

- v. Sign face shall provide individually cut letters including channel letter signs (may be Halo lit); stenciled panels with three-dimensional push-through graphics; cast letters and logos; case metal; or engraved.
 - vi. Background of Sign face is encouraged to be comprised of natural design materials that are compatible with the building façade.
 - vii. Electrical transformer boxes and raceways shall be concealed from public view.
 - viii. The use of external lighting sources is permitted. External lighting shall be designed so that the light source is directed away or shielded from passersby, adjacent properties and motorists.
- c. Landscaping
- i. The base of a monument sign shall be softened with landscaping sufficient to cover an area extending not less than 2.5 feet around the base of the sign.
 - ii. The applicant shall designate the area and the type of plantings in the sign permit application.
 - iii. Said landscaping shall not obstruct the sign face.
- B. Material. Except for Flags, Temporary and Window signs, all permanent signs shall be constructed of permanent materials supported by the ground, attached to a building, or affixed to another structure. Permanent Signs may be constructed from acrylic, fiberglass, plastic, DiBond, polycarbonate, marine grade plywood (MDO), redwood, aluminum, aluminum composite materials (ACM), plastic, metal, masonry materials, glass, tile, and/or other similar materials. Flags or Temporary signs may be constructed of sturdy fabric, canvas or vinyl. Window signs may be constructed of any of the above materials, or paper products.
- C. Construction.
1. All illuminated signs shall be internally or indirectly illuminated. Neon tubes, incandescent bulbs, fluorescent tubes, and other sources of direct illumination that are exposed to the human eye are not permitted. Indirect illumination shall be directed away from pedestrian walkways and shall not shine into adjacent property or cause glare for motorists or pedestrians.
 2. All internally illuminated signs in residential districts shall be designed in such a way that light is reflected or directed away from any residential dwelling. (Ord. 827; 2007)
 3. All signs shall comply with all other Codes in effect relating to design, structural members and connections.
 4. Where ground is uneven or sloped the allowed height of the sign shall be measured from the average between the highest and lowest grades of the area where the sign is to be installed.

12.9 Special Sign Regulations

- A. Where person or entity (a “sub-tenant”) leases space and conducts business within another person or entity (the “primary tenant”), but does not have an exterior business façade or an exterior door leading to their sub-tenant space, one wall sign is permitted for the sub-tenant provided the sub-tenant is a separate legal entity and not a department, division or subsidiary of the primary tenant and the total area for all the signs does not exceed the total allowable sign area. This section does not apply to enclosed shopping malls.

- B. Where any person or entity has an establishment located in a building and such person or entity has departments which may or may not have an exterior façade or door, such person or entity may have an additional two signs for individual departments provided the total area for all signs does not exceed the total allowable sign area for wall signage (10% as determined by Section 12.8(1d)).
- C. The transfer of sign rights is permitted only in the C-1, C-2 and C-3 Zoning Districts and shall be governed by the following:
 - 1. A use that does not front on a main road may transfer monument signage rights to property located on a main or frontage road.
 - 2. Multiple uses on one-site may transfer all or part of their monument or wall sign rights to a single on-site monument or kiosk sign.

12.10 Severability and Substitution

- A. Severability. If any part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term or word in this Article is declared invalid, such invalidity shall not affect the validity or enforceability of the remaining portions of this Article or this Code.
- B. Substitution. Signs containing non-commercial speech are permitted anywhere that advertising or business signs are permitted, subject to the same regulations applicable to business signs.

12.11 Sign Terminology and Definitions. The following definitions shall be used to classify the type, shape and use of all signs in the City of Edgerton.

- A. **Abandoned Sign.** A sign, including the base, structure, pole or any other part, which no longer contains a message regarding the location of the premises on which the sign is located or regarding the activity conducted on the premises to which the sign refers.
- B. **Awning Sign.** A non-illuminated sign, painted on or attached to an awning. Only individual letters and/or logos may be painted, stenciled, or otherwise placed on these devices.
- C. **Banner Sign.** A sign made of a flexible, sturdy material and affixed to a structure, pole, line, or framing. This definition does not include official flags of any nation, county, municipalities, and national or internationally recognized nonprofit organizations.
- D. **Billboard Sign.** A freestanding outdoor advertising structure, on or off site, which advertises a product or service or relays a message to the public with a per face area greater than two hundred (200) square feet.
- E. **Blade (Projecting) Sign.** A sign extending from the face of the building to which it is attached, usually at a right angle.
- F. **Changeable Copy Sign.** A sign capable of displaying words, symbols, figures or images that can be electronically or mechanically controlled remotely or automatically.
- G. **Flag.** A piece of cloth, varying in size, shape, color, and design, usually attached at one edge to a pole or staff, and used as the symbol of a nation, state, or organization.

- H. **Freestanding Canopy Façade Sign.** A sign placed on the canopy façade of a free-standing canopy. It may contain logo or word copy but is restricted to size requirements listed in the specific Zoning District.
- I. **Glaring Illumination.** Light of such brilliance and so positioned as to blind or impair the vision or affect the aesthetic value of the area.
- J. **Interstate Adjacent Monument Sign.** A monument style sign which is allowed on parcels which are within close proximity to an interstate highway where a minimum of fifty (50) percent of the parcel is within 1) 800 ft. of the centerline of the interstate highway or 2) 500 ft. of the right of way of the highway (whichever is less).
- K. **Institutional sign.** A sign identifying a club, association, school, hospital, church, place of worship, fire station, cemetery or any other entity or facility.
- L. **Kiosk.** A free-standing sign monument sign designed to provide advertising space for two or more entities, activities or businesses on a single premises or group of contiguous premises. Signs are framed in a metal structure that is permanently affixed to the ground by means of a base.
- M. **Illumination.** (Internal) An internally-illuminated sign is one with the light source concealed or contained within the sign face itself, and which becomes visible in darkness by shining through a surface. (External) A sign illuminated by lights attached to the sign or placed on the ground or building.
- N. **Monument Sign.** A free-standing sign, independent of the building it serves, supported by a base constructed of materials consistent with said building. No poles or posts are visible. May be constructed of wood, synthetic materials, masonry or stone. The sign bottom is attached directly and permanently to the ground on a base while physically separated from any other structure. For purposes of this Article, the maximum height limit is measured from the natural or average grade.
- O. **Off-premises Sign.** A sign which displays any message directing attention to a business, product, service, profession, commodity, person, event, institution or other matter or entity that is not at or offered on premises.
- P. **On-premises Sign.** A sign which displays any message directing attention to a business, product, service, profession, commodity, person, event, institution or other matter or entity that is at or offered on premises.
- Q. **On-site Identification Sign.** A sign giving the name and address of a building or location which may include a recognized logo or symbol.
- R. **Parked Vehicle Service Sign.** A sign adjacent to parked vehicle stalls in a parking area.
- S. **Permanent Sign.** Any wall, monument, or other sign that is fixed, lasting, stable, enduring, not subject to change, and intended to remain for an indefinite period of time.
- T. **Pole Sign.** A sign that is permanently supported in a fixed location by a structure of poles, posts or braces from the ground and is not supported by a building or base.
- U. **Portable Device.** Any instrument designed to temporarily draw attention to a business and is not permanently affixed into the ground or a structure. Examples include, but are not limited to, spotlights and inflatables of any kind.

