



AGENDA
CITY COUNCIL MEETING
7651 E. Central Park Ave, Bel Aire, KS
December 02, 2025 7:00 PM



I. CALL TO ORDER: Mayor Jim Benage

II. ROLL CALL

Greg Davied _____ Tyler Dehn _____ Emily Hamburg _____
Tom Schmitz _____ John Welch _____

III. OPENING PRAYER: Mark Posson

IV. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

V. DETERMINE AGENDA ADDITIONS

VI. CONSENT AGENDA

- A.** Approval of Minutes of the November 18, 2025 City Council meeting.
- B.** Accept the Mayor's appointment of Shome Brata to Seat 3 of the Utility Advisory Committee, term ending on August 1, 2028.
- C.** Accept the Mayor's appointment of Jim Benage to serve as a Commissioner to the Chisholm Creek Utility Authority, term beginning 12/02/2025 and ending 12/07/2027.
- D.** Accept the Mayor's appointment of Greg Davied to serve as a Commissioner to the Chisholm Creek Utility Authority, term beginning 12/02/2025 and ending 12/07/2027.
- E.** Accept the Mayor's Appointment of Mike Proctor to serve as an Alternate Commissioner of the Chisholm Creek Utility Authority, term beginning December 2, 2025 and ending December 7, 2027. This appointment will replace Tom Schmitz.

Action: Motion to (approve / table / deny) the Consent Agenda as (listed / amended) and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

VII. DISCUSSION AND APPROVAL OF APPROPRIATIONS ORDINANCE

A. Consideration of Appropriations Ordinance No. 25-22 in the amount of \$2,478,489.39.

Action: Motion to (approve / deny / table) Appropriations Ordinance No. 25-22.

Motion _____ Second _____ Vote _____

VIII. OATH OF OFFICE FOR NEWLY ELECTED COUNCIL MEMBERS

IX. ROLL CALL OF NEW COUNCIL

Greg Davied _____ Tyler Dehn _____ Emily Hamburg _____

Brandon McIntosh _____ Mike Proctor _____ Mayor Jim Benage _____

X. CITY REQUESTED APPEARANCES

XI. CITIZEN CONCERNS: *If you wish to speak, please fill out a "Request to Speak" card at the podium and give it to the City Clerk before the meeting begins. When you are called on by the Mayor, please go to the podium, speak into the microphone, and state your name and address before giving your comments. Please limit your comments to 3 minutes in the interest of time. If more time is needed, you may request an extension from the Mayor.*

XII. REPORTS

- A. Council Member Reports**
- B. Mayor's Report**
- C. City Attorney Report**
- D. City Manager Report**

XIII. ORDINANCES, RESOLUTIONS AND FINAL ACTIONS

A. Consideration of approving publication of Notice of Public Hearing for a 2025 Budget Amendment and schedule a public hearing for the December 16, 2025 City Council Meeting.

Action: Motion to (approve / deny / table) publication of Notice of Public Hearing for a 2025 Budget Amendment and schedule a public hearing for the December 16, 2025 City Council Meeting.

Motion _____ Second _____ Vote _____

B. (VAC-25-03) Consideration of An Ordinance Approving the Recommendation of The Bel Aire Planning Commission Recommending a Vacation Request in the City to Vacate a Portion of a Drainage and Utility Easement, and A Platted Joint Access Easement, on Lots 1-3, Block B, Lycee Addition, Generally Located at the Northeast Corner of Rock Road and Lycee Street.

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

1. Motion to approve the findings of fact and recommendation of the Planning Commission for VAC-25-03, Adopt the Ordinance as Presented, and authorize the Mayor to sign. (simple majority, 4 votes required)

2. Motion to override the findings of fact and recommendation of the Planning Commission for VAC-25-03, Adopt alternate findings, disapprove the Vacation request and Ordinance. (2/3 majority, 4 votes required)

3. Motion to return the findings of fact and recommendation of the Planning Commission for VAC-25-03 to the Planning Commission for further consideration, with a statement specifying the basis for failure to approve or disapprove, the statement is; _____. (simple majority, 4 votes required)

Motion _____ Second _____ Roll Call Vote:

Greg Davied _____ Tyler Dehn _____ Emily Hamburg _____

Brandon McIntosh _____ Mike Proctor _____ Mayor Jim Benage _____

C. Consideration Of An Ordinance Approving The Recommendation Of The Bel Aire Planning Commission Recommending Approval Of The Bel Aire 2035 Comprehensive Plan for Bel Aire, Kansas.

Action: Please choose one of the following (3) options, in accordance with K.S.A. 12-747(b).

1. Motion to Approve the recommendation of the Planning Commission, Adopt the Ordinance Approving the Bel Aire 2035 Comprehensive Plan, and authorize the Mayor to sign. (simple majority, 4 votes required)

2. Motion to Override the recommendation of the Planning Commission and Disapprove the Bel Aire 2035 Comprehensive Plan. (2/3 majority, 4 votes required)

3. Motion to Amend the recommendation of the Planning Commission and Adopt the Ordinance Approving the Bel Aire 2035 Comprehensive Plan, and authorize the Mayor to sign. (simple majority, 4 votes required)

Motion _____ Second _____ Roll Call Vote:

Greg Davied _____ Tyler Dehn _____ Emily Hamburg _____

Brandon McIntosh _____ Mike Proctor _____ Mayor Jim Benage _____

D. Consideration of a Resolution Establishing Bylaws of the Board of Zoning Appeals.

Action: Motion to (Adopt / Deny / Table) A Resolution Establishing Bylaws of the Board of Zoning Appeals (As Presented / As Amended) and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

E. Consideration Of A Funding Agreement With Sedgwick County For The Bel Aire Senior Center.

Action: Motion to (approve / deny / table) an \$18,000.00 Funding Agreement between Sedgwick County and the City of Bel Aire, for the Bel Aire Senior Center, and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

XIV. EXECUTIVE SESSION

XV. DISCUSSION AND FUTURE ISSUES

A. City Council Workshop - December 9, 2025 at 7:00 p.m.?

XVI. ADJOURNMENT

Action: Motion to adjourn.

Motion _____ Second _____ Vote _____

Additional Attachments:

A. UAC Minutes - October 2025

B. Manager's Report - December 2, 2025

Notice

It is possible that sometime between 6:30 and 7:00 PM immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the Council Chambers or the lobby of City Hall. No one is excluded from these areas during these times. Video of this meeting can be streamed at www.belaireks.gov and on YouTube. Please make sure all cell phones and other electronics are turned off and put away.



MINUTES

CITY COUNCIL MEETING

7651 E. Central Park Ave, Bel Aire, KS
November 18, 2025 7:00 PM



I. CALL TO ORDER: Mayor Jim Benage called the meeting to order at 7:00 p.m.

II. ROLL CALL

Councilmembers Greg Davied, Tyler Dehn, Emily Hamburg, Tom Schmitz, and John Welch were present. No one was absent.

Also present were City Manager Ted Henry, City Attorney Maria Schrock, City Engineer Anne Stephens, Director of Finance Barry Smith, City Clerk Melissa Krehbiel, and City Bond Counsel Kevin Cowan of Gilmore & Bell, P.A.

III. OPENING PRAYER: Mayor Benage provided the opening prayer.

IV. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Mayor Benage led the pledge of allegiance.

V. DETERMINE AGENDA ADDITIONS: Councilmember Welch requested to discuss City Council pay and the spending limit for the City Manager.

VI. CONSENT AGENDA

A. Approval of Minutes of the November 4, 2025 City Council meeting.

B. Approval of Minutes of the November 10, 2025 City Council special meeting.

MOTION: Councilmember Welch moved to approve the Consent Agenda as listed and authorize the Mayor to sign. Councilmember Schmitz seconded the motion. *Motion carried 5-0.*

VII. DISCUSSION AND APPROVAL OF APPROPRIATIONS ORDINANCE

A. Consideration of Appropriations Ordinance No. 25-21 in the amount of \$3,968,829.91.

MOTION: Councilmember Dehn moved to approve Appropriations Ordinance No. 25-21. Councilmember Davied seconded the motion. *Motion carried 5-0.*

VIII. SPECIAL PRESENTATION

Council Members John Welch and Tom Schmitz were recognized for their service.

IX. CITIZEN CONCERNS: No one spoke.

X. REPORTS

A. Council Member Reports

Councilmember Hamburg reported on the most recent meeting of the Sedgwick County Association of Cities (SCAC), her meeting with the local Boy Scouts, and a recent food drive that collected over 1800 lbs. of food in Bel Aire area. She commented on her appreciation for Councilmembers Schmitz and Welch.

Councilmember Davied offered words of appreciation for Councilmembers Schmitz and Welch.

Councilmember Dehn reported on the recent Lions Club fundraiser dinner, and the City's annual volunteer dinner. He thanked Councilmembers Schmitz and Welch for their service.

Councilmember Welch thanked the Lions Club for their fundraiser dinner.

B. Mayor's Report

Mayor Benage reported on the most recent meetings of the Sedgwick County Association of Cities (SCAC), the Bel Aire Chamber of Commerce and WAMPO. He also hosted a tour of Bel Aire for State Representative Steve Brunk and attended a reception for local officials hosted by REAP.

Mayor Benage congratulated Greg Davied, Mike Proctor, and Brandon McIntosh on their election to City Council. He noted that Sedgwick County is conducting a community engagement survey; he encouraged residents to take the survey, to help determine citizen's priorities before the budget process begins in early 2026. He wished everyone a blessed and safe Thanksgiving.

C. City Attorney Report

City Attorney Maria Schrock reported on a recent conference she attended and the recent implementation of electronic case management software and new procedures in the Municipal Court.

D. City Manager Report

City Manager Ted Henry reported he recently gave presentations to the Chamber of Commerce, WAMPO and a legislative delegation. He noted that City offices will be closed on November 27th and 28th for Thanksgiving. He thanked Councilmembers Welch and Schmitz for their service on the Council.

XI. ORDINANCES, RESOLUTIONS AND FINAL ACTIONS

- A. Consideration of An Ordinance Authorizing The City Of Bel Aire, Kansas, To Issue Taxable Industrial Revenue Bonds (Aspen Sunflower Industrial I, LLC Project), Series 2025, In A Principal Amount Not To Exceed \$18,000,000, For The Purpose Of Providing Funds To Pay The Cost Acquiring Land And Constructing And Equipping Buildings For Use In Industrial, Manufacturing, Warehouse, Distribution, Flex And/Or Office Purposes; Authorizing The Issuer To Enter Into Certain Documents And Actions In Connection With The Issuance Of Said Bonds.**

Mark Sprecker attended via videoconference to represent the applicant.

MOTION: Councilmember Hamburg moved to adopt An Ordinance Authorizing The City Of Bel Aire, Kansas, To Issue Taxable Industrial Revenue Bonds (Aspen Sunflower Industrial I, LLC Project), Series 2025, In A Principal Amount Not To Exceed \$18,000,000, For The Purpose Of Providing Funds To Pay The Cost Acquiring Land And Constructing And Equipping Buildings For Use In Industrial, Manufacturing, Warehouse, Distribution, Flex And/Or Office Purposes; Authorizing The Issuer To Enter Into Certain Documents And Actions In Connection With The Issuance Of Said Bonds, and authorize all required signatures. Councilmember Davied seconded the motion. *Motion carried 5-0.*

- B. Consideration of An Ordinance Authorizing The City Of Bel Aire, Kansas To Issue Its Taxable Industrial Revenue Bonds, Series 2025B (Waltons 53rd Holdings LLC) For The Purpose Of The Acquisition, Construction And Equipping Of A Meat Processing Supply And Equipment Commercial Facility; And Authorizing Other Related Documents And Actions.**

MOTION: Councilmember Dehn moved to adopt An Ordinance Authorizing The City Of Bel Aire, Kansas To Issue Its Taxable Industrial Revenue Bonds, Series 2025B (Waltons 53rd Holdings LLC) For The Purpose Of The Acquisition, Construction And Equipping Of A Meat Processing Supply And Equipment Commercial Facility; And Authorizing Other Related Documents And Actions and authorize all required signatures. Councilmember Welch seconded the motion. *Motion carried 5-0.*

- C. Consideration of a 2026 Funding Agreement By And Between City Of Bel Aire, Kansas And Bel Aire Area Chamber Of Commerce, Inc.**

MOTION: Councilmember Davied moved to accept the 2026 Funding Agreement By And Between City Of Bel Aire, Kansas And Bel Aire Area Chamber Of Commerce, Inc, and authorize the Mayor to sign. Councilmember Schmitz seconded the motion. *Motion carried 5-0.*

(continued, next page)

D. Consideration of A Resolution Rescinding Council’s Prior Motion on August 19, 2025, Approving A Contract with SEH for Engineering Services Related to Construction on Sunflower Commerce Park Phase 2.

MOTION: Councilmember Welch moved to approve a Resolution Rescinding Council’s Prior Motion on August 19, 2025, Approving a Contract with SEH for Engineering Services related to construction on Sunflower Commerce Park Phase 2, and authorize the Mayor to sign. Councilmember Hamburg seconded the motion. *Motion carried 5-0.*

E. Consideration of a Contract with SEH for Engineering Services related to construction on Sunflower Commerce Park Phase 2.

MOTION: Councilmember Dehn moved to accept the contract with SEH for Engineering Services related to construction on Sunflower Commerce Park Phase 2 in an amount not to exceed \$245,500.00 and authorize the Mayor to sign. Councilmember Davied seconded the motion. *Motion carried 5-0.*

EXECUTIVE SESSION

MOTION: Councilmember Davied moved to recess into executive session to discuss with legal counsel and receive legal advice related to pending litigation. The discussion will be pursuant to K.S.A. 75- 4319 (b)(2) for legal consultation with Neil Gosch, which would be deemed privileged in the attorney-client relationship. Invite Neil Gosch, Katherine Chlumsky, City Manager, City Attorney and City Engineer. The meeting will be for a period of 20 minutes, and the open meeting will resume in City Council Chambers at 7:57 p.m. Councilmember Dehn seconded the motion. *Motion carried 5-0.*

The Council then recessed for Executive Session. At 8:00 p.m., Mayor Benage called the meeting back to order in open session and stated that no binding action had been taken.

Mr. Welch briefly left the meeting at 8:00 pm. Mr. Welch returned at 8:02 p.m. during the staff presentation for agenda Item F.

F. Consideration of Work Order 25-11 to the Master Services Agreement with PEC dated February 08, 2024 for updating the written description for the City of Bel Aire city limits to be utilized in the boundary resolution, at a cost not to exceed \$15,000.00.

MOTION: Councilmember Schmitz moved to approve Work Order 25-11 to the Master Services Agreement with PEC dated February 08, 2024 for updating the written description for the City of Bel Aire city limits to be utilized in the boundary resolution, at a cost not to exceed \$15,000.00 and authorize the Mayor to sign. Councilmember Davied seconded. *Motion carried 5-0.*

(continued, next page)

G. Consideration of An Ordinance Appointing the Bel Aire Planning Commission as the Bel Aire Airport Zoning Commission in Accordance with K.S.A. 3-705(2).

MOTION: Councilmember Dehn moved to Adopt An Ordinance Appointing the Planning Commission as the Airport Zoning Commission As Presented and authorize the Mayor to sign. Councilmember Davied seconded the motion. ***Motion carried 5-0.***

H. Council Member Pay

MOTION: Councilmember Welch moved to add \$50 per month pay effective Jan 1st to all councilmembers and to the Mayor. Motion died for lack of 2nd.

I. City Manager Spending Limit

MOTION: Councilmember Welch moved to increase the City Manager's spending limit to \$15,000. Councilmember Dehn seconded the motion. ***Motion carried 5-0.***

XII. EXECUTIVE SESSION: This item was addressed earlier in the meeting, after agenda item E.

XIII. DISCUSSION AND FUTURE ISSUES

A. Budget Amendment Overview - Barry Smith, Director of Finance

Finance Director Barry Smith presented a brief overview of the upcoming budget amendment process. State statute allows cities to amend budgets when needed. Budgets are set about 18 months in advance of when they are actually used. Staff will bring amendments at the next meeting and Notice of Public Hearing will be published. The Public Hearing for the Amendment is tentatively planned for the last meeting in December.

XIV. ADJOURNMENT

MOTION: Councilmember Welch moved to adjourn. Councilmember Schmitz seconded the motion. ***Motion carried 5-0.***

Approved by the City Council this _____ day of _____, 2025.

Jim Benage, Mayor

ATTEST:

Melissa Krehbiel, City Clerk



City of Bel Aire, KS

APPROPRIATION
By Vendor DBA

Section VII, Item A.

Payment Dates 11/12/2025 - 11/25/2025

| Vendor DBA | Description (Item) | Post Date | Payment Date | Project Account Key | Amount |
|---|------------------------------|------------|--------------|---------------------|-------------------|
| Vendor DBA: 0055 - ARK VALLEY NEWS | | | | | |
| ARK VALLEY NEWS | PUBLICATIONS | 11/17/2025 | 11/20/2025 | | 99.84 |
| ARK VALLEY NEWS | BREEZE AD | 11/17/2025 | 11/20/2025 | | 500.00 |
| Vendor DBA 0055 - ARK VALLEY NEWS Total: | | | | | 599.84 |
| Vendor DBA: T1237 - | | | | | |
| BAKER GROUNDS CARE, LLC | BACKFLOW FEE REFUND | 11/18/2025 | 11/20/2025 | | 18.75 |
| Vendor DBA T1237 - BAKER GROUNDS CARE, LLC Total: | | | | | 18.75 |
| Vendor DBA: 0174 - | | | | | |
| BANK OF NEW YORK MELLON ... | 11/25 O&M/DEBT SVC | 11/21/2025 | 11/13/2025 | | 49,021.42 |
| BANK OF NEW YORK MELLON ... | 11/25 O&M/DEBT SVC | 11/21/2025 | 11/13/2025 | | 44,154.47 |
| Vendor DBA 0174 - BANK OF NEW YORK MELLON TRUST Total: | | | | | 93,175.89 |
| Vendor DBA: 0526 - | | | | | |
| BAUGHMAN COMPANY, P.A. | CONSTRUCTION ADMIN/INSP... | 11/14/2025 | 11/14/2025 | 004-8860 | 14,200.00 |
| BAUGHMAN COMPANY, P.A. | CONSTRUCTION ADMIN/INSP... | 10/24/2025 | 11/14/2025 | 004-8861 | 24,280.00 |
| BAUGHMAN COMPANY, P.A. | CONSTRUCTION ADMIN/INSP... | 11/14/2025 | 11/14/2025 | 004-8863 | 30,835.00 |
| Vendor DBA 0526 - BAUGHMAN COMPANY, P.A. Total: | | | | | 69,315.00 |
| Vendor DBA: 0472 - | | | | | |
| BEALL & MITCHELL, LLC | 11/25 JUDGE TERRY BEALL/C... | 11/18/2025 | 11/20/2025 | | 1,237.98 |
| Vendor DBA 0472 - BEALL & MITCHELL, LLC Total: | | | | | 1,237.98 |
| Vendor DBA: 1486 - | | | | | |
| BLUE CROSS & BLUE SHIELD O... | 12/25 HEALTH INSURANCE | 11/21/2025 | 11/19/2025 | | 43,852.14 |
| BLUE CROSS & BLUE SHIELD O... | 12/25 TY'S HEALTH INSURANCE | 11/21/2025 | 11/19/2025 | | 1,474.81 |
| BLUE CROSS & BLUE SHIELD O... | 12/25 HEALTH INSURANCE | 11/21/2025 | 11/19/2025 | | 3,257.71 |
| BLUE CROSS & BLUE SHIELD O... | 12/25 HEALTH INSURANCE | 11/21/2025 | 11/19/2025 | | 6,149.99 |
| BLUE CROSS & BLUE SHIELD O... | 12/25 HEALTH INSURANCE | 11/21/2025 | 11/19/2025 | | 5,627.28 |
| Vendor DBA 1486 - BLUE CROSS & BLUE SHIELD OF KS Total: | | | | | 60,361.93 |
| Vendor DBA: 2650 - | | | | | |
| BURNS & MCDONNELL ENGIN... | ENGINEERING SERVICES | 11/13/2025 | 11/14/2025 | | 1,512.50 |
| Vendor DBA 2650 - BURNS & MCDONNELL ENGINEERING Total: | | | | | 1,512.50 |
| Vendor DBA: 3003 - CENTRAL EQUIPMENT | | | | | |
| CENTRAL EQUIPMENT | EQUIPMENT-NEW PW BLDG | 11/17/2025 | 11/20/2025 | 029-8893 | 109,188.91 |
| Vendor DBA 3003 - CENTRAL EQUIPMENT Total: | | | | | 109,188.91 |
| Vendor DBA: 2095 - | | | | | |
| CENTRAL MECHANICAL WICH... | REC CENTER REPAIRS | 11/19/2025 | 11/20/2025 | | 13,001.00 |
| Vendor DBA 2095 - CENTRAL MECHANICAL WICHITA, LLC Total: | | | | | 13,001.00 |
| Vendor DBA: 1499 - CHENEY DOOR COMPANY/GRAF, WICHITA AUDIO VIDEO | | | | | |
| CHENEY DOOR COMPANY/GR... | CITY HALL DOOR REPAIR | 11/12/2025 | 11/14/2025 | | 196.30 |
| Vendor DBA 1499 - CHENEY DOOR COMPANY/GRAF, WICHITA AUDIO VIDEO Total: | | | | | 196.30 |
| Vendor DBA: 0170 - | | | | | |
| CHISHOLM CREEK UTILITY AU... | 10/25 CCUA CONTINGENCY | 11/12/2025 | 11/14/2025 | | 3,000.00 |
| CHISHOLM CREEK UTILITY AU... | 10/25 CCUA CONTINGENCY | 11/12/2025 | 11/14/2025 | | 2,820.00 |
| Vendor DBA 0170 - CHISHOLM CREEK UTILITY AUTH. Total: | | | | | 5,820.00 |
| Vendor DBA: 0050 - | | | | | |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SVC-WAT | 11/13/2025 | 11/14/2025 | | 154.95 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SERVICE | 11/21/2025 | 11/16/2025 | | 71.60 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SERVICE | 11/21/2025 | 11/16/2025 | | 26.85 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SERVICE | 11/21/2025 | 11/16/2025 | | 26.85 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SERVICE | 11/21/2025 | 11/16/2025 | | 53.70 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SERVICE | 11/21/2025 | 11/16/2025 | | 358.02 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SERVICE | 11/21/2025 | 11/16/2025 | | 89.51 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SERVICE | 11/21/2025 | 11/16/2025 | | 89.51 |

AP ORDINANCE

Payment Date

Section VII, Item A.

15

| Vendor DBA | Description (Item) | Post Date | Payment Date | Project Account Key | Amount |
|---|------------------------------|------------|--------------|---------------------|------------|
| COX COMMUNICATIONS, INC | INTERNET/PHONE SERVICE | 11/21/2025 | 11/16/2025 | | 89.51 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SERVICE | 11/21/2025 | 11/16/2025 | | 89.51 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SVC-PW | 11/21/2025 | 11/16/2025 | | 63.71 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SVC-PW | 11/21/2025 | 11/16/2025 | | 63.71 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SVC-PW | 11/21/2025 | 11/16/2025 | | 63.70 |
| COX COMMUNICATIONS, INC | INTERNET/PHONE SVC-PW | 11/21/2025 | 11/16/2025 | | 63.71 |
| Vendor DBA 0050 - COX COMMUNICATIONS, INC Total: | | | | | 1,304.84 |
| Vendor DBA: 1798 - | | | | | |
| CRAFCO, INC | EQUIP/SUPPLIES | 11/18/2025 | 11/20/2025 | | 351.00 |
| Vendor DBA 1798 - CRAFCO, INC Total: | | | | | 351.00 |
| Vendor DBA: 1978 - | | | | | |
| CRAIG A MCCOSKEY | CONTRACT MOWING | 11/17/2025 | 11/20/2025 | | 400.00 |
| Vendor DBA 1978 - CRAIG A MCCOSKEY Total: | | | | | 400.00 |
| Vendor DBA: 1759 - | | | | | |
| DAVIS-MOORE AUTOMOTIVE ... | VEHICLE REPAIR/MAINT | 11/18/2025 | 11/20/2025 | | 158.02 |
| DAVIS-MOORE AUTOMOTIVE ... | VEHICLE REPAIR/MAINT | 11/18/2025 | 11/20/2025 | | 158.01 |
| DAVIS-MOORE AUTOMOTIVE ... | VEHICLE REPAIR/MAINT | 11/18/2025 | 11/20/2025 | | 158.02 |
| DAVIS-MOORE AUTOMOTIVE ... | VEHICLE REPAIR/MAINT | 11/18/2025 | 11/20/2025 | | 158.02 |
| Vendor DBA 1759 - DAVIS-MOORE AUTOMOTIVE INC Total: | | | | | 632.07 |
| Vendor DBA: 3024 - | | | | | |
| DENNIS KEHLER | 2025 SIDEWALK REIMBURSE... | 11/12/2025 | 11/14/2025 | | 487.00 |
| Vendor DBA 3024 - DENNIS KEHLER Total: | | | | | 487.00 |
| Vendor DBA: 0429 - | | | | | |
| DONDLINGER & SONS CONST... | 45TH & OLIVER BRIDGE RECO... | 11/17/2025 | 11/20/2025 | | 384,257.20 |
| Vendor DBA 0429 - DONDLINGER & SONS CONSTRUCTION Total: | | | | | 384,257.20 |
| Vendor DBA: 1802 - | | | | | |
| EMPOWER RETIREMENT 457 | 457 CITY MANAGER | 11/20/2025 | 11/20/2025 | | 540.00 |
| EMPOWER RETIREMENT 457 | 457 EMP VOLUNTARY | 11/20/2025 | 11/20/2025 | | 612.00 |
| Vendor DBA 1802 - EMPOWER RETIREMENT 457 Total: | | | | | 1,152.00 |
| Vendor DBA: 0046 - | | | | | |
| EVERGY KANSAS CENTRAL INC | LIFT STATION | 11/21/2025 | 11/17/2025 | | 113.66 |
| EVERGY KANSAS CENTRAL INC | CP STREET LIGHTS | 11/13/2025 | 11/12/2025 | | 8,404.68 |
| EVERGY KANSAS CENTRAL INC | STR SIGNS/CROSSWALKS | 11/21/2025 | 11/17/2025 | | 32.46 |
| Vendor DBA 0046 - EVERGY KANSAS CENTRAL INC Total: | | | | | 8,550.80 |
| Vendor DBA: 0118 - | | | | | |
| EWING | SUPPLIES | 11/13/2025 | 11/14/2025 | | 69.77 |
| Vendor DBA 0118 - EWING Total: | | | | | 69.77 |
| Vendor DBA: 2654 - | | | | | |
| EXPERT AUTO CENTER | PD-MAINTENANCE/REPAIR | 11/18/2025 | 11/20/2025 | | 80.97 |
| Vendor DBA 2654 - EXPERT AUTO CENTER Total: | | | | | 80.97 |
| Vendor DBA: 0010 - | | | | | |
| FICA/FEDERAL W/H | SOCIAL SECURITY/FICA | 11/20/2025 | 11/20/2025 | | 26.82 |
| FICA/FEDERAL W/H | FEDERAL W/H TAXES | 11/20/2025 | 11/20/2025 | | 24.10 |
| FICA/FEDERAL W/H | MEDICARE/FICA | 11/20/2025 | 11/20/2025 | | 6.28 |
| FICA/FEDERAL W/H | SOCIAL SECURITY/FICA | 11/20/2025 | 11/20/2025 | | 12,826.82 |
| FICA/FEDERAL W/H | SOCIAL SECURITY/FICA | 11/20/2025 | 11/20/2025 | | 274.96 |
| FICA/FEDERAL W/H | SOCIAL SECURITY/FICA | 11/20/2025 | 11/20/2025 | | 1,164.62 |
| FICA/FEDERAL W/H | SOCIAL SECURITY/FICA | 11/20/2025 | 11/20/2025 | | 1,384.98 |
| FICA/FEDERAL W/H | FEDERAL W/H TAXES | 11/20/2025 | 11/20/2025 | | 7,669.38 |
| FICA/FEDERAL W/H | FEDERAL W/H TAXES | 11/20/2025 | 11/20/2025 | | 131.85 |
| FICA/FEDERAL W/H | FEDERAL W/H TAXES | 11/20/2025 | 11/20/2025 | | 562.55 |
| FICA/FEDERAL W/H | FEDERAL W/H TAXES | 11/20/2025 | 11/20/2025 | | 1,035.53 |
| FICA/FEDERAL W/H | MEDICARE/FICA | 11/20/2025 | 11/20/2025 | | 2,999.80 |
| FICA/FEDERAL W/H | MEDICARE/FICA | 11/20/2025 | 11/20/2025 | | 64.30 |
| FICA/FEDERAL W/H | MEDICARE/FICA | 11/20/2025 | 11/20/2025 | | 272.44 |
| FICA/FEDERAL W/H | MEDICARE/FICA | 11/20/2025 | 11/20/2025 | | 323.84 |
| Vendor DBA 0010 - FICA/FEDERAL W/H Total: | | | | | 28,768.27 |

AP ORDINANCE

Payment Date

Section VII, Item A.

