

**City of Westwood, Kansas
Planning Commission Meeting
4700 Rainbow Boulevard
July 1, 2024 – 7:00 PM**

Commissioners Present: Kevin Breer, Vice Chair (attended via Zoom)
Clay Fulghum
Ann Holliday
Samantha Kaiser
David Kelman
Emily Keyser
Sarah Page, Chair
Matt Prout

Commissioners Absent: None

Staff Present: Leslie Herring, City Administrator
John Sullivan, Public Works Director
Nick Finck, Building Official
Spencer Low, City Attorney's Office

Call to Order

Chair Page called the meeting to order at 7:00 PM on July 1, 2024.

Approval of Agenda and Meeting Minutes

Chair Page called for modifications or discussion of the July 1, 2024 meeting agenda or June 3, 2024 meeting minutes or a motion for approval. Commissioner Fulghum moved to approve both the agenda and meeting minutes. Commissioner Breer seconded. Motion passed unanimously.

Public Hearings

WE-2024-02 – Application of Joanne Scurato for a waiver/exception from Westwood Zoning Ordinance Article No. 4.3.2(D) to allow a primary structure to have less than 60% of its front façade on the front build-to line and 4.3.2(G) to allow an encroachment of a porch greater than 4' into the front yard setback for a proposed new single-family residence on property located at 2524 W. 51st Terrace, Westwood, Kansas 66205

Chair Page invited Herring to present the staff report. Herring presented the staff report included in the meeting packet.

Chair Page invited the applicant to address the Planning Commission. Incoming resident Chrissy Pratt introduced herself to the Planning Commission and invited questions of her application.

Chair Page called for questions from the Planning Commission of the applicant. Chair Page noted that the application does not appear to be counter to the spirit and intent of the City's zoning ordinance. Commissioner Pratt asked whether lot coverage had been reviewed. Building Official Finck noted it had and is compliant with the zoning ordinance. Commissioner Neibling noted of interest that the cause of the violation of 4.3.2(D) appears to be the applicant's attempt to satisfy another provision of the zoning ordinance to set the garage back from the front door. Commissioner Neibling also noted appreciation

for the applicant prioritizing a large enough front porch to be usable, which is a community value. Also of note to Commissioner Neibling was the height of the first floor: 10'; he noted that although it is compliant with the letter of the zoning ordinance, this house will tower over the house next door and contributes to the concern of massing expressed within the community about new houses replacing old existing ones. Chair Page noted that the house next door has also been purchased with the intent to demolish and replace it with a larger house.

Chair Page called for public comment on the application. No public comment was received. Chair Page closed the public comment portion of the meeting.

Motion to approve a waiver/exception from Westwood Zoning Ordinance Article No. 4.3.2(D) to allow a primary structure to have less than 60% of its front façade on the front build-to line and 4.3.2(G) to allow an encroachment of a porch greater than 4' into the front yard setback for a proposed new single-family residence on property located at 2524 W. 51st Terrace made by Commissioner Neibling. Second by Commissioner Breer. Motion passed unanimously.

Presentations

Update from the Plaza District Council (Kate Marshall, Plaza District Council President)

The Planning Commission received a presentation from Kate Marshall, Plaza District Council President.

Presentation of Rainbow Boulevard Complete Streets Traffic Management Plan final report and recommendations (Leslie Herring, City Administrator)

The Planning Commission received a presentation from Leslie Herring on the completion of the recent Reimagine Rainbow study. A copy of the presentation is available via this link to the City's website: <https://www.westwoods.org/projects-and-plans/page/rainbow-boulevard>.

Old Business

None.

New Business

Consider application for sign permit for Sarah Brown for property zoned C-1 at 4812 Rainbow Blvd.

Chair Page asked that Building Official Nick Finck provide the staff report. Finck presented the report included in the meeting packet.

Chair Page asked whether staff has any indication how long these temporary signs are intended to be up. Finck stated until construction is complete and the business is ready to open. Herring stated that the applicant previously told her that the business was hoped to be open around the first of the year (2025). Commissioner Neibling stated that it was not clear to him from the application that the signs were intended to be temporary. Finck affirmed they are temporary.

