

**PLANNING COMMISSION MEETING
May 10, 2022**

A regular session of the Edgerton Planning Commission (the Commission) was held in the Edgerton City Hall, 404 E. Nelson Edgerton, Kansas on May 10, 2022. The meeting convened when Chairperson John Daley called the meeting to order at 7:00 PM.

1. ROLL CALL

Jeremy Little	absent
Charlie Crooks	present
Tim Berger	absent
Deb Lebakken	present
John Daley	present

With a quorum present, the meeting commenced.

Staff in attendance: Katy Crow, Development Services Director
Chris Clinton, Planning and Zoning Coordinator

2. WELCOME Chairperson Daley welcomed all in attendance to the meeting.

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

CONSENT AGENDA

4. Approve Minutes from the April 12, 2022 Planning Commission Meeting.

Commissioner Lebakken moved to approve the consent agenda. Commissioner Crooks seconded the motion. The consent agenda was approved, 3-0.

REGULAR AGENDA

5. DECLARATION

Chairperson Daley asked the Commissioners to declare any correspondence they have received or communication they have had regarding the matters on the agenda. If they have received correspondence or have had any communication, he asked if it may influence their ability to impartially consider the agenda items.

The Commissioners did not have anything to declare at this time.

BUSINESS REQUIRING ACTION

NEW BUSINESS

6. PUBLIC HEARING FOR APPLICATION UDCA2022-01 FOR AMENDMENTS TO ARTICLES 9, 10, AND 13 OF THE CITY OF EDGERTON UNIFIED DEVELOPMENT CODE

Chairperson Daley introduced the application and opened the public hearing. He requested City staff present the application.

Ms. Katy Crow, Development Services Director spoke before the Commission. She stated during the April 12, 2022 Commission meeting, the Commission requested that the packet be distributed one full week prior to the meeting date. Articles 9, 10, and 13 of the Unified Development Code (UDC) dictate the submission timeline for development applications based upon publishing the packet on the Friday before the Tuesday night meetings, rather than a full week ahead. In order to accommodate the earlier publication date for the packet and to give staff adequate time to review the application internally and with the applicants, development application will need to be submitted earlier than they are today.

She explained that applications for a rezoning, Conditional Use Permit (CUP), or Board of Zoning Appeals (BZA) request currently have a submittal deadline of thirty (30) days prior to the public hearing. The new proposed submittal deadline is thirty-five (35) days prior to the public hearing. All plats, site plans, and Planned Unit Development (PUD) applications are due to be submitted forty-five (45) days prior to the public hearing currently. The new proposed submittal deadline is forty-nine (49) days prior to the public hearing. The current submittal deadline for Temporary Construction Use (TCU) is twenty-one (21) days prior to the Commission meeting and the proposed submittal deadline is twenty-eight (28) days prior to the Commission meeting. The proposed submittal deadlines are all multiples of seven (7) to prevent any deadline falling on a weekend. Ms. Crow said if recommended for adoption by the Commission, the amendments would go to the City Council for final approval on May 26, 2022. City staff recommends that the changes become effective with the August 9, 2022 Commission meeting date if adopted as that would not impact any current submittal deadlines.

Chairperson Daley said the only reason for the changes is to allow the Commission to receive the packet earlier. Commissioner Lebakken inquired if these changes would affect the timing of when City Council receives their packet. Ms. Crow answered it would not and the City Council would have to discuss when the City Council packet is published if they wanted to change that.

Chairperson Daley closed the public hearing with no further public comment being made.

7. CONSIDER APPLICATION UDCA2022-01 FOR AMENDMENTS TO ARTICLES 9, 10, AND 13 OF THE CITY OF EDGERTON UNIFIED DEVELOPMENT CODE

Commissioner Lebakken moved to recommend adoption of Application UDCA2022-01. Commissioner Crooks seconded the motion. Application UDCA2022-01 was recommended for adoption, 3-0.

Ms. Crow explained City staff will update the Commission of the results at the next meeting.

8. **FUTURE MEETING REMINDERS** Chairperson Daley stated the next regular session of the Commission is scheduled for June 14, 2022 at 7:00 PM and there is a May 26th joint session. Ms. Crow stated that the joint meeting on May 26, 2022 will begin at 6:00 PM and be held before the regularly scheduled City Council meeting. She stated City staff will be polling for attendance as dinner will be provided for the Commission and City Council.

Mayor Donald Roberts addressed the Commission. He explained Councilmember Jody Brown has resigned from the City Council. Mayor Roberts stated that as he has done in the past, when there are vacancies on the City Council, he prefers to appoint eligible members of the Commission to fill those vacancies. He has found the experience they bring to the City Council is valuable and he named several former and current council members who had first served on the Planning Commission. He requested that any sitting Planning Commission members interested in filling the vacancy contact him. If he does not have any volunteers from the Commission, he will ask for volunteers from the City. Mayor Roberts said he hopes to have an appointment by the next City Council meeting.

Chairperson Daley inquired to the status of Commissioner Tim Berger. Mayor Roberts replied that Commissioner Berger formally resigned from the Commission.

9. **ADJOURN** Commissioner Lebakken moved to adjourn the meeting. Commissioner Crooks seconded the motion. The meeting was adjourned at 7:09 PM.