5

| Vendor DBA | Description (Item) | Post Date | Payment Date | Project Account Key | Amount |
|---|------------------------------|------------|--------------|---------------------|-----------------|
| Vendor DBA: 2142 - FIRESTONE COMPLETE AUTO CA | | | | | |
| FIRESTONE COMPLETE AUTO ... | REC VEHICLE REPAIR/MAINT | 11/19/2025 | 11/20/2025 | | 217.72 |
| FIRESTONE COMPLETE AUTO ... | REC VEHICLE REPAIR/MAINT | 11/19/2025 | 11/20/2025 | | 217.72 |
| Vendor DBA 2142 - FIRESTONE COMPLETE AUTO CA Total: | | | | | 435.44 |
| Vendor DBA: 2106 - | | | | | |
| FLEETPRIDE, INC. | VEHICLE/EQUIP REPAIRS & MA.. | 11/18/2025 | 11/20/2025 | | 212.56 |
| FLEETPRIDE, INC. | VEHICLE/EQUIP REPAIRS & MA.. | 11/18/2025 | 11/20/2025 | | 212.56 |
| FLEETPRIDE, INC. | VEHICLE/EQUIP REPAIRS & MA.. | 11/18/2025 | 11/20/2025 | | 212.56 |
| FLEETPRIDE, INC. | VEHICLE/EQUIP REPAIRS & MA.. | 11/18/2025 | 11/20/2025 | | 212.56 |
| Vendor DBA 2106 - FLEETPRIDE, INC. Total: | | | | | 850.24 |
| Vendor DBA: 0068 - | | | | | |
| GALLS, LLC | PD SUPPLIES | 11/13/2025 | 11/14/2025 | | 34.96 |
| GALLS, LLC | UNIFORMS | 11/13/2025 | 11/14/2025 | | 890.73 |
| GALLS, LLC | PD SUPPLIES | 11/13/2025 | 11/14/2025 | | 66.00 |
| GALLS, LLC | PD SUPPLIES | 11/13/2025 | 11/14/2025 | | 32.00 |
| GALLS, LLC | PD SUPPLIES | 11/13/2025 | 11/14/2025 | | 52.48 |
| GALLS, LLC | UNIFORMS | 11/20/2025 | 11/14/2025 | | 186.18 |
| GALLS, LLC | UNIFORMS | 11/13/2025 | 11/14/2025 | | 84.55 |
| GALLS, LLC | UNIFORMS | 11/13/2025 | 11/14/2025 | | 47.50 |
| GALLS, LLC | UNIFORMS | 11/13/2025 | 11/14/2025 | | 149.94 |
| GALLS, LLC | PD SUPPLIES | 11/13/2025 | 11/14/2025 | | 275.95 |
| Vendor DBA 0068 - GALLS, LLC Total: | | | | | 1,820.29 |
| Vendor DBA: 0241 - | | | | | |
| HAWKS INTER-STATE PESTMA... | REC-HAWKS PEST CONTROL | 11/13/2025 | 11/14/2025 | | 87.76 |
| HAWKS INTER-STATE PESTMA... | CH-HAWKS PEST CONTROL | 11/14/2025 | 11/14/2025 | | 102.76 |
| Vendor DBA 0241 - HAWKS INTER-STATE PESTMASTERS Total: | | | | | 190.52 |
| Vendor DBA: 2470 - | | | | | |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 42.63 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 20.58 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 64.68 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 63.21 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 20.58 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 42.63 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 196.97 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 15.64 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 102.37 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 19.51 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 19.85 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 53.65 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 10.90 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 45.21 |
| IDEATEK TELECOM | IDEATEK MONTHLY PHONE SE... | 11/12/2025 | 11/14/2025 | | 66.60 |
| Vendor DBA 2470 - IDEATEK TELECOM Total: | | | | | 785.01 |
| Vendor DBA: 2582 - | | | | | |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 327.76 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 165.57 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 496.71 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 496.71 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 165.57 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 327.76 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 2,824.85 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 662.28 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 327.76 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 827.85 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 165.57 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 827.85 |
| IMAGINE IT INC | COMPUTER SUPPORT SERVICE | 11/17/2025 | 11/20/2025 | | 831.23 |
| Vendor DBA 2582 - IMAGINE IT INC Total: | | | | | 8,447.47 |

AP ORDINANCE

Payment Date

Section VII, Item A.

15

| Vendor DBA | Description (Item) | Post Date | Payment Date | Project Account Key | Amount |
|---|------------------------------|------------|--------------|---------------------|-------------------|
| Vendor DBA: 2715 - | | | | | |
| INFOSEND INC | UTILITY INSERT | 11/19/2025 | 11/20/2025 | | 66.54 |
| INFOSEND INC | UTILITY BILLS | 11/19/2025 | 11/20/2025 | | 773.78 |
| INFOSEND INC | UTILITY LATE NOTICES | 11/19/2025 | 11/20/2025 | | 188.55 |
| INFOSEND INC | UTILITY INSERT | 11/19/2025 | 11/20/2025 | | 66.54 |
| INFOSEND INC | UTILITY INSERT | 11/19/2025 | 11/20/2025 | | 66.54 |
| INFOSEND INC | UTILITY LATE NOTICES | 11/19/2025 | 11/20/2025 | | 188.54 |
| INFOSEND INC | UTILITY BILLS | 11/19/2025 | 11/20/2025 | | 773.78 |
| Vendor DBA 2715 - INFOSEND INC Total: | | | | | 2,124.27 |
| Vendor DBA: 2786 - | | | | | |
| JAY C HINKEL, ATTORNEY AT L... | LEGAL SERVICES | 11/18/2025 | 11/20/2025 | | 330.00 |
| JAY C HINKEL, ATTORNEY AT L... | LEGAL SERVICES | 11/18/2025 | 11/20/2025 | | 1,684.65 |
| JAY C HINKEL, ATTORNEY AT L... | LEGAL SERVICES | 11/18/2025 | 11/20/2025 | | 66.00 |
| JAY C HINKEL, ATTORNEY AT L... | LEGAL SERVICES | 11/18/2025 | 11/20/2025 | | 382.80 |
| JAY C HINKEL, ATTORNEY AT L... | LEGAL SERVICES | 11/18/2025 | 11/20/2025 | | 2,976.60 |
| JAY C HINKEL, ATTORNEY AT L... | LEGAL SERVICES | 11/18/2025 | 11/20/2025 | | 386.10 |
| JAY C HINKEL, ATTORNEY AT L... | LEGAL SERVICES | 11/18/2025 | 11/20/2025 | | 412.50 |
| JAY C HINKEL, ATTORNEY AT L... | LEGAL SERVICES | 11/18/2025 | 11/20/2025 | | 74.25 |
| JAY C HINKEL, ATTORNEY AT L... | LEGAL SERVICES | 11/03/2025 | 11/20/2025 | | 998.25 |
| JAY C HINKEL, ATTORNEY AT L... | LEGAL SERVICES | 11/18/2025 | 11/20/2025 | | 3,597.00 |
| Vendor DBA 2786 - JAY C HINKEL, ATTORNEY AT LAW Total: | | | | | 10,908.15 |
| Vendor DBA: 2639 - JODEE B'S CATERING | | | | | |
| JODEE B'S CATERING | VOLUNTEER MEAL | 11/17/2025 | 11/17/2025 | | 350.00 |
| Vendor DBA 2639 - JODEE B'S CATERING Total: | | | | | 350.00 |
| Vendor DBA: 0196 - | | | | | |
| K P E R S | KP&F | 11/20/2025 | 11/20/2025 | | 68.82 |
| K P E R S | KP&F | 11/20/2025 | 11/20/2025 | | 12,953.86 |
| K P E R S | KPERS 1 | 11/20/2025 | 11/20/2025 | | 1,246.31 |
| K P E R S | KPERS 1 | 11/20/2025 | 11/20/2025 | | 397.45 |
| K P E R S | KPERS 1 | 11/20/2025 | 11/20/2025 | | 374.09 |
| K P E R S | KPERS 1 | 11/20/2025 | 11/20/2025 | | 454.93 |
| K P E R S | KPERS 2 | 11/20/2025 | 11/20/2025 | | 2,033.43 |
| K P E R S | KPERS 2 | 11/20/2025 | 11/20/2025 | | 328.61 |
| K P E R S | KPERS 3 | 11/20/2025 | 11/20/2025 | | 6,950.42 |
| K P E R S | KPERS 3 | 11/20/2025 | 11/20/2025 | | 939.48 |
| K P E R S | KPERS 3 | 11/20/2025 | 11/20/2025 | | 1,408.55 |
| Vendor DBA 0196 - K P E R S Total: | | | | | 27,155.95 |
| Vendor DBA: 0197 - | | | | | |
| KANSAS DEPT OF REVENUE | KS STATE W/H | 11/20/2025 | 11/20/2025 | | 12.07 |
| KANSAS DEPT OF REVENUE | KS STATE W/H | 11/20/2025 | 11/20/2025 | | 4,805.06 |
| KANSAS DEPT OF REVENUE | KS STATE W/H | 11/20/2025 | 11/20/2025 | | 80.51 |
| KANSAS DEPT OF REVENUE | KS STATE W/H | 11/20/2025 | 11/20/2025 | | 417.49 |
| KANSAS DEPT OF REVENUE | KS STATE W/H | 11/20/2025 | 11/20/2025 | | 536.36 |
| Vendor DBA 0197 - KANSAS DEPT OF REVENUE Total: | | | | | 5,851.49 |
| Vendor DBA: 0076 - KANSAS PAVING | | | | | |
| KANSAS PAVING | PAVING IMPROVEMENTS TO ... | 11/17/2025 | 11/20/2025 | 010-8882 | 23,128.20 |
| KANSAS PAVING | 53RD ST. RECON-OLIVER TO ... | 11/17/2025 | 11/20/2025 | 002-8882 | 169,328.25 |
| KANSAS PAVING | PAVING IMPROVEMENTS TO ... | 11/17/2025 | 11/20/2025 | 010-8882 | 167,556.83 |
| KANSAS PAVING | PAVING IMPROVEMENTS TO ... | 11/17/2025 | 11/20/2025 | 010-8883 | 34,200.00 |
| Vendor DBA 0076 - KANSAS PAVING Total: | | | | | 394,213.28 |
| Vendor DBA: 0836 - | | | | | |
| KANZA CO-OPERATIVE ASSOC... | UNLEADED BULK FUEL | 11/18/2025 | 11/20/2025 | | 83.57 |
| KANZA CO-OPERATIVE ASSOC... | DIESEL BULK FUEL | 11/18/2025 | 11/20/2025 | | 36.05 |
| KANZA CO-OPERATIVE ASSOC... | UNLEADED BULK FUEL | 11/18/2025 | 11/20/2025 | | 334.29 |
| KANZA CO-OPERATIVE ASSOC... | UNLEADED BULK FUEL | 11/18/2025 | 11/20/2025 | | 222.86 |
| KANZA CO-OPERATIVE ASSOC... | DIESEL BULK FUEL | 11/18/2025 | 11/20/2025 | | 576.76 |
| KANZA CO-OPERATIVE ASSOC... | UNLEADED BULK FUEL | 11/18/2025 | 11/20/2025 | | 250.72 |
| KANZA CO-OPERATIVE ASSOC... | DIESEL BULK FUEL | 11/18/2025 | 11/20/2025 | | 108.14 |

AP ORDINANCE

Payment Date

Section VII, Item A.

25

| Vendor DBA | Description (Item) | Post Date | Payment Date | Project Account Key | Amount |
|--|-------------------------------|------------|--------------|---------------------|-------------------|
| KANZA CO-OPERATIVE ASSOC... | UNLEADED BULK FUEL | 11/18/2025 | 11/20/2025 | | 222.86 |
| Vendor DBA 0836 - KANZA CO-OPERATIVE ASSOCIATION Total: | | | | | 1,835.25 |
| Vendor DBA: 2214 - | | | | | |
| LEXIPOL, LLC | PD ONLINE TRAINING SOFTW... | 11/14/2025 | 11/20/2025 | | 10,660.12 |
| Vendor DBA 2214 - LEXIPOL, LLC Total: | | | | | 10,660.12 |
| Vendor DBA: 0820 - | | | | | |
| MABCD - SG CO:METRO AREA... | 10/25 INSPECTION FEES | 11/14/2025 | 11/14/2025 | | 600.00 |
| Vendor DBA 0820 - MABCD - SG CO:METRO AREA BLDG/CONST DEPT Total: | | | | | 600.00 |
| Vendor DBA: 2710 - | | | | | |
| MARIA SCHROCK | PER DIEM-MILEAGE & MEALS | 11/18/2025 | 11/20/2025 | | 462.80 |
| Vendor DBA 2710 - MARIA SCHROCK Total: | | | | | 462.80 |
| Vendor DBA: 2328 - MERCHANT SERVICES | | | | | |
| MERCHANT SERVICES | CC PROCESSING FEE | 11/21/2025 | 11/20/2025 | | 401.01 |
| MERCHANT SERVICES | CC PROCESSING FEE | 11/21/2025 | 11/20/2025 | | 401.02 |
| Vendor DBA 2328 - MERCHANT SERVICES Total: | | | | | 802.03 |
| Vendor DBA: 0494 - | | | | | |
| MIES CONSTRUCTION, INC | CHAPEL LANDING 6TH ADDITI... | 11/17/2025 | 11/20/2025 | 004-8880 | 23,810.70 |
| MIES CONSTRUCTION, INC | CHAPEL LANDING 6TH ADDITI... | 11/17/2025 | 11/20/2025 | 004-8881 | 26,814.80 |
| MIES CONSTRUCTION, INC | CHAPEL LANDING 6TH ADDITI... | 11/17/2025 | 11/20/2025 | 004-8882 | 130,747.94 |
| MIES CONSTRUCTION, INC | CHAPEL LANDING 6TH ADDITI... | 11/17/2025 | 11/20/2025 | 004-8883 | 159,768.50 |
| Vendor DBA 0494 - MIES CONSTRUCTION, INC Total: | | | | | 341,141.94 |
| Vendor DBA: 0445 - | | | | | |
| MKEC ENGINEERING, INC | ARTISTIC SKYVIEW AT WEBB ... | 11/18/2025 | 11/20/2025 | 030-8830 | 21,780.00 |
| MKEC ENGINEERING, INC | ARTISTIC SKYVIEW AT WEBB ... | 11/18/2025 | 11/20/2025 | 030-8831 | 24,779.25 |
| MKEC ENGINEERING, INC | ARTISTIC SKYVIEW AT WEBB ... | 11/18/2025 | 11/20/2025 | 030-8832 | 44,451.00 |
| MKEC ENGINEERING, INC | ARTISTIC SKYVIEW AT WEBB ... | 11/18/2025 | 11/20/2025 | 030-8833 | 51,987.00 |
| Vendor DBA 0445 - MKEC ENGINEERING, INC Total: | | | | | 142,997.25 |
| Vendor DBA: 1834 - | | | | | |
| NATIONAL SCREENING BURE... | NEW HIRE BACKGROUND CHE... | 11/12/2025 | 11/14/2025 | | 681.00 |
| Vendor DBA 1834 - NATIONAL SCREENING BUREAU Total: | | | | | 681.00 |
| Vendor DBA: 2395 - | | | | | |
| NORTHRIDGE SAND/NORTHRI... | MASON SAND DELIVERED | 11/13/2025 | 11/14/2025 | | 478.17 |
| NORTHRIDGE SAND/NORTHRI... | MASON SAND DELIVERED | 11/13/2025 | 11/14/2025 | | 478.17 |
| NORTHRIDGE SAND/NORTHRI... | MASON SAND DELIVERED | 11/13/2025 | 11/14/2025 | | 478.17 |
| NORTHRIDGE SAND/NORTHRI... | MASON SAND DELIVERED | 11/13/2025 | 11/14/2025 | | 478.17 |
| Vendor DBA 2395 - NORTHRIDGE SAND/NORTHRIDGE TRUCKING Total: | | | | | 1,912.68 |
| Vendor DBA: 0352 - | | | | | |
| OFFICE OF THE ATTORNEY GE... | GENERAL OBLIGATION BOND-... | 11/18/2025 | 11/20/2025 | 027-8802 | 330.00 |
| OFFICE OF THE ATTORNEY GE... | GENERAL OBLIGATION TEMP ... | 11/17/2025 | 11/20/2025 | 028-8802 | 420.00 |
| Vendor DBA 0352 - OFFICE OF THE ATTORNEY GENERAL Total: | | | | | 750.00 |
| Vendor DBA: 1345 - | | | | | |
| OREILLY AUTO PARTS | VEH/EQUIP REPAIRS & MAINT | 11/13/2025 | 11/14/2025 | | 29.46 |
| OREILLY AUTO PARTS | VEH/EQUIP REPAIRS & MAINT | 11/13/2025 | 11/14/2025 | | 29.45 |
| OREILLY AUTO PARTS | VEH/EQUIP REPAIRS & MAINT | 11/13/2025 | 11/14/2025 | | 29.45 |
| OREILLY AUTO PARTS | VEH/EQUIP REPAIRS & MAINT | 11/13/2025 | 11/14/2025 | | 29.45 |
| Vendor DBA 1345 - OREILLY AUTO PARTS Total: | | | | | 117.81 |
| Vendor DBA: 2369 - | | | | | |
| PAYLOCITY CORPORATION | FSA EMPLOYEE EXPENSE | 11/13/2025 | 11/14/2025 | | 177.25 |
| PAYLOCITY CORPORATION | FSA EMPLOYEE EXPENSE | 11/21/2025 | 11/21/2025 | | 199.61 |
| Vendor DBA 2369 - PAYLOCITY CORPORATION Total: | | | | | 376.86 |
| Vendor DBA: 2524 - | | | | | |
| PEARSON CONSTRUCTION LLC/ | BEL AIRE LAKES ADD. PAVING... | 11/17/2025 | 11/20/2025 | 005-8882 | 245,218.23 |
| Vendor DBA 2524 - PEARSON CONSTRUCTION LLC/ Total: | | | | | 245,218.23 |
| Vendor DBA: 2493 - | | | | | |
| PEARSON MATERIALS | 11.590 TON ASPHALT | 11/18/2025 | 11/20/2025 | | 770.74 |

AP ORDINANCE

Payment Date

Section VII, Item A.

25

| Vendor DBA | Description (Item) | Post Date | Payment Date | Project Account Key | Amount |
|---|--------------------------------|------------|--------------|---------------------|------------|
| PEARSON MATERIALS | 5.080 TN ASPHALT | 11/19/2025 | 11/20/2025 | | 337.82 |
| Vendor DBA 2493 - PEARSON MATERIALS Total: | | | | | 1,108.56 |
| Vendor DBA: 2481 - PRADO CONSTRUCTION | | | | | |
| PRADO CONSTRUCTION | ARTHUR HEIGHTS-PAVING IM... | 11/17/2025 | 11/20/2025 | 012-8882 | 42,578.90 |
| Vendor DBA 2481 - PRADO CONSTRUCTION Total: | | | | | 42,578.90 |
| Vendor DBA: 0105 - | | | | | |
| PUBLIC WORKS & UTILITIES-CI... | 8,718,000 GAL 10/03/25-11/0... | 11/18/2025 | 11/20/2025 | | 48,589.04 |
| Vendor DBA 0105 - PUBLIC WORKS & UTILITIES-CITY OF WICHITA Total: | | | | | 48,589.04 |
| Vendor DBA: 0261 - | | | | | |
| RAVENSRAFT IMPLEMENT IN... | VEH/EQUIP REPAIRS & MAINT | 11/13/2025 | 11/14/2025 | | 387.57 |
| Vendor DBA 0261 - RAVENSRAFT IMPLEMENT INC. Total: | | | | | 387.57 |
| Vendor DBA: 0216 - | | | | | |
| SEDGWICK COUNTY DIV OF FI... | 10/25 PRISONER HOUSING FE... | 11/18/2025 | 11/20/2025 | | 2,160.30 |
| Vendor DBA 0216 - SEDGWICK COUNTY DIV OF FINANCE Total: | | | | | 2,160.30 |
| Vendor DBA: 0911 - SIMPLE CLEAN | | | | | |
| SIMPLE CLEAN | 11/25 JANITORIAL SVC: CH | 11/12/2025 | 11/14/2025 | | 1,832.50 |
| SIMPLE CLEAN | 11/25 JANITORIAL SVC: REC | 11/12/2025 | 11/14/2025 | | 682.50 |
| SIMPLE CLEAN | 11/25 JANITORIAL SVC: PW | 11/12/2025 | 11/14/2025 | | 103.20 |
| SIMPLE CLEAN | 11/25 JANITORIAL SVC: PW | 11/12/2025 | 11/14/2025 | | 103.20 |
| SIMPLE CLEAN | 11/25 JANITORIAL SVC: PW | 11/12/2025 | 11/14/2025 | | 103.20 |
| Vendor DBA 0911 - SIMPLE CLEAN Total: | | | | | 2,824.60 |
| Vendor DBA: 3033 - | | | | | |
| SPENCER CHILDS | 2025 SIDEWALK REIMBURSE... | 11/13/2025 | 11/14/2025 | | 1,700.00 |
| Vendor DBA 3033 - SPENCER CHILDS Total: | | | | | 1,700.00 |
| Vendor DBA: 1953 - | | | | | |
| SUMNERONE - SUMNER GRO... | SUMNER ONE PRINTING CHA... | 11/18/2025 | 11/20/2025 | | 47.48 |
| SUMNERONE - SUMNER GRO... | SUMNER ONE PRINTING CHA... | 11/18/2025 | 11/20/2025 | | 122.89 |
| SUMNERONE - SUMNER GRO... | SUMNER ONE PRINTING CHA... | 11/18/2025 | 11/20/2025 | | 122.90 |
| Vendor DBA 1953 - SUMNERONE - SUMNER GROUP INC Total: | | | | | 293.27 |
| Vendor DBA: 0297 - | | | | | |
| SUN LIFE & HEALTH INS CO | SUN LIFE VOLUNTARY AD&D/... | 11/21/2025 | 11/17/2025 | | 628.61 |
| SUN LIFE & HEALTH INS CO | SUN LIFE VOLUNTARY AD&D/... | 11/21/2025 | 11/17/2025 | | 119.86 |
| SUN LIFE & HEALTH INS CO | SUN LIFE VOLUNTARY AD&D/... | 11/21/2025 | 11/17/2025 | | 43.46 |
| SUN LIFE & HEALTH INS CO | SUN LIFE VOLUNTARY AD&D/... | 11/21/2025 | 11/17/2025 | | 43.06 |
| Vendor DBA 0297 - SUN LIFE & HEALTH INS CO Total: | | | | | 834.99 |
| Vendor DBA: 1963 - | | | | | |
| SURENCY LIFE & HEALTH INS ... | 11/25 VISION INSURANCE | 11/21/2025 | 11/15/2025 | | 450.67 |
| SURENCY LIFE & HEALTH INS ... | 11/25 VISION INSURANCE | 11/21/2025 | 11/15/2025 | | 17.23 |
| SURENCY LIFE & HEALTH INS ... | 11/25 VISION INSURANCE | 11/21/2025 | 11/15/2025 | | 25.42 |
| SURENCY LIFE & HEALTH INS ... | 11/25 VISION INSURANCE | 11/21/2025 | 11/15/2025 | | 44.00 |
| Vendor DBA 1963 - SURENCY LIFE & HEALTH INS CO Total: | | | | | 537.32 |
| Vendor DBA: 0479 - | | | | | |
| TREE TOP NURSERY & LANDS... | CONTRACT MOWING | 11/13/2025 | 11/14/2025 | | 491.75 |
| TREE TOP NURSERY & LANDS... | CONTRACT MOWING | 11/13/2025 | 11/14/2025 | | 1,040.00 |
| Vendor DBA 0479 - TREE TOP NURSERY & LANDSCAPE Total: | | | | | 1,531.75 |
| Vendor DBA: 0503 - | | | | | |
| UNDERGROUND VAULTS & ST... | FILE RETRIEVAL | 11/12/2025 | 11/14/2025 | | 34.80 |
| Vendor DBA 0503 - UNDERGROUND VAULTS & STORAGE-UV&S Total: | | | | | 34.80 |
| Vendor DBA: 2286 - | | | | | |
| UTILITY MAINTENANCE CONT... | WATER SERVICE INSTALL | 11/17/2025 | 11/20/2025 | | 161,196.58 |
| UTILITY MAINTENANCE CONT... | WATER MAIN REPLACEMENT | 11/17/2025 | 11/20/2025 | | 88,212.90 |
| Vendor DBA 2286 - UTILITY MAINTENANCE CONTRACTOR Total: | | | | | 249,409.48 |
| Vendor DBA: 1205 - | | | | | |
| WASTE CONNECTIONS OF KA... | PORTABLE RESTROOM-REC | 11/18/2025 | 11/20/2025 | | 290.00 |
| WASTE CONNECTIONS OF KA... | 10/25 RECYCLE/TRASH SVC | 11/13/2025 | 11/14/2025 | | 38,863.96 |

AP ORDINANCE

| Vendor DBA | Description (Item) | Post Date |
|----------------------------|-------------------------|------------|
| WASTE CONNECTIONS OF KA... | 10/25 RECYCLE/TRASH SVC | 11/13/2025 |

Payment Date

Section VII, Item A. 15

| Payment Date | Project Account Key | Amount |
|--|---------------------|--------------|
| 11/14/2025 | | 14,010.41 |
| Vendor DBA 1205 - WASTE CONNECTIONS OF KANSAS Total: | | 53,164.37 |
| Grand Total: | | 2,386,325.05 |

Report Summary

Fund Summary

| Fund | Payment Amount |
|-----------------------------------|---------------------|
| 100 - General Fund | 156,695.05 |
| 200 - Special Street & Highway | 17,198.56 |
| 320 - Capital Projects Fund 2 | 1,345,403.51 |
| 355 - Capital Improvement Reserve | 2,187.00 |
| 520 - Water Utility | 364,508.65 |
| 530 - Sewer Utility | 63,200.71 |
| 540 - Solid Waste Utility | 52,874.37 |
| 550 - Stormwater Utility | 384,257.20 |
| Grand Total: | 2,386,325.05 |

