

**City of Westwood, Kansas
Planning Commission Meeting
4700 Rainbow Boulevard
January 6, 2025 – 7:00 PM**

Commissioners Present: Kevin Breer, Vice Chair
Clay Fulghum
Ann Holliday
Samantha Kaiser
Emily Keyser
Mark Neibling
Matt Prout

Commissioners Absent: David Kelman
Sarah Page, Chair

Staff Present: Leslie Herring, City Administrator
Spencer Low, City Attorney for Planning Commission

Call to Order

Vice-Chair Kevin Breer called the meeting to order at 7:02 PM on January 6, 2025. Due to a winter storm resulting in the closure of Westwood City Hall, the meeting was held entirely remotely via Zoom.

Approval of Agenda and Meeting Minutes

Vice-Chair Kevin Breer called for modifications or discussion of the January 6, 2025 meeting agenda or a motion for approval. Herring noted that New Business Item A. should be removed from the agenda as the applicant needed more time to prepare. Commissioner Neibling moved to approve the agenda and meeting minutes. Commissioner Fulghum seconded. Motion passed unanimously. Vice-Chair Kevin Breer called for modifications or discussion of the December 2, 2024 meeting minutes or a motion for approval. Commissioner Neibling moved to approve the agenda and meeting minutes. Commissioner Prout seconded. Motion passed unanimously.

Public Hearings

WE-2024-05 – Application of homeowner Joseph Hirleman 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 for a proposed new single-family residence on property located at 4831 Booth St., Westwood, Kansas 66205.

Vice-Chair Breer invited Herring to present the staff report. Herring presented the staff report included in the meeting packet.

Vice-Chair Breer invited the applicant to address the Planning Commission. Commissioner Fulghum stated for the good of the order and for full disclosure that he lives next door to the subject property and is friends with the property owner/resident. Fulghum stated that he does feel he can be impartial in reviewing and acting on the application and does plan to participate in the discussion and action on the application. Johnny Falk, builder retained for the project, stated that they interpreted the front façade minimum requirement to be calculated on the area of the plane on the front façade and not just the linear length of the foundation wall on the build-to line. Homeowner Joe Hirleman addressed the

Planning Commission and stated that they tried very hard to comply with the Westwood Zoning Ordinance and tried to make the house look like it fits with the character of the neighborhood.

Vice-Chair Breer called for questions from the Planning Commission of the applicant. There were none.

Vice-Chair Breer called for public comment on the application. There were none.

Vice-Chair Breer closed the public comment portion of the hearing.

Vice-Chair Breer called for discussion amongst the Planning Commission. Commissioner Neibling called for staff to note that the definition of front façade for purposes of meeting the requirements of the Zoning Ordinance be revisited and revised to provide clarity to future applicants. Breer added that consistency with other neighboring jurisdictions in defining and interpreting the zoning ordinance should be a goal of revisiting and revising the definition.

Motion made by Commissioner Neibling to approve the application of homeowner Joseph Hirleman 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 for a proposed new single-family residence on property located at 4831 Booth St., Westwood, Kansas 66205. Seconded by Prout. Motion passed unanimously.

Presentations – None.

Old Business – None.

New Business

2025 Issues of General Interest and Training Needs and Requests

Herring referred to the staff report in the meeting packet and invited Vice-Chair Breer to facilitate a conversation about topics and areas to cover this year. Breer noted that he would invite conversation but would also be supportive of holding the conversation until the next meeting when Chair Sarah Page is able to lead the conversation. Herring noted that Planning Commissioners could also reach out between meetings to share ideas or to make requests of topics to cover. Herring also notified Commissioners Fulghum, Holliday, and Prout that their terms are up this year and to please notify Chair Page about their interest in being considered for reappointment.

Staff Reports – None.

Adjournment

Motion by Commissioner Neibling to adjourn the meeting. Second by Commissioner Prout. Motion passed unanimously. The meeting adjourned at 7:34 PM.

Upcoming Items – None.

APPROVED: _____
Sarah Page, Chair

ATTEST: _____
Leslie Herring, Secretary