

**City of Westwood, Kansas
Planning Commission Meeting
4700 Rainbow Boulevard
February 5, 2024 – 7:00 PM**

Commissioners Present: Ann Holliday
Samantha Kaiser
David Kelman
Mark Neibling
Sarah Page, Chair
Matt Prout
M. Scott Weaver

Commissioners Absent: Kevin Breer, Vice Chair
Clay Fulghum

Staff Present: Leslie Herring, City Administrator

Call to Order

Chair Page called the meeting to order at 7:00 PM on February 5, 2024.

Approval of Agenda and Meeting Minutes

Chair Page called for modifications or discussion of the February 5th meeting agenda or January 8th meeting minutes or a motion for approval. Commissioner Niebling moved to approve both the agenda and minutes. Commissioner Prout seconded. Motion passed unanimously.

Public Hearings

None.

Presentations

The Planning Commission received a presentation from Godfrey Riddle of Civic Saint on his project to use Compressed Earthen Blocks (CEBs) in building safe and affordable housing.

Old Business

2024 Issues of General Interest and Training Needs and Requests

City Administrator Herring presented the staff report included in the meeting packet and referenced the January 8, 2024 meeting minutes for the listing of topics discussed to-date.

The following independent study topics were claimed by Planning Commissioners for the following meeting dates:

- August 5, 2024 – Street tree requirement for new construction projects (Commissioners Kelman and Prout)
- September 9, 2024 – Pedestrian-friendliness, traffic calming, lowering speed limits (Commissioner Kaiser and Chair Page)

The Planning Commission discussed the schedule of guest speakers (listed in the staff report in the meeting packet) and thanked Herring for coordinating them. Chair Page asked Herring to advertise the speakers and presentations to the broader community through the City's communication channels.

New Business

None.

Chair Page thanked Commissioner Weaver for his service to the City on the Planning Commission as he is not seeking reappointment at the conclusion of his second term. Tonight will be his final meeting. Commissioner Weaver reflected on his time on the Planning Commission and his thoughts on the importance of civic participation.

Page asked Herring to speak to the status of selecting and appointing Weaver's replacement. Herring stated that two candidates responded to the call for interest in the appointment and that the selection process was under way with a request from the Mayor to City Council for consideration of the appointment scheduled for the February 8, 2024 City Council meeting. The new Planning Commissioner is expected to be named at that time and sworn in at the March 4, 2024 Planning Commission meeting. Commissioner Kelman noted his surprise that only two residents were interested in the appointment considering how much interest there has been from the community in the Planning Commission's work over the past year.

Staff Reports

City Administrator Report – Leslie Herring

Commissioner Weaver asked for a status update on the sale of City-owned property to Karbank for the redevelopment project at 50th & Rainbow approved in the Fall of 2023. Herring shared that the City Council declared invalid a resident petition to call for a referendum on the sale of City-owned property and that now the City is seeking a judgment from the Johnson County District Court on the validity of the resident petition to determine whether a special election can be called. The matter is currently working through the Court process.

Herring also shared that there are multiple staff reports included in the January 11, 2024 City Council meeting packet that Planning Commissioner may be interested in reviewing: A report on current work of the Administration Department, a report on the 2024 work plan for the Administration Department, and a report on the Park Planning Steering Committee, which is set to begin work in March 2024. Specifically, Herring noted the following projects and their status:

- Mission Rd. 2025 Improvements and upcoming public meeting on the plans
- Rainbow Blvd. PSP study open house to gather additional public input was held on Saturday, January 27, from 2 – 4 PM at Westwood City Hall and was well-attended
- Community survey planned for this Spring, which results will be used to create a Governing Body Strategic Plan

Commissioner Kelman requested an update on filling the City's Building Official position. Herring shared that Nick Finck has been spending a lot of time at the Building Official's desk and is doing a great job so far shadowing neighboring building officials who are helping to cover our inspections and plan review and studying for certification exams.

Adjournment

Motion by Commissioner Weaver to adjourn the meeting. Second by Commissioner Kelman. Motion passed unanimously. The meeting adjourned at 8:08 PM.

Upcoming Items

None.

APPROVED: _____
Sarah Page, Chair

ATTEST: _____
Leslie Herring, Secretary

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