Account Summary

| Account Number | Account Name | Payment Amount |
|------------------|--------------------------|----------------|
| 100-000-000-2014 | FEDERAL TAX PAYABLE | 7,693.48 |
| 100-000-000-2016 | SOCIAL SECURITY PAYAB... | 12,853.64 |
| 100-000-000-2018 | MEDICARE PAYABLE | 3,006.08 |
| 100-000-000-2020 | STATE TAX PAYABLE | 4,817.13 |
| 100-000-000-2022 | KPERS 1 PAYABLE | 1,246.31 |
| 100-000-000-2024 | KPERS 2 PAYABLE | 2,033.43 |
| 100-000-000-2026 | KPERS 3 PAYABLE | 6,950.42 |
| 100-000-000-2028 | KP&F PAYABLE | 13,022.68 |
| 100-000-000-2034 | 457 DEFERRED COMP P... | 1,152.00 |
| 100-000-000-2048 | MEDICAL INS PREMIUMS... | 45,326.95 |
| 100-000-000-2054 | VISION INS PAYABLE | 450.67 |
| 100-000-000-2060 | VOLUNTARY LIFE PAYAB... | 628.61 |
| 100-000-000-2062 | FSA HEALTH PAYABLE | 376.86 |
| 100-000-000-4644 | MISCELLANEOUS INCO... | 18.75 |
| 100-100-110-7014 | IT - MANAGED SERVICES | 327.76 |
| 100-100-110-7046 | COMMUNICATION SERV... | 114.23 |
| 100-100-130-7014 | IT - MANAGED SERVICES | 165.57 |
| 100-100-130-7046 | COMMUNICATION SERV... | 20.58 |
| 100-100-140-6028 | PUBLICATIONS/PRINTING | 99.84 |
| 100-100-140-7014 | IT - MANAGED SERVICES | 496.71 |
| 100-100-140-7046 | COMMUNICATION SERV... | 64.68 |
| 100-100-150-7046 | COMMUNICATION SERV... | 26.85 |
| 100-100-160-6010 | COMMUNITY RELATION... | 350.00 |
| 100-100-160-6028 | PUBLICATIONS/PRINTING | 500.00 |
| 100-100-160-7014 | IT - MANAGED SERVICES | 496.71 |
| 100-100-160-7024 | CONTRACTUAL SVCS | 681.00 |
| 100-100-160-7046 | COMMUNICATION SERV... | 90.06 |
| 100-100-170-6048 | HOTEL & TRAVEL | 462.80 |
| 100-100-170-7014 | IT - MANAGED SERVICES | 165.57 |
| 100-100-170-7046 | COMMUNICATION SERV... | 20.58 |
| 100-100-170-7804 | LEGAL SERVICES | 10,908.15 |
| 100-120-240-7014 | IT - MANAGED SERVICES | 327.76 |
| 100-120-240-7046 | COMMUNICATION SERV... | 96.33 |
| 100-120-240-7064 | INMATE HOUSING FEES | 2,160.30 |
| 100-120-240-7804 | LEGAL SERVICES | 1,237.98 |
| 100-120-250-6040 | UNIFORMS/CLOTHING | 1,358.90 |
| 100-120-250-6046 | TRAINING/CONFERENCES | 10,660.12 |
| 100-120-250-6300 | POLICE SUPPLIES | 461.39 |
| 100-120-250-6604 | VEHICLE/EQUIP SUPPLIE... | 80.97 |
| 100-120-250-7014 | IT - MANAGED SERVICES | 2,824.85 |
| 100-120-250-7024 | CONTRACTUAL SERVICES | 34.80 |
| 100-120-250-7046 | COMMUNICATION SERV... | 554.99 |
| 100-130-330-6602 | VEH/EQUIP REPAIRS & ... | 217.72 |
| 100-130-330-7046 | COMMUNICATION SERV... | 15.64 |
| 100-130-350-6028 | PUBLICATIONS/PRINTING | 114.02 |

Account Summary

| Account Number | Account Name | Payment Amount |
|------------------|--------------------------|----------------|
| 100-130-350-6056 | PETROLEUM PRODUCTS | 83.57 |
| 100-130-350-7014 | IT - MANAGED SERVICES | 662.28 |
| 100-130-350-7024 | CONTRACTUAL SERVICES | 13,378.76 |
| 100-130-350-7038 | JANITORIAL SERVICES | 682.50 |
| 100-130-350-7046 | COMMUNICATION SERV... | 102.37 |
| 100-130-360-6604 | VEHICLE/EQUIP SUPPLIE... | 217.72 |
| 100-130-360-7046 | COMMUNICATION SERV... | 109.02 |
| 100-140-440-7022 | MOWING SERVICES | 400.00 |
| 100-150-510-6056 | PETROLEUM PRODUCTS | 370.34 |
| 100-150-510-6100 | CONSTRUCTION MATER... | 478.17 |
| 100-150-510-6602 | VEH/EQUIP REPAIRS & ... | 629.59 |
| 100-150-510-6604 | VEHICLE/EQUIP SUPPLIE... | 158.02 |
| 100-150-510-7014 | IT - MANAGED SERVICES | 327.76 |
| 100-150-510-7024 | CONTRACTUAL SERVICES | 103.20 |
| 100-150-510-7046 | COMMUNICATION SERV... | 83.56 |
| 100-160-610-7006 | CONTRACTED BUILDING ... | 600.00 |
| 100-160-610-7014 | IT - MANAGED SERVICES | 827.85 |
| 100-160-610-7046 | COMMUNICATION SERV... | 143.16 |
| 100-190-910-7022 | MOWING SERVICES | 491.75 |
| 100-190-910-7024 | CONTRACTUAL SVCS | 299.06 |
| 100-190-910-7038 | JANITORIAL SVCS | 1,832.50 |
| 200-000-000-2014 | FEDERAL TAX PAYABLE | 131.85 |
| 200-000-000-2016 | SOCIAL SECURITY PAYAB... | 274.96 |
| 200-000-000-2018 | MEDICARE PAYABLE | 64.30 |
| 200-000-000-2020 | STATE TAX PAYABLE | 80.51 |
| 200-000-000-2022 | KPERS 1 PAYABLE | 397.45 |
| 200-000-000-2048 | MEDICAL INS PREMIUMS... | 3,257.71 |
| 200-000-000-2054 | VISION INS PAYABLE | 17.23 |
| 200-000-000-2060 | VOLUNTARY LIFE PAYAB... | 119.86 |
| 200-210-200-6056 | PETROLEUM PRODUCTS | 799.62 |
| 200-210-200-6100 | CONSTRUCTION MATER... | 478.17 |
| 200-210-200-6500 | PAVED STREET REPAIR ... | 1,459.56 |
| 200-210-200-6602 | VEH/EQUIP REPAIRS & ... | 242.01 |
| 200-210-200-6604 | VEHICLE/EQUIP SUPPLIE... | 158.01 |
| 200-210-200-7014 | IT - MANAGED SERVICES | 165.57 |
| 200-210-200-7022 | MOWING SERVICES | 1,040.00 |
| 200-210-200-7040 | STREET LIGHTING | 8,404.68 |
| 200-210-200-7046 | COMMUNICATION SERV... | 74.61 |
| 200-210-200-7048 | UTILITIES | 32.46 |
| 320-320-320-8802 | COST OF ISSUANCE | 750.00 |
| 320-320-320-8830 | DESIGN - WATER | 21,780.00 |
| 320-320-320-8831 | DESIGN - SEWER | 24,779.25 |
| 320-320-320-8832 | DESIGN - PAVING | 44,451.00 |
| 320-320-320-8833 | DESIGN - DRAINAGE | 51,987.00 |
| 320-320-320-8860 | INSPECTION - WATER | 14,200.00 |
| 320-320-320-8861 | INSPECTION - SEWER | 24,280.00 |
| 320-320-320-8863 | INSPECTION - DRAINAGE | 30,835.00 |
| 320-320-320-8880 | CONSTRUCTION - WATER | 23,810.70 |
| 320-320-320-8881 | CONSTRUCTION - SEWER | 26,814.80 |
| 320-320-320-8882 | CONSTRUCTION - PAVING | 778,558.35 |
| 320-320-320-8883 | CONSTRUCTION - DRAIN... | 193,968.50 |
| 320-320-320-8893 | EQUIPMENT AND FURNI... | 109,188.91 |
| 355-355-355-8024 | SIDEWALK PROJECTS | 2,187.00 |
| 520-000-000-2014 | FEDERAL TAX PAYABLE | 562.55 |
| 520-000-000-2016 | SOCIAL SECURITY PAYAB... | 1,164.62 |
| 520-000-000-2018 | MEDICARE PAYABLE | 272.44 |
| 520-000-000-2020 | STATE TAX PAYABLE | 417.49 |
| 520-000-000-2022 | KPERS 1 PAYABLE | 374.09 |

Account Summary

| Account Number | Account Name | Payment Amount |
|---------------------|--------------------------|---------------------|
| 520-000-000-2024 | KPERS 2 PAYABLE | 328.61 |
| 520-000-000-2026 | KPERS 3 PAYABLE | 939.48 |
| 520-000-000-2048 | MEDICAL INS PREMIUMS... | 6,149.99 |
| 520-000-000-2054 | VISION INS PAYABLE | 25.42 |
| 520-000-000-2060 | VOLUNTARY LIFE PAYAB... | 43.46 |
| 520-210-520-6028 | PUBLICATIONS/PRINTING | 1,218.30 |
| 520-210-520-6056 | PETROLEUM PRODUCTS | 358.86 |
| 520-210-520-6100 | CONSTRUCTION MATER... | 547.94 |
| 520-210-520-6602 | VEH/EQUIP REPAIRS & ... | 242.01 |
| 520-210-520-6604 | VEHICLE/EQUIP SUPPLIE... | 158.02 |
| 520-210-520-6802 | WATER SYSTEM MAINT/... | 249,409.48 |
| 520-210-520-7000 | CREDIT CARD PROCESSI... | 401.01 |
| 520-210-520-7014 | IT - MANAGED SERVICES | 827.85 |
| 520-210-520-7024 | CONTRACTUAL SERVICES | 103.20 |
| 520-210-520-7046 | COMMUNICATION SERV... | 353.37 |
| 520-210-520-7058 | WATER PURCHASED | 48,589.04 |
| 520-210-520-7060 | WATER TREATMENT OP... | 52,021.42 |
| 530-000-000-2014 | FEDERAL TAX PAYABLE | 1,035.53 |
| 530-000-000-2016 | SOCIAL SECURITY PAYAB... | 1,384.98 |
| 530-000-000-2018 | MEDICARE PAYABLE | 323.84 |
| 530-000-000-2020 | STATE TAX PAYABLE | 536.36 |
| 530-000-000-2022 | KPERS 1 PAYABLE | 454.93 |
| 530-000-000-2026 | KPERS 3 PAYABLE | 1,408.55 |
| 530-000-000-2048 | MEDICAL INS PREMIUMS... | 5,627.28 |
| 530-000-000-2054 | VISION INS PAYABLE | 44.00 |
| 530-000-000-2060 | VOLUNTARY LIFE PAYAB... | 43.06 |
| 530-210-530-6028 | PUBLICATIONS | 1,085.22 |
| 530-210-530-6056 | PETROLEUM PRODUCTS | 222.86 |
| 530-210-530-6100 | CONSTRUCTION MATER... | 478.17 |
| 530-210-530-6602 | VEH/EQUIP REPAIRS & ... | 242.01 |
| 530-210-530-6604 | VEHICLE/EQUIP SUPPLIE... | 158.02 |
| 530-210-530-6806 | LIFT STATION OPERATIO... | 113.66 |
| 530-210-530-7000 | CREDIT CARD PROCESSI... | 401.02 |
| 530-210-530-7014 | IT - MANAGED SERVICES | 831.23 |
| 530-210-530-7024 | CONTRACTUAL SERVICES | 103.20 |
| 530-210-530-7046 | COMMUNICATION SERV... | 219.82 |
| 530-210-530-7052 | SEWER TREATMENT OP... | 46,974.47 |
| 530-210-530-7800 | ENGINEERING SERVICES | 1,512.50 |
| 540-540-540-7042 | SOLID WASTE SERVICES ... | 38,863.96 |
| 540-540-540-7044 | RECYCLING SERVICES | 14,010.41 |
| 550-550-550-8018 | DRAINAGE SYSTEM IMP... | 384,257.20 |
| Grand Total: | | 2,386,325.05 |

Project Account Summary

| Project Account Key | Payment Amount |
|---------------------|----------------|
| **None** | 1,040,921.54 |
| 002-8882 | 169,328.25 |
| 004-8860 | 14,200.00 |
| 004-8861 | 24,280.00 |
| 004-8863 | 30,835.00 |
| 004-8880 | 23,810.70 |
| 004-8881 | 26,814.80 |
| 004-8882 | 130,747.94 |
| 004-8883 | 159,768.50 |
| 005-8882 | 245,218.23 |
| 010-8882 | 190,685.03 |
| 010-8883 | 34,200.00 |
| 012-8882 | 42,578.90 |

Project Account Summary

| Project Account Key | Payment Amount |
|---------------------|---------------------|
| 027-8802 | 330.00 |
| 028-8802 | 420.00 |
| 029-8893 | 109,188.91 |
| 030-8830 | 21,780.00 |
| 030-8831 | 24,779.25 |
| 030-8832 | 44,451.00 |
| 030-8833 | 51,987.00 |
| Grand Total: | <u>2,386,325.05</u> |



City of Bel Aire, KS

Section VII, Item A.

Payroll Check Register Report Summary

Pay Period: 11/1/2025-11/14/2025

Packet: PYPKT00228 - PY 11.01-11.14.25: PD 11.20.25

Payroll Set: Payroll Set 01 - 01

| Type | Count | Amount |
|-----------------|-----------|------------------|
| Regular Checks | 0 | 0.00 |
| Manual Checks | 0 | 0.00 |
| Reversals | 0 | 0.00 |
| Voided Checks | 0 | 0.00 |
| Direct Deposits | 75 | 92,164.34 |
| Total | 75 | 92,164.34 |

Approved 11/26/25

AP ORD 25-22 total Expenses: \$2,478,489.39

Special Assessment Project Costs:

\$1,066,886.35

Barry Smith

City of Bel Aire, Kansas

STAFF REPORT

DATE: December 2, 2025

TO: Ted Henry, City Manager

FROM: Barry Smith, Finance Director

RE: 2025 Budget Amendment



SUMMARY:

Per state legislation, local units of government are allowed to amend their annual budget if needed. The amended budget must balance any proposed increase in spending with new revenue from sources other than property taxes. Some common reasons for budget amendments include:

- Increases in unexpected expenditures in the current fiscal year, for example, street maintenance.
- Additional approved projects or grants that were not in the current fiscal year budget.
- To record transfers from one fund to another that were not originally budgeted.
- Grant programs that were awarded after the current fiscal year budget was adopted.

LEGAL IMPLICATIONS:

K.S.A. 79-2929a outlines the process a city must follow if a budget amendment is needed. The process is like the annual budget process cities follow every year. Additional property taxes cannot be levied during the amendment process. The revenue neutral rate requirements do not apply but the public notice, hearing, adoption, submission, and filing requirements do apply.

FINANCIAL CONSIDERATION:

The budget amendment process will balance all increased spending with new revenue from sources other than property taxes. In the City's case, all additional revenue sources will come from unencumbered fund balances and transfers from other funds. The proposed amendment timeline is as follows:

- **Nov 18th** – staff will review the 2025 budget amendment process during the Discussion and Future Issues portion of the agenda.
- **Dec 2nd** – Staff will present the proposed 2025 budget amendment to City Council and request to set the public hearing for the 2025 budget amendment on Dec 16th, 2025.
- **Dec 4th** - The 2025 budget amendment Notice of Hearing will be published in the Ark Valley News. The publication date must be at least 10 days before the scheduled hearing.
 - *To meet the public notice requirement.*
- **Dec 16th** – Hold the 2025 budget amendment public hearing, close the public hearing, and adopt the 2025 budget amendment.
 - *To meet the hearing and adoption requirements.*
- **Dec 17th** – Staff will submit the approved budget amendment to Sedgwick County who will subsequently submit the budget amendment to the State of Kansas.
 - *To meet the submission and filing requirements.*

2025 Budget Amendments and Explanation:

General Fund:

- The General Fund is being amended to record updated revenue projections, revenues received from the Land Bank Fund and record the expense of transferring these funds to the Capital Improvement Fund along with additional increases in contractual services in the Administration Department. The proceeds were used for the City's match for the BASE grant and the additional equipment/furniture needed to complete the new public works building.
 - 2025 Adopted revenue: \$9,104,441
 - 2025 Adopted expenses: \$9,447,214
 - 2025 Adopted change in fund balance: (\$335,461)
 - *2025 Adopted State Form Budget total expense of \$12,062,343 including a cash carryover amount of \$2,615,129*
 - 2025 Amended revenues: \$12,499,500
 - 2025 Amended expenses: \$12,834,961
 - 2025 Amended change in fund balance: (\$335,461)
 - *2025 Amended Budget State Form Budget total expense is \$15,878,872 including a cash carryover amount of \$3,043,911*

Streets:

- The 2024 Streets program was delayed due to scheduling and weather conflicts. Since the 2025 budget was already adopted and published before these delays were realized, the 2025 Streets budget must be amended to incorporate the 2024 streets program expenses to the 2025 budget.
 - 2025 Adopted revenue: \$1,273,680
 - 2025 Adopted expenses: \$1,368,695
 - 2025 Adopted change in fund balance: (\$95,015)
 - *2025 Adopted State Form Budget total expense of \$1,562,906 including a cash carryover amount of \$194,211*
 - 2025 Amended revenues: \$1,336,464
 - 2025 Amended expenses: \$2,649,700
 - 2025 Amended change in fund balance: (\$1,313,236)
 - *2025 Amended Budget State Form Budget total expense is \$2,876,096 including a cash carryover amount of \$226,396*

Land Bank:

- The Land Bank Fund is being amended to record the expense of moving the City's match for the BASE Grant to the General Fund
 - 2025 Adopted revenue: \$6,157,946
 - 2025 Adopted expenses: \$5,000
 - 2025 Adopted change in fund balance: \$85,000
 - *2025 Adopted State Form Budget total expense of \$40,000 including a cash carryover amount of \$35,000*
 - 2025 Amended revenues: \$6,330,593
 - 2025 Amended expenses: \$2,682,597
 - 2025 Amended change in fund balance: (\$2,557,597)
 - *2025 Amended Budget State Form Budget total expense is \$6,330,593 including a cash carryover amount of \$3,647,996*

Water:

- The water fund is being amended to capture the additional expense for the 2025 water line project, additional water service installs, the purchase of a new pump for the pumpstation, and a reduction in expenses to correct the personnel totals. The water line project was incorporated into the 2025 budget at a total amount of \$400,000. The City was able to fit another water line into this project which made the new total of \$781,000.
 - 2025 Adopted revenue: \$4,043,436
 - 2025 Adopted expenses: \$4,034,536
 - 2025 Adopted change in fund balance: \$8,900
 - *2025 Adopted State Form Budget total expense of \$5,074,033 including a cash carryover amount of \$1,039,497*
 - 2025 Amended revenues: \$3,697,037
 - 2025 Amended expenses: \$4,555,975
 - 2025 Amended change in fund balance: (\$858,938)
 - *2025 Amended Budget State Form Budget total expense is \$6,047,496 including a cash carryover amount of \$1,491,521*

Sewer:

- The sewer Fund is being amended to correct the personnel totals. During the 2025 budget entry process, the Sewer and Water totals were flipped. This corrects that error.
 - 2025 Adopted revenue: \$3,269,872
 - 2025 Adopted expenses: \$3,340,381
 - 2025 Adopted change in fund balance: (\$70,509)
 - *2025 Adopted State Form Budget total expense of \$4,359,553 including a cash carryover amount of \$1,019,172*
 - 2025 Amended revenues: \$3,410,797
 - 2025 Amended expenses: \$3,450,091
 - 2025 Amended change in fund balance: (\$39,294)
 - *2025 Amended Budget State Form Budget total expense is \$4,950,478 including a cash carryover amount of \$1,500,387*

Storm Water:

- The Storm Water Fund is being amended to record the Local Bridge Improvement Grant revenues received from KDOT for the bridge replacement near 45h and Oliver. It also records the additional expenses for 45th and Oliver and the 53rd street bridge replacement.
 - 2025 Adopted revenue: \$99,500
 - 2025 Adopted expenses: \$410,000
 - 2025 Adopted change in fund balance: (\$310,500)
 - *2025 Adopted State Form Budget total expense of \$475,497 including a cash carryover amount of \$65,497*
 - 2025 Amended revenues: \$300,000
 - 2025 Amended expenses: \$610,000
 - 2025 Amended change in fund balance: (\$310,000)
 - *2025 Amended Budget State Form Budget total expense is \$749,497 including a cash carryover amount of \$139,497*

RECOMMENDATION:

Approve the Notice of Budget Hearing for Amending the 2025 Budget for the City of Bel Aire for publication in the December 4th edition of the Ark Valley News and establish December 16th, 2025, at 7:00 pm for the 2025 Budget Amendment Public Hearing.

2025

**Amended
Certificate
For Calendar Year 2025**

To the Clerk of SEDGWICK, State of Kansas
We, the undersigned, duly elected, qualified, and acting officers of
CITY OF BEL AIRE
certify that: (1) the hearing mentioned in the attached publication was
held;(2) after the Budget Hearing this Budget was duly approved and
adopted as the maximum expenditure for the various funds for the year.

| | | Page No. | 2025 Amended Budget | | |
|-----------------------|----------------------|-------------|--|---------------------------------|--|
| | | | Amount of 2024 Tax that was Levied | Adopted 2025 Expenditures | Proposed Amended 2025 Expenditures |
| Table of Contents: | | | | | |
| Fund | <u>K.S.A.</u> | | | | |
| GENERAL FUND | 12-101A | 1 | 4,784,700 | 12,062,343 | 15,878,872 |
| SPECIAL HIGHWAY | | 2 | | 1,562,906 | 2,876,096 |
| LAND BANK | | 3 | | 40,000 | 6,330,593 |
| WATER FUND | | 4 | | 5,074,033 | 6,047,496 |
| SEWER FUND | | 5 | | 4,359,553 | 4,950,478 |
| STORMWATER FUND | | 6 | | 475,497 | 749,497 |
| Totals | | xxxxxxxxxx | 4,784,700 | 23,574,332 | 36,833,032 |
| Summary of Amendments | | 7 | | | |

Attested date: _____

County Clerk

Assisted by: _____

Address: _____

Email: _____

Governing Body

CPA Summary

CITY OF BEL AIRE

2025

Adopted Budget

| GENERAL FUND | 2025 Adopted Budget | 2025 Proposed Budget | |
|---------------------------------------|---------------------------|----------------------------|--|
| Unencumbered Cash Balance January 1 | 2,957,902 | 3,379,372 | |
| Receipts: | | | |
| Ad Valorem Tax | 4,784,700 | 4,784,700 | |
| Delinquent Tax | 20,000 | 37,125 | |
| Motor Vehicle Tax | 422,755 | 422,755 | |
| Recreational Vehicle Tax | 3,501 | 3,501 | |
| 16/20M Vehicle Tax | 823 | 823 | |
| Commercial Vehicle Tax | 10,020 | 10,020 | |
| Watercraft Tax | 2,354 | 2,354 | |
| Transient Guest Tax | 0 | 8,927 | Unknown at time of budget approval |
| Local Alcoholic Liquor | 0 | 405 | Unknown at time of budget approval |
| County Sales Tax | 1,999,400 | 2,360,400 | Strong sales tax revenues |
| Franchise Fees | 881,000 | 901,000 | Increased cable franchise revenues |
| Fines and Fees | 155,700 | 155,700 | |
| Permits and Licenses | 473,100 | 639,952 | Bond admin fee was larger than anticipated |
| Recreation | 96,000 | 116,000 | Increased revenues from Day Camp |
| Pool | 34,500 | 34,500 | |
| Grants | 73,000 | 90,200 | Increased Step OT reimbursement |
| Rental Income | 36,000 | 36,000 | |
| In Lieu of Taxes | 26,588 | 26,588 | |
| Miscellaneous | 25,000 | 35,953 | Additonal Misc Reimbursements |
| Transfer FROM Land Bank | | 2,672,597 | |
| Interest on Idle Funds | 60,000 | 160,000 | Always budget this low - closer to actuals |
| Total Receipts | 9,104,441 | 12,499,500 | |
| Resources Available: | 12,062,343 | 15,878,872 | |
| Expenditures: | | | |
| Salaries & Benefits | 4,080,018 | 4,080,018 | |
| Contractual Obligations | 984,850 | 1,700,000 | Increased Legal and Engineering fees |
| Commodities | 600,700 | 600,700 | |
| Capital Outlays | 190,000 | 190,000 | |
| Transfers Out | | | |
| Transfers TO Bond & Interest | 742,586 | 742,586 | |
| Transfers TO Trustee Fund (PBC) | 1,484,060 | 1,484,060 | |
| Transfers TO Capital Improvement | 415,000 | 3,087,597 | BASE Grant transfer to CIP |
| Transfers TO Equipment Reserve | 100,000 | 100,000 | |
| Transfers TO Land Bank | 0 | 0 | |
| Transfers TO Special Highway | 850,000 | 850,000 | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Cash Reserve | 2,615,129 | 3,043,911 | Fund balance |
| Total Expenditures | 12,062,343 | 15,878,872 | |
| Unencumbered Cash Balance December 31 | 0 | 0 | |

CPA Summary

CITY OF BEL AIRE

2025

Adopted Budget

| SPECIAL HIGHWAY | 2025 Adopted Budget | 2025 Proposed Budget | |
|---------------------------------------|---------------------------|----------------------------|--------------------------------|
| Unencumbered Cash Balance January 1 | 389,226 | 1,539,632 | |
| Receipts: | | | |
| Ad Valorem Tax | | | |
| Delinquent Tax | | | |
| Motor Vehicle Tax | | | |
| Recreational Vehicle Tax | | | |
| 16/20M Vehicle Tax | | | |
| State of Kansas Gas Tax | 224,580 | 265,545 | Increased tax disbursements |
| County Transfers Gas | 99,100 | 117,467 | Increased tax disbursements |
| Transfer FROM Solid Waste | 100,000 | 100,000 | |
| Transfer FROM General Fund | 850,000 | 850,000 | |
| | | | |
| | | | |
| | | | |
| Interest on Idle Funds | 0 | 3,452 | |
| Total Receipts | 1,273,680 | 1,336,464 | |
| Resources Available: | 1,662,906 | 2,876,096 | |
| Expenditures: | | | |
| Salaries & Benefits | 111,495 | 125,000 | Slight increase due to OT |
| Contractual Obligations | 137,500 | 160,000 | slight increase in contractals |
| Commodities | 164,700 | 164,700 | |
| Capital Outlays | 955,000 | 2,200,000 | 2024 Street Program expenses |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Cash Reserve | 194,211 | 226,396 | Fund balance |
| Total Expenditures | 1,562,906 | 2,876,096 | |
| Unencumbered Cash Balance December 31 | 100,000 | 0 | |

| |
|-------------|
| CPA Summary |
|-------------|

CITY OF BEL AIRE

2025

Adopted Budget

| WATER FUND | 2025 Adopted Budget | 2025 Proposed Budget | |
|---------------------------------------|---------------------------|----------------------------|--------------------------------------|
| Unencumbered Cash Balance January 1 | 1,830,597 | 2,350,459 | |
| Receipts: | | | |
| Ad Valorem Tax | | | |
| Delinquent Tax | | | |
| Motor Vehicle Tax | | | |
| Recreational Vehicle Tax | | | |
| 16/20M Vehicle Tax | | | |
| Utility Income | 3,968,436 | 3,622,037 | Lower usage due to water restriction |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Miscellaneous | 10,000 | 10,000 | |
| Interest on Idle Funds | 65,000 | 65,000 | |
| Total Receipts | 4,043,436 | 3,697,037 | |
| Resources Available: | 5,874,033 | 6,047,496 | |
| Expenditures: | | | |
| Salaries & Benefits | 455,420 | 350,000 | Correcting entry error |
| Contractual Obligations | 2,490,000 | 2,490,000 | |
| Commodities | 727,400 | 1,300,000 | Waterline Project |
| Capital Outlays | 0 | 54,259 | Pump |
| Debt Service | 51,716 | 51,716 | |
| Transfers TO Bond & Interest | 160,000 | 160,000 | |
| Trasfers TO Equipment Reserve | 150,000 | 150,000 | |
| Trasfers TO Water Reserve | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Cash Reserve | 1,039,497 | 1,491,521 | Fund balance |
| Total Expenditures | 5,074,033 | 6,047,496 | |
| Unencumbered Cash Balance December 31 | 800,000 | 0 | |