- V. **Portable Sign.** A sign not designed or intended to be permanently affixed into the ground or to a structure.
- W. **Post Sign.** A temporary sign constructed of sturdy materials which may be used on an unplatted or undeveloped site.
- X. **Projecting (Blade) Sign.** A sign extending from the face of the building to which it is attached, usually at a right angle.
- Y. **Public Way or Right-of-Way.** Any way designed for vehicular or pedestrian use and is maintained with public funds.
- Z. **Roof Sign.** A sign erected, constructed or maintained on the roof of building, but does not include a sign on the parapet of a building.
- AA. **Safety Control Signs.** Warning, control, traffic, or required public safety signs.
- BB. **Sign.** A sign is an object, device, or structure, or part thereof other than a flag, situated outdoors, visible from a public way, which is used to display a message, by any means including words, letters, figures, design, symbols, fixtures, colors, illuminations or projected images. Each substantially different face of a sign shall constitute a separate sign.
- CC. **Sign Area.** The facing of a sign, including copy, insignia, background, and borders.
- DD. **Signable Area.** The signable area of a building is the square footage of each building façade where signage would be allowed.
- EE. **Subdivision Sign.** A monument sign identifying a subdivision located in a residential zoning district.
- FF. **Temporary Sign.** Any sign that is not intended to remain on the premises on which it is located, on a permanent basis. A temporary sign may be displayed for no more than two, (14) day-periods within any calendar year.
- GG. **Vehicle Drive Lane Sign.** A sign adjacent to a drive lane used to convey a message to the vehicle driver. May contain an auditory speaker.
- HH. **Vehicle Drive Lane Accessory Sign.** A sign adjacent to a drive lane. May not be placed within 15 feet of a Vehicle Drive Lane Sign.
- II. **Yard Sign.** A temporary sign constructed of plastic with a metal frame, that is not intended to remain on the premises on which it is located on a permanent basis.
- JJ. **Wall Sign.** A sign painted or constructed and placed in the signable area of a building and attached to the exterior surface of a wall and does not project more than twelve (12) inches from said wall or project above the top of the wall on which it is attached or displayed.
- KK. **Wall Sign – Accessory Building.** (for accessory structure) A sign placed on the wall of an accessory building that gives information about the activity within the building or gives directions to another area.
- LL. **Window Sign.** A sign or graphic that is affixed, etched, or painted on the interior side of a window, or a sign made of other materials that is permanently affixed to the interior of a window.

12.12 Permitted Signs. The following tables outline permitted signage for all zoning districts as indicated.

A. Table 12-1 Signs Permitted in All Districts.

Permitted Signs in All Districts							
Type	Max Size	Max Ht (ft)	Max #	Min Set-back	Permit Req.	Illum Type	Notes
Real estate	exempt	exempt		Not located in the right of way.	no	none	
Political	exempt	exempt		Not located in the right of way.	no	none	Not located on public property
Lots for sale	exempt	exempt		Not located in the right of way.	no	none	On-site signs only
Auction	exempt	exempt		Not located in the right of way.	no	none	On-site and off site signs
Construction	exempt	exempt		Not located in the right of way.	no	none	Repairs, contractors or builders
Special events at commercial locations				Not located in the right of way.	yes	none	Grand openings, sales, promotions or similar signs - 30 days maximum

Permitted Signs in All Districts							
Type	Max Size	Max Ht (ft)	Max #	Min Set-back	Permit Req.	Illum Type	Notes
Special events - public, private, charitable	exempt	exempt		Not located in the right of way.	no	none	Rallies, picnics, fairs, festivals, displays, promotions
Future building site	20 sq. ft.	8 ft.		Not located in the right of way	yes	none	Announces future building project Monument style only
Day care or adult care	20 sq. ft.	6 ft.		Not located in the right of way	yes	none	Monument style, ground style or wall

B. Table 12-2 Signs Permitted in Residential Districts.

Permitted Signs in R-1, Single Family Residential Districts							
Type	Max Size	Max Ht (ft)	Max #.	Min Set-back	Permit Req.	Illum Type	Notes
Institutional	36 sq. ft.	6 ft.	1	Not located in the right of way. and cannot create a traffic hazard.	yes	external or internal (must reflect or direct light away from residential dwellings)	Monument only

Permitted Signs in R-1, Single Family Residential Districts

Type	Max Size	Max Ht (ft)	Max #.	Min Set-back	Permit Req.	Illum Type	Notes
Institutional – Wall Signs	On a stand alone building or a multitenant complex, the total area of the wall sign shall be one and a half square feet of sign are for each one foot of linear footage of the building façade facing the street.	Wall height; may not extend past roof-line or parapet	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on rear of building	N/A – may not protrude off wall of building	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby, adjacent properties and motorists.	See section 12.8 for calculation of sign area parameters.
Subdivision name	16 sq. ft.	6 ft.	1	Not located in the right of way. and cannot create a traffic hazard.	yes	external	Monument only

R-2 & R-3, Multi-Family Residential District & MHP

Type	Max Size	Max Ht (ft)	Max #.	Min Setback	Permit Req.	Illum Type	Notes
Name plate for building	4 sq. ft	Per building			no		per building
Place name - gives name of apartment complex	24 sq. ft.	6 ft.	1	Not located in the right of way. and cannot create a traffic hazard	yes	external	Monument or ground style only - name of apartment complex

Institutional	36 sq. ft.	6 ft.	1	Not located in the right of way. and cannot create a traffic hazard	yes	external or internal (must reflect or direct light away from residential dwellings)	Monument only
MH Park	16 sq. ft.	8 ft.	1	Not located in the right of way. and cannot create a traffic hazard	yes	external	Monument or ground style

Planned Unit Development Districts

Type	Max Size	Max Ht (ft)	Max #.	Min Setback	Permit Req.	Illum Type	Notes
All Permanent Signs	By review	By review	By review	Not located in the right of way. and cannot create a traffic hazard	yes	By review	All permanent signs in a PUD are approved during the review of the preliminary and final plans

C. Table 12-3 Signs Permitted in Commercial Districts – CD, C1, C2, C3

Permitted Signs in CD- Downtown Commercial District								
Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Awning	Permanent	<p>Graphic text cannot exceed 30% of the total exterior surface area of the awning;</p> <p>If side panels are provided they may not carry text or images greater than 20% of the awning panel area;</p> <p>Text and graphics on a valance shall not be larger than 8 inches in height.</p>	N/A – sign coverage limited to awning face.	See notes.	May not protrude from awning face.	Yes	<p>Decorative downlights above awning only;</p> <p>No illumination allowed on awning.</p>	<p>One sign face per window or door opening as allowed by district design standards;</p> <p>When multiple awnings occur in a row on a building side, every other awning surface should be left free of sign graphics or text;</p> <p>The square footage of the text and graphics on an awning surface or valance count toward the total allowed square footage for a wall sign at the same location.</p>
Blade Sign (AKA Projection Sign)	Permanent	12 sq. ft. in area per side; may have two sign faces.	<p>Shall maintain not less than 8 ft. clearance between the bottom of the sign and the finished grade;</p> <p>May not extend more than 2 ft. above the building parapet/roofline.</p>	1	May not extend more than 3 ft. from the wall façade or into public right of way.	Yes	Internal illumination only.	<p>May only be placed on a front façade;</p> <p>May not be used in conjunction with a wall sign.</p>

Permitted Signs in CD- Downtown Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Monument Sign	Permanent	36 sq. ft. in area per sign face; may be single or double faced.	6 ft. from natural grade or average grade including base.	1 per principal building per street frontage.	7 ft. setback from property lines.	Yes	Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.	See Section 12.8 for design details regarding Monument Signs.
Wall Sign	Permanent	On a standalone building or a multi-tenant complex, the total area of the wall sign shall be one and a half square feet of sign area for each one foot of linear footage of the building façade facing the street.	Wall height; may not extend past roofline or parapet.	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on rear of building. A wall sign may be placed on a non-street facing façade, provided that there is an outdoor function related to the use, such as a courtyard,	N/A – may not protrude off of wall of building.	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby, adjacent properties and motorists.	<p>If a tenant is part of a multi-tenant complex, each tenant shall be allowed one (1) wall sign no greater than ten (10) percent of the tenant wall area upon which the sign is placed.</p> <p>Corner tenant spaces will be allowed one (1) additional wall sign no greater than ten (10) percent of the wall area upon which it is placed so that one may be placed on each side of a corner façade.</p> <p>Signs facing the rear of a building are prohibited.</p> <p>See section 12.8 for calculation of sign area parameters.</p>

Permitted Signs in CD- Downtown Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
				plaza, seating area, or gathering space				
Wall sign for Accessory Building	Permanent	16 sq. ft in area	Wall height; may not extend past roofline.	1	N/A – may not protrude off of wall of building.	No	External only; must be directed away or shielded from passersby, adjacent properties and motorists.	1 sign per accessory building; must be constructed out of permanent material.
Window sign	Permanent	1 per window not to exceed 10% of total glass area unless no wall sign is provided; If no wall sign is provided then window sign can be 20% of total glass area.	Within window confines	1	N/A	No	External or internal	Sign may be painted or etched on glass – must be on interior surface of window; Sign made from materials (not etched or painted on glass) must be hung inside; Neon signs may be used as a window sign and may encompass 25% of total glass area as long as no other window signage is present.

