

**MINUTES-REGULAR MEETING  
MAIZE CITY PLANNING COMMISSION AND  
BOARD OF ZONING APPEALS  
THURSDAY, August 8, 2019**

The Maize City Planning Commission was called to order at 7:00 p.m., on Thursday August 8, 2019, for a Regular Meeting with **Brian Aubuchon**, presiding. The following Planning Commission members present were **Mike Burks, Brian Aubuchon, Dennis Downes** and **Mike Strelow**. **Bryant Wilks** and **Hugh Nicks**. were absent. Also present were **Sue Villarreal**, Recording Secretary; **Kim Edgington**, Planning Administrator; **Richard LaMunyon**, City Administrator, **Bill McKinley**, City Engineer.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

**MOTION:** **Burks** moved to approve the minutes of June 6, 2019 as presented.  
**Strelow** seconded the motion.  
Motion carried unanimously.

**S/D 02-019 –FINAL PLAT OF DOLLAR GENERAL #20698 AT 5500 NORTH MAIZE ROAD**

**Edgington** explained that the plat had not changed from the preliminary plat that was approved at the June 6, 2019 meeting.

**MOTION:** **Strelow** moved to approve S/D 02-019 subject to the following staff comments:

- A. City water and sewer services will be available to serve the site.
- B. If improvements are guaranteed by petition, a notarized certificate listing the petitions, with cost estimates shall be submitted to the City of Maize for recording along with the final plat.
- C. Due to the location of portions of the property in the flood zone, **City Engineering** will need to review and approve a final drainage plan before the final plat is approved by Council. \_
- D. Homeowner Association bylaws and covenants will need to be submitted with the final plat and before the plat is reviewed by the City Council.
- E. A sidewalk plan will need to be submitted with the final plat and before the plat is reviewed by the City Council.
- F. Provisions shall be made for ownership and maintenance of the proposed reserves. The applicant shall either form a lot owners' association prior to recording the final plat or shall submit a covenant stating when the association will be formed, when the reserves will be deeded to the association and who is to own and maintain the reserves prior to the association taking over those responsibilities.
- G. For those reserves being platted for drainage purposes, the required covenant which provides for ownership and maintenance of the reserves shall grant, to the City of Maize, the authority to maintain the drainage reserves in the event the owner(s) fail to do so. The covenant shall provide for the cost of such maintenance to be charged back to the owner(s) by the governing body.

- H. This property is in Flood Zone "X" on the FEMA flood map.
- I. The Applicant is reminded that a platting binder is required with the final plat. Approval of this plat will be subject to submittal of this binder and any relevant conditions found by such a review.
- J. 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.)
- K. 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 locations can be determined.
- L. 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.
- M. 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 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.
- N. Perimeter closure computations shall be submitted with the final plat tracing.
- O. Recording of the plat within sixty (60) days after approval by the City Council.
- P. 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 [dlemon@cityofmaize.org](mailto:dlemon@cityofmaize.org). This will be used by the County GIS Department.

*Downes* seconded the motion.  
Motion carried unanimously.

**ADJOURNMENT:**

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

Meeting adjourned at 7:21 pm.

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Sue Villarreal  
Recording Secretary

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Bryan Aubuchon  
Chairman