CPA Summary

CITY OF BEL AIRE

2025

Adopted Budget

| SEWER FUND | 2025 Adopted Budget | 2025 Proposed Budget | |
|---------------------------------------|---------------------------|----------------------------|-------------------------|
| Unencumbered Cash Balance January 1 | 1,539,681 | 1,539,681 | |
| Receipts: | | | |
| Ad Valorem Tax | | | |
| Delinquent Tax | | | |
| Motor Vehicle Tax | | | |
| Recreational Vehicle Tax | | | |
| 16/20M Vehicle Tax | | | |
| Sewer Utility Income | 3,194,872 | 3,300,797 | Additional users |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Interest on Idle Funds | 75,000 | 110,000 | Budgeted conservatively |
| Total Receipts | 3,269,872 | 3,410,797 | |
| Resources Available: | 4,809,553 | 4,950,478 | |
| Expenditures: | | | |
| Salaries & Benefits | 355,290 | 465,000 | Correcting entry error |
| Contractual Obligations | 1,722,400 | 1,722,400 | |
| Commodities | 501,000 | 501,000 | |
| Capital Outlays | 400,000 | 400,000 | |
| Debt Service | 31,691 | 31,691 | |
| Transfers TO Bond & Interest | 180,000 | 180,000 | |
| Trasfers TO Equipment Reserve | 150,000 | 150,000 | |
| Trasfers TO Sewer Reserve | 0 | 0 | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Cash Reserve | 1,019,172 | 1,500,387 | Fund balance |
| Total Expenditures | 4,359,553 | 4,950,478 | |
| Unencumbered Cash Balance December 31 | 450,000 | 0 | |

| |
|-------------|
| CPA Summary |
|-------------|

CITY OF BEL AIRE

2025

Adopted Budget

| STORMWATER FUND | 2025 Adopted Budget | 2025 Proposed Budget | |
|---------------------------------------|---------------------------|----------------------------|--|
| Unencumbered Cash Balance January 1 | 475,997 | 475,997 | |
| Receipts: | | | |
| Ad Valorem Tax | | | |
| Delinquent Tax | | | |
| Motor Vehicle Tax | | | |
| Recreational Vehicle Tax | | | |
| 16/20M Vehicle Tax | | | |
| Storm Water Utility Income | 98,500 | 120,000 | Additional houses / commercial |
| Reimb Expenses - KLBIP Grant | | 180,000 | KDOT Reimb for 45th Oliver Bridge |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Interest on Idle Funds | 1,000 | | |
| Total Receipts | 99,500 | 300,000 | |
| Resources Available: | 575,497 | 775,997 | |
| Expenditures: | | | |
| Contractual Obligation | 10,000 | 10,000 | |
| Capital Outlays | 400,000 | 600,000 | Increased expense for 45th and Oliver / 53rd st bridge replacement |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Cash Reserve | 65,497 | 139,497 | |
| Total Expenditures | 475,497 | 749,497 | |
| Unencumbered Cash Balance December 31 | 100,000 | 26,500 | |
| CPA Summary | | | |

2025

Notice of Budget Hearing for Amending the**2025 Budget**

The governing body of

CITY OF BEL AIRE

will meet on the day of 12/16/2025 at 7:00 P.M. at CITY HALL for the purpose of hearing and answering objections of taxpayers relating to the proposed amended use of funds.

Detailed budget information is available at CITY HALL and will be available at this hearing.

Summary of Amendments

| Fund | 2025 Adopted Budget | | | 2025 Proposed Amended Expenditures |
|-----------------|------------------------|----------------------------------|--------------|--|
| | Actual Tax Rate | Amount of Tax that was Levied | Expenditures | |
| GENERAL FUND | 42.438 | 4,784,700 | 12,062,343 | 15,878,872 |
| SPECIAL HIGHWAY | | | 1,562,906 | 2,876,096 |
| LAND BANK | | | 40,000 | 6,330,593 |
| WATER FUND | | | 5,074,033 | 6,047,496 |
| SEWER FUND | | | 4,359,553 | 4,950,478 |
| STORMWATER FUND | | | 475,497 | 749,497 |

JIM BENAGE

Official Title: MAYOR

Page No. 7

(Published at www.belaireks.gov on December, _____, 2025.)

ORDINANCE NO. _____

AN ORDINANCE ORDERING THE VACATION OF A PORTION OF A DRAINAGE AND UTILITY EASEMENT, AND A PLATTED JOINT ACCESS EASEMENT ON LOTS 1-3, BLOCK B, LYCEE ADDITION, LOCATED AT THE NORTHEAST CORNER OF ROCK ROAD AND LYCEE STREET, IN THE CITY OF BEL AIRE, SEDGWICK COUNTY, KANSAS.

WHEREAS, a petition for vacation of a portion of a drainage and utility easement and a platted joint access easement in VAC-25-03, has been filed by the applicant because the existing easements are in conflict with the revised site development plan; and

WHEREAS, a public hearing on such petition was held before the Planning Commission of the City of Bel Aire, Kansas, on November 13, 2025; and

WHEREAS, the Planning Commission voted to recommend to the Governing Body that the petition for vacation of a drainage and utility easement and platted joint easement in VAC-25-03 be approved.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BEL AIRE, KANSAS:

Section 1. Findings and Conclusions. The Governing Body determines from the evidence presented:

(A) That due and legal notice has been given as required under K.S.A. 12-504, by publication on the City of Bel Aire Municipal Website at www.belaireks.gov.

(B) No private rights will be injured or endangered by the vacation.

(C) The public will suffer no loss or inconvenience thereby.

(D) In justice to the Petitioner, the request of the petition ought to be granted.

(E) No written objection to said vacation has been filed with the City Clerk by any owner or adjoining owner who would be a proper party to the petition.

Section 2. Order of Vacation. The following described portion of a Drainage and Utility Easement, and a Platted Joint Access Easement, located within the corporate limits of the City of Bel Aire, Kansas are hereby ordered vacated, to-wit:

A 10 Foot Utility Easement crossing Lots 2 and 3, Block B, LYCEE, Bel Aire, Sedgwick County, Kansas, as prepared by Baughman Co. P.A. Professional Surveyors, CLS 58, in aforesaid County and State, on September 24, 2025, the center-line being described as COMMENCING at the Northwest Corner of said Lot 2; THENCE North 63°31'22" East, along the north boundary of said Lot 2, a distance of 11.10 feet, to the east line of a 20 foot Drainage and Utility Easement; THENCE South 00°43'15" East, parallel with and 10.00 feet normally distant east of the west boundary of said Lot 2, a distance 174.57 feet, to the POINT OF BEGINNING; THENCE North 89°16'45" East, 64.82 feet; THENCE South 75°41'02" East, crossing the common line of Lots 2 and 3, a distance of 30.98 feet; THENCE North 89°16'45" East, 62.21 feet to the west boundary of a 20 foot Drainage and Utility Easement, and lying South 00°44'15" East, 258.30 feet of the northern boundary of said Lot 3 at the west boundary of said 20 foot Drainage and Utility Easement, and being the POINT OF TERMINATION; the northern and southern boundary of herein described 10 Foot Utility Easement extending or shortening to intersect the adjoining 20 foot Drainage and Utility Easements.

A 32 Foot Joint Access Easement crossing Lots 1, 2 and 3 Block B, LYCEE, Bel Aire, Sedgwick County, Kansas, as prepared by Baughman Co. P.A. Professional Surveyors, CLS 58, in aforesaid County and State, on September 24, 2025, described as COMMENCING at the Southwest Corner of said Lot 1; THENCE North 00°43'15" West, coincident with the west boundary of said Lot 1, a distance of 5.00 feet, to the POINT OF BEGINNING; THENCE North 00°43'15" West, coincident with the west boundary of said Lot 1, 32.00 feet; THENCE North 89°54'29" East, parallel with and 37.00 feet normally distant north of the south line of said Lot 1, crossing the common line of Lots 1 and 2 and the common line of Lots 2 and 3, a distance of 211.29 feet; THENCE South 00°43'15" East, parallel with and 13.00 feet normally distant east of the west boundary of said Lot 3, a distance of 47.96 feet, to the south boundary of said Lot 3; THENCE North 82°42'13" West, coincident with the south boundary of said Lot 3, passing the common south corner of Lots 1 and 2, a distance of 30.30 feet; THENCE North 00°43'15" West, parallel with and 17.00 feet normally distant west of the east boundary of said Lot 2, 12.06 feet; THENCE South 89°54'29" West, passing the common south corner of said Lots 2 and 1, parallel with and 5.00 feet normally distant north of the south boundary of said Lot 1, a distance of 181.29 feet, to the POINT OF BEGINNING.

The West 2.00 feet of the East 20.00 feet of a 20 Foot Drainage and Utility Easement lying within Lot 3, Block B, LYCEE, Bel Aire, Sedgwick County, Kansas, as prepared by Baughman Co. P.A. Professional Surveyors, CLS 58, in aforesaid County and State, on September 24, 2025.

General Location: Northeast Corner of Rock Road and Lycee Street, Sedgwick County, Kansas

The City of Bel Aire, Kansas reserves to itself any property rights it may hold in the areas that are not expressly vacated herein.

Section 3. Recording. The City Clerk shall certify a copy of this Ordinance is sent to the Register of Deeds of Sedgwick County, Kansas.

Section 4. Publication. The City Clerk shall cause this Ordinance, as soon as practicable after it has been passed and approved, to be published on the City's website as the designated official city newspaper.

Section 5. Effective Date. This Ordinance shall take effect and be in full force from and after its publication in the official city newspaper.

[Remainder of this page intentionally left blank]

Passed by the Governing Body of the City of Bel Aire, Kansas on the 2nd day of December, 2025.

Approved by the Mayor on the _____ day of December, 2025.

CITY OF BEL AIRE, KANSAS

Jim Benage, Mayor

ATTEST:

Melissa Krehbiel, City Clerk

APPROVED AS TO FORM ONLY:

Maria A. Schrock, City Attorney

City of Bel Aire

STAFF REPORT**DATE: 11/24/2025**

TO: Bel Aire City Council
FROM: Paula Downs
RE: VAC-25-03- Lycee Addition

STAFF COMMUNICATION

| | |
|------------------|------------|
| FOR MEETING OF | 12/02/2025 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

SUMMARY:

VAC-25-03: Vacation request in the City to vacate a portion of a drainage and utility easement and platted joint access easement on Lots 1-3, Block B, Lycee Addition, generally located at the northeast corner of Rock Road and Lycee St.

Legal Description:

Lots 1, 2, and 3, Block B, Lycee Addition, Bel Aire, Sedgwick County, Kansas.

General Location:

East side of Rock Road and ¼ mile North of 53rd Street North, Bel Aire, Sedgwick County, Kansas

Background:

The city placed notification on the City of Bel Aire website as required by the city code on October 23, 2025. The affidavit of publication is in the packet. Notification by certified mail was provided to surrounding property owners on October 23, 2025.

VAC-25-03 was filed due to existing easements being in conflict with a revised site development plan. The development plan was approved in Zoning Case- ZON-25-01.

Case History:**1. August 12, 2021- Planning Commission Meeting**

Planning Commission was presented with a sketch plan for Lycee Addition. Commission provided comments to the applicant, and no binding action was taken.

Sketch Plan included twelve (12) two-unit duplexes and a single living unit on Lots 1, 2, and 3 Block B. No sketch plan was provided or reviewed for Lot 4, Block B.

2. September 16, 2021- Planning Commission Meeting

SD-21-01- Proposed Lycee Addition, platting approximately 13.15 acres of the C-1 Zoning District (down-zone hearing process not included)

Application reflected that current zoning was C-1 and Applicant requested R-6 zoning for a portion of Lycee Addition. Review notes of the case stated that the “plat would require a zoning hearing and possible PUD overlay based on information relayed. R-6 Multi-Family, C-1 by right as the current zoning district, C-2 would require a PUD”.

Staff recommended conditionally approved the plat “if the rezoning matches the uses intended for the lot development. The uses of a multi-family with 800 s.f. per unit and 12 units per acres is R-6. It was noted that the hearing did not include the zoning district process.

The Preliminary Plat was approved 3-0

3. September 22, 2021 - Planning Commission Meeting

Special Meeting to review and ratify all action taken at the September 16 Planning Commission meeting due to lack of quorum to act.

The Planning Commission ratified action taken on the item at the September 16, 2021, meeting.

4. February 10, 2022- Planning Commission Meeting

SD-21-07- PUD and Proposed Final Platting of approximately 4.4 acres (Lycee)

Application packet included an application to change zoning districts from C-1 to C-1, C-2 and R-6 with a PUD.

PUD Agreement defined the zoning districts with permitted uses and minimum building setbacks. The site would contain 13 buildings with each living unit having 1,000 to 1,500 s.f. of livable space. Maximum building height was set at a maximum of three stories. All other development elements would be in accordance with city code regulations. The application included conceptual elevations and floorplans.

Applicant presented and no others requested to speak. SD-21-07 was unanimously approved by the Planning Commission.

5. April 5, 2022- City Council Meeting

The Final Plat, PUD Agreement and Development Agreement appeared on the April 5, 2022, meeting agenda. The agreements were approved and signed.

The Zoning change was not formally approved via Ordinance.

The PUD agreement listed the zoning districts and set approved uses, setbacks and maximum building height. A zoning case was not heard.

PUD Agreement:

This agreement was signed by the Council President on April 5, 2022, and the developer on September 7, 2022. It was filed with the Register of Deeds on January 18, 2023. The agreement references the Lycee PUD and includes zoning information including permitted uses, setbacks and other bulk regulations. In addition, the agreement provides the traditional language related to drainage, lighting, sanitary sewer, etc. The PUD agreement included the conceptual site landscape plan prepared on February 2, 2022, conceptual elevation and floorplan and the conceptual elevation picture.

Developer's Agreement:

The agreement was signed by the Council President on April 5, 2022, and the developer on September 7, 2022. It was filed with the Register of Deeds on January 27, 2023. The agreement references the Lycee PUD and includes zoning information including permitted uses, setbacks and other bulk regulations. In addition, the agreement provides the traditional language for infrastructure developing and funding of public infrastructure.

The City Council approved the PUD and Development Agreement.

6. August 14, 2025- Planning Commission Meeting

ZON-25-01- Previous change in zoning had not been formally approved in the proper manner- a zoning case should have been filed, approved, and an Ordinance developed. The zoning change for this case needed to be a Planned Unit Development Residential District "R-PUD" which addresses the change in zoning and provides for an R-PUD Preliminary Plat document with PUD text vs. a separate PUD Agreement. ZON-25-01 case was filed to ensure the proper process and zoning change case for clarity moving forward.

The PUD Plat referenced vacating a joint access easement and drainage easement that would be filed under another case.

The case set out permitted uses, landscaping requirements, lot coverage relief, minimum lot area per dwelling relief; front and side yard setback relief; parking lot illumination relief. Planning Commission discussed the permitted uses and relief requests and were satisfied with the applicant's requests. The zoning case was approved with conditions recommended by staff including: .

1. Landscape plan is to be reviewed and approved by Zoning Administrator for Parcel 2 before any building permits are issued.
2. In addition to street tree requirements, the Plan shall include:
 - Increase of the proposed 8 ornamental trees on the interior of the lot where feasible.
 - Screening details for the trash enclosures.

7. September 2, 2025- City Council Meeting

ZON-25-01 came before the City Council for approval.

Council confirmed that no protest petitions were received regarding the case.

Applicant confirmed:

1. There is enough room between Rock Road and the development to allow for future expansion of Rock Rd. There is a 60-ft-half street right of way which will allow for a five-lane road.
2. Council requested that a sidewalk extension be included to connect to the public sidewalk.
3. Plans are for multi-family, but less dense than a typical apartment complex.

Council approved the zoning case 6-0.

8. November 13, 2025- Planning Commission Meeting:

Applicant requests vacating a portion of a drainage and utility easement and platted joint access easement on the property. Vacation of easements is necessary because they are in conflict with the revised site development plan approved during ZON-25-01.

Vacation case was provided to the utility companies. Kansas Gas found no conflict with KGS lines or equipment in the easement locations and approved the vacation request. Every had no objections to the vacation request.

The Planning Commission per K.S.A. 12-505 reviewed the required criteria and were satisfied and have no concerns on the following:

1. Notice of petition to vacate and notice of the public hearing has been given in accordance with state law.
 - a. Notice was published in the official city newspaper on October 23, 2025.
 - b. Notice was mailed to property owners within 200 ft. of the subject property on October 23, 2025.
 - c. No inquiries were received about the case.
2. No private rights will be injured or endangered if the vacation is granted.
 - a. Notice of the vacation was provided to utilities.
 - b. Utilities have no concerns or objections to the vacation of easements as presented.
3. The public will suffer no loss or inconvenience if the vacation is granted.
 - a. The proposed vacation will allow the approved development to move forward.
 - b. Vacated easements are not in use, and no loss or inconvenience will be suffered by the public.
4. In justice to the petitioner(s) the vacation should be granted.

The Planning Commission approved the vacation 5-0.

Current Discussion

On November 13, 20025, the Planning Commission confirmed that the Vacation case met the required criteria and approved the case 5-0. The Planning Commission adopted a resolution stating its recommendation with no conditions.

Staff recommends approval of case by Ordinance.



MINUTES PLANNING COMMISSION/BOARD OF ZONING APPEALS

7651 E. Central Park Ave, Bel Aire, KS

November 13, 2025, 6:30 PM



I. Call to Order Chairman Phillip Jordan called the meeting to order at 6:30 p.m.

II. Roll Call

Chairman Phillip Jordan, Vice-Chairman Deryk Faber and Commissioners Brian Mackey, Brian Stuart, and Paul Matzek were present in person. Commissioner Dee Roths was absent. Quorum was present.

Also present in person was Paula Downs, Secretary. Maria Schrock, City Attorney was present by phone.

III. Pledge of Allegiance to the American Flag

Chairman Phillip Jordan led the pledge of allegiance.

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting.

Motion: Chairman Jordan moved to approve the minutes of the October 9, 2025, meeting. Vice-Chairman Faber seconded the motion. *Motion carried 5-0.*

V. Announcements:

Paula Downs, Secretary provided a reminder about the Volunteer Dinner to be held on November 18 at 6:00 at City Hall.

VI. Planning Commission Business

A. VAC-25-03: Vacation request in the City to vacate a portion of a drainage and utility easement and platted joint access easement on Lots 1-3, Block B, Lycee Addition, generally located at the northeast corner of Rock Road and Lycee St.

The Lycee development was recently before the Planning Commission as a zoning case in August 2025. The case was to move to a required PUD case. The Commission approved the

case with the conditions listed on the staff report. The zoning case went before the City Council and was approved.

The current case relates to the vacation of easements that are on the property. The case information was sent to the public utilities for review and approval and they had no concerns or objections and confirmed they have nothing in the easements. Staff is recommending approval.

The public hearing notification was published, and the city notified all the surrounding property owners. The city has received no inquiries or concerns. Approval of the vacation case will allow the development to move forward, and the subject easements are not being utilized by the utilities.

Commission appreciated the map that was shaded to show the areas requested to be vacated making it easy to see.

Chairman confirmed the following:

- No commissioners disqualified themselves on the case
- Official notice for the hearing was published on October 23, 2025- Notices were mailed to property owners of record in the area on October 23, 2025. The records shows that notification letters and publication of the case was done 20 days in advance of the hearing. Chair declared that proper notification was given.
- Chair asked Commissioners if anyone received any ex-parte communication verbal or written prior to the hearing. All Commissioners said no.

Thomas Joyce, Baughman Co., appeared as the agent for the applicant. He agreed with the staff comments. Mr. Joyce stated that as the development plan changed the easements are no longer needed and actually hinder development so that is why the vacation case was brought to the Commission.

Commission acknowledged that it was a well laid out site plan.

Commission asked about the need for the vacation case since they had already approved the development plan at their August meeting. Secretary stated that the previous case was to remedy the zoning issues which required that they have a PUD case and did not capture the vacation of the easements. Mr. Joyce further stated that the easements appear on the plat and even if the zoning uses change it does not address the need to vacate the easements. The proper channels to get rid of the easements is a vacation case.

Chairman opened the public hearing- no individuals were there to speak. Secretary confirmed that no written communications had been received. Chairman closed the Public Hearing.

Commission Reviewed the criteria and are satisfied and have no concerns on the following:

1. Commission confirmed that notice of petition to vacate and notice of the public hearing have been given in accordance with state law

2. Commission confirmed that no private rights will be injured or endangered if the vacation is granted
3. Commission confirmed that the public will suffer no loss or inconvenience if the vacation is granted
4. Commission confirmed that the vacation should be granted

City attorney confirmed that when discussing the criteria that the Commission can state that there are no concerns that the criteria has been met for the case. Each Commissioner is not required to discuss individually each of the criteria.

Motion – Commissioner Matzek stated 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 vacation of a portion of a drainage and utility easement and platted joint access easement on Lots 1-3, Block B, Lycee Addition, in VAC-25-03 be Approved, based on the following findings: the four review criteria discussed, as recorded in the summary of this hearing. Vice-Chairman Faber seconded the motion. ***Motion carried 5-0.***

B. Public Hearing on the Consideration of a Resolution to Adopt the Bel Aire 2035 Comprehensive Plan

The Secretary stated that the comprehensive plan was before the Planning Commission on August 14, 2025, and was approved. The plan was placed on the City Council's September 2, 2025, meeting. The City Council discussed several items they felt needed to be modified before approving and the plan was sent back to the Planning Commission.

Between September 2, 2025 and this meeting, sections of the comprehensive plan were being updated. In the agenda packet there is a report from Mayor Benage which he stated at the September 2, 2025, meeting he would develop and send to staff. The Mayor's report is in the agenda packet, and it describes 17 items to address. Staff and PEC met with the Mayor and many of items in the report did not warrant a change, but the ones that did are listed in the staff report and the updated plan pages are also included in the agenda packet for commission reference. Staff did not include the full comprehensive plan in the printed packets, but it was included in the published packet.

The Secretary went through all eight (8) key updates made to the plan listed in the staff report and referenced each page of the comprehensive plan affected:

1. Page 15 of the plan includes flexible language to the goal of creating a Parks, Recreation, and Trails Advisory Board. There is a footnote on the page that states that the goal is intended to be flexible in nature and instead of a new membership being created, an existing board/committee could assume additional duties. The Mayor felt there was too much confinement to create another board.
2. Property located south of the railroad tracks between Rock Road and Webb Road was revised on Map 3-2 | Future Land Use Map (page 27) from "Traditional Neighborhood" to "Industrial & Logistics Center". Complimentary map revisions were made on pages 33 and 45. Revised each page to show flexibility on how properties could be used in those areas. Modifications were made on pages 33 and 45.

3. The Key Findings on page A-3 were revised. Language was updated:
 - a. Previous language stated: "Furthermore, this percentage can also indicate that the critical mass of residential uses has not been met to satisfy the private sector selection criteria for non-residential development within the City."
 - b. Revised the language to state: "It is recommended that the City explore marketing opportunities that exist based on the current demographics and needs of Bel Aire, in addition to working with the private sector to better understand key metrics to increase the amount of commercial amenities and services available."
4. Updated Map A-3 - Community Facilities & Services (page A-9) by removing the language referencing the Kansas Heart Hospital and Heartland Cardiology. Language was replaced with information on the "Wesley Medical Center operates a 99-bed hospital offering emergency care, cardiac, orthopedic, and bariatric services at 2610 N. Woodlawn Blvd." was added to page A-8. This language made the description of the nearby asset more robust.
5. Updated Map A-6 - Traffic Volume (page A-15) to reflect latest 2025 data from KDOT. The current data from Kansas Department of Transportation was included in the report.

Secretary reminded the Commission that the maps and other data were created in late 2023 early 2024 and at the time some of the data was not updated or available and now it is so the plan was updated.

6. The location of the future Skyview Park has been added to Map A-4 - Existing Park Needs (page A-11). The Skyview Developer provided the city with three lots to be used as a new park so that reference was added to the map to show the location in Skyview.
7. Replace 2022 American Community Survey data with 2023 American Community Survey data where applicable within Appendix A: Community Assessment.

Secretary stated that assessment information and data in the plan was put together in late 2023 early 2024. The data is a year behind so at the time we were using 2022 data. We completed the assessment before the next year's data was released. We have now updated it to 2023 American Community Survey data which was available in December 2024. The 2024 data will not be released until December 2025. We opted to utilize the current data available as of September 2025, which is the 2023 data and not wait until December to utilize 2024 data.

8. Added footnote to page A-28 indicating that the adopted mill level at the time of the analysis was 43.000, with the note that the mill levy adopted for 2026 is 41.000. At the time of putting together the data analysis for the plan, the mill levy was at 43.000, however, currently the mill levy for 2026 was approved at 41.000. Made a footnote indicating this so there would be no confusion about what the data was based on.

Staff is recommending approval. Staff confirmed that Mayor Benage did see the updated plan and had three clarification questions which were responded to.

Commission questioned why data takes so long to be available in this day and age. Staff stated that the way data is collected, analyzed and made available takes a lot of time. The data used for the plan's assessment was just about timing. Staff indicated that waiting until December 2025 for the 2024 data may not result in significant differences from the 2023 data being used. Commission was reminded that this is a planning document and if changes occur that impact our community we would be responding to those changes as they happen over the course of the ten-year planning horizon. The plan will be reviewed every year, and action steps will be evaluated as changes occur. The last plan implemented was the Master Growth Plan created in 2018.

Chairman opened the public hearing, and nobody was present to speak on the plan. The Chairman closed the public hearing.

Staff reminded the Commission that the data was accurate at the time the assessment section of the plan was developed. The assessment was the first part of the plan developed. The next phase was engagement and development of goals and writing the plan. Once the assessment was completed it was not revised or updated. It was about timing, and the Mayor requested that the data be updated to the most recent available in September 2025.

Commission commented that they were impressed with the Mayor's attention to detail.