Motion made by Commissioner Breer to approve the application for temporary signage. Commissioner Kelman seconded. Motion passed unanimously.

Consider application for sign permit for Thomas Hendrix for property zoned C-1 at 4805 Rainbow Blvd.

Chair Page asked that Building Official Nick Finck provide the staff report. Finck presented the report included in the meeting packet.

Commissioner Neibling asked why this application is before the Planning Commission for review if it complies with the zoning ordinance. Finck responded that the zoning ordinance requires all signs to come before the Planning Commission for review, with the only exceptions being temporary signs and signs required by law. Commissioner Keyser asked whether this is the only sign for the business. Finck responded that it is not and that there are other signs in question that he is working with the business owner on. Commissioner Kelman asked what material the sign is. Finck responded that it is wood. Chair Page noted that the sign is already hung. Finck affirmed that it is, it was hung and then Finck approached the business owner.

Motion made by Commissioner Kaiser to approve the application for signage. Commissioner Breer seconded. Motion passed unanimously.

Review of the Zoning Ordinance draft prepared for recodification as part of the City's greater process to recodify all chapters of the City Code (moving to a searchable, digital version of Code vs. current static pdf format)

Chair Page noted that City Administrator Herring provided the Planning Commission with a request from a resident (included as an attachment to these meeting minutes along with additional staff research performed on the topic and provided to the Planning Commission) ahead of the meeting and asked what the process and discussion should look like. Herring responded that since this is one piece of a larger project – recodification – that a consensus on the housekeeping edits to the zoning ordinance is what is needed. Once the Planning Commission feels comfortable with the housekeeping edits – including resolving the discrepancy found in the provisions the referenced resident is interested in related to overnight parking of recreational vehicles – that a public hearing would be noticed and held so that the zoning ordinance could be recodified along with the rest of the City's Municipal Code.

Commissioner Neibling referenced the correspondence received from the resident interested in recreational vehicle parking and noted that it he feels comfortable taking up this topic tonight. Chair Page agreed. Commissioner Pratt asked Herring when the Planning Commission can expect to do a deeper dive into introducing substantive text amendments. Herring stated that September or October would be a good time for that, which process and conversation would be subject to a separate public hearing than the recodification. Chair Page noted that she did not find any issues with the housekeeping edits proposed to the zoning ordinance and was prepared to begin discussing recreational vehicle parking regulations but invited other Planning Commissioners to note at this time whether others made notes for discussion. No items were raised.

Chair Page opened a discussion on the topic of recreational vehicles. Discussion resulted in the following text changes approved by consensus for consideration at a future public hearing:

4.3.12 Parking or Storage of Boats, Trailers, Commercial and Recreational Vehicles

A. No boats, campers, trailers, motorcycles, or jet skis may remain in public view on any portion of any lot, tract, or parcel of land in the City for more than ~~twelve~~ **seventy-two** hours, except as provided below.

B. A special permit to park campers, trailers, motorcycles, or jet skis in public view may be obtained from the police department for **additional time; however no permit shall be issued for two periods of four** ~~two periods of four~~ **more than a total of fourteen** days each in each calendar year.

Staff Reports

City Administrator Report – Leslie Herring

Herring shared an update on the following topics:

- Community-wide priorities survey
- Status of park planning design team selection
- Forthcoming RFQ for redevelopment of 4700 Rainbow Blvd.
- Redevelopment at 50th & Rainbow Blvd.

Adjournment

Motion by Commissioner Neibling to adjourn the meeting. Second by Commissioner Fulghum. Motion passed unanimously. The meeting adjourned at 8:57 PM.

Upcoming Items

A. August Independent Study Topic Presentation: Street tree requirement for new construction projects (Commissioners Kelman and Prout)

B. August Business Item: Consideration of the City's next five-year CIP being recommended to the Governing Body for adoption

C. September Independent Study Topic Presentation: Pedestrian-friendliness, traffic calming, lowering speed limits (Commissioner Kaiser and Chair Page)

APPROVED: _____
Sarah Page, Chair

ATTEST: _____
Leslie Herring, Secretary