



**AGENDA
PLANNING COMMISSION/
BOARD OF ZONING
APPEALS/ AIRPORT ZONING
COMMISSION**



**7651 E. Central Park Ave, Bel Aire, KS
December 11, 2025 6:30 PM**

I. Call to Order

II. Roll Call

Deryk Faber ____ Phillip Jordan ____ Brian Mackey ____

Paul Matzek ____ Dee Roths ____ Brian Stuart ____

III. Pledge of Allegiance to the American Flag

IV. Announcements

V. Consent Agenda

A. Approval of Minutes from Previous Meeting

Action: Motion to approve the minutes of November 13, 2025.

Motion _____ Second _____ Vote _____

VI. Planning Commission Business

- A. SP-25-01: Special Use permit request in the City to allow a group-home limited use in one-half of a two-family (duplex) unit, on a property in a Garden and patio homes, townhouses and condominiums (R-5) Zoning District, generally located at North 53rd Street and Toben Road.**

Open Hearing

Close Hearing

Action: Please choose one of the following (4) options.

1. Having considered the evidence at the hearing and the factors to evaluate the application, I move we recommend to the City Council that the request for a Special Use permit, to allow a group-home limited use in one-half of a two-family (duplex) unit, in a R-5 Zoning District,

generally located at North 53rd Street and Toben Road, in SP-25-01 be (APPROVED), based on the following findings: _____, as recorded in the summary of this hearing (WITHOUT CONDITIONS / WITH THE FOLLOWING CONDITIONS ATTACHED TO THIS RECOMMENDATION).

2. Having considered the evidence at the hearing and the factors to evaluate the application, I move we recommend to the City Council that the request for a Special Use permit, to allow a group-home limited use in one-half of a two-family (duplex) unit, in a R-5 Zoning District, generally located at North 53rd Street and Toben Road, in SP-25-01 be (MODIFIED AND APPROVED) based on the following findings: _____, as recorded in the summary of this hearing, (WITHOUT CONDITIONS / WITH THE FOLLOWING CONDITIONS ATTACHED TO THIS RECOMMENDATION).

3. Having considered the evidence at the hearing and the factors to evaluate the application, I move we recommend to the City Council that the request for a Special Use permit, to allow a group-home limited use in one-half of a two-family (duplex) unit, in a R-5 Zoning District, generally located at North 53rd Street and Toben Road, in SP-25-01 be (DISAPPROVED) based on the following findings: _____, as recorded in the summary of this hearing.

4. I move that Case No. SP-25-01 be tabled until _____(date), _____(month) at 6:30pm, for the following reason(s): _____.

Motion _____ Second _____ Vote _____

B. Overview of Annexation Process

Action: No action required; for discussion only.

C. Recess the Planning Commission and Convene the Airport Zoning Commission.

Action: Motion to recess the Planning Commission and Convene the Airport Zoning Commission.

Motion _____ Second _____ Vote _____

VII. Airport Zoning Commission Business

A. Call to Order

B. Roll Call

Phillip Jordan _____ Dee Roths _____ Deryk Faber _____
Paul Matzek _____ Brian Mackey _____ Brian Stuart _____

C. Consent Agenda: Approval of Meeting Minutes

No meeting minutes to approve.

D. Consideration of Airport Zoning Regulations and A Preliminary Report in Accordance with K.S.A. 3-705.

Open hearing
Close hearing

Action: Please choose one of the following (3) options.

1. Having considered the evidence at the hearing, I move we (APPROVE / MODIFY AND APPROVE) the proposed Preliminary Report of the Airport Zoning Commission and schedule it for consideration as a Final Report at another public hearing, at the next regular meeting of the Airport Zoning Commission.

2. Having considered the evidence at the hearing, I move we (DISAPPROVE) the proposed Preliminary Report of the Airport Zoning Commission.

3. I move that the proposed Preliminary Report of the Airport Zoning Commission be tabled until _____(date), _____(month) at 6:30pm, for the following reason(s):
_____.

Motion _____ Second _____ Vote _____

E. Adjourn Airport Zoning Commission and Convene the Board of Zoning Appeals

Action: Motion to adjourn the Airport Zoning Commission and Convene the Board of Zoning Appeals.

Motion _____ Second _____ Vote _____

VIII. Board of Zoning Appeals Business

A. Call to Order

B. Roll Call

Phillip Jordan ____ Dee Roths ____ Deryk Faber ____
Paul Matzek ____ Brian Mackey____ Brian Stuart____

C. Consent Agenda: Approval of Minutes from Previous Meeting

Action: Motion to approve the minutes of November 13, 2025.

Motion _____ Second _____ Vote _____

D. Adjourn Board of Zoning Appeals and Reconvene the Planning Commission

Action: Motion to adjourn the Board of Zoning Appeals and Reconvene the Planning Commission.

Motion _____ Second _____ Vote _____

IX. Approval of the Next Planning Commission Meeting Date.

Action: Motion to approve the date of the next meeting: January 8, 2026, at 6:30 p.m.

Motion _____ Second _____ Vote _____

X. Current Events

A. Upcoming Agenda Items

- a. 2025 Updated Zoning Map
- b. Robert's Rules Training

B. Upcoming Events

- a. City Hall closed for Christmas- December 24 – 25
- b. City Hall closed for New Year's Day- January 1

XI. Adjournment

Action: Motion to Adjourn.

Motion _____ Second _____ Vote _____