Motion – Vice-Chairman Faber made a motion to Adopt the Resolution to Adopt the Bel Aire 2035 Comprehensive Plan As Presented and recommend that the Governing Body Approve the Plan by publication of an Ordinance per K.S.A. 12-747(b). Chairman Jordan seconded the motion. **Motion carried 5-0.**

C. **Approval of Planning Commission 2026 Meeting Schedule:**

Staff presented the 2026 Planning Commission meeting schedule and stated that there is six weeks between the application closing date and the Planning Commission meeting dates listed. The schedules provides staff two weeks to review and then 20 days for publication. Schedule closely follows the dates established in 2025.

Motion: Chairman Jordan made a motion to approve the Planning Commission 2026 Meeting Schedule. Commissioner Mackey seconded the motion. **Motion carried 5-0.**

D. **Election of Planning Commission Chair, December 2025 to December 2026**

There was no discussion on this item. Commissioner Matzek started with a motion.

Motion: Commissioner Matzek made a Motion to appoint Phillip Jordan as Chair of the Planning Commission, term ending December 2026. Vice-Chairman Faber seconded the motion. **Motion carried 5-0.**

E. **Election of Planning Commission Vice-Chair, December 2025 to December 2026**

There was no discussion on this item. Commissioner Mackey started with a motion. Vice-Chairman Faber was asked if he was good with that and he confirmed yes.

Motion: Commissioner Mackey made a Motion to appoint Deryk Faber as the Vice-Chair of the Planning Commission, term ending December 2026. Commissioner Stuart seconded the motion. ***Motion carried 5-0.***

F. Recess the Planning Commission and Convene the Board of Zoning Appeals.

Motion: Vice-Chairman Faber made a motion to recess the Planning Commission and convene the Board of Zoning Appeals. Chairman Jordan seconded the motion. ***Motion carried 5-0.***

Board of Zoning Appeals Meeting

I. **Call to Order** Chairman Phillip Jordan called the meeting to order at 7:05 p.m.

II. **Roll Call**

Chairman Phillip Jordan, Vice-Chairman Deryk Faber and Commissioners Brian Mackey, Brian Stuart, and Paul Matzek were present in person. Commissioner Dee Roths was absent. Quorum was present.

Also present in person was Paula Downs, Secretary. Maria Schrock, City Attorney was present by phone.

III. **Consent Agenda**

A. **Approval of Minutes from Previous Meeting**

No previous meeting minutes, this is the first meeting of the Board of Zoning Appeals. Commissioners will see some of the same meeting agenda items as those in the Planning Commission agenda, including the call to order and roll call in case someone leaves before the board of zoning appeals meeting portion. There will be a consent agenda section for approval of minutes which will require a Board of Zoning Appeals meeting even if there are no cases on the agenda. The Chairman will be required to open and close a Board of Zoning Appeals meeting if there are items that need to be heard or minutes approved. If there are no agenda items the meeting will not need to be opened.

IV. **Board of Zoning Appeals Business**

A. **Consideration of a Resolution to Adopt the Bylaws of the Board of Zoning Appeals.**

Staff stated that Vice Chairman Faber provided a detailed consideration list for ways to update the bylaws. The detailed list is included in the staff report. Staff provided responses related to why the change was or was not included in the Bylaw

document. The Board of Zoning Appeals can make update requests to the document which will require reviewing those changes against the Planning Commission Bylaws and amending them. Requests to update the bylaw document can be made at a later meeting date if the Board of Zoning Appeals wants changes. The same changes may also be required to be made to the Planning Commission Bylaws.

The considerations provided by Vice-Chairman Faber are included in the staff report under current discussion section:

Article 1: Creation and Membership:

1. Membership Minimum- Staff read the item as presented in the staff report and further commented that currently no changes are required because the Board of Zoning Appeals (BZA) will follow the membership language set out in the Planning Commission Bylaws. There is currently no language in that document that provides language about an extended vacancy. Updates would need to be made in the Planning Commission Bylaws since the BZA follows the Planning Commission membership. The Board can request that this update be made.
2. Attendance Consistency- Staff read the item as presented in the staff report and further commented that the three consecutive regular meeting language accurately reflects what is in the Planning Commission Bylaws and because the Planning Commission and BZA are the same members, the same attendance requirements are reflected in the BZA bylaw document. Commissioner Faber was concerned about someone attending the Planning Commission Meeting portion but then leaving during the BZA meeting portion. A Commissioner could meet the requirements of attending the Planning Commission Meeting but not the BZA meeting. Secretary stated that roll call will capture attendance for each meeting and staff would know if someone failed to attend a Planning Commission and/or a BZA meeting three consecutive times. Commissioner Faber stated there may need to be clarification because it was unclear if the three consecutive absences were for both meetings or each individual meeting. Staff confirmed that it will be three consecutive meetings for either meeting.
3. Conflict of Interest Cross-Reference: Staff read the item as presented in the staff report and further commented that the bylaws are set up with the separation of language. A separation of language by section makes it easier for staff and the BZA to locate information in the bylaws if the language is in its appropriate section. If we have a quorum question we would go to that section and everything we need would be there. Adding cross-referencing language could cause confusion and when updating bylaws something might be missed if it's also in another section.

Article 2- Officers and Duties

1. Deleting the meeting recording and updating language in line with the records retention policy- Staff read the item as presented in the staff report and further commented that the reason the meeting recording is deleted is because we are providing detailed meeting minutes after each meeting. The detailed meeting minutes is the record for the meeting and not the recording. The records retention policy does not require us to keep the

recording, but we did shift to producing detailed meeting minutes that are then approved by the BZA and signed.

2. Election Month- The Secretary confirmed that the elections should be done in October and it was missed in October which is why it was placed on the November agenda. Moving forward it will occur as set out in the Bylaws in October. Elections do not need to be moved to November.

Simple Definitions Section- Secretary stated that this would be a good project to implement but there may be a need for many definitions to be developed and included. Secretary would like to research this option to ensure that the Planning Commission Bylaws and BZA Bylaws match and that all definitions are included. Secretary stated it would be a good project for the future.

Electronic/Remote Meeting Flexibility- Currently the City doesn't have everything in place to for electronic remote meeting attendance. We have had a Commissioner attend by phone. If remote attendance was extended to the public, we would need to develop a process and address technology needs for citizens attending to be heard by those in the room and hear them, etc. This is an item that would need to be discussed in the City to determine what would need to be place to provide remote electronic meeting participation. This option could be limited to Commissioners/BZA but needs to be evaluated. We could formalize that the Commission/BZA is allowed to do and we can put language together. Currently the Bylaws don't allow it for citizens. We can continue to evaluate this.

Parliamentary Procedure Training- Secretary stated that this does not need to be added to the Bylaws but will be added to the annual training schedule and delivered during a Planning Commission meeting in the near future. Commission thought this would be helpful.

Commissioner complimented the work produced by the Secretary to provide historic information and details to assist in making decisions on cases. They appreciate all the work done by staff and find it very helpful in answering their questions.

Commissioner Faber was satisfied with the responses contained in the staff report and the bylaw document.

Motion: Commissioner Matzek made a motion to Adopt the Resolution of the Bylaws of the Board of Zoning Appeals As Presented and recommend that the Governing Body Approve the Bylaws. Chairman Jordan seconded the motion. ***Motion carried 5-0.***

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

Motion: Chairman Jordan made a motion to adjourn the Board of Zoning Appeals and reconvene the Planning Commission. Commissioner Mackey seconded the motion. ***Motion carried 5-0.***

VII. Approval of the Next Planning Commission Meeting Date.

Vice-Chairman Faber stated that he may not attend the meeting but will confirm with the Secretary ahead of time.

Motion: Chairman Jordan moved to approve the date of the next meeting: December 11, 2025, at 6:30 p.m. Vice-Chairman Faber seconded the motion. ***Motion carried 5-0.***

VIII. Current Events

The Secretary read the upcoming agenda items and events and confirmed that the Zoning Map will come before the Planning Commission after the first of the year. Vice-Chairman Faber attended the last Chamber of Commerce meeting and appreciated the City Manager's presentation on the financial operation of the city and would like him to present to the Planning Commission in the future.

A. Upcoming Agenda Items:

- a. 2025 Updated Zoning Map
- b. Special Use Case- Group Home
- c. Robert's Rules Training
- d. Annexation Process Overview

B. Upcoming Events:

- a. City hall closed for Thanksgiving- November 27-28
- b. Christmas in Bel Aire @ City Hall- December 6, 5:30 – 7:30
- c. City Hall closed for Christmas- December 24 – 25
- d. City Hall closed for New Year's Day- January 1

IX. Adjournment

Motion: Commissioner Mackey moved to adjourn the meeting. Chairman Jordan seconded the motion. ***Motion carried 5-0.***

City of Bel Aire

STAFF REPORT

DATE: 11/04/2025

TO: Bel Aire Planning Commission
FROM: Paula Downs
RE: VAC-25-03- Lycee Addition

| STAFF COMMUNICATION | |
|---------------------|------------|
| FOR MEETING OF | 11/13/2025 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

SUMMARY:

VAC-25-03: Vacation request in the City to vacate a portion of a drainage and utility easement and platted joint access easement on Lots 1-3, Block B, Lycee Addition, generally located at the northeast corner of Rock Road and Lycee St.

Legal Description:

Lots 1, 2, and 3, Block B, Lycee Addition, Bel Aire, Sedgwick County, Kansas.

General Location:

East side of Rock Road and ¼ mile North of 53rd Street North, Bel Aire, Sedgwick County, Kansas

Background:

The city placed notification on the City of Bel Aire website as required by the city code on October 23, 2025. The affidavit of publication is in the packet. Notification by certified mail was provided to surrounding property owners on October 23, 2025.

VAC-25-03 was filed due to existing easements being in conflict with a revised site development plan. The development plan was approved in Zoning Case- ZON-25-01.

Case History:

1. August 12, 2021- Planning Commission Meeting

Planning Commission was presented with a sketch plan for Lycee Addition. Commission provided comments to the applicant, and no binding action was taken.

Sketch Plan included twelve (12) two-unit duplexes and a single living unit on Lots 1, 2, and 3 Block B. No sketch plan was provided or reviewed for Lot 4, Block B.

2. September 16, 2021- Planning Commission Meeting

SD-21-01- Proposed Lycee Addition, platting approximately 13.15 acres of the C-1 Zoning District (down-zone hearing process not included)

Application reflected that current zoning was C-1 and Applicant requested R-6 zoning for a portion of Lycee Addition. Review notes of the case stated that the “plat would require a zoning hearing and possible PUD overlay based on information relayed. R-6 Multi-Family, C-1 by right as the current zoning district, C-2 would require a PUD”.

Staff recommended conditionally approved the plat “if the rezoning matches the uses intended for the lot development. The uses of a multi-family with 800 s.f. per unit and 12 units per acres is R-6. It was noted that the hearing did not include the zoning district process.

The Preliminary Plat was approved 3-0

3. September 22, 2021 - Planning Commission Meeting

Special Meeting to review and ratify all action taken at the September 16 Planning Commission meeting due to lack of quorum to act.

The Planning Commission ratified action taken on the item at the September 16, 2021, meeting.

4. February 10, 2022- Planning Commission Meeting

SD-21-07- PUD and Proposed Final Platting of approximately 4.4 acres (Lycee)

Application packet included an application to change zoning districts from C-1 to C-1, C-2 and R-6 with a PUD.

PUD Agreement defined the zoning districts with permitted uses and minimum building setbacks. The site would contain 13 buildings with each living unit having 1,000 to 1,500 s.f. of livable space. Maximum building height was set at a maximum of three stories. All other development elements would be in accordance with city code regulations. The application included conceptual elevations and floorplans.

Applicant presented and no others requested to speak. SD-21-07 was unanimously approved by the Planning Commission.

5. April 5, 2022- City Council Meeting

The Final Plat, PUD Agreement and Development Agreement appeared on the April 5, 2022, meeting agenda. The agreements were approved and signed.

The Zoning change was not formally approved via Ordinance.

The PUD agreement listed the zoning districts and set approved uses, setbacks and maximum building height. A zoning case was not heard.

PUD Agreement:

This agreement was signed by the Council President on April 5, 2022, and the developer on September 7, 2022. It was filed with the Register of Deeds on January 18, 2023. The agreement references the Lycee PUD and includes zoning information including permitted uses, setbacks and other bulk regulations. In addition, the agreement provides the traditional language related to drainage, lighting, sanitary sewer, etc. The PUD agreement included the conceptual site landscape plan prepared on February 2, 2022, conceptual elevation and floorplan and the conceptual elevation picture.

Developer's Agreement:

The agreement was signed by the Council President on April 5, 2022, and the developer on September 7, 2022. It was filed with the Register of Deeds on January 27, 2023. The agreement references the Lycee PUD and includes zoning information including permitted uses, setbacks and other bulk regulations. In addition, the agreement provides the traditional language for infrastructure developing and funding of public infrastructure.

The City Council approved the PUD and Development Agreement.

6. August 14, 2025- Planning Commission Meeting

ZON-25-01- Previous change in zoning had not been formally approved in the proper manner- a zoning case should have been filed, approved, and an Ordinance developed. The zoning change for this case needed to be a Planned Unit Development Residential District "R-PUD" which addresses the change in zoning and provides for an R-PUD Preliminary Plat document with PUD text vs. a separate PUD Agreement. ZON-25-01 case was filed to ensure the proper process and zoning change case for clarity moving forward.

The PUD Plat referenced vacating a joint access easement and drainage easement that would be filed under another case.

The case set out permitted uses, landscaping requirements, lot coverage relief, minimum lot area per dwelling relief; front and side yard setback relief; parking lot illumination relief. Planning Commission discussed the permitted uses and relief requests and were satisfied with the applicant's requests. The zoning case was approved with conditions recommended by staff including: .

1. Landscape plan is to be reviewed and approved by Zoning Administrator for Parcel 2 before any building permits are issued.
2. In addition to street tree requirements, the Plan shall include:
 - Increase of the proposed 8 ornamental trees on the interior of the lot where feasible.
 - Screening details for the trash enclosures.

7. September 2, 2025- City Council Meeting

ZON-25-01 came before the City Council for approval.

Council confirmed that no protest petitions were received regarding the case.

Applicant confirmed:

1. There is enough room between Rock Road and the development to allow for future expansion of Rock Rd. There is a 60-ft-half street right of way which will allow for a five-lane road.
2. Council requested that a sidewalk extension be included to connect to the public sidewalk.
3. Plans are for multi-family, but less dense than a typical apartment complex.

Council approved the zoning case 6-0.

Current Discussion:

Applicant requests vacating a portion of a drainage and utility easement and platted joint access easement on the property. Vacation of easements is necessary because they are in conflict with the revised site development plan approved during ZON-25-01.

Vacation case was provided to the utility companies. Kansas Gas found no conflict with KGS lines or equipment in the easement locations and approved the vacation request. Every had no objections to the vacation request.

K.S.A. 12-505 requires the Planning Commission to consider the following factors when reviewing a vacation request:

1. Notice of petition to vacate and notice of the public hearing has been given in accordance with state law.
2. No private rights will be injured or endangered if the vacation is granted.
3. The public will suffer no loss or inconvenience if the vacation is granted.
4. In justice to the petitioner, the vacation should be granted.

At the conclusion of the public hearing, the Planning Commission should adopt a resolution stating its recommendation, with or without conditions, and announce the date upon which the City Council will consider the vacation request.

Review Criteria:

1. Notice of petition to vacate and notice of the public hearing has been given in accordance with state law.
 - a. Notice was published in the official city newspaper on October 23, 2025.
 - b. Notice was mailed to property owners within 200 ft. of the subject property on October 23, 2025.
 - c. At the time of this staff report preparation, staff has received no inquiries about the case.

2. No private rights will be injured or endangered if the vacation is granted.
 - a. Notice of the vacation was provided to utilities.
 - b. Utilities have no concerns or objections to the vacation of easements as presented.
3. The public will suffer no loss or inconvenience if the vacation is granted.
 - a. The proposed vacation will allow the approved development to move forward.
 - b. Vacated easements are not in use, and no loss or inconvenience will be suffered by the public.
4. In justice to the petitioner(s) the vacation should be granted.
 - a. Staff recommends that the easement vacation be granted.

The petition shall not be recommended by the Planning Commission nor granted by the Governing Body if a written objection is filed with clerk, at or before the hearing.

Staff Recommendation:

Adopt a resolution recommending vacation of the easements within Lots 1, 2, and 3, Block B, Lycee Addition, Bel Aire, and forward the resolution to the City Council for consideration.

APPLICATION

This form MUST be completed and filed at City Hall, Bel Aire, Kansas, 7651 E. Central Park Ave., Bel Aire, Kansas 67226. AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED. Check the appropriate box below for type of application being submitted. A separate application and filing fee is required for each application. A preapplication conference with City Staff is recommended before filing this application.

-
-
- ☐ Vacate building set back From: _____ to _____
- ☐ Vacate street or alley: _____
- ☒ Vacate utility easement _____ and a portion of a Drainage and Utility Easement _____
- ☒ Vacate other _____ a platted joint access easement _____
- ☐ Apply for Vacation in conjunction With a Conditional Use or Variance application.

City of Bel Aire Planning Commission

☐ Approved ☐ Rejected

Name of owner Blue Sky Ventures, LLC

Address 4006 N. Hoover Ct., Wichita, KS 67205 Telephone _____

Agent representing the owner Baughman Company, P.A. (Philip J. Meyer)

Address 315 S. Ellis St, Wichita, KS 67211 Telephone 316-262-7271

1. The application area is legally described as Lot(s) 1-3; Block(s) B, Lycee Addition, Bel Aire, Kansas. If appropriate, a metes and bounds description may be attached.

2. The application area contains 2.59 +/- acres.

3. This property is located at (address) n/a which is generally located at (relation to nearest streets) northeast corner of Rock Rd. and Lycee St.

4. The particular hardship which is the result of this request as applied to the subject property:

The existing easements are in conflict with the revised site development plan.

5. County control number: PIN Nos. 30021453, 30021454, and 30021455

6. NAMES OF OWNERS - An ownership list of the names, addresses and zip codes of the owners of record of real property abutting a street, alley, or easement including any segment remaining open, and owners on the opposite side of the street from the vacations of set back and access control, as well as all utility providers that are affected shall be provided.

The names of the owners of all property included in this application MUST be listed as applicants. Contract purchasers, lessees or other directly associated with the property may also be listed if they desire to be advised of the proceedings.

1. Applicant Blue Sky Ventures, LLC Phone _____
Address 4006 N. Hoover Ct., Wichita, KS Zip Code 67205

Agent Baughman Company, P.A. (Philip Meyer) Phone 316-262-7271
Address 315 S. Ellis St, Wichita, KS Zip Code 67211

2. Applicant n/a Phone _____
Address _____ Zip Code _____

Agent n/a Phone _____
Address _____ Zip Code _____

3. Applicant n/a Phone _____
Address _____ Zip Code _____

Agent n/a Phone _____
Address _____ Zip Code _____

The applicant certifies that the foregoing information is true and correct to the best of their knowledge and acknowledges that the Planning Commission and/or Governing Body shall have authority to impose such conditions as it deems necessary in order to serve the public interest and welfare.

BLUE SKY VENTURES, LLC

x

Applicant's Signature

BY

Vacation Application
BAUGHMAN COMPANY, P.A. Page 5 of 5

Philip J. Meyer
Authorized Agent (If Any)

The Petition must bear the signature(s) of the property owner(s). If an authorized agent signs on the owner's behalf, the agent shall sign his own name and attach the owner's written notarized authorization to this application.



Legal Descriptions for Vacation (Lycee)

A 10 Foot Utility Easement crossing Lots 2 and 3, Block B, LYCEE, Bel Aire, Sedgwick County, Kansas, as prepared by Baughman Co. P.A. Professional Surveyors, CLS 58, in aforesaid County and State, on September 24, 2025, the center-line being described as COMMENCING at the Northwest Corner of said Lot 2; THENCE North 63°31'22" East, along the north boundary of said Lot 2, a distance of 11.10 feet, to the east line of a 20 foot Drainage and Utility Easement; THENCE South 00°43'15" East, parallel with and 10.00 feet normally distant east of the west boundary of said Lot 2, a distance 174.57 feet, to the POINT OF BEGINNING; THENCE North 89°16'45" East, 64.82 feet; THENCE South 75°41'02" East, crossing the common line of Lots 2 and 3, a distance of 30.98 feet; THENCE North 89°16'45" East, 62.21 feet to the west boundary of a 20 foot Drainage and Utility Easement, and lying South 00°44'15" East, 258.30 feet of the northern boundary of said Lot 3 at the west boundary of said 20 foot Drainage and Utility Easement, and being the POINT OF TERMINATION; the northern and southern boundary of herein described 10 Foot Utility Easement extending or shortening to intersect the adjoining 20 foot Drainage and Utility Easements.

A 32 Foot Joint Access Easement crossing Lots 1, 2 and 3 Block B, LYCEE, Bel Aire, Sedgwick County, Kansas, as prepared by Baughman Co. P.A. Professional Surveyors, CLS 58, in aforesaid County and State, on September 24, 2025, described as COMMENCING at the Southwest Corner of said Lot 1; THENCE North 00°43'15" West, coincident with the west boundary of said Lot 1, a distance of 5.00 feet, to the POINT OF BEGINNING; THENCE North 00°43'15" West, coincident with the west boundary of said Lot 1, 32.00 feet; THENCE North 89°54'29" East, parallel with and 37.00 feet normally distant north of the south line of said Lot 1, crossing the common line of Lots 1 and 2 and the common line of Lots 2 and 3, a distance of 211.29 feet; THENCE South 00°43'15" East, parallel with and 13.00 feet normally distant east of the west boundary of said Lot 3, a distance of 47.96 feet, to the south boundary of said Lot 3; THENCE North 82°42'13" West, coincident with the south boundary of said Lot 3, passing the common south corner of Lots 1 and 2, a distance of 30.30 feet; THENCE North 00°43'15" West, parallel with and 17.00 feet normally distant west of the east boundary of said Lot 2, 12.06 feet; THENCE South 89°54'29" West, passing the common south corner of said Lots 2 and 1, parallel with and 5.00 feet normally distant north of the south boundary of said Lot 1, a distance of 181.29 feet, to the POINT OF BEGINNING.

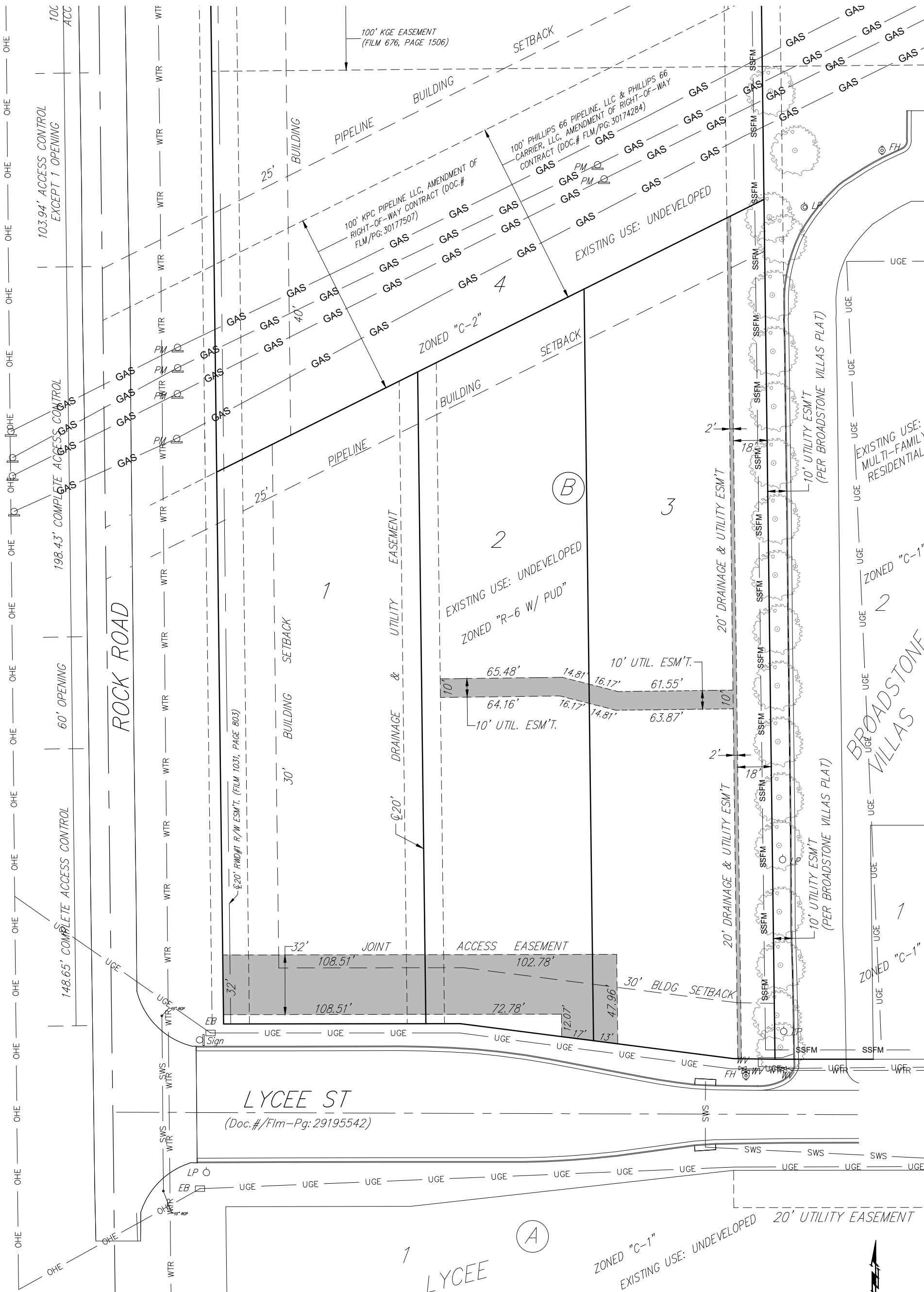
The West 2.00 feet of the East 20.00 feet of a 20 Foot Drainage and Utility Easement lying within Lot 3, Block B, LYCEE, Bel Aire, Sedgwick County, Kansas, as prepared by Baughman Co. P.A. Professional Surveyors, CLS 58, in aforesaid County and State, on September 24, 2025.



