AGENDA
PLANNING COMMISSION
7651 E. Central Park Ave, Bel Aire, KS
November 12, 2026 6:30 PM

I. Call to Order

II. Roll Call

Phillip Jordan _____ Dee Roths _____ Deryk Faber _____ Paul Matzek ____

Brian Mackey _____ John Sutherland ____ Kent Koehler ____

III. Pledge of Allegiance to the American Flag

IV. Consent Agenda

A. No Items

V. Approval of the Agenda

Action: Motion to approve the agenda as presented/amended.

Motion _____ Second _____ Vote _____

VI. Approval of the Minutes from Previous Meeting

A. **Action:** Motion to approve the minutes of September 10, 2026 meeting (as presented / as amended).

Motion _____ Second _____ Vote _____

VII. Announcements

A. There will **not** be a Board of Zoning Appeals meeting following the adjournment of the Planning Commission meeting. There is no BZA business.

VIII. Planning Commission - Old Business

A. **Planning Commission Bylaws- Recommended Updates**

Action: No action- discussion only

B. **Annexation Process**

Action: No action- discussion only

C. **Landscape Plan Requirements**

Action: No action- discussion only

IX. Planning Commission - New Business

A. **Election of Planning Commission Chair, December 2026 to December 2027**

Action: Motion to appoint _____ as Chair of the Planning Commission, term ending December 2027.

Motion _____ Second _____ Vote _____

B. **Election of Planning Commission Vice-Chair, December 2026 to December 2027**

Action: Motion to appoint _____ as Vice-Chair of the Planning Commission, term ending December 2027.

Motion _____ Second _____ Vote _____

C. **Approval of Planning Commission 2027 Meeting Schedule**

Action: Motion to approve the Planning Commission 2027 Meeting Schedule.

Motion _____Second _____Vote _____

D. **Comprehensive Plan Update Status and Annual Review Process Discussion**

Action: No action- discussion only

X. Staff Reports

A. No Items

XI. Public Hearing Items

A. **SUP-26-02- Special Use Case- Group Home and Exception for Two Enclosed Off-Street Parking**

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 Special Use Permit to allow for a group home use in an existing single-family residence in SUP-26-02 be (approved), based on findings:_____, as recorded in the minutes of this public 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 Special Use Permit to allow for a group home use in an existing single-family residence in SUP-26-02 be (approved with modifications) based on findings:_____, as recorded in the minutes of this public hearing, and the following modifications will 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 Special Use Permit to allow for a group home use in an existing single-family residence in SUP-26-02 be (disapproved) based on findings: _____, as recorded in the minutes of this hearing.

4. I move that Case No. SUP-26-02 be tabled until _____at 6:30pm, for the following reasons(s):_____.

Motion _____ Second _____ Vote _____

B. **2026 Updates and Modifications to the Bel Aire Zoning District Map**

Open Hearing

Close Hearing

1. Having considered the evidence at the hearing, I move we recommend to the City Council, that the proposed zoning map amendments be (approved).

2. Having considered the evidence at the hearing, I move we recommend to the City Council, that the proposed zoning map amendments be (approved with modifications) subject to the following modifications: _____.

3. Having considered the evidence at the hearing, I I move we recommend to the City Council, that the proposed zoning map amendments be (disapproved) for the following reason(s): _____.

4. I move that the proposed zoning map amendments be tabled until _____at 6:30pm, for the following reasons(s):_____.

Motion _____ Second _____ Vote _____

XII. Approval of the Next Planning Commission Meeting Date.

Action: Motion to approve the date of the next meeting: December 10, 2026, at 6:30 p.m.

Motion _____Second _____Vote _____

XIII. Current Events

A. **Upcoming Agenda Items:**

1. No cases submitted

B. **Upcoming Events:**

1. Volunteer Appreciation Dinner- November 17 at 5:30- City Hall Community Room

2. Thanksgiving Holiday, November 26 & 27- City Offices Closed

3. Christmas in Bel Aire Event, December 5- Rec Center Activities from 3:00 – 5:00 and Holiday Light Display at City Hall

4. Christmas Holiday, December 24 & 25- City Offices Closed

XIV. Adjournment

Action: Motion to Adjourn.

Motion _____ Second _____ Vote _____