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Awning	Permanent	Graphic text cannot exceed 30% of the total exterior surface area of the awning; If side panels are provided they may not carry text or images greater than 20% of the awning panel area; Text and graphics on a valance shall not be larger than 8 inches in height.	N/A – sign coverage limited to awning face.	See notes.	May not protrude from awning face.	Yes	Decorative downlights above awning only; No illumination allowed on awning.	One sign face per window or door opening as allowed by district design standards. When multiple awnings occur in a row on a building side, every other awning surface should be left free of sign graphics or text; The square footage of the text and graphics on an awning surface or valance count toward the total allowed square footage for a wall sign at the same location.
Blade Sign (AKA Projection Sign)	Permanent	12 sq. ft. in area per side; may have two sign faces.	Shall maintain not less than 8 ft. clearance between the bottom of the sign and the finished grade; May not extend more than 2 ft. above the building parapet/roofline.	1	May not extend more than 3 ft. from the wall façade or into public right of way.	Yes	Internal illumination only.	May only be placed on a front façade; May not be used in conjunction with a wall sign.
Flags	Permanent	No single flag shall exceed 40 sq. ft. in area.	35 ft. above finished grade.	3 per development site.	Must meet Zoning District requirements.	No	External illumination required if flag is to fly at night; light source must be directed away or shielded from	

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
							passersby, adjacent properties and motorists.	
Freestanding Canopy Façade Sign	Permanent	Sign area shall not exceed 10 (ten) percent of the canopy façade where sign is placed.	Cannot extend above canopy façade roofline.	1 per side facing public right of way.	Depth of content cannot extend a depth of more than 6 inches.	Yes	Internal only.	Pertains to canopies for drive-through facilities.
Interstate Adjacent Monument Sign	Permanent	Area per face shall not exceed 200 sq. ft., maximum two faces permitted.	30 ft. above the natural or average grade	1 per parcel	Shall not be closer than 30 ft. of all property lines or located within any easement.	Yes	Internal Only	<p>May contain a changeable copy sign;</p> <p>No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds;</p> <p>Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p> <p>Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of Interstate-35.</p> <p>The width of the base of the sign shall not be less than 20% of the width of the sign face or more than 60% of the width of the sign face.</p> <p>Landscaping such as flowering trees, shrubs and bushes shall be provided</p>

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								around the base of the sign as approved. See Section 12.8 for design details regarding Monument Signs.
Monument Sign	Permanent	25 sq. ft. in sign area per face	6 ft. from natural grade or average grade including base.	1 per site entry For developments greater than five (5) acres with more than one (1) site entry, a second monument sign is permitted.	10 ft. setback from property lines. Must not be located inside an easement.	Yes	Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.	May contain a changeable copy sign; No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds; Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side; See Section 12.8 for additional design details regarding Monument Signs.
On-Site Identification Sign	Permanent	4 sq. ft. in area per face; may be double faced.	4 ft.	1 per site or driveway entrance.	Not in right of way.	Yes	None allowed.	Must be constructed of permanent materials; Must be constructed on a solid base. On-site identification signs with posts are not permitted.
Parked Vehicle Service Signs	Permanent	6 sq. ft. in area per face; may be installed back to back.	6 ft.	1 per order station	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	May contain visual or auditory communication system.

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Vehicle Drive Lane Sign	Permanent	32 sq. feet in area	6 ft.	1 per drive lane	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p> <p>If visible from a public street, additional landscaping and/or screening is required to screen board from view from public street;</p> <p>Must be constructed to match the aesthetics of the main building including building materials used;</p> <p>May contain visual or auditory communication system.</p>
Vehicle Drive Lane Accessory Sign	Permanent	15 sq. ft.	6 ft.	<p>1 per drive through lane;</p> <p>Must be separated from any Vehicle Drive Lane Sign by at least 15 ft.</p>	Must be placed within 3 ft. of adjacent drive through lane	Yes	Internal illumination alone.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p> <p>If visible from a public street, additional landscaping</p>

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								and/or screening is required to screen board from view from public street. Must be constructed to match the aesthetics of the main building including building materials used.
Wall Sign	Permanent	On a standalone building or a multi-tenant complex, the total area of the wall sign shall be one and a half square feet of sign area for each one foot of linear footage of the building façade facing the street.	Wall height; may not extend past roofline or parapet.	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on rear of building.	N/A – may not protrude off of wall of building.	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby, adjacent properties and motorists.	If a tenant is part of a multi-tenant complex, each tenant shall be allowed one (1) wall sign no greater than ten (10) percent of the tenant wall area upon which the sign is placed. Corner tenant spaces will be allowed one (1) additional wall sign no greater than ten (10) percent of the wall area upon which it is placed so that one may be placed on each side of a corner façade. Signs facing the rear of a building are prohibited. See section 12.8 for calculation of sign area parameters.
Wall sign for Accessory Building	Permanent	16 sq. ft in area	Wall height; may not extend past roofline.	1	N/A – may not protrude off of wall of building.	No	External only; must be directed away or shielded from passersby, adjacent properties and motorists.	1 sign per accessory building; must be constructed out of permanent material.

Permitted Signs in C-1 - General Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Window sign	Permanent	1 per window not to exceed 30% of total glass area unless no wall sign is provided.	Within window confines	1	N/A	No	External or internal	<p>Sign may be painted or etched on glass – must be on interior surface of window;</p> <p>Sign made from materials (not etched or painted on glass) must be hung inside;</p> <p>Neon signs may be used as a window sign and may encompass 30% of total glass area as long as no other window signage is present.</p>

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Awning	Permanent	Graphic text cannot exceed 30% of the total exterior surface area of the awning;	N/A – sign coverage limited to awning face.	See notes.	May not protrude from awning face.	Yes	Decorative downlights above awning only;	<p>One sign face per window or door opening as allowed by district design standards.</p> <p>When multiple awnings occur in a row on a building side, every other awning</p>

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
		<p>If side panels are provided they may not carry text or images greater than 20% of the awning panel area;</p> <p>Text and graphics on a valance shall not be larger than 8 inches in height.</p>					No illumination allowed on awning.	surface should be left free of sign graphics or text; The square footage of the text and graphics on an awning surface or valance count toward the total allowed square footage for a wall sign at the same location.
Blade Sign (AKA Projection Sign)	Permanent	12 sq. ft. in area per side; may have two sign faces	<p>Shall maintain not less than 8 ft. clearance between the bottom of the sign and the finished grade;</p> <p>May not extend more than 2 ft. above the building parapet/roofline</p>	1	May not extend more than 3 ft. from the wall façade or into public right of way.	Yes	Internal illumination only.	<p>May only be placed on a front façade;</p> <p>May not be used in conjunction with a wall sign.</p>
External Directional Sign	Permanent	6 sq. ft. per face, can have two sign faces	5 ft. from grade	1 per site entrance	Cannot be located in the public right-of-way or sight triangle	Yes	Internal illumination only.	<p>Must be constructed on a solid base.</p> <p>External Directional Signs with posts are not permitted.</p>
Flags	Permanent	No single flag shall exceed 40 sq. ft. in area.	35 ft. above finished grade.	3 per development site.	Must meet Zoning District requirements.	No	External illumination required if flag is to fly at night; light source must be directed away or	