EASEMENT VACATION EXHIBIT

LYCEE

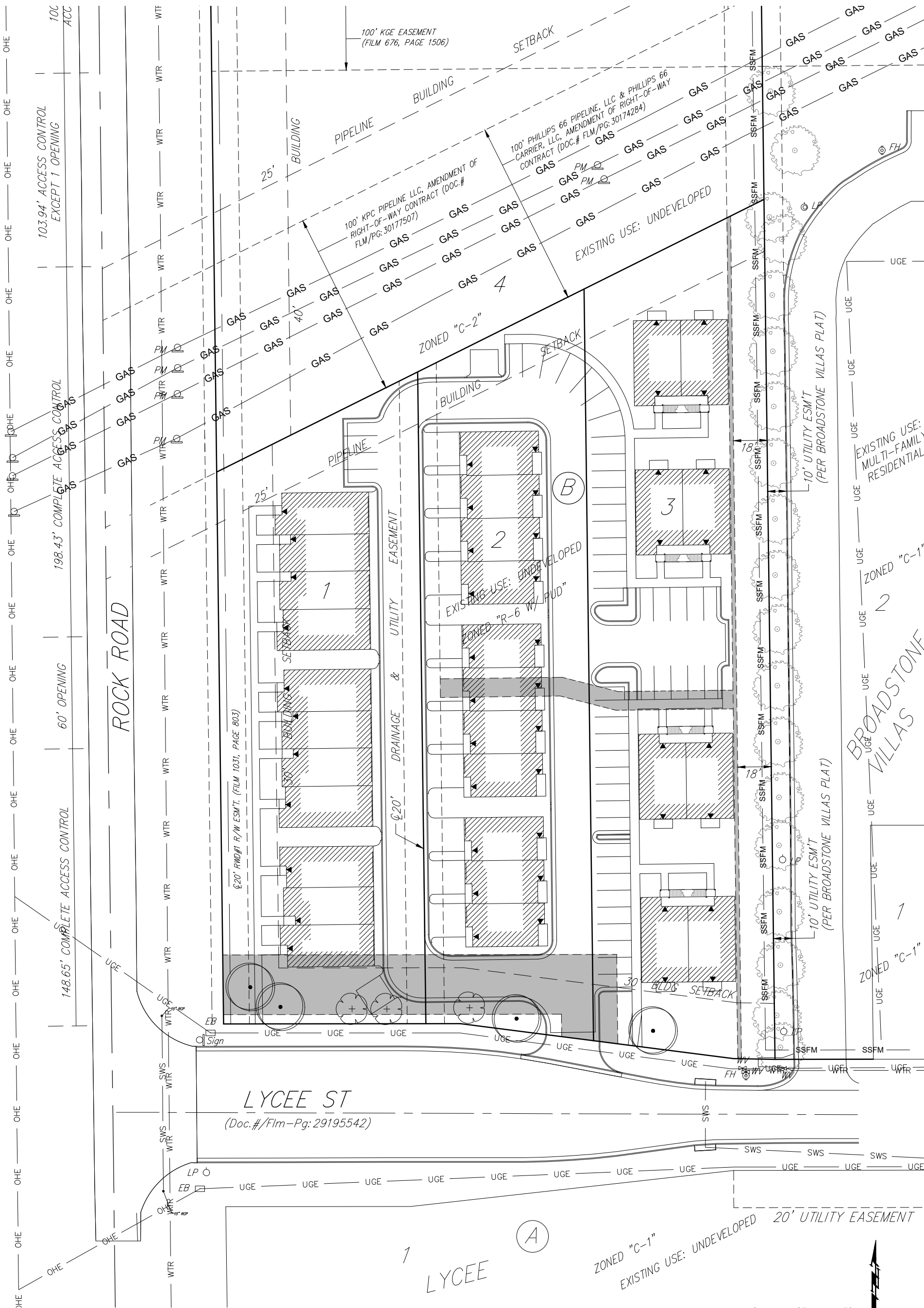
BEL AIRE, SEDGWICK COUNTY, KANSAS



EASEMENT VACATION EXHIBIT

LYCEE

BEL AIRE, SEDGWICK COUNTY, KANSAS



INDICATES AREA OF
LEGAL DESCRIPTION
TO BE VACATED

APPLICANT: BLUE SKY VENTURES, LLC
AGENT: BAUGHMAN COMPANY, P.A.

LEGAL DESCRIPTION:
LOTS 1, 2, AND 3, BLOCK B, LYCEE,
BEL AIRE, KANSAS.




OWNERSHIP LIST

| PROPERTY DESCRIPTION | | PROPERTY OWNER |
|--|----------------------------|---|
| Lots 1, 2, & 3, Blk B Subject Property | Lycee Addition to Bel Aire | Blue Sky Ventures, LLC 4006 N. Hoover Ct. Wichita, KS 67205 |
| Lot 1, Blk A AND Reserve A | “ | City of Bel Aire 7651 E. Central Park Ave. Bel Aire, KS 67226 |
| Lot 4, Blk B | “ | Gregory Hiser 9860 E. 21st St. N. Wichita, KS 67206 |
| Lots 1 & 2 | Broadstone Villas Addition | City of Bel Aire 7651 E. Central Park Ave. Bel Aire, KS 67226 |
| That part of the W/2 of NW/4, begin 60' E of SW corner of NW/4; th. N 1,035.76'; th. E 1,261.88' to E line of W/2; th. S 1,035.75'; th. W 1,261.69' to begin, 17-26-2E | | Webb254, LLC 833 S. East Ave. Columbus, KS 66725 |
| The E/2 of SE/4, EXC the N 34 Acres thereof; & EXC for road, 18-26-2E | | Linda L. Snook Revocable Trust 1200 S. 119th St. W. Wichita, KS 67235 |
| The N 34 Acres of E/2 of SE/4, EXC for road; & The E 660' of N 1,400' of W/2 of SE/4, 18-26-2E | | Stanley E. Bergkamp 5601 N. Rock Rd. Kechi, KS 67067 |



We hereby certify the foregoing to be a true and correct list of the property owners of the herein before described tracts and lots as shown by the last deed of record filed in the Office of the Register of Deeds, Sedgwick County, Kansas, on the 11th day of September, 2025, at 7:00 A.M.

SECURITY 1ST TITLE

By: 

LICENSED ABSTRACTER

The Above list shows property owners within either a 200 foot radius or a 1,000 foot radius of the below described tracts. No certification is made as to the relation of any of the tracts and lots described herein within the city limits of Bel Aire.

Lots 1, 2, and 3, Block B, Lycee Addition to Bel Aire, Sedgwick County, Kansas.

Order: 3154324
KJK



AFFIDAVIT OF PUBLICATION

State of Kansas, Sedgwick County, ss:

Melissa Krehbiel, City Clerk

Being first duly sworn, deposes and says:

That I, Melissa Krehbiel, City Clerk of the City of Bel Aire, Kansas, have published the attached notice on the City of Bel Aire website, www.belaireks.gov, which website is designated as the official City newspaper for the City of Bel Aire, Kansas by Charter Ordinance No. 25, effective August 6, 2024.

That the attached Official Notice of Vacation Hearing (VAC-25-03)
is a true copy thereof and was published on such website beginning on the 23rd day of October, 2025.

Melissa Krehbiel
Signature

SUBSCRIBED AND SWORN to before me this 23rd day of October, 2025.

Amy L. Gahr
Notary Public

(seal)

City of Bel Aire
Melissa Krehbiel – City Clerk
7651 East Central Park Avenue
Bel Aire, Kansas 67226
316-744-2451
www.belaireks.gov

(Notification Posted on the City of Bel Aire Website, the designated official City newspaper for the City of Bel Aire on October 23, 2025)

OFFICIAL NOTICE OF VACATION HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on November 13, 2025, the City of Bel Aire Planning Commission will consider the following Vacation process in the order placed on the agenda after 6:30 p.m. in the City Council Chamber at City Hall in Bel Aire, Kansas:

VAC-25-03. Vacate Utility Easement and a Portion of a Drainage and Utility Easement and a Platted Joint Access Easement.

Legal Description: Lots 1 -3, Block B- Lycee Addition, Bel Aire, Sedgwick County, Kansas.

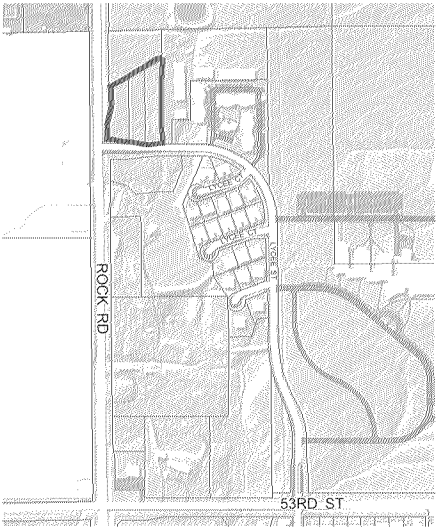
General Location: Northeast corner of Lycee St. and N. Rock Road

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning and Sub- Division regulations, would be effectuated by city code. The public hearing may be recessed and continued from time to time without notice.

DATED this 23 day of October 2025.

/s/ Paula L. Downs

Bel Aire Planning Commission Secretary



Lycee Addition
September 2, 2025
City Council Meeting

Agenda Documents:

- Agenda
- Draft Ordinance
- September 2nd Meeting Minutes
- Staff Report
- Draft August 14, 2025 Planning
Commission Meeting Minutes



AGENDA
CITY COUNCIL MEETING
7651 E. Central Park Ave, Bel Aire, KS
September 02, 2025 7:00 PM



I. CALL TO ORDER: Mayor Jim Benage

II. ROLL CALL

Greg Davied ____ Tyler Dehn ____ Emily Hamburg ____
Tom Schmitz ____ John Welch ____

III. OPENING PRAYER: Father Terry Hedrick

IV. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

V. DETERMINE AGENDA ADDITIONS

VI. CONSENT AGENDA

A. Approval of Minutes of the August 19, 2025 City Council meeting.

Action: Motion to (approve / table / deny) the Consent Agenda as (listed / amended) and authorize the Mayor to sign.

Motion ____ Second ____ Vote ____

VII. DISCUSSION AND APPROVAL OF APPROPRIATIONS ORDINANCE

A. Consideration of Appropriations Ordinance No. 25-16 in the amount of \$2,628,966.16.

Action: Motion to (approve / deny / table) Appropriations Ordinance No. 25-16.

Motion ____ Second ____ Vote ____

VIII. CITY REQUESTED APPEARANCES: None

IX. PUBLIC HEARINGS

A. Public Hearing regarding proposed property tax levy in excess of the Revenue Neutral Rate and adoption of Revenue Neutral Rate Resolution.

i. Action 1: Open the Public Hearing and receive public comment.

ii. Action 2: Motion to (approve/ deny / table) A Resolution of The City of Bel Aire, Kansas to Levy a Property Tax Rate Exceeding the Revenue Neutral Rate for the 2026 budget and authorize the Mayor to sign.

Motion _____ Second _____ Roll Call Vote:

Greg Davied _____ Tyler Dehn _____ Emily Hamburg _____

Tom Schmitz _____ John Welch _____

iii. Action: Motion to close the Public Hearing.

Motion _____ Second _____ Vote _____

B. Public Hearing regarding the 2026 City of Bel Aire Budget

i. Action 1: Open the Public Hearing and receive public comment.

ii. Action 2: Motion to close the Public Hearing.

Motion _____ Second _____ Vote _____

- X. CITIZEN CONCERNS:** *If you wish to speak, please fill out a "Request to Speak" card at the podium and give it to the City Clerk before the meeting begins. When you are called on by the Mayor, please go to the podium, speak into the microphone, and state your name and address before giving your comments. Please limit your comments to 3 minutes in the interest of time. If more time is needed, you may request an extension from the Mayor.*

XI. REPORTS

- A. Council Member Reports**
- B. Mayor's Report**
- C. City Attorney Report**
- D. City Manager Report**

XII. ORDINANCES, RESOLUTIONS AND FINAL ACTIONS

A. Consideration of Approving the 2026 City of Bel Aire Budget.

Action: Motion to (approve / deny / table) the 2026 City of Bel Aire Budget as (presented/ amended) and authorize all required signatures.

Motion _____ Second _____ Roll Call Vote:

Greg Davied _____ Tyler Dehn _____ Emily Hamburg _____

Tom Schmitz _____ John Welch _____

B. Consideration of An Ordinance Levying Special Assessments On Certain Property To Pay The Costs Of Internal Improvements In The City Of Bel Aire, Kansas, As Previously Authorized By Resolution Nos. R-21-50, R-21-52, R-21-53, R-22-27, R-22-28, R-22-29, R-22-30, R-22-31, R-22-09, R-22-51, R-22-11, R-22-33, R-22-34, R-22-13, R-22-14, R-22-15 And R-22-16 Of The City; And Providing For The Collection Of Such Special Assessments.

Action: Motion to (adopt / deny / table) An Ordinance Levying Special Assessments On Certain Property To Pay The Costs Of Internal Improvements In The City Of Bel Aire, Kansas, As Previously Authorized By Resolution Nos. R-21-50, R-21-52, R-21-53, R-22-27, R-22-28, R-22-29, R-22-30, R-22-31, R-22-09, R-22-51, R-22-11, R-22-33, R-22-34, R-22-13, R-22-14, R-22-15 And R-22-16 Of The City; And Providing For The Collection Of Such Special Assessments and authorize all required signatures.

Motion _____ Second _____ Vote _____

C. Consideration of A Resolution Authorizing The Offering For Sale Of General Obligation Bonds, Series 2025A And General Obligation Temporary Notes, Series 2025B, Of The City Of Bel Aire, Kansas.

Action: Motion to (accept / deny / table) A Resolution Authorizing The Offering For Sale Of General Obligation Bonds, Series 2025A And General Obligation Temporary Notes, Series 2025B, Of The City Of Bel Aire, Kansas and authorize all required signatures.

Motion _____ Second _____ Vote _____

D. ZON-25-01: Consideration Of An Ordinance Approving The Recommendation Of The Bel Aire Planning Commission Recommending Approval Of A Zone Change Request From A Neighborhood Commercial, Office and Retail District “C-1” To A Planned Unit Development Residential District “R-PUD” (Lycee Addition R-PUD), Generally Located At The East Side Of Rock Road And ¼ Mile North Of 53rd Street North, Bel Aire, Sedgwick County, Kansas.

Action: Please choose one of the following (3) options, in accordance with K.S.A. 12-756(b).

1. Motion to Approve the findings of fact and recommendation of the Planning Commission for ZON-25-01, Adopt the Ordinance as Presented, and authorize the Mayor to sign. (simple majority, 4 votes required)
2. Motion to Override the findings of fact and recommendation of the Planning Commission for ZON-25-01, Adopt alternate findings, Disapprove the zone change request and Ordinance. (2/3 majority, 4 votes required)
3. Motion to return the findings of fact and recommendation of the Planning Commission for ZON-25-01 to the Planning Commission for further consideration, with a statement specifying the basis for failure to Approve or Disapprove, the statement is; _____. (simple majority, 4 votes required)

Motion _____ Second _____ Roll Call Vote:

Greg Davied _____ Tyler Dehn _____ Emily Hamburg _____

Tom Schmitz _____ John Welch _____ Mayor Jim Benage _____

E. Consideration Of An Ordinance Approving The Recommendation Of The Bel Aire Planning Commission Recommending Approval Of The Bel Aire 2035 Comprehensive Plan for Bel Aire, Kansas.

Action: Please choose one of the following (3) options, in accordance with K.S.A. 12-747(b).

1. Motion to Approve the recommendation of the Planning Commission, Adopt the Ordinance Approving the Bel Aire 2035 Comprehensive Plan, and authorize the Mayor to sign. (simple majority, 4 votes required)
2. Motion to Override the recommendation of the Planning Commission and Disapprove the Bel Aire 2035 Comprehensive Plan. (2/3 majority, 4 votes required)
3. Motion to return the recommendation of the Planning Commission for Approval of the Bel Aire 2035 Comprehensive Plan to the Planning Commission for further consideration, with a statement specifying the basis for failure to Approve or Disapprove, the statement is; _____. (simple majority, 4 votes required)

Motion _____ Second _____ Roll Call Vote:

Greg Davied _____ Tyler Dehn _____ Emily Hamburg _____

Tom Schmitz _____ John Welch _____ Mayor Jim Benage _____

F. Consideration of An Ordinance Designating the Bel Aire Planning Commission as the Bel Aire Board of Zoning Appeals.

Action: Motion to (Adopt / Deny / Table) An Ordinance Designating the Planning Commission as the Board of Zoning Appeals and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

G. Consideration of a Resolution Amending the Bylaws of the Bel Aire Planning Commission.

Action: Motion to (Adopt / Deny / Table) A Resolution Amending the Bylaws of the Planning Commission (As Presented / As Amended) and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

H. Consideration of A Resolution Establishing the City of Bel Aire Sidewalk Reimbursement Program for Fiscal Year 2025.

Action: Motion to (Adopt / Deny / Table) A Resolution Establishing The Sidewalk Reimbursement Program (As Presented / As Amended) with funds not to exceed \$15,000, and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

I. Consideration of An Ordinance Amending Current Water Drought/Emergency Restrictions to Comply with Wichita's New Permanent Water Restrictions Ordinance Adopted on August, 26, 2025 and to be Implemented on September 15, 2025.

Action: Motion to (Adopt / Deny / Table) An Ordinance Establishing Permanent Watering Restrictions (As Presented / As Amended) and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

J. Consideration of An Amendment To The Municipal Water Conservation Plan to Comply with Wichita's New Permanent Water Restrictions Ordinance Adopted on August, 26, 2025 and to be Implemented on September 15, 2025.

Action: Motion to (Approve / Deny / Table) Amendment No. 1 to the Municipal Water Conservation Plan (As Presented / As Amended), authorize the Mayor to sign, and authorize City Manager to submit this amendment to the City of Wichita.

Motion _____ Second _____ Vote _____

XIII. EXECUTIVE SESSION

Action: Motion to go into executive session for the sole purpose of discussion the subject of: (_____), pursuant to the KSA 75-4319 exception for: (_____). Invite the City Manager and the City Attorney. The meeting will be for a period of (__) minutes, and the open meeting will resume in City Council Chambers at (_____) PM.

Motion _____ Second _____ Vote _____

XIV. DISCUSSION AND FUTURE ISSUES

A. City Council Workshop - September 9, 2025 at 7:00 p.m.

XV. ADJOURNMENT

Action: Motion to adjourn.

Motion _____ Second _____ Vote _____

Additional Attachments:

A. City Manager's Report - September 2, 2025

Notice

It is possible that sometime between 6:30 and 7:00 PM immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the Council Chambers or the lobby of City Hall. No one is excluded from these areas during these times. Video of this meeting can be streamed at www.belaireks.gov and on YouTube. Please make sure all cell phones and other electronics are turned off and put away.

(Published at www.belaireks.gov on September, _____ 2025.)

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE RECOMMENDATION OF THE BEL AIRE PLANNING COMMISSION RECOMMENDING CHANGING THE ZONING DISTRICT OF CERTAIN LANDS LOCATED WITHIN THE CORPORATE CITY LIMITS OF THE CITY OF BEL AIRE, KANSAS UNDER THE AUTHORITY GRANTED BY THE ZONING REGULATIONS OF THE CITY.

WHEREAS, the Governing Body of the City of Bel Aire, Kansas (the “City”) has received a recommendation from the Bel Aire Planning Commission for Case No. ZON-25-01; and

WHEREAS, the Governing Body finds proper notice was given and a public hearing was held for Case No. ZON-25-01 on August 14, 2025, all as provided by law and under authority and subject to the provisions of the Zoning Regulations of the City.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BEL AIRE, KANSAS:

SECTION 1. The Governing Body adopts the recommendation of the Bel Aire Planning Commission and approves the zone change request from Neighborhood Commercial, Office and Retail District “C-1” to a Planned Unit Development Residential District “R-PUD” to create the Lycee Addition Planned Unit Development R-PUD (the “Lycee Addition R-PUD”).

Lots 1, 2, and 3, Block B, will be zoned as Neighborhood Commercial, Office and Retail District “C-1” and Planned Unit Development, Commercial Office and Retail District “C-2.”

Lot 4, Block B, will be zoned as Multi-Family District “R-6.”

Legal Description

Lots 1, 2, 3, and 4, Block B, Lycee Addition, Bel Aire, Sedgwick County, Kansas.

General Description

East side of Rock Road and ¼ mile North of 53rd Street North, Bel Aire, Sedgwick County, Kansas

The Lycee Addition R-PUD is subject to the following restrictions, conditions or limitations, and such restrictions, conditions or limitations shall supersede any portion of the application in conflict therewith:

1. Landscape plan to be reviewed and approved by Zoning Administrator for Parcel 2 before any building permits are issued. In addition to street tree requirements, the Landscape Plan should include: increase of the proposed (8) ornamental trees on the interior of the lot where feasible and screening details for the trash enclosures.

SECTION 2. This Ordinance shall take effect and be in force from and after its adoption by the Governing Body of the City, approval by the Mayor, and publication once in the official city newspaper.

SECTION 3. The City Clerk will file this Ordinance with the Sedgwick County Register of Deeds.

[Remainder of this page intentionally left blank]

ADOPTED by the Governing Body of the City of Bel Aire, Kansas on this 2nd day of September, 2025.

SIGNED by the Mayor on this _____ day of September, 2025.

CITY OF BEL AIRE, KANSAS

Jim Benage, Mayor

ATTEST:

Melissa Krehbiel, City Clerk

APPROVED AS TO FORM:

Maria A. Schrock, City Attorney



MINUTES
CITY COUNCIL MEETING
7651 E. Central Park Ave, Bel Aire, KS
September 02, 2025 7:00 PM



I. CALL TO ORDER: Mayor Jim Benage called the meeting to order at 7:00 p.m.

II. ROLL CALL

Councilmembers Greg Davied, Tyler Dehn, Emily Hamburg, Tom Schmitz, and John Welch were present. No one was absent.

Also present were City Manager Ted Henry, City Attorney Maria Schrock, Director of Finance Barry Smith, Director of Community Development Paula Downs, City Attorney Melissa Krehbiel, and Bond Counsel Kevin Cowan of Gilmore & Bell, P.A.

III. OPENING PRAYER: A moment of silent prayer was held.

IV. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Mayor Benage led the pledge of allegiance.

V. DETERMINE AGENDA ADDITIONS: There were no additions.

VI. CONSENT AGENDA

A. Approval of Minutes of the August 19, 2025 City Council meeting.

MOTION: Councilmember Welch moved to approve the Consent Agenda as listed and authorize the Mayor to sign. Councilmember Hamburg seconded the motion. *Motion carried 5-0.*

VII. DISCUSSION AND APPROVAL OF APPROPRIATIONS ORDINANCE

A. Consideration of Appropriations Ordinance No. 25-16 in the amount of \$2,628,966.16.

MOTION: Councilmember Davied moved to approve Appropriations Ordinance No. 25-16. Councilmember Dehn seconded the motion. *Motion carried 5-0.*

VIII. CITY REQUESTED APPEARANCES: None

IX. PUBLIC HEARINGS

A. Public Hearing regarding proposed property tax levy in excess of the Revenue Neutral Rate and adoption of Revenue Neutral Rate Resolution.

Mayor Benage opened the Public Hearing.

Lindsay Poe Rousseau, 5239 N Colonial, spoke to the Council. She works for Sedgwick County Finance and has lived in Bel Aire for two years. She recently reviewed Bel Aire’s latest annual audit and the proposed budget. With her experience in public finance she understands the challenges that government faces. She loves living in Bel Aire; she gets wonderful services. She is proud to look at Bel Aire’s budget and audit and feels good about where she lives. She thanked the Council for lowering the mill levy.

No others requested to speak.

MOTION: Councilmember Welch moved to approve A Resolution of The City of Bel Aire, Kansas to Levy a Property Tax Rate Exceeding the Revenue Neutral Rate for the 2026 budget and authorize the Mayor to sign. Councilmember Schmitz seconded the motion.

Roll Call Vote:

| | | |
|-------------------|------------------|---------------------|
| Greg Davied – Aye | Tyler Dehn – Aye | Emily Hamburg – Aye |
| Tom Schmitz – Aye | John Welch – Aye | |

Motion carried 5-0.

MOTION: Councilmember Welch moved to close the Public Hearing. Councilmember Dehn seconded the motion. ***Motion carried 5-0.***

B. Public Hearing regarding the 2026 City of Bel Aire Budget

Director of Finance Barry Smith gave a brief presentation about the proposed budget.

Mayor Benage opened the public hearing and requested comments from the public.
No one spoke.

MOTION: Councilmember Hamburg moved to close the Public Hearing. Councilmember Welch seconded the motion. ***Motion carried 5-0.***

X. CITIZEN CONCERNS

David Landoll, 4743 N Krueger Street, spoke to the Council regarding recent street and water main work near his home. Many in his neighborhood questioned why the surface work would occur before the subsurface work. About 1 month ago a water main project was started in his neighborhood. One of the paint markers was placed in the middle of his driveway. He asked City staff, the contractor, and the Mayor why the marker was in the middle of the driveway but did not receive an answer. He put in a new driveway a few years ago. Then a paving contractor damaged his driveway. He is asking the city to replace the approach to his driveway. He also noted that he has never seen a City inspector at these work sites.

XI. REPORTS

A. Council Member Reports

Councilmember Hamburg reported on the latest Chisholm Creek Utility Authority meeting.

Councilmember Davied reported on the latest CCUA meeting.

Councilmember Dehn reported that the South Central Kansas Transportation Coalition will meet on Thursday. The KDOT local consult will be held on October 8th in Wichita, and a virtual meeting on October 27th. Tomorrow, the Bel Aire Chamber will hold their monthly lunch meeting.

B. Mayor's Report

Mayor Benage reported on the latest CCUA meeting. Following a recent shooting at a Catholic school in Minnesota, Mayor Benage reached out to the City Manager to ask Bel Aire Police to help improve security at local schools.

C. City Attorney Report

City Attorney Maria Schrock briefly reported on anticipated revisions to the City's KORA ordinance and record retention schedule.

D. City Manager Report

City Manager Ted Henry reported on upcoming events, including National Night Out, Fall Fest and the Bel Aire Chamber's monthly lunch meeting.

XII. ORDINANCES, RESOLUTIONS AND FINAL ACTIONS

A. Consideration of Approving the 2026 City of Bel Aire Budget.

MOTION: Councilmember Welch moved to approve the 2026 City of Bel Aire Budget as presented and authorize all required signatures. Councilmember Dehn seconded the motion. *Motion carried 5-0.*

B. Consideration of An Ordinance Levying Special Assessments On Certain Property To Pay The Costs Of Internal Improvements In The City Of Bel Aire, Kansas, As Previously Authorized By Resolution Nos. R-21-50, R-21-52, R-21-53, R-22-27, R-22-28, R-22-29, R-22-30, R-22-31, R-22-09, R-22-51, R-22-11, R-22-33, R-22-34, R-22-13, R-22-14, R-22-15 And R-22-16 Of The City; And Providing For The Collection Of Such Special Assessments.

MOTION: Councilmember Hamburg moved to adopt An Ordinance Levying Special Assessments On Certain Property To Pay The Costs Of Internal Improvements In The City Of Bel Aire, Kansas, As Previously Authorized By these Resolutions listed here; And Providing For The Collection Of Such Special Assessments and authorize all required signatures. Councilmember Welch seconded the motion. *Motion carried 5-0.*

C. Consideration of A Resolution Authorizing The Offering For Sale Of General Obligation Bonds, Series 2025A And General Obligation Temporary Notes, Series 2025B, Of The City Of Bel Aire, Kansas.

MOTION: Councilmember Davied moved to accept A Resolution Authorizing The Offering For Sale Of General Obligation Bonds, Series 2025A And General Obligation Temporary Notes, Series 2025B, Of The City Of Bel Aire, Kansas and authorize all required signatures. Councilmember Dehn seconded the motion. *Motion carried 5-0.*

D. ZON-25-01: Consideration Of An Ordinance Approving The Recommendation Of The Bel Aire Planning Commission Recommending Approval Of A Zone Change Request From A Neighborhood Commercial, Office and Retail District “C-1” To A Planned Unit Development Residential District “R-PUD” (Lycee Addition R-PUD), Generally Located At The East Side Of Rock Road And ¼ Mile North Of 53rd Street North, Bel Aire, Sedgwick County, Kansas.

Mayor Benage announced the agenda item. Before proceeding with the hearing, Mayor Benage asked if any Council member wished to disqualify themselves from participating in this case because they have a conflict of interest. Mayor Benage asked if any member of the City Council had received any ex-parte verbal or written communications prior to this agenda item, which they would like to share. All Councilmembers responded no to both questions. The City Clerk confirmed that no protest petitions were received regarding this case.

All of the Councilmembers confirmed that they had received the Unapproved Minutes of the Planning Commission for August 14, 2025, which summarizes the public hearing for this case. Paula Downs, Director of Community Development, provided a report on the case and stood for questions from the Council.

