

**City of Westwood, Kansas
Planning Commission Meeting
4700 Rainbow Boulevard
August 4, 2025 – 7:00 PM**

Commissioners Present: Clay Fulghum, Vice Chair
Ann Holliday
Samantha Kaiser
Emily Keyser
Scott McCracken
Sarah Page, Chair

Commissioners Absent: David Kelman
Mark Neibling

Staff Present: Leslie Herring, City Administrator
John Sullivan, Public Works Director
Kathryn Dumovich, City Attorney for Planning Commission

Call to Order

Chair Sarah Page called the meeting to order at 7:04 PM on August 4, 2025.

Approval of Agenda and Meeting Minutes

Chair Page called for modifications or discussion of the August 4, 2025 Planning Commission meeting agenda and July 7, 2025 meeting minutes or a motion for approval. Commissioner Fulghum moved to approve the agenda and meeting minutes. Commissioner McCracken seconded. Motion passed unanimously.

Presentations

Receive presentation of proposal from Hunt Midwest & Finkle+Williams for former Westwood View Elementary School site

Herring presented the staff report in the meeting packet and introduced Brenner Holland, Senior Vice President of Residential Development at Hunt Midwest. Holland presented [the slide deck linked here on the City's website](#).

Planning Commissioners asked several questions of Holland (for Hunt Midwest) and Herring (related to City process), focusing on process, planned public space within and around the proposed residential development, price points and size of housing, maintenance to be provided and the establishment of a homeowners association, and style of the homes.

No action was requested of nor taken by the Planning Commission. The presentation was informational only.

Chair Page called to recess the meeting at 8:05 PM for five (5) minutes. The meeting resumed at 8:10 PM, with all Planning Commissioners returned to their seats.

Public Hearings

Consider text amendments to Chapter 16 of the Westwood City Code related to recodification process

Chair Page opened the public hearing and invited Herring to present the staff report. Herring presented the staff report included in the meeting packet.

Chair Page called for public comment.

Ben Hobert, 2208 W. 49th St., Westwood Hills, KS – stated that since a complete and final redline of amendments to the City Code haven't been provided, that notice of the public hearing [on Chapter 16 – Zoning] should be deemed invalid. Hobert also cited concerns with the structure of Article 2 – Definitions and expressed an opinion that provisions regulating trailers (and recreational vehicles) are too restrictive in some ways but not tight enough in other ways.

Vicki Ross, 4925 Mission Rd – shared concerns with not having a final redline of amendments to the City Code, acknowledged what a big undertaking it is to recodify, and also expressed concern with the operability of provisions regulating trailers (and recreational vehicles).

Chair Page closed the public comment portion of the hearing.

Chair Page confirmed for the record that these revisions have been discussed and developed over the course of the multi-year recodification process.

Herring noted that the parking regulations for recreational vehicles are proposed for revision because two different chapters of the City Code conflicted with one another and because Vicki Ross brought the discrepancy to City staff's attention. The revisions determined by the Planning Commission were developed at the July 1, 2024 regular Planning Commission meeting in response to input and a request from Ross and staff research at that time.

Commissioner McCracken asked for clarification around how the recreational vehicle parking regulations would be enforced. Herring responded that the Police Department would keep a log of dates recreational vehicles are parked under this provision.

Commissioner Fulghum moved to recommend to the Westwood City Council the text amendments, as presented, to the Westwood zoning regulations, Article 16 of the Westwood City Code, to be adopted by ordinance. Second by Holliday. Motion passed unanimously.

Old Business

None.

New Business

Begin annual review of zoning regulations and introduction of text amendments

Chair Page introduced the item by noting that no action is to take place at the current meeting but that this is the beginning of a multiple-meeting review of the City's zoning regulations. Page noted that over the course of the year, several areas of the zoning regulations have been identified as conflicting or problematic by applicants for building permits who requested waivers from the Planning Commission and that this business item is to address those topics.

Page invited Herring to present the staff report. Herring noted that this staff report is arranged in a way to make clear what amendments are being considered. The recodification was not arranged in this same user-friendly format because it was conducted by a third-party national professional services firm with

their own process and standards for how to present amendments. Herring then presented the staff report.

Commissioner Fulghum indicated his satisfaction with the format of the staff report. Fulghum noted that tree preservation should be a focus of the amendments, with a goal of closing the gap between trees being demolished outside of a building permit when a new house is planned on a demolished lot.

Chair Page noted the comprehensiveness of the list and clarified next steps to bring back suggested text amendment language at the September 8, 2025 regular Planning Commission meeting.

Announcements/Planning Commissioner Comments

None.

Staff Reports

Administrative Report (City Administrator Leslie Herring)

Herring invited questions from the Planning Commission.

Commissioner Kaiser asked for a status update on the demolition of the former Westwood View Elementary School. Herring stated that the demolition contractor doesn't expect to erect construction fencing and begin taking the building structure down until late August.

Public Works Report (Public Works Director John Sullivan)

Sullivan shared that the Mission Rd. Complete Street paving is behind schedule due to utility work but the new pavement should be laid within the next week.

Adjournment

Motion by Commissioner Fulghum to adjourn the meeting. Second by Commissioner Keyser. Motion passed unanimously. The meeting adjourned at 8:35 PM.

APPROVED: _____
Sarah Page, Chair

ATTEST: _____
Leslie Herring, Secretary