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
							shielded from passersby, adjacent properties and motorists.	
Freestanding Canopy Façade Sign	Permanent	Sign area shall not exceed 10 (ten) percent of the canopy façade where sign is placed.	Cannot extend above canopy façade roofline.	1 per side facing public right of way.*	Depth of content cannot extend a depth of more than 6 inches.	Yes	Internal only.	<p>Pertains to canopies for drive-through facilities.</p> <p><i>*Informational or Safety Signs such as signs defining "Enter Only", "Exit Only", "Clearance", etc. do not count against the maximum number of Freestanding Canopy Signs.</i></p>
Interstate Adjacent Monument Sign	Permanent	Area per face shall not exceed 200 sq. ft., maximum two faces permitted.	30 ft. above the natural or average grade	1 per parcel	Shall not be closer than 30 ft. of all property lines or located within any easement.	Yes	Internal Only	<p>Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of Interstate-35.</p> <p>May contain a changeable copy sign;</p> <p>No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds;</p> <p>Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p> <p>The width of the base of the sign shall not be less than 20% of the width of the sign</p>

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								<p>face or more than 60% of the width of the sign face.</p> <p>Landscaping such as flowering trees, shrubs and bushes shall be provided around the base of the sign as approved. See Section 12.8 for design details regarding Monument Signs.</p>
Interstate Pole Sign	Permanent	900 sq. ft. in area per sign side which includes total of all individual sign faces; may be single or double sided.	60 ft. above finished grade of adjacent city roadway to a maximum height of 100 ft.	1	30 ft. setback from property lines.	Yes; Conditional Use Permit also required	Internal illumination only; see notes for changeable copy illumination.	<p>Allowed in C-2/C-3 District only and also requires a conditional use permit;</p> <p>May contain a changeable copy sign;</p> <p>No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds;</p> <p>Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p> <p>Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of an Interstate.</p> <p>May only be placed on premise.</p>

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Monument Sign	Permanent	25 sq.ft. in sign area per face	6 ft. from natural grade or average grade including base	1 per site entry. For developments greater than five (5) acres with more than one (1) site entry, a second monument sign is permitted.	10 ft. setback from property lines. Must not be located within an easement.	Yes	Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.	May contain a changeable copy sign; No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds; Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side; See Section 12.8 for additional design details regarding Monument Signs.
Multi-Tenant Complex Monument Sign	Permanent	For developments greater than five (5) acres in size: sixty-five (65) square feet For developments greater than twenty (20) acres in size: one hundred (100) square feet.	For developments greater than five (5) acres in size: fifteen (15) feet For developments greater than twenty (20) acres in size: twenty-five (25) feet	One permitted per entry to the overall development.	10 ft. setback from property lines. Must not be located within an easement.	Yes	Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.	May contain a changeable copy sign; No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds; Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side; Permitted for developments greater than five (5) acres in size. Developments less than five (5) acres in size are subject to the regulations for 'Monument Signs'.

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								See Section 12.8 for additional design details regarding monument signs.
On-Site Identification Sign	Permanent	4 sq. ft. in area per face; may be double faced.	4 ft.	1 per site or driveway entrance.	Not in right of way.	Yes	None allowed.	Must be constructed of permanent materials; Must be constructed on a solid base. On-site identification signs with posts are not permitted.
Parked Vehicle Service Signs	Permanent	6 sq. ft. in area per face; may be installed back to back.	6 ft.	1 per order station.	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	May contain visual or auditory communication system.
Truck Scale Signs	Permanent	120 sq. ft. per face, can be double faced	25 feet from grade to the top of the sign	1 per truck scale	Same as building setback for zoning district	Yes	Internal illumination only.	Posts must be wrapped in a masonry material such as stone, brick, or similar.
Vehicle Drive Lane Sign	Permanent	32 sq. feet in area	6 ft.	1 per drive lane.	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	May be attached to wall or freestanding; If freestanding, must be built on a solid base that is at least 50% of the width of the sign face; Shall be located along the sides or rear of the building; If visible from a public street, additional landscaping and/or screening is required to screen board from view from public street;

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								<p>Must be constructed to match the aesthetics of the main building including building materials used;</p> <p>May contain visual or auditory communication system.</p>
Vehicle Drive Lane Accessory Sign	Permanent	15 sq. ft.	6 ft.	<p>1 per drive through lane;</p> <p>Must be separated from any Vehicle Drive Lane Sign by at least 15 ft.</p>	<p>Must be placed within 3 ft. of adjacent drive through lane</p>	Yes	Internal illumination alone.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p> <p>If visible from a public street, additional landscaping and/or screening is required to screen board from view from public street.</p> <p>Must be constructed to match the aesthetics of the main building including building materials used.</p>
Wall Sign	Permanent	On a standalone building or a multi-tenant complex, the total area of the wall sign shall be one and a half square feet of sign area for each one foot of linear	Wall height; may not extend past roofline or parapet.	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on	N/A – may not protrude off of wall of building.	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby,	If a tenant is part of a multi-tenant complex, each tenant shall be allowed one (1) wall sign no greater than ten (10) percent of the tenant wall area upon which the sign is placed.

Permitted Signs in C-2 - Heavy Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
		footage of the building façade facing the street.		rear of building.			adjacent properties and motorists.	<p>Corner tenant spaces will be allowed one (1) additional wall sign no greater than ten (10) percent of the wall area upon which it is placed so that one may be placed on each side of a corner façade.</p> <p>Signs facing the rear of a building are prohibited.</p> <p>See section 12.8 for calculation of sign area parameters.</p>
Wall sign for Accessory Building	Permanent	16 sq. ft in area	Wall height; may not extend past roofline.	1	N/A – may not protrude off of wall of building.	No	External only; must be directed away or shielded from passersby, adjacent properties and motorists.	1 sign per accessory building; must be constructed out of permanent material.
Window sign	Permanent	1 per window not to exceed 30% of total glass area unless no wall sign is provided.	Within window confines	1	N/A	No	External or internal	<p>Sign may be painted or etched on glass – must be on interior surface of window;</p> <p>Sign made from materials (not etched or painted on glass) must be hung inside;</p> <p>Neon signs may be used as a window sign and may encompass 30% of total glass area as long as no other window signage is present.</p>

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Awning	Permanent	Graphic text cannot exceed 30% of the total exterior surface area of the awning; If side panels are provided they may not carry text or images greater than 20% of the awning panel area; Text and graphics on a valance shall not be larger than 8 inches in height.	N/A – sign coverage limited to awning face.	See notes.	May not protrude from awning face.	Yes	Decorative downlights above awning only; No illumination allowed on awning.	One sign face per window or door opening as allowed by district design standards. When multiple awnings occur in a row on a building side, every other awning surface should be left free of sign graphics or text; The square footage of the text and graphics on an awning surface or valance count toward the total allowed square footage for a wall sign at the same location.
External Directional Sign	Permanent	6 sq. ft. per face, can be double faced	5 ft from grade	1 per site entrance	Cannot be located in the public right-of-way or sight triangle	Yes	Internal illumination only.	Must be constructed on a solid base. External Directional Signs with posts are not permitted.
Blade Sign (AKA Projection Sign)	Permanent	12 sq. ft. in area per side; may have two sign faces	Shall maintain not less than 8 ft. clearance between the bottom of the sign and the finished grade; May not extend more than 2 ft. above the	1	May not extend more than 3 ft. from the wall façade or into public right of way.	Yes	Internal illumination only.	May only be placed on a front façade; May not be used in conjunction with a wall sign.