Councilmember Welch asked if the plans allowed for enough room between Rock Road and the development to allow for future expansion of Rock Rd. The agent for the applicant, Phil Meyer of Baughman Company, answered Mr. Welch’s question: yes, there is 60 ft of half street right of way dedicated on the east side on Rock Road which will allow for a five-lane facility.

Councilmember Dehn asked if the developer can extend a sidewalk to the entrance and connect it to a public sidewalk. He also asked why a second entrance/exit was not included on the East side. Councilmember Hamburg asked if the entrance for the Commercial area would be on Rock Rd; Ms. Downs confirmed that it will be.

Mayor Benage confirmed with staff that no written communications have been received regarding this case.

The agent for the applicant, Phil Meyer of Baughman Company gave a presentation about the PUD plat and stood for questions from the City Council. He answered questions from the Council regarding the multi-family design, the placement of stairs, and street ingress/egress and ownership of the development. Mr. Meyer stated the proposed plans are for multi-family, but it is less dense than a typical apartment complex.

Mayor Benage invited public comments on the case. No one requested to speak

The Council then deliberated. In support of the recommendation, Councilmember Schmitz said it appears to be a good buffer between the R-6 multifamily housing nearby and single-family housing. It doesn't appear to be out of place where it is located and the proposed development seems to fit with what is already there.

Councilmember Welch said he know this is a difficult area, it was hard to sell, it's been vacant for a long time. He appreciates the use of it based on what's around it; and he would vote for it.

Councilmember Hamburg noted that staff and Planning Commission are recommending this. She appreciated the comments about the limitations with the utilities there; that they will make use of that hopefully for a really nice retail that citizens have been mentioning; so she will be supporting this.

Councilmember Davied said that Planning Commission and staff did a nice job, as well as the developer, in finding a nice little commercial addition to the City, and use of that land; so he will be in support of it also.

Councilmember Dehn stated that he appreciated the placement of the development with it's proximity to schools and access to safe sidewalks; he agrees with the buffering between a major arterial street and an apartment complex.

MOTION: Councilmember Dehn moved to Approve the findings of fact and recommendation of the Planning Commission for ZON-25-01, Adopt the Ordinance as Presented, and authorize the Mayor to sign. Councilmember Schmitz seconded the motion.

Roll Call Vote:

| | | |
|-------------------|------------------|------------------------|
| Greg Davied - Aye | Tyler Dehn – Aye | Emily Hamburg - Aye |
| Tom Schmitz - Aye | John Welch - Aye | Mayor Jim Benage – Aye |

Motion carried 6-0.

E. Consideration Of An Ordinance Approving The Recommendation Of The Bel Aire Planning Commission Recommending Approval Of The Bel Aire 2035 Comprehensive Plan for Bel Aire, Kansas.

Lance Onstott, Professional Engineering Consultants, gave a brief presentation and stood for questions from the Council.

Mayor Benage stated concerns about the data used for the plan. Councilmember Schmitz stated concerns about the population estimates being low. Councilmember Dehn stated concerns about the amount of public engagement for the plan; he wished it were more robust.

MOTION: Mayor Benage moved to return the recommendation of the Planning Commission for Approval of the Bel Aire 2035 Comprehensive Plan to the Planning Commission for further consideration, with a statement specifying the basis for failure to Approve or Disapprove, the statement is; This plan has multiple issues of outdated data and information. [Mayor Benage] will provide an expanded report within a week, but

some of the examples are: outdated population, outdated average income, outdated traffic counts, inaccurate references to medical facilities, and future use proposals that are not consistent with current zoning, especially with regards to land south of the railroad tracks and east of Webb Road. Councilmember Davied seconded the motion.

Roll Call Vote:

| | | |
|-------------------|------------------|------------------------|
| Greg Davied – Aye | Tyler Dehn – Aye | Emily Hamburg – Aye |
| Tom Schmitz – Aye | John Welch – Nay | Mayor Jim Benage – Aye |

Motion carried 5-1.

F. Consideration of An Ordinance Designating the Bel Aire Planning Commission as the Bel Aire Board of Zoning Appeals.

MOTION: Councilmember Welch moved to Adopt An Ordinance Designating the Planning Commission as the Board of Zoning Appeals and authorize the Mayor to sign. Councilmember Hamburg seconded the motion. ***Motion carried 5-0.***

G. Consideration of a Resolution Amending the Bylaws of the Bel Aire Planning Commission.

MOTION: Councilmember Hamburg moved to Adopt A Resolution Amending the Bylaws of the Planning Commission As Presented and authorize the Mayor to sign. Councilmember Schmitz seconded the motion. ***Motion carried 5-0.***

H. Consideration of A Resolution Establishing the City of Bel Aire Sidewalk Reimbursement Program for Fiscal Year 2025.

MOTION: Councilmember Welch moved to Adopt A Resolution Establishing The Sidewalk Reimbursement Program As Presented with funds not to exceed \$15,000 and authorize the Mayor to sign. Councilmember Davied seconded the motion. ***Motion carried 5-0.***

I. Consideration of An Ordinance Amending Current Water Drought/Emergency Restrictions to Comply with Wichita's New Permanent Water Restrictions Ordinance Adopted on August, 26, 2025 and to be Implemented on September 15, 2025.

MOTION: Councilmember Davied moved to Adopt An Ordinance Establishing Permanent Watering Restrictions As Presented and authorize the Mayor to sign. Councilmember Dehn seconded the motion. ***Motion carried 4-1*** with Councilmember Schmitz voting against the motion.

J. Consideration of An Amendment To The Municipal Water Conservation Plan to Comply with Wichita's New Permanent Water Restrictions Ordinance Adopted on August, 26, 2025 and to be Implemented on September 15, 2025.

MOTION: Councilmember Davied moved to Approve Amendment No. 1 to the Municipal Water Conservation Plan As Presented authorize the Mayor to sign and authorize City Manager to submit this amendment to the City of Wichita. Councilmember Dehn seconded the motion. ***Motion carried 4-1***, with Councilmember Schmitz voting against the motion.

XIII. EXECUTIVE SESSION: No executive session was held.

XIV. DISCUSSION AND FUTURE ISSUES

A. City Council Workshop - September 9, 2025 at 7:00 p.m.

The Council briefly discussed possible agenda topics for the workshop, and the possibility that a Special Meeting may be held on September 9th preceding the workshop. No action was taken.


XV. ADJOURNMENT

MOTION: Councilmember Schmitz moved to adjourn. Councilmember Welch seconded the motion. *Motion carried 5-0.*

Approved by the City Council this 7th day of October, 2025.


Jim Benage, Mayor

ATTEST:


Melissa Krehbiel, City Clerk



City of Bel Aire

STAFF REPORT

DATE: 08/25/2025

TO: Bel Aire City Council
 FROM: Paula Downs
 RE: ZON-25-01- Lycee Addition

| STAFF COMMUNICATION | |
|---------------------|----------|
| FOR MEETING OF | 9/2/2025 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

SUMMARY:

ZON-25-01 Proposed re-zoning of Lots 1, 2, 3, 4 Block B, Lycee Addition from Neighborhood Commercial, Office and Retail District “C-1” to a Planned Unit Development Residential District “R-PUD” to create the Lycee Addition Planned Unit Development R-PUD.

Legal Description:

Lots 1, 2, 3, and 4, Block B, Lycee Addition, Bel Aire, Sedgwick County, Kansas.

General Location:

East side of Rock Road and ¼ mile North of 53rd Street North, Bel Aire, Sedgwick County, Kansas

Background:

The city placed notification on the City of Bel Aire website as required by the city code on July 24, 2025. The affidavit of publication is in the packet. Notification by certified mail was provided to surrounding property owners on July 24, 2025.

Previous change in zoning had not been formally approved in the proper manner- a zoning case should have been filed, approved, and an Ordinance developed. The zoning change for this case needed to be a Planned Unit Development Residential District “R-PUD” which addresses the change in zoning and provides for an R-PUD Preliminary Plat document with PUD text vs. a separate PUD Agreement.

ZON-25-01 case confirms the proper process and zoning change case for clarity moving forward.

Case History:

1. August 12, 2021- Planning Commission Meeting

Planning Commission was presented with a sketch plan for Lycee Addition. Commission provided comments to the applicant, and no binding action was taken.

Sketch Plan included twelve (12) two-unit duplexes and a single living unit on Lots 1, 2, and 3 Block B. No sketch plan was provided or reviewed for Lot 4, Block B.

2. September 16, 2021- Planning Commission Meeting

SD-21-01- Proposed Lycee Addition, platting approximately 13.15 acres of the C-1 Zoning District (down-zone hearing process not included)

Application reflected that current zoning was C-1 and Applicant requested R-6 zoning for a portion of Lycee Addition. Review notes of the case stated that the “plat would require a zoning hearing and possible PUD overlay based on information relayed. R-6 Multi-Family, C-1 by right as the current zoning district, C-2 would require a PUD”.

Staff recommended conditionally approved the plat “if the rezoning matches the uses intended for the lot development. The uses of a multi-family with 800 s.f. per unit and 12 units per acres is R-6. It was noted that the hearing did not include the zoning district process.

The Preliminary Plat was approved 3-0

3. September 22, 2021 - Planning Commission Meeting

Special Meeting to review and ratify all action taken at the September 16 Planning Commission meeting due to lack of quorum to act.

The Planning Commission ratified action taken on the item at the September 16, 2021, meeting.

4. February 10, 2022- Planning Commission Meeting

SD-21-07- PUD and Proposed Final Platting of approximately 4.4 acres (Lycee)

Application packet included an application to change zoning districts from C-1 to C-1, C-2 and R-6 with a PUD.

PUD Agreement defined the zoning districts with permitted uses and minimum building setbacks. The site would contain 13 buildings with each living unit having 1,000 to 1,500 s.f. of livable space. Maximum building height was set at a maximum of three stories. All other development elements would be in accordance with city code regulations. The application included conceptual elevations and floorplans.

Applicant presented and no others requested to speak. SD-21-07 was unanimously approved by the Planning Commission.

5. April 5, 2022- City Council Meeting

The Final Plat, PUD Agreement and Development Agreement appeared on the April 5, 2022, meeting agenda. The agreements were approved and signed.

The Zoning change was not formally approved via Ordinance.

The PUD agreement listed the zoning districts and set approved uses, setbacks and maximum building height. A zoning case was not heard.

PUD Agreement:

This agreement was signed by the Council President on April 5, 2022, and the developer on September 7, 2022. It was filed with the Register of Deeds on January 18, 2023. The agreement references the Lycee PUD and includes zoning information including permitted uses, setbacks and other bulk regulations. In addition, the agreement provides the traditional language related to drainage, lighting, sanitary sewer, etc. The PUD agreement included the conceptual site landscape plan prepared on February 2, 2022, conceptual elevation and floorplan and the conceptual elevation picture.

Developer's Agreement:

The agreement was signed by the Council President on April 5, 2022, and the developer on September 7, 2022. It was filed with the Register of Deeds on January 27, 2023. The agreement references the Lycee PUD and includes zoning information including permitted uses, setbacks and other bulk regulations. In addition, the agreement provides the traditional language for infrastructure developing and funding of public infrastructure.

The City Council approved the PUD and Development Agreement.

6. August 14, 2025- Planning Commission Meeting

ZON-25-01- Set out the following requests as referenced in the R-PUD Preliminary Plat text:

1. Parcel 1- Lot 4, Block B
 - a. Permitted Uses: Small-scale retail businesses, retail activities conducted wholly indoors, office, restaurant with alcohol sales, food venues to include patio dining, drive-throughs, and temporary structures as approved by the Zoning Administrator.
 - i. Restaurant and food venue uses are only permitted through the PUD process.
 - b. Applicant has provided 2 street trees along Rock Road. With the 40' gas pipeline removed from the calculation, 3 trees are required.
2. Parcel 2- Lots 1, 2, 3, Block B
 - a. Permitted Uses: Duplexes, multi-family, adult day-care, leasing office, playgrounds or community spaces, and accessory structure as approved by the Zoning Administrator.
 - i. Playgrounds and community spaces are generally permitted as a conditional use in the R-6 District.
 - ii. Day-care facilities are permitted only in the R-1 and R-4 districts.
 - b. Not all residential districts in Bel Aire specify a maximum lot coverage. As currently drafted, the applicant has set forth a 65% lot coverage.
 - c. The R-6 District includes a minimum lot area per dwelling unit of 3,630 sf. The applicant has proposed a minimum lot area per dwelling unit of 2,912 sf.
 - d. Front and side setbacks meet or exceed minimum requirements. The proposed rear setback of 25' is less than the required 75', but if the 40' pipeline easement and 25' setback on Parcel 1 is included, separation of building between the parcels is acceptable.
 - e. Landscaping review:
 - i. Street trees provided meets minimum requirements
 - ii. For multi-family projects, 1 interior lot tree is required per dwelling unit, which must be large deciduous trees or evergreen trees). 8 interior lot trees are provided.
 - f. Parking lot illumination is required for all multi-family projects. Code prohibits parking lot illumination to be provided by building mounted fixtures. The applicant is requesting to only provide parking lot illumination with building mounted fixtures.

Planning Commission Discussion:

Applicant highlighted several key issues that changed from the previous case:

1. Maximum lot coverage for Parcel 2 is currently at 65%. Might want to make it 70% in case a sidewalk or something is required to be added. City zoning code sets the maximum lot coverage at 30%.

2. PUD Agreement #5- Uses within the parcels:
 - a. Uses for the parcel have not changed
 - b. C-2 and C-1 uses that include restaurant, food, etc. This hasn't changed
 - c. Greg Hiser owns this lot and wants to continue along those lines. His idea was to build a wine bar.
 - d. Greg Hiser's vision for housing on parcel 2 was single. professionals, however, the current plan is not directed this way.
2. PUD Agreement #7- Lighting
 - a. Multiple units being built
 - b. Don't want light poles
 - c. Will use the buildings to light up areas
 - d. Will require parking lot poles relief. Lighting will be on the buildings- garages to light up the parking lots
3. PUD Agreement #9- Landscaping
 - a. Asking for a waiver from landscaping
 - b. Parcel 1- will have two (2) street trees along Rock Rd. With power lines and the pipeline, it is difficult to install landscaping- have a very small landscape window.
 - c. Parcel 2- will have five (5) street trees on Lycee and Rock Rd. seven (7) street trees with eight (8) ornamentals inside the interior of front door and parking areas. Asking for a waiver for other items listed in code.
4. PUD Agreement #12- Parking
 - a. Parking will be based on the multi-family designation- two (2) spaces per living unit like the property to the East.
 - b. The site offers 2.7 spaces per unit.
 - c. This is viewed as multi-family because it is multiple units on one lot.

Applicant shared that the main difference now and before are the update of the unit styles and the three-plex and four-plex. There are now three (3) different types of units. Applicant confirmed that he will continue to own the units.

Commission had concerns about lighting on the site but were satisfied with the plan to utility building mounted lighting and controlling the angle and shade to not negatively affect each unit on site.

Commissioners discussed the lot coverage of 65% on the site, however, they felt that both parcels combined lot coverage percentage would be relatively low. The Secretary clarified that each parcel's lot coverage would be calculated individually, however, the Commission did not have concerns about the density due to the apartment complex to the East. They commented that this development was more "cutting-edge type development" and that it could influence other developments to "not just build duplexes".

During the public hearing three Kechi residents spoke. They all lived in a neighborhood on North Rock Road. Comments included concern about traffic on Rock Road, that the development were apartments or “section 8” housing. Applicant responded to concerns stating the development was not apartments or section 8 housing and that access to these units accessible from Lycee St. and not directly from Road Rd.

The Planning Commission approved the zone change with conditions recommended by staff to include:

1. Landscape plan is to be reviewed and approved by Zoning Administrator for Parcel 2 before any building permits are issued.
2. In addition to street tree requirements, the Plan shall include:
 - Increase of the proposed 8 ornamental trees on the interior of the lot where feasible.
 - Screening details for the trash enclosures.

Recommendations of permanent staff

Staff recommend approval of the application pending the outcome of City Council review.



MINUTES PLANNING COMMISSION 7651 E. Central Park Ave, Bel Aire, KS August 14, 2025, 6:30 PM



I. Call to Order: Chairman Phillip Jordan called the meeting to order at 6:30

II. Roll Call

Chairman Phillip Jordan and Commissioners Dee Roths, Paul Matzek and Brian Stuart were present. Commissioners Derek Faber and Brian Mackey were absent. Quorum was present.

Also present were Paula Downs, Secretary and Maria Schrock City Attorney.

III. Pledge of Allegiance to the American Flag

Chairman Phillip Jordan led the pledge of allegiance.

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting.

No updates or changes were requested.

Motion: Commissioner Matzek moved to approve the meeting minutes of the June 12, 2025, meeting. Commissioner Stuart seconded the motion. *Motion carried 4-0.*

V. Announcements: No announcements were made by staff.

VI. Old Business/New Business

A. Public Hearing on the Consideration of a Resolution to Adopt the Bel Aire 2035 Comprehensive Plan

Paula Downs, Secretary provided background information on the Comprehensive Plan to support Lance Onstott, PEC who will provide a more detailed presentation of the Comprehensive Plan.

The plan was initiated in 2023 through a long and thoughtful process that involved several workshops that included Planning Commission members. The plan was developed in four phases: Community Assessment; Community Engagement; Planning and Refine, Adopt & Implement. The draft document was developed from engagement and other information gathering that took place over the last year. The plan document is organized into three sections with appendices. Sections included: section one is a current visual representation of

the community; section two lays out six value statements and goals for each one; and section three includes plans and recommendations for future land use for the built environment. The final section of the plan are appendixes that provide details on the activities that occurred during the planning process.

The plan has good foundational information about the community, and it has set out design standards. It shows how we will look at the city moving forward and the engagement process that took place to prepare the plan.

Lance Onstott, PEC stated that state statute requires that the comprehensive plan have a public hearing, and the agenda item tonight is for the Planning Commission to approve and adopt the plan, by Resolution, for governing body approval by ordinance.

Lance provided highlights of the plan and its purpose:

- The comprehensive plan should represent the vision of the community for the next 10 years and be a record of the community's shared goals and desires. The plan is not an agreement on everything but reflects common themes so that the City can make informed decisions.
- The Appendices show what has happened in Bel Aire in the last 20 years: demographics, market-based land use, development patterns, and what is happening now and what is projected for the future.
- The plan primarily addresses the built environment or the physical part of the City.
- The City will use the comprehensive plan to make decisions on planning and zoning cases, budgets, staffing, and public safety.
- As things change the plan may need to be updated and by statute it will be reviewed every year.
- The plan was developed in stages starting with developing the community assessment on past and current information. The second phase was the engagement of the community, city leadership, and city staff. The final stage is the final draft plan being reviewed and approved.
- Three different "teams" were engaged in preparing this plan. The core team were staff that met regularly to review and provide comments on the plan. City leadership included the City Council and the Planning Commission in workshops to engage in the development of the plan. Stakeholders provided feedback during fall festival, workshops, focus groups and interviews. There should be no surprises in the plan.

Lance stated that the three primary sections of the plan include: introduction; value Statements/Goals; and land Use Framework. In addition, the appendices are good references on how the plan was developed. This section lists; resources, community engagement details, census and other data sources, and other City plans. All notes and summary information for the community engagement activities are also included. Those details support the information contained in the other sections of the plan.

Lance stated that the values statements and goals were developed from the overarching themes that were heard during the engagement activities. For each value statement there are goals which are those things that are measurable to make sure we are making progress on the plan. There are six value statements:

- Economic Development- *Bel Aire's Non-Residential Environment Will Enhance The Quality Of Life For All Residents And Visitors Alike*
- Transportation- *Bel Aire's Transportation System Will Be Safe, Enhance The Aesthetic Appreciation of the City, and Provide Efficient Options For All Transportation Modes.*
- Parks and Recreation- *Bel Aire's Parks And Recreation System Will Provide First Class Spaces And Programming For All Ages And Abilities.*
- Community Identity and Character- *Bel Aire's Built Environment Will Communicate A Distinct Identity To Create Cohesion, Increase Community Pride, And Attract Residents, Businesses, And Visitors*
- Growth & Investment- *Bel Aire Will Concentrate On Sustainable Growth Through Smart Investments And Community Communication.*
- Housing- *Bel Aire Will Be A Destination Of Choice For People At All Stages Of Life.*
- Every decision made should be influenced by the value statements. If there is a policy change or a re-zoning application that is not furthering one of the value statements then it needs to be critically looked at. It organizes your decision making and staff recommendations and it will serve as a guide for private investment.

Lance discussed the Future Land-Use Map which shows where residential and commercial uses are in the City. The first level of assessment before projecting future growth patterns is to establish four key elements to create places. We want to create an identifiable space designed around the uses for that space. The four building blocks are: green spaces- designed park, programmed park, natural preserve; complete neighbors; corridors; and centers.

In addition to the building blocks there are place types. Place Types will represent each one of those building block key elements. There are ten place types used in the city. For each place type these elements are included: description, including a narrative of the place type to be used in a staff report; types of land uses that are appropriate in each place type; utilized existing zoning districts to determine where each district could be compatible with each place type; and images to further communicate what the place types are looking to do.

Lance highlighted three example place types. One place type is a traditional neighborhood. There are no place types in the plan that are exclusively single family or multi-family residential place types. The goal is to see various place elements like homes, churches, or a corner store to create a complete neighborhood environment. This is predominately the place type that the city's future land use map is using. Another place type is a neighborhood corridor which is based on based on the transportation corridor. The goal is to build corridors or streets to complement the neighborhood. There may be something that the neighborhood

might need to quickly access like the corner store, bank or restaurant- these elements would be within the corridor. It is not an area that would have a mall. Centers are another place type. The corridor place type is going to buffer the neighborhood place type from a Center. Multiple centers in our place types - neighborhood center is typically at the intersection of multiple neighborhood corridors or hubs of activity. Scale changes with city neighborhoods, corridors and centers which may be denser with more activity.

Lance explained that the comprehensive plan gives guidance to private sector development so that they can determine if their development is compatible with the place type identified in the development area.

Lance clarified that the neighborhood traditional place type is the most common type in the city and can be seen on the map in light yellow; corridors are largely located along the arterial roadways; purple areas are for industrial or institutional areas, and the Rock Road corridor isolates higher uses.

The Planning Commission had several questions about the Comprehensive Plan:

- Does the comprehensive plan go across 254? The land use does in certain areas- place types are predicted through the city's area of influence or the extraterritorial jurisdiction. Rural neighborhood is housing that doesn't require public utilities such as a farm, five-acre subdivision, etc.
- What are the two or three things that are different between our previous plan and this plan? What two or three ways were you surprised at the input that maybe went in a different direction from the previous plan? Previous plan was in 2018- Master Growth Plan- it only looked at future land use and it didn't have any value statements. Major difference it used the traditional way of looking at land use such as single-family residential, etc. Development patterns were similar between the plans. Water and sewer plans were developed ahead of the comprehensive plan so that information could be used to assess costs of service and return on investment as the city continues to grow. The community had a desire for different modes of transportation-they want to safely move around our community without a vehicle. The city has good potential for off street trails utilizing the floodplain areas as pathways. Any future option for a rail to trail option could be utilized in the future if changes occur in the use of the railroad tracks. Trains will continue to use the tracks in the foreseeable future.
- Commission felt the plan was well put together graphically and it is user friendly so it can be used.
- Anything surprise you when meeting with the various groups? Alternative transportation was surprising across all groups. It not surprising to hear that there was confusion about the identity of the city. People expressed the need for grocery stores and restaurants, but don't really want to grow. Many people want the small-town feel, but also the large city services. City will need to navigate these needs.

- Is the City lacking in services? Land use was analyzed, and the City is 90% primarily residential. 0.8% of land use in Bel Aire is currently commercial use.
- Comprehensive plan will help the city make decision on what and how to develop in the future. The plan is a 10-year plan
- Was there any discussion about working with or looking at the plans from Metropolitan Area Planning Commission (MAPC)? This wasn't assessed in detail but did look at where they are projecting employment and housing areas. Looked at Wichita Area Metropolitan Planning Organization's (WAMPO) transportation plan to influence the plan.
- Does Wichita have any plans for East of Bel Aire? Unknown currently. Generally, they will face the need for services in that area.
- It is surprising that Bel Aire has a high rate of not-for-profit land uses in the City.
- Some concern that when the Commission reviews a case, preliminary plat and final plat we may ask for a reduction in lots to allow for green space, which the Commission doesn't have the authority to do that, so there is no enforcement.
- If it shows up on the master plan for more green space, how does that get implemented or steered that way? One way is to review zoning and subdivision regulations, building codes and policies around funding developments to steer towards implementing this vision. Developers and designers are always looking at the codes, so the city needs to ensure that codes reflect what we want to see happen. The other way is how we encourage development patterns through policies- City might want to participate in funding developments in a different way if they utilize the comprehensive plan vision.

Commissioner Jordan opened the Public Hearing:

- Donnis McPhaul- 7901 E. Oaktree Lane, Kechi, KS 67067. On the land use map in the orange area- what is the street running east/west? There is no street on the top of the orange area. Rock road area says city neighborhood- where does it stop the city neighborhood north between 254 and 53rd St.? Where does the orange area stop? The area extends Northwest Magnet anything above that is outside of Bel Aire's jurisdiction. The Comprehensive Plan covers only what is in Bel Aire.
- Jerry Hamilton, 7200 E. Oak Tree Ln. Kechi, KS- When you talk about your identity people are starting to call Bel Aire "Duplex City". Stated that he believes that Bel Aire has enough duplexes.

Commissioner Jordan closed the Public Hearing

Commission Discussion- Steering development is outside what the Planning Commission can control, and this is what the City Council can determine. Codes could assist as the Planning Commission hears cases. When the Secretary provides a staff report, one of the criteria in the "Golden Factors" is how the case is evaluated against the comprehensive plan. The Planning Commission will see comments both on how the case fits and how it doesn't fit within the comprehensive plan. This is one of several criteria the case is evaluated against.

Motion: Commissioner Matzek moved to adopt the Resolution to Adopt the Bel Aire 2035 Comprehensive Plan as presented and recommend that the Governing Body approve the Plan by publication of an Ordinance per K.S.A. 12-747(b). Commissioner Roths seconded the motion. *Motion carried 4-0.*

B. Consideration of an Ordinance to Amend the Bylaws of the Planning Commission

Paula Downs, Secretary stated that the Commission has seen the Bylaws a few times and all suggestions have been included in the document. The bylaws were shared with Mayor Benage, and he had a few suggestions that were changed in the document.

The following changes were made:

- Removed language on line 35- “such removal and” – only appointments will require the consent of the City Council.
- Line 42 - Added language for appointment- Policies and Procedures for Appointment and Removal of Members of the Planning Commission shall be in accordance with Ordinance 357.
- Line 178- update language-.....reasonable notice as to date, time, place, manner and purpose for the meeting shall be given by the chairperson to the Secretary at least five (5) business days before the meeting by hand delivery.
- Line 181- Commission members and the Governing Body shall be notified by the Secretary (vs. Chairperson), including all persons designated to receive agendas on a regular basis.
- City of Bel Aire official city newspaper is the city website.
- Language was added that said the Planning Commission will review every three years, but changes can be made at any time should updates need to be made.

City Attorney stated that the Planning Commission will approve a resolution per statute and not an ordinance as stated in the motion language.

