

PLANNING COMMISSION
March 12, 2024 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 March 12, 2024. The meeting convened when Chairperson John Daley called the meeting to order at 7:01 PM.

1. ROLL CALL

Jeremy Little	absent
Tina Mathos	present
Adam Draskovich	absent
John Daley	present
Jordyn Mueller	present

With a quorum present, the meeting commenced.

Staff in attendance: Zachary Moore, Development Services Director
Chris Clinton, Planning and Zoning Coordinator/Deputy City Clerk

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 December 12, 2023 Planning Commission Meeting.
5. Approve Application PUD2024-0100 for monument signs for the Dwyer Farms subdivision.

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

REGULAR AGENDA

6. 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.

BUSINESS REQUIRING ACTION

NEW BUSINESS

7. ELECTION OF PLANNING COMMISSION OFFICERS

Chairperson Daley stated that due to the vacancy of the Secretary position of the Planning Commission, an election must be held. He stated that the position of Chair and Vice Chair will remain until the annual election of Officers in June.

Chairperson Daley nominated Commissioner Mathos to serve as Secretary. The nomination was seconded by Commissioner Mueller. Commissioner Mathos will serve as the Planning Commission Secretary, 3-0.

8. ENVISION EDGERTON 2050 COMPREHENSIVE PLAN

Mr. Zachary Moore, Development Services Director, stated a public hearing is required prior to adoption of a comprehensive plan. The City has been in the process of updating the comprehensive plan since May 2022. City staff hired a consultant, Confluence, to aid in the drafting of the plan. A work session was with the Governing Body February 29, 2024, where Confluence went over each chapter. Mr. Moore stated the comprehensive plan is to be a guiding document of how the City envisions development moving forward. He explained Ms. Abbey Eckberg with Confluence will do another overview of the chapters and answer any questions regarding the proposed comprehensive plan.

Ms. Eckberg addressed the Commission. She explained she will give a high-level overview since it was gone over in more detail a few weeks ago. She will go over the project scope and schedule, an overview and summary of how the public was engaged, the new plan and the next steps for the proposed plan.

She stated Phase I out of IV started on May 26, 2022 when Confluence presented to the City Council and Planning Commission. A steering committee was created to help usher the plan through development and their first meeting was on June 7, 2022. A public outreach plan was drafted, the name of the project, Envision Edgerton, and a plan logo was created during that time as well. A windshield survey of existing housing conditions was done on June 7, 2022. This looked at the condition of roofing, siding and other items on the houses in Edgerton to gauge the overall condition of the housing stock. The results of that survey were reviewed and analyzed. A meeting with the steering committee was held where the survey results were presented to the committee.

Ms. Eckberg explained Phase II started later in 2022. A website went live and used tools to engage members of the community. This allowed people to provide feedback and input whenever was convenient for them. Interviews with stakeholders were completed. Those interviews helped Confluence learn about the general happenings in and around Edgerton. This also helped Confluence create some ideas for long term fixes of development issues. Ms. Eckberg stated there were community events that Confluence attended to help reach more people. The results of those stakeholder interviews and other community engagement events were shared with the steering committee.

She said Phase III was drafting the plan and meeting with the steering committee to go over the proposed chapters. Discussions were had over the chapters with the steering committee over two meetings. The draft plan was presented during an Open House held on August 7,

2023. The draft plan was then presented to the Planning Commission and City Council at the joint workshop. The final step is adoption which includes this public hearing and then a presentation to the City Council on April 11, 2024.

Ms. Eckberg explained public engagement is key in comprehensive plan drafting. It started early and happened often in Edgerton. Public engagement started with the Kickoff Presentation on May 26, 2022. It continued to the first steering committee meeting on June 7, 2022. Confluence spent time with City staff and members of the community during different events and received comments during the time the social website was live. The key takeaways from the public workshop held on September 12, 2022 was that the community wants more diverse housing as there is a lot of single-family residential, beautification efforts throughout Edgerton are needed, the job growth and development needs to continue, the park investments need to be supported, more commercial business are needed, and residents love the small-town feel. She said Confluence was tasked with figuring out what components help keep the small town feel while helping the City grow. They tried to find that balance of growing but keeping the small-town feel in the plan. The website included a mapping function that allowed people to post their favorite place, ideas, and other items in and around Edgerton. Residents were able to pinpoint key areas of functions for the community and what they love most about Edgerton. The mapping system showed where trails could be expanded. All the public engagement identified four (4) guiding principles of the plan. Those principles are Downtown Edgerton, Housing Diversity, Business Growth, and Community Amenities.