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
			building parapet/roofline					
Flags	Permanent	No single flag shall exceed 40 sq. ft. in area.	35 ft. above finished grade.	3 per development site.	Must meet Zoning District requirements.	No	External illumination required if flag is to fly at night; light source must be directed away or shielded from passersby, adjacent properties and motorists.	
Freestanding Canopy Façade Sign	Permanent	Sign area shall not exceed 10 (ten) percent of the canopy façade where sign is placed.	Cannot extend above canopy façade roofline.	1 per side facing public right of way.*	Depth of content cannot extend a depth of more than 6 inches.	Yes	Internal only.	Pertains to canopies for drive-through facilities. * <i>Informational or Safety Signs such as signs defining "Enter Only", "Exit Only", "Clearance", etc. do not count against the maximum number of Freestanding Canopy Façade Signs.</i>
Interstate Adjacent Monument Sign	Permanent	Area per face shall not exceed 200 sq. ft., maximum two faces permitted.	30 ft. above the natural or average grade	1 per parcel	Shall not be closer than 30 ft. of all property lines or located within any easement.	Yes	Internal Only	Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of Interstate-35. May contain a changeable copy sign; No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds;

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								<p>Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p> <p>The width of the base of the sign shall not be less than 20% of the width of the sign face or more than 60% of the width of the sign face.</p> <p>Landscaping such as flowering trees, shrubs and bushes shall be provided around the base of the sign as approved. See Section 12.8 for design details regarding Monument Signs.</p>
Interstate Pole Sign	Permanent	900 sq. ft. in area per sign side which includes total of all individual sign faces; may be single or double sided.	60 ft. above finished grade of adjacent city roadway to a maximum height of 100 ft.	1	30 ft. setback from property lines.	Yes; Conditional Use Permit also required	Internal illumination only; see notes for changeable copy illumination.	<p>Allowed in C-2/C-3 District only and also requires a conditional use permit;</p> <p>May contain a changeable copy sign;</p> <p>No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds;</p> <p>Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p>

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								<p>Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of an Interstate.</p> <p>May only be placed on premise.</p>
Monument Sign	Permanent	25 sq. ft. in sign area per face	6 ft. from natural grade or average grade including base.	<p>1 per site entry.</p> <p>For developments greater than five (5) acres in size with more than one (1) site entry, a second monument sign is permitted.</p>	<p>10 ft. setback from property lines.</p> <p>Must not be located within an easement.</p>	Yes	<p>Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.</p>	<p>May contain a changeable copy sign;</p> <p>No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds;</p> <p>Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p> <p>See Section 12.8 for additional design details regarding Monument Signs.</p>
Multi-Tenant Complex Monument Sign	Permanent	<p>For developments greater than five (5) acres in size: sixty-five (65) square feet</p> <p>For developments greater than twenty (20) acres in size: one</p>	<p>For developments greater than five (5) acres in size: fifteen (15) feet</p> <p>For developments greater than twenty (20) acres in size:</p>	One permitted per entry to the overall development.	<p>10 ft. setback from property lines.</p> <p>Must not be located within an easement.</p>	Yes	<p>Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.</p>	<p>May contain a changeable copy sign;</p> <p>No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds;</p> <p>Changeable copy content and logo are used to calculate total sq. ft. when</p>

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
		hundred (100) square feet.	twenty-five (25) feet					calculating maximum sq. ft. per sign side; Permitted for developments greater than five (5) acres in size. Developments less than five (5) acres in size are subject to the regulations for 'Monument Signs'. See Section 12.8 for additional design details regarding monument signs.
On-Site Identification Sign	Permanent	4 sq. ft. in area per face; may be double faced.	4 ft.	1 per site or driveway entrance.	Not in right of way.	Yes	None allowed.	Must be constructed of permanent materials; Must be constructed on a solid base. On-site identification signs with posts are not permitted.
Parked Vehicle Service Signs	Permanent	6 sq. ft. in area per face; may be installed back to back.	6 ft.	1 per order station.	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	May contain visual or auditory communication system.
Truck Scale Signs	Permanent	120 sq. ft. per face, can be double faced	25 ft. from grade to the top of the sign	1 per truck scale	Same as building setback for zoning district	Yes	Internal illumination only.	The posts must be wrapped in a masonry material such as brick, stone or similar. The maximum width from the outside of the wrapped posts is 20 feet.

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Vehicle Drive Lane Sign	Permanent	32 sq. feet in area	6 ft.	1 per drive lane.	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p> <p>If visible from a public street, additional landscaping and/or screening is required to screen board from view from public street;</p> <p>Must be constructed to match the aesthetics of the main building including building materials used;</p> <p>May contain visual or auditory communication system.</p>
Vehicle Drive Lane Accessory Sign	Permanent	15 sq. ft.	6 ft.	<p>1 per drive through lane;</p> <p>Must be separated from any Vehicle Drive Lane Sign by at least 15 ft.</p>	Must be placed within 3 ft. of adjacent drive through lane	Yes	Internal illumination alone.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p> <p>If visible from a public street, additional landscaping</p>

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
								and/or screening is required to screen board from view from public street. Must be constructed to match the aesthetics of the main building including building materials used.
Wall Sign	Permanent	On a standalone building or a multi-tenant complex, the total area of the wall sign shall be one and a half square feet of sign area for each one foot of linear footage of the building façade facing the street.	Wall height; may not extend past roofline or parapet.	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on rear of building.	N/A – may not protrude off of wall of building.	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby, adjacent properties and motorists.	If a tenant is part of a multi-tenant complex, each tenant shall be allowed one (1) wall sign no greater than ten (10) percent of the tenant wall area upon which the sign is placed. Corner tenant spaces will be allowed one (1) additional wall sign no greater than ten (10) percent of the wall area upon which it is placed so that one may be placed on each side of a corner façade. Signs facing the rear of a building are prohibited. See section 12.8 for calculation of sign area parameters.
Wall sign for Accessory Building	Permanent	16 sq. ft in area	Wall height; may not extend past roofline.	1	N/A – may not protrude off of wall of building.	No	External only; must be directed away or shielded from passersby, adjacent properties and motorists.	1 sign per accessory building; must be constructed out of permanent material.

Permitted Signs in C-3 - Highway Service Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Set-back	Permit Required	Illum. Type	Notes
Window sign	Permanent	1 per window not to exceed 30% of total glass area unless no wall sign is provided.	Within window confines	1	N/A	No	External or internal	<p>Sign may be painted or etched on glass – must be on interior surface of window;</p> <p>Sign made from materials (not etched or painted on glass) must be hung inside;</p> <p>Neon signs may be used as a window sign and may encompass 30% of total glass area as long as no other window signage is present.</p>

D. Table 12 – 4 Signs Permitted in Industrial Districts

Permitted Signs in B-P, IG and I-H Districts							
Business Parks							
Type	Max Size	Max Ht (ft)	Max #	Min Set-back	Permit Req.	Illum Type	Notes
Free-standing monument, ground signs	Same as L-P District	Same as L-P District	Same as L-P District	Same as L-P District	yes	Internal or External	Same as L-P district
Additional Signs	Same as L-P District	Same as L-P District	Same as L-P District	Same as L-P District	yes	Internal or External	Same as L-P District

L-P Logistics Park District

Type	Max. Size	Max. Ht. (ft)	Max. #	Min. Setback	Permit Req.	Illum. Type	Notes
External Directional Sign	Maximum of 6 sq ft per building occupant, signs can be double faced	5'	1 per site entrance per building occupant	Not located in the right of way, sight triangle or off-premises	Yes	Internal or external	Maximum allowed square footage is 6 SF per building occupant to maximum of 18 SF in total. Cannot be mounted on posts, must be mounted on a solid base.
Flags	Exempt	110'	5 per development site	A distance equal to the height of the pole	No	External illumination required if flag is to fly at night; light source must be directed away or shielded from passersby, adjacent properties and motorists.	Must be shown on site plan. Building permit required for pole installation and electrical if applicable.
Internal Directional Sign	6 sq ft	5'	4 total per site	Not located in the right of way, sight triangle or off-premises	No	None	Must be constructed of permanent materials. Cannot be mounted on posts, must be mounted on a solid base.

