

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

Commissioners Present: Kevin Breer, Vice Chair (attended via Zoom)  
Clay Fulghum  
Ann Holliday  
Samantha Kaiser (attended via Zoom)  
Emily Keyser  
Mark Neibling  
Sarah Page, Chair

Commissioners Absent: Matt Prout  
David Kelman

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

**Call to Order**

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

Herring administered the affirmation of office to Kevin Breer.

**Approval of Agenda and Meeting Minutes**

Chair Page called for modifications or discussion of the April 1, 2024 meeting agenda or March 4<sup>th</sup> meeting minutes or a motion for approval. Commissioner moved to approve the agenda. Commissioner Fulghum seconded. Motion passed unanimously. Commissioner Fulghum moved to approve the minutes. Commissioner Niebling seconded. Motion passed unanimously.

**Public Hearings**

*WE-2024-01 – Application of Jim and Peggy Donovan 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 3018 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. Property owners Peggy Donovan addressed the Planning Commission and provided context to support their application.

Chair Page called for questions from the Planning Commission of the applicant.

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

Chair Page called for discussion amongst the Planning Commission.

Chair Page called for additional comments or a motion to be made. Commissioner Neibling made comments in support of the application.

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 for a proposed new single-family residence on property located at 3018 W. 51st Terrace made by Commissioner Neibling. Second by Commissioner Breer. Motion passed unanimously.

### **Presentations**

The Planning Commission received a presentation of regional efforts on environmental sustainability from Mid-America Regional Council (MARC) Environmental Programs Director Tom Jacobs.

The Planning Commission received the annual legalities training from MVP Law Attorney Spencer Low. The presentation was included in the meeting packet.

### **Old Business**

None.

### **New Business**

None.

### **Staff Reports**

#### *City Administrator Report – Leslie Herring*

Herring shared an update on the Rainbow Blvd. Complete Streets Traffic Management Plan, the Mission Rd. 2025 improvement project, and the forthcoming community-wide priorities survey, redevelopment at 50<sup>th</sup> & Rainbow Blvd., and the naming of Nick Finck as the City Building Official.

### **Adjournment**

Motion by Commissioner Holliday to adjourn the meeting. Second by Commissioner Fulghum. Motion passed unanimously. The meeting adjourned at 8:39 PM.

### **Upcoming Items**

A. May Guest Presentation: Contain the Rain and Heartland Tree Alliance programs (Bridging the Gap staff)

B. Election of officers (Chair, Vice-Chair, and Secretary) (May)

C. June Guest Presentation: Water supply and infrastructure continuity planning (WaterOne staff)

D. Annual review of the Planning Commission bylaws, per Article 6 Section 4 of the bylaws (June)

APPROVED: \_\_\_\_\_  
Sarah Page, Chair

ATTEST: \_\_\_\_\_  
Leslie Herring, Secretary