She said that not everyone speaks in planning terms, so a strong introduction helps people understand the plan and how to implement it. The first chapter is an introduction to the plan. The second chapter is all about land use and how it might look in the future. The guiding principles make up the next four (4) chapters; Downtown Edgerton, how to keep Downtown a focal point of Edgerton; Housing Diversity, what does the existing stock look like, where are there gaps, and what is the target for the future of housing; Business Growth, what type of development can help community; and Community Facilities, park level of service (LOS), existing and possible infrastructure and street. The final chapter lists out how to implement the plan and lists all of the goals, action items and policies.

Ms. Eckberg stated the intent of the plan is it's a way to regulate the development as items come before the Commission. Commissioners can and should use the plan to guide discussions and actions. The document should be referenced and align with capital projects. She recommended that the plan be reviewed annually.

Ms. Eckberg stated the first chapter outlines the purpose of the plan and how to use it. Previous plans and the Guiding Principals are stated in this chapter.

She explained Chapter 2 goes over future land use. This is a key point that hinges the plan. There is a lot of detail in this chapter. It establishes the basis of zoning and outlines the existing land use in the City. Population patterns are used to estimate population growth within the City. Those estimates are used to set a target housing mix. The planning boundary is established and defines the different types of land use. The Future Land Use Plan is found in this chapter as well. The chapter ends by listing the goals, policies and action items.

She explained each land use. Agriculture and Open Space is most of the surrounding

properties as Edgerton is rural. The City wants to grow, but not develop all of the land. The Greenbelt uses the existing floodplain to keep areas free of development. Parks and Recreation is land reserved for parkland and community spaces. Rural-to-Low Density Residential will be large lot parcels, typically over one acre. Low-to-Medium Density Residential will have single-family residences with some duplexes or triplexes. Medium-to-High Density Residential is reserved for townhomes, condos, and apartment complexes. The densities are met to overlap to increase the diversity of housing. Downtown Transitional Mixed-Use is a low scale commercial land use with retail on the first floor and residential above the retail area. Mixed-Use will have a higher density with commercial use on the first floor and multi-family residences above that. Neighborhood Commercial is for small scale commercial that has a combination of commercial uses. Gateway Commercial are the big-name box stores. Public or semipublic is for the City, County, or School. Business/Logistics Park is the land use for the warehouses. Industrial is where heavy manufacturing would take place and could have outdoor storage.

Ms. Eckberg explained for the population projection, algorithms are used with current population trends. It is estimated that in 2050, Edgerton could have a population close to 14,205. This means that lots of housing will be needed to support that type of growth. The community desires more choices and more housing diversity. Currently, Edgerton's housing is 96.4% single-family homes and only 3.6% multifamily housing. By increasing the diversity to close to 55% single-family housing, 30% duplexes or triplexes, and 15% multifamily, less land will be needed. The number of acres needed is compared to the Future Land Use Plan to ensure that there is room for all of the housing. Just because a parcel is included in the Land Use Plan does not mean it land is going to be developed. She showed the Future Land Use Plan and explained that along the outer fringes of the planning area, there is Agriculture and Open Space with Greenbelt areas. Rural-to-Low Density Residential tapering towards the City with areas designated for commercial development. The Future Land Use Plan recognizes that neighboring jurisdictions can grow and provides land uses for how Edgerton can grow congruently with its neighbors. She stated each chapter ends on high arching goals and each goal has separate policies and actions items to help obtain those goals. She said the goals of the Land Use Chapter are to promote a balanced mix of land uses that supports growth and development, grow in an efficient and sustainable manner that considers the needs and impacts expanding services, promote quality new development and infill redevelopment to ensure all areas of Edgerton continue to thrive, and coordinate land use planning with transportation and other public investments.