L-P Logistics Park District

Type	Max. Size	Max. Ht. (ft)	Max. #	Min. Setback	Permit Req.	Illum. Type	Notes
Kiosk	4' width	12'	One per project site or campus entrance; additional permitted onsite as part of a comprehensive signage plan.	Not located in right of way, sight triangle, or off premises	Yes	Internal	<p>Kiosk sign structures shall be ladder type with individual sign panels of uniform design.</p> <p>The color of all kiosk sign structures and panel background color will be approved by the City.</p> <p>The City may by a duly executed services contract, grant to a qualified person or company the right to design, erect and maintain directional kiosk signs within the City.</p> <p>Sign panels advertising a business that has vacated the premises must be replaced with the new business or a blank panel within thirty (30) days of vacancy.</p>
Monument Sign	1 SF per ten (10) linear feet of street frontage up to a maximum of 60 SF per sign face (does not include sign base or sign structure)	8' above natural or average grade including base, support structure or other architectural elements	1 per property; if parcel is more than 30 acres in size with more than 1 street frontage, a 2 nd monument sign is permitted on the additional street frontage.	15 feet from all property lines; outside of site triangles and easements; minimum 400 feet from another freestanding sign located on the same property	Yes	Internal or External	<p>Platted private roads may be considered a 2nd street frontage for purposes of determining the number of allowed monument signs.</p> <p>Base must be a minimum of two feet in height.</p> <p>The base shall extend a minimum of the equivalent of the width of the sign.</p> <p>The base and support structure shall not exceed the sign face area by more than 10 percent.</p> <p>The sign face may not exceed 50% of the overall sign structure.</p>

L-P Logistics Park District

Type	Max. Size	Max. Ht. (ft)	Max. #	Min. Setback	Permit Req.	Illum. Type	Notes
Temporary Construction/Development Signage – Highway Adjacent	325 sq ft per side	30 feet	1	Not located in the right of way	Yes	None	Maximum length – 15 feet Parcel must be highway adjacent - 50% of the site is within 800 feet of the centerline or 500 feet of the right of way (whichever is less) of an Interstate or Highway
Temporary Construction/Development Signage – Not Highway Adjacent	90 sq ft per side	20 feet	1	Not located in the right of way	Yes	None	Maximum length – 15 feet
Temporary Banner or Sign (Not Yard Sign)	12 sq ft	5'	2 allowed per building occupant per permit request	May not be located in right of way. Must be setback 5' from any property line.	Yes	External; shall not be flashing or intermittent; temporary electrical requirements shall be subject to the adopted electrical code.	Usage limited to 14 days per permit request, up to 2 permit requests per year. Applicant must remove when usage limit has expired. A banner shall not be used in lieu of a permanent sign, except in the case of new businesses where it may be used for a period not exceeding thirty (30) days. Temporary Banners shall be secured at all points of attachment. Torn or severely weathered banners are not permitted. Temporary signs or banners found to be in violation of this section must be removed or made to conform within 24 hours of notification.
Wall Sign – front façade	Min SF = 24 SF Front Max SF= 1x length of building frontage or lease space frontage	Shall not extend above the roofline or façade of the building.	1	N/A – located on building wall only	Yes	Internal	Attached signs that are internally illuminated shall be constructed only of materials that are noncombustible or slow burning in the case of plastic inserts and faces. A wall sign shall not extend more than twelve (12) inches from the building wall to which it is attached. Bottom of sign must be at least eight (8) feet from grade at wall where sign is installed.

L-P Logistics Park District

Type	Max. Size	Max. Ht. (ft)	Max. #	Min. Setback	Permit Req.	Illum. Type	Notes
Wall Sign-side façade	Side Max SF= .5x length of side wall of building	Shall not extend above the roofline or façade of the building	3 – total SF may not exceed total allowed SF	N/A – located on building wall only	Yes	Internal	Attached signs that are internally illuminated shall be constructed only of materials that are noncombustible or slow burning in the case of plastic inserts and faces. A wall sign shall not extend more than twelve (12) inches from the building wall to which it is attached.
Window sign-age not readable from right of way	exempt	exempt		N/A – located in window only	No	None	
Yard Sign	6 sq ft	5 ft	4 per parcel	Not located in the right of way	Yes	None	Usage limited to 14 days per permit request, up to 4 permit requests per year.

Table 12-4 Appendix - Additional Guidelines for L-P District Signage:

- Illuminated signs shall not be erected within one hundred (100) feet of any residential zoning district unless properly and adequately shielded so that light from such sign is not directed toward such residential district.
- In no case can a sign be placed closer than fifteen (15) feet from a residential property.
- No high intensity lights shall be permitted as part of a sign display visible from an adjacent street.
- No sign shall be illuminated to intensity greater than two hundred (200) foot-candles. The restrictions of luminance in this section shall be determined from any other premise or from any public street right-of-way other than an alley.
- No cloth, paper, banner, flag, or similar advertising matter shall be suspended from, or allowed to hang loose from or over, any building or structure. Such advertising matter shall be a violation of this section and shall be removed immediately upon notice by the Zoning Administrator.

I-G and I-H Industrial Districts

Type	Max Size	Max Ht (ft)	Max #	Min Set-back	Permit Req.	Illum Type	Notes
Monument signs	1 SF per ten (10) linear feet of street frontage up to a maximum of 60 sf per sign face (does not include sign base or sign structure)	8' above natural or average grade including base, support structure or other architectural elements	1 per property; if parcel is more than 30 acres in size with more than 1 street frontage, a 2 nd monument sign is permitted on the additional street frontage	15 feet from all property lines; outside of sight triangles and easement; minimum 400 feet from another free-standing sign located on the same property	yes	Internal or External	<p>Platted private roads may be considered a 2nd street frontage for purposes of determining the number of allowed monument signs.</p> <p>Base must be a minimum of two feet in height.</p> <p>The base shall extend a minimum of ¼ the entire length of the sign.</p> <p>The total area of the base and support structure shall be at least 75% of the sign face area.</p> <p>The base and support structure shall not exceed the sign face area by more than 10 percent.</p> <p>The sign face may not exceed 50% of the overall sign structure.</p>
Additional Signs	Same as L-P District	Same as L-P District	Same as L-P District	Same as L-P District	yes	internal or external	Same as L-P District

DATE: March 12, 2026

TO: Mayor and City Council Members

FROM: Dan Merkh, Public Works Director

SUBJECT: Annual Review of Water Emergency, Water Conservation Plans

In September 2020, City Council Approved the Water Conservation Plan and Water Emergency Plan. The City is required to review the plans annually. If any changes are made, approval is required by City Council and submitted to the State for review and acceptance. Major revisions were completed in 2020. This year, the Water Conservation Plan needs to be updated to include the updated water use numbers from the Municipal Water Report that is published by the Kansas Department of Agriculture. The updated paragraph is below with changes in red. No changes are recommended to the Water Emergency Plan.

According to **Table 3** in the **2023 Kansas Municipal Water Use Publication**, the City of Edgerton is located in Region 8M. From this publication it was determined that the City GPCD water use was **51**, which was **47%** below the regional average of **97** GPCD among cities in Region 8M in **2023**. The City desires to set a water use conservation goal for usage not to exceed **91** GPCD based on the regional average of the most recent five-year reporting period (**2019-2023**). Our City anticipates not exceeding this goal by carrying out the specific actions that are outlined in our plan.

The primary objective of the Water Conservation Plan for the City of Edgerton is to develop long-term water conservation plans (Long-Term Water Use Efficiency Section) and short-term water emergency plans (Drought Response Section) to assure the City customers of an adequate water supply to meet their needs. The efficient use of water also has the beneficial effect of limiting or postponing water distribution system expansion and thus limiting or postponing the resultant increases in costs, in addition to conserving the limited water resources of the State of Kansas.

The primary objective of the Water Emergency Plan for the City is to isolate and conserve an adequate supply of potable water during emergency conditions that will be used only to sustain human life and maintain acceptable standards of hygiene and sanitation. Other topics included in the Plan include Organizational Hierarchy, Mutual Aid, Emergency Equipment and Supplies and Disaster Response. The Plan also includes critical contact information needed at time of an emergency.

