

**MINUTES-REGULAR MEETING
MAIZE CITY PLANNING COMMISSION AND
BOARD OF ZONING APPEALS
THURSDAY, JUNE 7, 2018**

The Maize City Planning Commission was called to order at 7:10 p.m., on Thursday, *June 7, 2018, for a Regular Meeting with Bryan Aubuchon, presiding. The following Planning Commission members were present Mike Burks, Dennis Downes, Andy Sciolaro, Mike Strelow. and Bryan Aubuchon. Not present was Bryant Wilks. Also present were Sue Villarreal, Recording Secretary; Kim Edgington, Planning Administrator; Richard LaMunyon, City Administrator; Bill McKinley, City Engineer; Jesse Schellenberg, Hampton Lakes, LLC and Brian Lindebak, MKEC.*

7:10 pm Vice-chairman Burks calls the meeting to order.

APPROVAL OF AGENDA

MOTION: *Downes* moved to approve the agenda as presented.
Strelow seconded the motion.
Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: *Sciolaro* moved to approve the minutes of April 5, 2018 as presented.
Downes seconded the motion.
Motion carried unanimously.

NEW BUSINESS

S/D 01-018 – Final Plat for Villas at Hampton Lakes Addition, a 13-lot, 9.85 acre plat for multi-family development.

Aubuchon enters at 7:23 pm and begins presiding over the meeting.

Lindebak was present to answer question from the commissioners.

Edgington explained that the development would be 1/4 mile west of Maize Road, to the west of the Holiday Inn Express. Staff recommends approval of the plat subject to the following comments:

- A. **City Engineering** needs to comment on the status of the applicant's drainage plan.
- B. "Recording Secretary" needs to be changed to Sue Villarreal.
- C. This property is in Area C on the FEMA flood map, not in the floodplain.
- D. Minimum pad elevations for all lots need to be shown.
- E. The applicant shall install or guarantee the installation of all utilities and facilities which are applicable (water service and fire hydrants required for fire protection shall be as per the direction and approval of the Chief of the Sedgwick County Fire Department.)
- F. To receive mail delivery without delay, and to avoid unnecessary expense, the applicant

is advised of the necessity to meet with the U.S. Postal Service Growth Management Coordinator (Phone 316-946-4556) prior to development of the plat so that the type of delivery, and the tentative mailbox location can be determined.

- G. The applicant is advised that various State and Federal requirements (specifically but not limited to the Army Corps of Engineers, Kanopolis Project Office, Rt. 1, Box 317, Valley Center, KS 67147) for the control of soil and wind erosion and the protection of wetlands may impact how this site can be developed. It is the applicant's responsibility to contact all appropriate agencies to determine any such requirements.
- H. The owner of the subdivision should note that any construction that results in earthwork activities that will disturb one (1) acre or more of ground cover requires a Federal/State NPDES Storm Water Discharge Permit from the
- I. Kansas Department of Health and Environment in Topeka. Also, for projects located within the City of Maize, erosion and sediment control devices must be used on ALL projects.
- J. Perimeter closure computations shall be submitted with the final plat tracing.
- K. Recording of the plat within thirty (30) days after approval by the City Council.
- L. The representatives from the utility companies should be prepared to comment on the need for any additional utility easements to be platted on this property.
- M. The applicant is reminded that a flash drive shall be submitted with the final plat tracing to the City of Maize detailing this plat in digital format in AutoCAD, or sent via e-mail to kedgington@cityofmaize.org. This will be used by the County GIS Department.

MOTION: *Strelow* moved to approve S/D 01-018 Villas at Hampton Lakes Addition subject to staff comments.
 Sciolaro seconded the motion.
 Motion carried unanimously.

COMPREHENSIVE PLAN REVIEW:

Edgington reviewed the draft of the comprehensive plan with commissioners.

ADJOURNMENT:

MOTION: With no further business before the Planning Commission,
 Burks moved to adjourn.
 Downes seconded the motion.
 Motion carried unanimously.

Meeting adjourned at 7:48 pm.

Sue Villarreal
Recording Secretary

Bryan Aubuchon
Chairman