She stated Chapter 3 starts out with an overview of Downtown Edgerton. It then provides a summary of what the public had to say about Downtown and explains the current plans that are in use. The plan looks at what is in Downtown Edgerton today and some recommendations for the future. The chapter closes with the following goals, continue to improve and expand Downtown Edgerton and make it a destination for residents and visitors; continue to make Downtown Edgerton a beautiful, engaging, and fun place to visit, work, and live; enhance mobility and connectivity to and within Downtown Edgerton; and expand commercial and mixed-use activity outside of Downtown Edgerton.

Ms. Eckberg said Chapter 4 addresses housing diversity in Edgerton. The existing housing stock and affordability are looked at first, then a summary of a housing study done by Johnson County around 2020 is summarized. The findings of the windshield survey are presented along

with the summary of the public engagement results. A target mix of housing is provided for the future and proposes what and where residential development should take place. The Dwyer Farms development was initiated during the drafting of the comprehensive plan and is included in the future planning of residences. The goals outlined in Chapter 4 are to increase housing diversity in Edgerton; promote best practices for all proposed residential development; and consider development impacts to adjacent lands and mitigate negative effects to the environment.

She explained Chapter 5 is dedicated to business growth in Edgerton. It starts by examining Edgerton based jobs, jobs available in Edgerton, and compares that to where Edgerton residents work. This ties into commuting patterns of people coming in and leaving Edgerton. With the related public input, the focus is how to create jobs for Edgerton residents so commuting isn't as prevalent. What drives growth and areas for new growth are explored as well. The plan also provides strategic opportunities the City can use to help drive business growth. The goals for Chapter 5 are to continue to support Edgerton's specialization in transportation and warehousing while also diversifying its economic base; foster strong partnerships to promote economic growth for Edgerton and the surrounding area; and to become a full-service community with a wide variety of amenities, jobs, and housing types.

Ms. Eckberg stated Chapter 6 dives into the community facilities and infrastructure. The existing park system is examined, and a LOS analysis is provided. She said the standard LOS is 10.5 acres of park land per 1,000 residents. Along with the parks, the existing trails are outlined as well. As the population grows, the LOS will change so the City will need to plan for park space as the City expands. Chapter 6 also looks at current infrastructure conditions and a preliminary plan for where future streets could be installed. This helps ensure the City is set up for success for future development. The railroad is a strong focus here in Edgerton, and those facilities are evaluated as well. The goals for the community facilities and infrastructure are to maintain the parks system as a major community asset; continue to plan for the future of Edgerton's parks and recreation system; improve infrastructure connections of all kinds in Edgerton; improve pedestrian and bicyclist mobility throughout Edgerton; and provide a robust transportation network based on the future streets plan.

The final chapter focuses on implementation of the plan. All of the goals are listed. Each goal has policies and action items associated with it. Policies are broader and action items are strategic steps for the City to take to achieve the goals. Each policy and action item are assigned a priority and time frame.

Ms. Eckberg said the next step is for formal adoption of the plan by the Governing Body.

Chairperson Daley opened the public hearing.

There were no public comments made.

Commissioner Mathos moved to close to the public hearing. Commissioner Mueller seconded the motion. The public hearing was closed, 3-0.

Chairperson Daley stated the Commissioners all received a copy of the comprehensive plan on February 29, 2024, and have had time to review it. Mr. Moore asked for any ideas or

questions from the Commissioners' reviews. Commissioner Mathos stated it was exciting to see what Edgerton could be in the future.

Commissioner Mathos moved to recommend adoption of the Envision Edgerton 2050 Comprehensive Plan to the Governing Body. Commissioner Mueller seconded to recommend adoption. The Envision Edgerton 2050 Comprehensive Plan was recommended for adoption, 3-0.

Mr. Moore stated it will be presented to the Governing Body on April 11, 2024.

9. FUTURE MEETING REMINDERS

Chairperson Daley stated that the next regular sessions are scheduled for April 9, 2024; May 14, 2024; and June 11, 2024.

10. ANNOUNCEMENTS

Mr. Moore stated there are no announcements.

11. ADJOURN

Commissioner Mueller moved to adjourn the meeting. Commissioner Mathos seconded the motion. The meeting was adjourned at 7:34 PM, 3-0.