Verification of Council review will be provided to the Kansas Water Office.

Water Conservation Plan
for the
City of Edgerton, Kansas

2020 Edition

Reviewed March 2022, March 2021, May 2022, March 2023, March 2024, May
2025, March 2026

TABLE OF CONTENTS

INTRODUCTION	3
PURPOSE	3
LONG-TERM WATER USE EFFICIENCY	4
Water Use Conservation Goals	4
Water Conservation Practices	4
DROUGHT RESPONSE	7
Stage 1: Water Watch	7
Stage 2: Water Warning	8
Stage 3: Water Emergency	9
PLAN, REVISION, MONITORING AND EVALUATION	9

WATER CONSERVATION PLAN

INTRODUCTION

The City of Edgerton, Kansas supplies water to the residents of the City and a few customers outside the City limits along transmission mains from metering and booster pump station sites located east of Baldwin and east of Edgerton.

The City purchases potable water from Baldwin City, Kansas (herein "Baldwin") and raw water from Hillsdale Lake from Hillsdale Area Water Cooperative (herein "HAWC"). The Baldwin metered connection point and booster pump is located at 1897 N. 200 Road in Douglas County east of Baldwin City. The Baldwin contract provides up to 3,600,000 gallons per year (300,000 gallons per day maximum) and the contract was renewed in February 2025.

The City entered into an agreement with the Kansas Water Authority to become part of HAWC for a maximum of 200,000,000 gallons of water per year. HAWC has a graduated agreement to purchase water from the Hillsdale Reservoir until the maximum is reached. Contracts also provide for the treatment of the Hillsdale supply by Miami County Rural Water No. 2 (herein "RWD 2"). Currently, HAWC allocates to Edgerton 3.57% of the total water volume available by Hillsdale Reservoir. The contract with HAWC provides a minimum of 2,654,280,000 gallons per year in 2026. This supply is transported by Johnson County Rural Water District No. 7 (herein "JO7") to the City's Spoon Creek Booster Pump Station located at 20690 Spoon Creek Road located east of Edgerton in Johnson County. Both of the City's booster pump stations are checked daily.

The City owns several elevated storage facilities:

- 50,000-gallon tank located at 408 First Street;
- 150,000-gallon tank located at 818 West Eighth Street and;
- 200,000-gallon tank located at 20325 County Line Road.

The City maintains one non-metered emergency connection with JO7. The primary emergency connection with JO7 is located on Edgerton Road and Morgan Street. The City has an agreement with JO7 dated September 9, 2008 that provides the terms for the primary emergency connection.

PURPOSE

The primary objective of the Water Conservation Plan for the City of Edgerton is to develop long-term water conservation plans (Long-Term Water Use Efficiency Section) and short-term water emergency plans (Drought Response Section) to assure the City customers of an adequate water supply to meet their needs. The efficient use of water also has the beneficial effect of limiting or postponing water distribution system expansion and thus limiting or postponing the resultant increases in costs, in addition to conserving the limited water resources of the State of Kansas.

LONG-TERM WATER USE EFFICIENCY

Water Use Conservation Goals

The City of Edgerton used 63 gallons per person per day (GPCD) in 2017.

This GPCD figure included:

- a) water sold to residential/commercial customers;
- b) water distributed for free public services (parks, cemeteries, swimming pools etc.); and
- c) water lost by leaks in the water distribution system.

According to Table 3 in the 2023 Kansas Municipal Water Use Publication, the City of Edgerton is located in Region 8M. From this publication it was determined that the City GPCD water use was 51, which was 47% below the regional average of 97 GPCD among cities in Region 8M in 2023. The City desires to set a water use conservation goal for usage not to exceed 91 GPCD based on the regional average of the most recent five-year reporting period (2019-2023). Our City anticipates not exceeding this goal by carrying out the specific actions that are outlined in our plan.

Water Conservation Practices

This subsection of the Plan summarizes the current education, management and regulation efforts that relate to the long-term conservation of water in the City. Specific practices that will be undertaken to conserve water are listed and a target date to begin each practice is also shown.

1. Education

The City water bills show the total number of gallons of water used during the billing period and the amount of the bill. Water conservation tips are periodically provided with the water bills.

The City provides water conservation information to residents via the City's website and monthly newsletter.

The City has chosen the following conservation practices for the Education Component of the Long-Term Water Use Efficiency Section of our Water Conservation Plan.

Education Conservation Practices	Status
<ul style="list-style-type: none">• Water conservation tips to be provided periodically, annually at a minimum, either with water statements or included with City newsletters.	On-going
<ul style="list-style-type: none">• Informational brochures on the City's water supply are available at https://www.nwk.usace.army.mil/Locations/District-Lakes/Hillsdale-Lake/.	On-going
<ul style="list-style-type: none">• Water bills will show the amount of water used in gallons and the cost of the water.	On-going

<ul style="list-style-type: none"> • Education for students about water conservation measures 	On-going
<ul style="list-style-type: none"> • Participation in third-party water conservation messaging, like "Imagine A Day Without Water" 	On-going

2. Management

The City of Edgerton has a meter installed at the delivery point and connection to the Baldwin and RWD 7. The meters are checked for accuracy annually. Meters registering within 3% above or below test results are deemed to be accurate. Meters are monitored daily by the City and at least monthly by City of Edgerton Utility Staff, Baldwin, and JO7. Meters are repaired or replaced as soon as possible if determined to be inaccurate. A master meter may be obtained if needed for immediate replacement. These metering requirements also apply to the additional water supply from Hillsdale Lake. RWD 2 provides treatment and JO7 provides transportation of this supply to the City's Spoon Creek Booster Pump Station.

Water meters are installed for all customers as well as all government buildings and grounds even if the amount of water provided is free of charge. In 2016, the Edgerton City Council approved a capital improvement project to replace each customer meter with Automated Metering Infrastructure (herein "AMI"), which was completed in 2017. The replacement of meters began in 2025 with the prioritization of meters based on age and bench testing parameters.

The City reads each customer's water meter and mails a water bill to each customer on a monthly basis. Customer water meters are generally read on the 20th of each month or as close thereto as is practical. Water usage is calculated after each reading. Total usage is compared to total purchases on a monthly basis. Water leaks from the City public water distribution system are repaired when discovered. Water pressure is also checked periodically at various locations throughout the system.

Individual usage changes of less than 50% and above 150% are investigated by the Utilities Department if warranted after an initial review by the administrative staff. If water loss is suspected, the City attempts to notify the customer for further information and to have the customer check for unnecessary loss. These include checking for running toilets, running hoses or faucets, and water pooling or running away from structures. The automated metering infrastructure installed by the City provides staff additional tools to identify possible water loss and contact customers more quickly.

Water sales are based on the amount of water used. The City of Edgerton performs a comprehensive rate structure and fee analysis annually as part of the budget process. Both the rate structure and fees are updated to encourage water conservation. Current rates and structures are available in the City Fee Resolution on the city's website at www.edgertonks.org.

The City has chosen the following conservation practices for the management component of the Long-Term Water Use Efficiency section of the Water Conservation Plan:

Management Conservation Practices	Status
<ul style="list-style-type: none"> All source water intakes will have meters installed and the meters will be repaired or replaced within two weeks when malfunction occurs. 	On-going
<ul style="list-style-type: none"> Meters at source water intakes will be tested for accuracy at least once every year. Each meter will be repaired or replaced if its test measurements are not within 3% of the actual volume of water passing through the meter. 	On-going
<ul style="list-style-type: none"> Meters will be installed at all service connections, including separate meters for municipally operated irrigation systems. 	Implemented
<ul style="list-style-type: none"> All meters at source water intakes will be read daily and meters at individual service connections will be read at least once every month. 	On-going
<ul style="list-style-type: none"> A reading will be taken at each raw water intake meter during the monthly billing cycle. 	On-going
<ul style="list-style-type: none"> The City investigates, prioritizes, and begins repairs on leaks whenever the amount of unbilled water (amount of water provided free for public service, used for treatment purposes, water loss, etc.) exceeds 25% of the total source water intake for a two-month time period. 	On-going
<ul style="list-style-type: none"> Water sales are based on the amount of water used. 	Implemented
<ul style="list-style-type: none"> Customer meters will be scheduled for replacement in line with industry standards, which will improve reading efficiencies and provide better detection of possible leaks. 	Implemented

3. Regulation

The City has an adopted plumbing code. The City encourages builders and homeowners to install water conserving plumbing fixtures, such as low-flow toilets, that reduce water consumption. Most new homes and/or remodeling projects do include the use of water conservation toilets and faucets to reduce homeowners' overall utility costs.

