



AGENDA
PLANNING COMMISSION
7651 E. Central Park Ave, Bel Aire, KS
November 14, 2024 6:30 PM



I. Call to Order

- II. Announcement:** As of October 9, 2024, Chairman James Schmidt resigned from the Planning Commission. The Mayor has been notified and will begin the process of appointing a new member of the Commission.

III. Roll Call

John Charleston ____ Edgar Salazar ____
Phillip Jordan ____ Dee Roths ____ Deryk Faber ____ Paul Matzek ____

IV. Pledge of Allegiance to the American Flag

V. Consent Agenda

A. Approval of Minutes from Previous Meeting

Action: Motion to approve the minutes of September 12, 2024.

Motion _____ Second _____ Vote _____

Action: Motion to approve the minutes of October 10, 2024.

Motion _____ Second _____ Vote _____

VI. Announcement

A. Kansas Open Meetings Act (KOMA) Review

B. Golden Factors review

VII. Old Business/New Business

- A. PUD-24-07 (previously PUD-24-03): Zone change request in the City from Single-Family Residential District (R-4) to a Planned Unit Development Residential District (R-PUD) to create the Bristol Hollows Addition R-PUD, for the purpose of bringing structures that were conforming in 2020 and made non-conforming in 2023, due to lot splits that were completed without City notice and approval, generally located at 53rd Street North and Bristol Street.**

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 zone change request from Single-Family Residential District “R-4” to a Planned Unit Development Residential District “R-PUD” in PUD-24-07 (previously PUD-24-03) be (approved), based on findings: _____, as recorded in the summary of this hearing.

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 zone change request from Single-Family Residential District “R-4” to a Planned Unit Development Residential District “R-PUD” in PUD-24-07 (previously PUD-24-03) be (approved with modifications) based on findings: _____, as recorded in the summary of this hearing, and the following conditions be made a part of this recommendation:

a. An updated plat depicting the Bristol Hollows Addition R-PUD shall be provided for council consideration, and if approved by council, it will be attached to the ordinance as Exhibit A; and,

b. The plat’s text in Exhibit A will reference additional documents, such as; the Restrictive Covenants, First Amendment to the Original Development Agreement, Wall Agreement, and Easement Agreement Re: Access to Power Meter. Those documents will be incorporated by reference, to the Bristol Hollows Addition R-PUD and ordinance; and

c. The applicant shall file the ordinance and all documents incorporated by reference to the Bristol Hollows Addition R-PUD, with the Sedgwick County Register of Deeds. Proof of filings shall be provided to the Bel Aire City Clerk, within 30 days of filing with the Sedgwick County Register of Deeds.

3. Having considered the evidence at the hearing and the factors to evaluate the application, I move that we recommend to the City Council that the zone change request from Single-Family Residential District “R-4” to a Planned Unit Development Residential District “R-PUD” in PUD-24-07 (previously PUD-24-03) be (disapproved) based on findings: _____, as recorded in the summary of this hearing.

4. I move that Case No. PUD-24-07 (previously PUD-24-03) be tabled until December 12, 2024 at 6:30pm, for the following reason(s): _____.

Motion _____ Second _____ Vote _____

B. PUD-24-04- Proposed Final PUD containing approved duplexes to be converted townhouses with zero interior lot lines on a reduced lot size in an R-4 zoning district as built (Chapel Landing Phase 2).

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 proposed final PUD containing approved duplexes to be converted townhouses with zero interior lot lines on a reduced lot size in a R-4 zoning district as built (Chapel Landing Phase 2) in PUD-24-04 be (approved), based on findings: _____, as recorded in the summary of this hearing.

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 proposed final PUD containing approved duplexes to be converted townhouses with zero interior lot lines on a reduced lot size in a R-4 zoning district as built (Chapel Landing Phase 2) in PUD-24-04 be (approved with modifications) based on findings: _____, as recorded in the summary of this hearing, and the following conditions be attached to this recommendation:

3. Having considered the evidence at the hearing and the factors to evaluate the application, I move that we recommend to the City Council that the proposed final PUD containing approved duplexes to be converted townhouses with zero interior lot lines on a reduced lot size in a R-4 zoning district as built (Chapel Landing Phase 2) in PUD-24-04 be (disapproved) based on findings: _____, as recorded in the summary of this hearing.

4. I move that Case No. PUD-24-04 be tabled until December 12, 2024 at 6:30pm, for the following reason(s): _____.

Motion _____ Second _____ Vote _____

C. PUD-24-02 - Proposed rezoning PUD from R-4, to R-5 and R-6 single and multi-family uses and to include C-1 commercial as zoned (Homestead at Spring).

Open hearing
Close hearing

Action: Motion to (recommend approval of/ deny / table) the preliminary Planned Unit Development (PUD-24-02):

1. Parcels A shall remain zoned as C-1 Commercial;
2. Parcel B shall remain zoned as R-4 Residential, with the condition that no manufactured homes are allowed;
3. Parcel C shall change zoning from R-4 to R-5; and
4. Parcel D shall change zoning from R-4 to R-6; with the condition that requires the applicant will submit a detailed site plan for Parcel D to the Planning Commission prior to issuance of building permits.

Motion _____ Second _____ Vote _____

D. SD-24-03 - Proposed platting R-5 and R-6 single and multi-family uses, and to include C-1 commercial as zoned (Homestead at Spring).

Open hearing
Close hearing

Action: Motion to (recommend approval / deny / table) the preliminary plat of SD-24-03 (as presented / as amended); and

1. the preliminary sidewalk plan as presented; and
2. the preliminary drainage concept as presented.

Motion _____ Second _____ Vote _____

E. Sketch Plan - Tierra Verde South, Lot 1 Block 2

Action: No action required; for feedback to applicant only.

F. Review proposed updates to the 2024 Bel Aire Zoning Map- (supermajority (5) required for approval).

Open Hearing
Close Hearing

Action: Motion to (recommend / deny / table) the proposed zoning map changes (as presented / as amended by this Planning Commission).

Motion _____ Second _____ Vote _____

G. Approval of the 2025 Meeting Dates and Time

Action: Motion to approve the Meeting Dates and Time for 2025.

Motion _____ Second _____ Vote _____

H. Election of Planning Commission Chairperson, December 2024 to December 2025

Action: Motion to appoint _____ as Chairperson of the Planning Commission, term ending December 2025.

Motion _____ Second _____ Vote _____

I. Election of Planning Commission Vice-Chairperson, December 2024 to December 2025

Action: Motion to appoint _____ as Vice-Chairperson of the Planning Commission, term ending December 2025.

Motion _____ Second _____ Vote _____

VIII. Approval of the Next Meeting Date.

Action: Motion to approve the date of the next meeting: December 12, 2024, at 6:30 p.m.

Motion _____ Second _____ Vote _____

IX. Current Events

A. Upcoming Events:

Tuesday, Nov. 19th - Volunteer Appreciation Dinner, City Hall Community Room.

Thursday November 29 & Friday November 30, City Hall closed for Thanksgiving Holiday

Saturday, December 7, Christmas in Bel Aire community event at Bel Aire City Hall, 5:30 – 7:30 p.m.

X. Adjournment

Action: Motion to adjourn.

Motion _____ Second _____ Vote _____