

**MINUTES OF THE SPECIAL MEETING
SHAWNEE COUNTY PLANNING COMMISSION**

**Tuesday, May 22, 2018 – 5:30 PM
Shawnee County Annex**

Roll Call and Announcement of Hearing Procedure: Judy Moler, Chair, called the meeting to order at 5:32 p.m., reviewed the hearing procedure and asked for roll call to be taken.

Members Present: Judy Moler, Brian Aubert, Christi McKenzie and Jake Fisher. With four members present, a quorum was established and the meeting was called to order. Matthew McCurry arrived shortly after roll call.

Members Absent: Jerry Desch, Chad Depperschmidt.

Staff Present: Barry T. Beagle, Planning Director; Joelee Charles, Administrative Assistant; Joni Thadani, Assistant County Counselor.

Communications: Mr. Beagle provided them with Issue Papers #36-#45 for Chapters 5 and 6 and a portion for Chapter 7. He will continue to work on the remaining issue papers.

Ex Parte Communication by Members of the Commission: None were indicated.

Declaration of Conflict of Interest by Members of the Commission or Staff: None were indicated.

Public Comment on Non-Agenda Planning and Zoning Items: None were indicated.

Discussion of Planning Related Issues:

Discussion of County Comprehensive Plan

Ms. Moler asked Mr. Beagle to proceed with his review of Chapter 7.

Mr. Beagle offered the following changes:

- Page 148—In the first bullet point in the left column, remove the “;” at the end and add a .
- Page 148—In the second bullet point in the left column, add at the end: and.
- Page 148—In the third bullet point in the left column, add . at the end.
- Page 151—In the first paragraph in the left column, change the last sentence to: Plat exemptions should rarely be used for non-agricultural land divisions”; . Shawnee County should carefully consider the desirability of allowing plat exemptions in certain locations for residential land divisions.
- Page 151—In the first sentence of the second paragraph in the left column, change the beginning to: Recently, In 2015.
- Page 153—In the first sentence of the first paragraph in the left column, change “particularly” to particularly.
- Page 153—In the second title in the left column, add RESIDENTIAL at the beginning.
- Page 154—In the last bullet point in the middle column, add . at the end.
- Page 154—In the second bullet point in the right column, change “are” to is.
- Page 155—In the third sentence of the first paragraph in the left column, change “makes” to make.
- Page 158—In the last bullet point in the middle column, add a . at the end.

**MINUTES OF THE SPECIAL MEETING
SHAWNEE COUNTY PLANNING COMMISSION
Tuesday, May 22, 2018**

- Page 159—In the first sentence of Goal #1 of NR-1, change to: ~~Ensure~~ Evaluate the need for a level of review either by developers or planning department staff to prevent development from encroaching on steep slopes, wetlands, or floodplains.
- Page 159—In NR-2, add: GOAL - #5, ACTIVITY - ~~In the short term, u~~Utilize the Environmental Constraints map (Fig. 2.12) that was developed as part of the comprehensive plan., TYPE - Policy, GROUPS - SNCO Planning, TIMING - ~~Ongoing~~Short, TOOL - Zoning, Sub Regs.

Discussion was held on if the Environmental Constraints map. It would be used as a tool to help define the most suitable locations for growth and development. An emphasis was placed on floodplains, wetlands, steep slopes and prime farm land which were viewed as environmental constraints. It would provide one way to incorporate environmental features into our land development practices in order to decide whether to invade these areas or should we allow the property to be developed or work to try to preserve certain areas in order to minimize loss of key environmental resources. This would be potentially realized through the development of the revised zoning and subdivision regulations and would be developed as part of that regulatory review process.

- Page 159—In NR-3, add: GOAL - #3, ACTIVITY - Evaluate the need for the County to update its zoning and subdivision regulations and other requirements., TYPE - Policy, GROUPS - SNCO Planning, TIMING - Short (By 2020), TOOL - Zoning, Sub Regs.
- Page 159—In the first sentence of Goal #1 of NR-4, change to: ~~Require~~ Evaluate the need for coordination of water retention and drainage where multiple dwelling units are within a certain distance of each other.
- Page 160—In TI-3, remove Goal #4.
- Page 161—In the goal description in LU-1, change “Limit” to Encourage.
- Page 163—In ED-3, add GOAL - #3, ACTIVITY - ~~Foster and support a local food movement~~ Encourage/support development of community-based food systems to help support Shawnee County’s agricultural industry, increase access to locally produced fruits and vegetables, and encourage residents to keep their food dollars here in the county., TYPE - Action, GROUPS - SNCO Planning, Interest Groups, TIMING - Ongoing, TOOL - Cooperation.

Mr. Beagle stated the Implementation Matrix includes the categories needed in order to implement the plan: The specific steps to be taken; the groups to be involved; a realistic, prioritized time frame to complete the steps; and the tools required. The Planning Commission will conduct an annual review of the progress of achieving the benchmarks as contained in the matrix. They would be able to track changes and note any significant changes. He concluded his review and indicated he provided them with the remaining Issue Papers.

A lengthy discussion was held on the first word of the sentence on page 149 under the title of Existing Parcels of Record, the language in the second bullet point under Agricultural Areas on page 151 as well as other related subjects. To avoid confusion, it was determined to change “Residential” to Existing. Mr. Beagle stated he would review the language on page 151 to see if it could be reworded.

Ms. McKenzie thought they had discussed changing Goal #3 included in H-3 on page 62 since they talked about K-State Extension’s County Living brochure. It was suggested to remove “Set expectations for” and replacing them with Provide information for the benefit of. Also, in the Timing, change “Short (By 2020)” to Ongoing.

Ms. McKenzie suggested changing “Find” to Explore on page 163 in Goal #1 in ED-5.

**MINUTES OF THE SPECIAL MEETING
SHAWNEE COUNTY PLANNING COMMISSION
Tuesday, May 22, 2018**

Ms. Moler asked them to review the Issue Papers for their final meeting on June 4. She thought a cover letter should be included with the Issue Papers indicating the time they spent on the process. Mr. Beagle said they would try to put a packet together including all the revisions and the Issue Papers. Ms. Thadani asked if there were any comments on the Issue Papers. She suggested they may want to include comments from the Commissioners who vote no.

Mr. Beagle stated a packet would be put together to consider at the public meeting on June 20. The Planning Commission would need to be comfortable with the Issue Papers. Ms. Thadani suggested they vote to agree to send those as an Exhibit. Mr. Beagle stated the Issue Papers for questions #1-#46 had been provided to them. There were 58 questions total.

Mr. Beagle said the next meeting would be held on June 4. A regular public hearing was also scheduled for June 11 where they would be meeting as the Board of Zoning Appeals as well as the Planning Commission. They will meet at 5:30 for the informational meeting.

Adjournment:

Mr. Fisher moved to adjourn, seconded by Mr. McCurry, a unanimous voice vote declared the public hearing be adjourned, which was at 6:44 p.m.