Regulatory Actions	Status
<ul style="list-style-type: none"> Utilize plumbing guidelines that encourage water conservation for new residential construction. 	Implemented

DROUGHT RESPONSE

The City addresses its short-term water shortage problems through a series of stages based on conditions of supply and demand with accompanying triggers, goals and actions. Each stage is more stringent in water use than the previous stage since water supply conditions are more deteriorated. The City Administrator or designee is authorized by ordinance to implement the appropriate conservation measures.

Stage 1: Water Watch

Goals

The goals of this stage are to heighten awareness of the public on water conditions and to maintain the integrity of the water supply system.

Triggers

This stage is triggered by any one of the following conditions:

1. The City's storage has fallen below 85% capacity and will not recover.
2. Providers of purchased water have issued a Stage 1 Water Watch, or providers have notified Edgerton that the Clinton Water Treatment Plant or the RWD #2 Plant at Hillsdale Lake has indicated that lake or plant conditions are such that a reduction in available potable water is imminent.
3. Demand for one day is in excess of 170,000 gallons per day for five consecutive days.
4. The Kansas Water Office has issued a water watch based on the remaining storage in the water marketing in Hillsdale Lake and/or Clinton Reservoir.

Education Actions

1. The City will make bi-monthly news releases to the local media describing present conditions and indicating the water supply outlook for the upcoming season.
2. Previous month summaries of precipitation, temperature, water levels and storage will be made public at the beginning of each month.
3. Water-saving tips will be included in billings to water utility customers.

Management Actions

1. Leaks will be repaired within forty-eight hours of detection.
2. The City will monitor its use of water and will curtail activities such as hydrant flushing and street cleaning.

Regulation Actions

1. The public will be asked to curtail some outdoor water use and to make efficient use of indoor water (i.e., wash full loads, take short showers, don't let faucets run, etc.)

STAGE 2: WATER WARNING

Goals

The goals of this stage are to reduce peak demands by 20% and to reduce overall weekly consumption by 10%.

Triggers

This stage is triggered by any one of the following conditions:

1. The City's storage has fallen below 70% capacity and will not recover.
2. Providers of purchased water have issued a Stage 2 Water Warning, or the City has been notified that the Clinton Water Treatment Plant or the RWD 2 plant at Hillsdale Lake has indicated that lake or plant conditions are such that a reduction in available potable water is imminent.
3. Demand for one day is in excess of 210,000 gallons per day for five consecutive days.
4. The Kansas Water Office has issued a water warning based on the remaining storage in the water marketing in Hillsdale Lake and/or Clinton Reservoir.

Education Actions

1. The City Administrator or Marketing and Communications Manager will make weekly news releases and social media posts describing present conditions and indicating the water supply outlook for the upcoming week.
2. Previous month summaries of precipitation, temperature, water levels and storage will be made public at the beginning of each month.
3. The City will place inserts in each customer's water bill outlining tips on conserving water indoors and outdoors.
4. Water conservation articles will be provided to the local newspaper.

Management Actions

1. The City water supplies will be monitored daily.
2. Leaks will be repaired within twenty-four hours of detection.
3. City staff will stop all unnecessary water consumption, including operation of fountains, watering of City grounds, and washing of vehicles.

Regulation Actions

1. An odd/even lawn watering system will be imposed on City residents. Residents with odd-numbered addresses will water on odd days; even addresses will water on even days.
2. Outdoor water use, including lawn watering and car washing, will be restricted to before 10:00 a.m. and after 9:00 p.m.
3. Refilling of swimming pools will be allowed one day a week after sunset.
4. Waste of water will be prohibited.

STAGE 3: WATER EMERGENCY

Goals

The goals of this stage are to reduce peak demands by 50% and to reduce overall weekly consumption by 25%.

Triggers

This state is triggered by any one of the following conditions:

1. The City's storage has fallen below 50% capacity;

2. Providers of purchased water has issued a Stage 3 Water Emergency, or the City has been notified that the Clinton Water Treatment Plant or the RWD 2 plant at Hillsdale Lake has indicated that lake or plant conditions are such that a reduction in available potable water is imminent;
3. Demand for one day is in excess of 250,000 gallons;
4. Emergency conditions related to repairs or water quality; or
5. The Kansas Water Office has issued a water emergency based on the remaining storage in the water marketing in Hillsdale Lake and/or Clinton Reservoir.

Education Actions

1. The City Administrator or designee will make daily news releases, direct alert system messaging and social media posts to the local media describing present conditions and indicating the water supply outlook for the next day.
2. Previous day summaries of precipitation, temperature, water levels and storage will be made public each day.
3. The City will hold public meetings to discuss the emergency, the status of the City's supply and further action that needs to be taken.

Management Actions

1. The City water supplies will be monitored daily.
2. Leaks will be repaired within twenty-four hours of detection.
3. The City will seek additional emergency supplies from other agencies, the state or the federal government.

Regulation Actions

1. All Outdoor water use will be banned.
2. Waste of water will be prohibited.

PLAN REVISION, MONITORING, AND EVALUATION

The City of Edgerton has established a monthly management practice of reviewing monthly totals for water purchased, residential/commercial sales, water provided free-of-charge, and "unaccounted for water". Problems noted during the monthly review will be resolved as soon as possible.

The City Municipal Water Conservation Plan will be reviewed during the month of March each year and on a more frequent basis during drought or other water shortage conditions. If the water conservation GPCD goals for the previous year are not met, then the City will review the data collected from the previous year in relationship to the status and effectiveness of the conservation practices that are outlined in our plan and will provide a status report to the Kansas Water Office which will also include any additional water conservation practices that may need to be taken in order for the City to achieve and maintain its water use conservation GPCD goals.



To: Governing Body
From: Beth Linn, City Administrator
 Kara Banks, Assistant to the City Administrator
 Trey Whitaker, Assistant to the City Administrator
Subject: STORMWATER & STREETS Special Sales Tax
Date: March 9, 2026

BACKGROUND:

On November 13, 2025, Edgerton City Council approved Resolution No. 11-13-2025C, the Special Election Ballot language for the STORMWATER & STREETS Special (dedicated) Sales Tax. As part of this process the Secretary of State approved the conduct of the election which includes the timeline of all the items that need to be completed prior to the March 3, 2026, election day.

SPRING ELECTION	
Election Day	03/03/2026
Unofficial Results	03/03/2026
Final Canvas and Certification of Election Results	3/10/2026
Election Office Certify Results to KDOR	July 2026

UNOFFICIAL RESULTS:

Votes in Favor (Yes): 98
 Votes Opposed (No): 89

Votes Cast: 187 (17% of registered voters participated in the special mail ballot election)

Final Certification of Election Results will be shared with Governing Body at March 12, 2026 City Council Meeting.

REVENUE GENERATED

Staff estimates the revenue that will be generated by STORMWATER & STREETS will be approximately \$700,000 annually, for a total of \$7,000,000 over the 10 years.

PUBLIC INFORMATION CAMPAIGN

For STORMWATER & STREETS the City focused on a social media campaign with multiple posts a week, and a Public Open House.

NEXT STEPS:

Below is the schedule for the next steps in the STORMWATER & STREETS Sales Tax process. These include the sales tax coming onto the tax roll and the first distribution for the collection portion.

Tax Collection Begin	Oct 2026
First Distribution to City	Jan 2027