Motion: Chairman Jordan moved to Adopt the Resolution to Amend the Bylaws of the Planning Commission As Presented and recommend that the Governing Body Approve the Amended Bylaws. Commissioner Matzek seconded the motion. *Motion carried 4-0.*

C. Public Hearing on ZON-25-01: Zone change request in the City from a Neighborhood Commercial, Office and Retail District “C-1” to a Planned Unit Development Residential District “R-PUD” to create the Lycee Addition R-PUD, generally located at the East side of Rock Road and ¼ mile North of 53rd Street North, Bel Aire, Sedgwick County, Kansas

Chairman Jordan read the case checklist:

- Disqualification Declared & Quorum Determined- Chairman Jordan “let the record reflect that no one was disqualified”.

- Chairman Jordan declared that proper notification was given.
- Ex parte communication- Chairman Jordan “let the record reflect no ex parte communication was received prior to the agenda item”.

Paula Downs, Secretary, stated that the case was before Planning Commission previously and the overview of each time the case appeared at the Planning Commission and City Council is set out in the staff report. The final plat for Lycee appeared at the February 2022 Planning Commission meeting with a Planned Unit Development (PUD) agreement and updated site plan. Lycee appeared at the April 5, 2022, City Council meeting and the final plat, PUD and development agreements were approved.

Previous change in zoning had not been formally approved in the proper manner- a zoning case should have been filed and an Ordinance developed and approved. The change in zoning needed to be an R-PUD which addresses the change in zoning and provides for an R-PUD Preliminary Plat document with PUD language vs. a separate PUD Agreement.

The PUD agreement sets out Parcel 1, the commercial lot and Parcel 2, the R-6 residential lots. The general provisions set out how the area will be developed, and they have set out the relief from code they are seeking. On pages 3-4 of the staff report it sets out zoning relief they are seeking. It will have what the code requires and what the case is asking for. The applicant will further define the development and answer questions.

The staff report also includes the review criteria that staff are recommending with the key review criteria (Golden Factors) of 2, 5, 7, 8 and that the case be approved with conditions listed in review criteria 10.

Phil Meyer, Baughman & Company, owner’s representative and Craig Sharp, applicant. Reviewed the R-PUD plat text. Mr. Meyer set out the following items to ensure the Planning Commission is clear on what they are asking for:

- Maximum lot coverage for Parcel 2 is currently at 65%. Might want to make it 70% in case a sidewalk or something is required to be added. City zoning code sets the maximum lot coverage at 30%.
- Site plan discussion for parcel 2:
 - Lot 1 Units:
 - garage is in the back
 - front doors face Rock Road
 - This housing is different from the previous plan from Greg Hiser
 - Lot 2 Units:
 - front doors face west
 - Garage and driveway up front
 - Lot 3:
 - No garages

- PUD Agreement #5- Uses within the parcels:
 - Uses for the parcel have not changed
 - C-2 and C-1 uses that include restaurant, food, etc. This hasn't changed
 - Greg Hiser owns this lot and wants to continue along those lines. His idea was to build a wine bar.
 - Greg Hiser's vision for housing on parcel 2 was single. professionals, however, the current plan is not directed this way.
- PUD Agreement #7- Lighting
 - Multiple units being built
 - Don't want light poles
 - Will use the buildings to light up areas
 - Will require parking lot poles relief. Lighting will be on the buildings- garages to light up the parking lots
- PUD Agreement #9- Landscaping
 - Asking for a waiver from landscaping
 - Parcel 1- will have two (2) street trees along Rock Rd. With power lines and the pipeline, it is difficult to install landscaping- have a very small landscape window.
 - Parcel 2- will have five (5) street trees on Lycee and Rock Rd. seven (7) street trees with eight (8) ornamentals inside the interior of front door and parking areas. Asking for a waiver for other items listed in code.
- PUD Agreement #12- Parking
 - Parking will be based on the multi-family designation- two (2) spaces per living unit like the property to the East.
 - The site offers 2.7 spaces per unit.
 - This is viewed as multi-family because it is multiple units on one lot.
- Units:
 - Clarification: the site will have two (2) duplexes, and the rest are four-plexes. The prior plan were all duplexes.
 - Each unit is either two (2) or three (3) bedrooms
 - Four-plexes:
 - Lots 1 & 2 there is a tri-plex and two four-plexes.
 - Lot 3- is a quad-plex where the units are stacked- exterior steps for two (2) units on top and two (2) units on bottom.
 - There are no basements in the units.
 - Lots 1 and 2 are single units' side-by-side
 - Grass will be in the open units. Along Rock Rd., in front of the units could do more landscaping on the East, but there is a nice hedgerow and there are utilities in the easement
 - Greg Hiser still wants to do a wine bar on parcel 1- very small lot size of building and parking lot is very limited.

Applicant shared that the main difference now and before are the update of the unit styles and the three-plex and four-plex. There are now three (3) different types of units. Applicant confirmed that he will continue to own the units.

The Planning Commission had concerns about the lighting for the site would come from building mounted fixtures which could shine light into units across from each other's windows. To prevent that, lighting is on the building would need to be aimed a different way. Commission asked applicant what kind of light will be shining on the unit across from each building. The applicant stated that building lighting can be angled and shaded so light can be controlled where it goes. Applicant stated that they can get better lighting on the building than on poles. Lighting will be placed on the ends of building, and they don't face windows, and they will all have garage lights and porch lights on the units. Heights and angles of lighting can be well controlled. Commission acknowledged that the 29th and Greenwich apartments have building lights and no poles and the complex is well-lit. Applicant shared that poles add more clutter to the site.

Planning Commission discussed the lot coverage percentage for the site. Applicant explained that parcel 1 has all the pipeline area in it. Commission discussed that if you take the whole PUD area (parcels 1 and 2), you won't be at a high lot coverage percentage- it would be approximately 43%. The Secretary stated that each lot is calculated individually or per parcel. The Secretary stated that the R-6 zoning district doesn't set out anything different lot coverage percentages between single-family and multi-family units. Lot coverage is calculation includes total lot size minus structures and pavement. Commission suggested that they might need to consider the entire area related to lot coverage

Commission stated that the site appears to be like an apartment complex that is broken up but done well.

Applicant confirmed that the square footage of the east units are 1170 s.f. and the rest of the units are in the 1450 s.f. range. Units in the middle have a one car garage and units on Rock Rd. have two-car garages. Updates on the R-PUD Preliminary Plat have been corrected and parcel 2 is 72,030 s.f. which creates the 65% lot coverage.

Chairman Jordan opened the public hearing:

- Carla Hamilton, 7200 E. Oak Tree Ln Kechi, KS- Comprehensive plan map was on the screen and Ms. Hamilton asked about the "orange" area-
 - Went from duplex to apartments now and we'll probably have playground and other stuff- is that right. Developer responded and stated there would be no playground
 - Don't know what it looks like- so is this Section 8 housing- is that what it is? Developer answered "no".
 - Do you have pictures of the development?- Developer didn't have pictures

- What about the traffic on Rock Road- with school and existing apartment complex and with more apartments- are there any considerations on what is going to happen? Commission stated that the area is suited for this type of development. Development doesn't empty onto Rock Road directly
- Donnis McPhaul, 7901 E. Oak Tree Ln, Kechi, KS 67067
 - Where is this development in relation to Apartments? Development is West of the apartments.
 - How many tri-plexes and four-plexes are there? There are eight (8) four-plexes and two (2) three-plexes.
 - Where is the wine bar? Wine Bar location is on Rock Road North of the housing development.
 - Where is entrance to development? Entrance is off Lycee and not Rock Road.
- Jerry Hamilton, 7200 Oak Tree Ln, Kechi KS.
 - Is there a difference between single-family vs. multi-family zoning districts? Bel Aire has several types of zoning districts in the city.
 - Mr. Hamilton would like to see single family homes along Rock Rd.
 - There is an abundance of duplexes
 - It would be good to have single family homes around the school

Chairman Jordan closed the Public Hearing

With regards to written communications Chairman Jordan stated, "let the record reflect no written communications have been received".

Applicant had no final comments but did share that the price range of leasing the units are \$1450 - \$1600. The units are an urban feel, and they are also bigger than duplexes.

Commissioner Matzek stated that he was concerned about the nearby single family large lots with this development be near. He asked what the status of Integra is, and it was confirmed by the Secretary that there was currently no status on that project. Commissioner Matzek has concerns about Rock Road traffic with the higher density development. He further stated that commercial use is 0.8% in the City and this development is now taking away additional parcels for commercial development with this development getting closer to the City Center concept on our comprehensive plan.

Commissioner Roths stated that this is an upgrade, and this is a different style. It will influence other development to not just build duplexes. More cutting-edge type development.

Commissioners cited, from the staff report, Golden Factors: 1, 3, 6, 2, 5, 10 as criteria to support the case. There are conditions recommended by staff for landscaping and trash enclosures. Planning Commission would need to use motion language #2 "approved with modifications" to include recommendations listed within #10 of the staff report.

Chairman Jordan stated that the case will be forwarded to the Governing Body with the Planning Commission recommendation and a written summary of the hearing for consideration at their regular meeting on Tuesday, September 2, 2025. He further stated that protest petitions against the case may be received by the City Clerk for 14 days after tonight, August 28, 2025, at 4:30 p.m.

Motion: Commissioner Roths moved, 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 Neighborhood Commercial, Office and Retail District “C-1” to a Planned Unit Development Residential District “R-PUD” in ZON-25-01 be approved with modifications, based on findings: recommendation #10 listed in staff report, as recorded in the summary of this hearing. Chairman Phillip Jordan seconded the motion. ***Motion carried 4-0.***

D. Overview of Zoning Case Script

Maria Schrock, City Attorney, provided an overview of the Zoning Case Checklist.

Primary and crucial duty of PC is holding the public hearing. The hearing is not only provided to hear public comments, but also to satisfy Kansas statutes. When holding a public hearing it is important to be consistent each time. All elements included in the “script” or checklist is to ensure that we address each element of the state statute and that everyone in the room is informed of key items. The benefit of the checklist reminds us to let the record show that commissioners did not disqualify themselves. When we close the public hearing we are reflecting in the minutes that there is no further discussion from the public and it can be reflected in the minutes. This announcement about closing the hearing then lets the public know no additional comments can be made and the minutes are clear. The minutes of the meeting are forwarded to the governing body, and they are required to go back to the minutes and the minutes capture everything including all comments. They are the total record of everything that occurred, and all elements considered by the Commission to make good decisions. The checklist helps make sure that everything is included in the minutes and that they are a fair and accurate depiction of what occurred at the meeting. The checklist is 3 pages and includes all the required elements and in what order for the public hearing. It is not required that the chairperson go through the checklist, any Commissioner can read the checklist especially if there are multiple items that require the checklist on an agenda.

Lawsuits can be filed and having this checklist read into the minutes helps create a record of what happened during the meeting. Checklist makes sure we follow the statutes, especially for the public hearing. We are expanding the depth of the minutes and creating more detailed information about what happened during the meeting. Moving forward the Commission meeting minutes will be more in depth moving. This is a checklist and not a script because we don’t want to give any indication that the Commission is being told how to vote or how to deliberate. This checklist doesn’t contain any information related to that.

Commission asked if they have to use the Golden Factors? The statute does not require the use of the Golden Factors. A case came through that provided a list of factors- state supreme case encouraged planning commissions to use these factors and add additional factors that may be unique to your community. The factors provide a consistent list of things we consider to be fair to every applicant so there is no appearance of being discriminatory or arbitrary. Not required but encouraged. Factors are a way for Commissioners to share their thinking about why they voted yes or no on a case.

Commission asked if they are we protected as Commissioners from lawsuits? The Planning Commission gets authority from Kansas statutes which is to abide by the zoning regulations and subdivision regulations that show that you are making decisions based on specific regulations. If a commissioner or the commission says that “I’m not going to abide by the regulations” that would indicate that they are operating outside the scope of their authority. Providing rationale of a decision is all that is required when making decisions on deviations from the codes.

Action: No action required; for discussion and review only.

E. Overview of Voting on Planning Commission Minutes

Maria Schrock, City Attorney, provided an overview of voting on Planning Commission minutes.

When you receive the agenda packet go through the minutes and confirm that it appears to be a fair and accurate depiction of what occurred during the meeting. Feel free to take notes during the meeting and compare them to the draft minutes and provide any updates. By voting to approve the minutes, the Commission is saying we’ve reviewed them, and they accurately reflect what occurred during the meeting. Minutes will be relied upon for actions. The Chairman, Vice Chairman or the Senior Commissioner may be the person signing the minutes after any given meeting. Commission is encouraged to keep notes and compare them to ensure accuracy.

Commission requested minutes to be provided earlier than the following month to recall and ensure their accuracy. Secretary will provide minutes within 10 days after the meeting. Commissioners then could provide updates prior to the next meeting via emails.

Action: No action required; for discussion and review only.

VII. Approval of the Next Meeting Date.

Commissioner Stuart will not be in attendance for the next meeting

Motion: Chairman Jordan moved to approve the date of the next meeting: September 11, 2025, at 6:30 p.m. Commissioner Matzek seconded the motion. ***Motion carried 4-0.***

VIII. Current Events

A. Upcoming Agenda Items:

Secretary shared that on September 2nd an Ordinance appointing the Planning Commission as the Board of Zoning Appeals will be on the City Council's agenda.

That approval will then result in bylaws being developed and shared with the Planning Commission. Bylaws will closely resemble the PC Bylaws.

1. Board of Zoning Appeals Bylaws
2. Board of Zoning Appeals- Types of Cases

B. Upcoming Events:

1. August 30 – Tree Board Park Clean-up | Alley Park 8-10 a.m.
2. September 1 – City Offices Closed for Labor Day
3. September 27 – Tree Board Park Clean-up | Bel Aire Rec Center 8-10 a.m.
4. October 4 – Fall Curbside Clean-Up

IX. Adjournment

Motion: Commissioner Roths moved to adjourn. Commissioner Matzek seconded the motion.
Motion carried 4-0.

Lycee Addition

August 14, 2025

Planning Commission Meeting

Agenda Documents:

- Staff Report
- Publication Notification/Affidavit
- Zoning Application
- Owners List
- PUD Plat

City of Bel Aire

STAFF REPORT**DATE: 08/14/2025**

TO: Bel Aire Planning Commission
FROM: Paula Downs
RE: ZON-25-01- Lycee Addition

STAFF COMMUNICATION

| | |
|------------------|-----------|
| FOR MEETING OF | 8/14/2025 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

SUMMARY:

ZON-25-01 Proposed re-zoning of Lots 1, 2, 3, 4 Block B, Lycee Addition from Neighborhood Commercial, Office and Retail District “C-1” to a Planned Unit Development Residential District “R-PUD” to create the Lycee Addition Planned Unit Development R-PUD.

Legal Description:

Lots 1, 2, 3, and 4, Block B, Lycee Addition, Bel Aire, Sedgwick County, Kansas.

General Location:

East side of Rock Road and ¼ mile North of 53rd Street North, Bel Aire, Sedgwick County, Kansas

Background:

The city placed notification on the City of Bel Aire website as required by the city code on July 24, 2025. The affidavit of publication is in the packet. Notification by certified mail was provided to surrounding property owners on July 24, 2025.

Case History:**1. August 12, 2021- Planning Commission Meeting**

Planning Commission was presented with a sketch plan for Lycee Addition. Commission provided comments to the applicant, and no binding action was taken.

Sketch Plan included twelve (12) two-unit duplexes and a single living unit on Lots 1, 2, and 3 Block B. No sketch plan was provided or reviewed for Lot 4, Block B.

2. September 16, 2021- Planning Commission Meeting

SD-21-01- Proposed Lycee Addition, platting approximately 13.15 acres of the C-1 Zoning District (down-zone hearing process not included)

Application reflected that current zoning was C-1 and Applicant requested R-6 zoning for a portion of Lycee Addition. Review notes of the case stated that the “plat would require a zoning hearing and possible PUD overlay based on information relayed. R-6 Multi-Family, C-1 by right as the current zoning district, C-2 would require a PUD”.

Staff recommended conditionally approved the plat “if the rezoning matches the uses intended for the lot development. The uses of a multi-family with 800 s.f. per unit and 12 units per acres is R-6. It was noted that the hearing did not include the zoning district process.

The Preliminary Plat was approved 3-0

3. September 22, 2021 - Planning Commission Meeting

Special Meeting to review and ratify all action taken at the September 16 Planning Commission meeting due to lack of quorum to act.

The Planning Commission ratified action taken on the item at the September 16, 2021, meeting.

4. February 10, 2022- Planning Commission Meeting

SD-21-07- PUD and Proposed Final Platting of approximately 4.4 acres (Lycee)

Application packet included an application to change zoning districts from C-1 to C-1, C-2 and R-6 with a PUD.

PUD Agreement defined the zoning districts with permitted uses and minimum building setbacks. The site would contain 13 buildings with each living unit having 1,000 to 1,500 s.f. of livable space. Maximum building height was set at a maximum of three stories. All other development elements would be in accordance with city code regulations. The application included conceptual elevations and floorplans.

Applicant presented and no others requested to speak. SD-21-07 was unanimously approved by the Planning Commission.

5. April 5, 2022- City Council Meeting

The Final Plat, PUD Agreement and Development Agreement appeared on the April 5, 2022, meeting agenda. The agreements were approved and signed.

The Zoning change was not formally approved via Ordinance.

The PUD agreement listed the zoning districts and set approved uses, setbacks and maximum building height. A zoning case was not heard.

PUD Agreement:

This agreement was signed by the Council President on April 5, 2022, and the developer on September 7, 2022. It was filed with the Register of Deeds on January 18, 2023. The agreement references the Lycee PUD and includes zoning information including permitted uses, setbacks and other bulk regulations. In addition, the agreement provides the traditional language related to drainage, lighting, sanitary sewer, etc. The PUD agreement included the conceptual site landscape plan prepared on February 2, 2022, conceptual elevation and floorplan and the conceptual elevation picture.

Developer's Agreement:

The agreement was signed by the Council President on April 5, 2022, and the developer on September 7, 2022. It was filed with the Register of Deeds on January 27, 2023. The agreement references the Lycee PUD and includes zoning information including permitted uses, setbacks and other bulk regulations. In addition, the agreement provides the traditional language for infrastructure developing and funding of public infrastructure.

The City Council approved the PUD and Development Agreement.

Current Discussion:

ZON-25-01- Sets out the following requests as referenced in the R-PUD Preliminary Plat text:

1. Parcel 1- Lot 4, Block B
 - a. Permitted Uses: Small-scale retail businesses, retail activities conducted wholly indoors, office, restaurant with alcohol sales, food venues to include patio dining, drive-throughs, and temporary structures as approved by the Zoning Administrator.
 - i. Restaurant and food venue uses are only permitted through the PUD process.
 - b. Applicant has provided 2 street trees along Rock Road. With the 40' gas pipeline removed from the calculation, 3 trees are required.
2. Parcel 2- Lots 1, 2, 3, Block B
 - a. Permitted Uses: Duplexes, multi-family, adult day-care, leasing office, playgrounds or community spaces, and accessory structure as approved by the Zoning Administrator.
 - i. Playgrounds and community spaces are generally permitted as a conditional use in the R-6 District.
 - ii. Day-care facilities are permitted only in the R-1 and R-4 districts.
 - b. Not all residential districts in Bel Aire specify a maximum lot coverage. As currently drafted, the applicant has set forth a 40% maximum.
 - c. The R-6 District includes a minimum lot area per dwelling unit of 3,630 sf. The applicant has proposed a minimum lot area per dwelling unit of 2,912 sf.

- d. Front and side setbacks meet or exceed minimum requirements. The proposed rear setback of 25' is less than the required 75', but if the 40' pipeline easement and 25' setback on Parcel 1 is included, separation of building between the parcels is acceptable.
- e. Landscaping review:
 - i. Street trees provided meets minimum requirements
 - ii. For multi-family projects, 1 interior lot tree is required per dwelling unit, which must be large deciduous trees or evergreen trees). 8 interior lot trees are provided.
- f. Parking lot illumination is required for all multi-family projects. Code prohibits parking lot illumination to be provided by building mounted fixtures. The applicant is requesting to only provide parking lot illumination with building mounted fixtures.

Review Considerations:

1. Character of the neighborhood

Building heights, density, setbacks, building materials, and paved surfaces are generally in conformance with existing improvements in the general area. Noise and general activity levels are expected to be similar to adjacent developments. Directly abutting the subject property to the west is Rock Road (arterial classification), with high traffic volume projected in the future.

2. Zoning and uses of nearby properties

North: M-1 Planned Unit Development – Industrial District

- Current Use: Undeveloped

East: C-1 Neighborhood Commercial, Office, and Retail District

- Current Use: Multi-Family (Apartment Buildings)

South: C-1 Neighborhood Commercial, Office, and Retail District

- Current Use: Undeveloped

West: Sedgwick County Jurisdiction

- Current Use: Undeveloped

3. Suitability of the subject property for the uses to which it has been restricted

The property is suitable for its current R-6 zoning.

4. Extent to which removal of the restrictions will detrimentally affect nearby property

No detrimental impacts on nearby property is expected.

5. Length of time the property has been vacant as zoned

The property has remained undeveloped since originally zoned in 2021-2022.

6. Relative gain to the public health, safety, and welfare as compared to the loss in value or the hardship imposed upon the applicant

If the application is recommended for denial, no relative gain to the public is expected.

7. Conformance of the requested change to the adopted or recognized master plan being utilized by the city

The Master Growth Plan (2018) depicts the subject property as “Mixed Use/Local Commercial” which is in conformance with the applicant’s request for both residential and commercial uses.

8. Impact of the proposed development on community facilities

Existing sanitary sewer service is available to all lots within the PUD. Public water is available at the southeast corner of the PUD. Although a 60’ access opening to Rock Road is currently platted, no access is depicted. No detrimental impact on utility or transportation systems is anticipated.

9. Opposition or support of neighborhood residents (one factor to be considered and by itself is not sufficient reason to approve or deny a request)

Property Owners as of July 24, 2025, have been notified. City staff received a call from one property owner who wanted clarification on why they received a notification. Property owner did not express any concerns at that time. No other inquiries or feedback have been received from notified residents for the August 14, 2025, hearing.

10. Recommendations of permanent staff

Key review criteria elements: 2, 5, 7, and 8.

Staff recommend approval of the application pending the outcome of Planning Commission review and public hearing with the following condition:

1. Landscape plan to be reviewed and approved by Zoning Administrator for Parcel 2 before any building permits are issued. In addition to street tree requirements, the Plan shall include:
 - Increase of the proposed 8 ornamental trees on the interior of the lot where feasible.
 - Screening details for the trash enclosures.

(Notification Posted on the City of Bel Aire Website, the designated official City newspaper for the City of Bel Aire on July 24, 2025)

OFFICIAL NOTICE OF ZONING HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on August 14, 2025, the City of Bel Aire Planning Commission will consider the following Zoning process in the order placed on the agenda after 6:30 p.m. in the City Council Chamber at City Hall in Bel Aire, Kansas:

ZON-25-01. Proposed rezoning from C-1, C-2, R-6 to R-PUD Lycee Addition and R-PUD Preliminary Plat

Legal Description: Lots 1 -4, Block B- Lycee Addition, Bel Aire, Sedgwick County, Kansas.

General Location: Northeast corner of Lycee St. and N. Rock Road

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning and Sub- Division regulations, would be effectuated by city code. The public hearing may be recessed and continued from time to time without notice.

DATED this 23 day of July 2025.

/s/ Paula L. Downs
Bel Aire Planning Commission Secretary





AFFIDAVIT OF PUBLICATION

State of Kansas, Sedgwick County, ss:

Melissa Krehbiel, City Clerk

Being first duly sworn, deposes and says:

That I, Melissa Krehbiel, City Clerk of the City of Bel Aire, Kansas, has published the attached notice on the City of Bel Aire website, www.belaireks.gov, which website is designated as the official City newspaper for the City of Bel Aire, Kansas by Charter Ordinance No. 25, effective August 6, 2024.

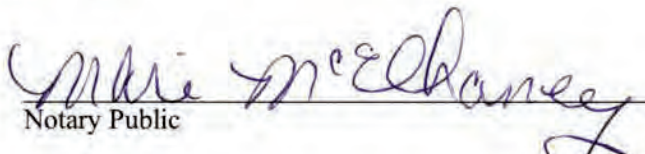
That the attached Notice of Zoning Hearing- ZON-25-01- Lycee Addition Proposed Re-Zoning from C-1, C-2, R-6 to R-PUD and Preliminary R-PUD platting is a true copy thereof and was published on such website beginning on the 24th day of July, 2025.



Signature

SUBSCRIBED AND SWORN to before me this July 29th day of July, 2025.

(seal)



Notary Public



City of Bel Aire
Melissa Krehbiel – City Clerk
7651 East Central Park Avenue, Bel Aire, Kansas 67226
316-744-2451
www.belaireks.gov



Search in document



Zoning hearing 2025.08.14

Notification
Posted on the
City of Bel Aire
Website, the
designated
official City
newspaper for
the City of Bel
Aire on July 24,
2025.

1

↑ ↓ 1 / 1 🔍 ⌕ ⌕ 200% 🔗 View Images ⋮

(Notification Posted on the City of Bel Aire Website, the designated official City newspaper for the City of Bel Aire on July 24, 2025)

OFFICIAL NOTICE OF ZONING HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on August 14, 2025, the City of Bel Aire Planning Commission will consider the following Zoning process in the order placed on the agenda after 6:30 p.m.

in the City Council Chamber at City Hall in Bel Aire, Kansas:

ZON-25-01. Proposed rezoning from C-1, C-2, R-6 to R-PUD Lycee Addition and R-PUD Preliminary Plat

Legal Description: Lots 1 -4, Block B- Lycee Addition, Bel Aire, Sedgwick County, Kansas.

General Location: Northeast corner of Lycee St. and N. Rock Road

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning and Sub- Division regulations, would be effectuated by city code. The public hearing may be recessed and continued from time to time without notice.

DATED this _23_____ day of July 2025.

/s/ Paula L. Downs
Bel Aire Planning Commission Secretary

[Image:]
Image1.png

ZONING CHANGE APPLICATION CITY OF BEL AIRE, KANSAS

An application to change a land use of a property falls under the City of Bel Aire zoning regulations titled "Zoning District Change". A site plan is required as part of every zoning change application submitted to the City. This document will be used for meetings and public hearings regarding your request and should be neat, legible, well labeled, and drawn to scale. Submit the site plan to:

City Hall
7651 E Central Park Ave
Bel Aire, Kansas 67226
Attention: City Administrator

The site plan must contain the following elements:

1. **Sheet Size:** The site plan should be no larger than 11" x 17" and no smaller than 8 ½" x 11". Site plans for larger projects (greater than 6 acres), may be larger, with the approval of City Staff.
2. **Title:** A brief description of the zoning change.
3. **Applicant Name:** Name of the applicant and the agent who prepared the drawing, if applicable.
4. **North Arrow:** Indicate the north direction with respect to the project, Lot, or structure.
5. **Scale:** The scale should be adequate to portray the project, Lot, or structure on the sheet size required. For example, a Lot that is 70 feet by 100 feet can adequately be portrayed at a scale of 1" = 20' (in inch equals 20 feet) on an 11" x 17" sheet of paper. The scale should not be smaller than 1" = 20' and 1" = 50' for larger properties.
6. **Dimensions:** In addition to adequate scale representation, all key features (lot, buildings, driveways, etc.) on the site plan shall have dimensions in feet noted for all sides.
7. **Legal Description:** Legal description of Lot(s) or parcels requiring a zoning change. This description can be in the form of Lots and Blocks.
8. **Existing Conditions:** Indicate all structures and features as they exist on the property. These should be drawn to scale, as described above, and shall include, but not be limited to:
 - All structures and buildings
 - Parking Spaces
 - Fences
 - Significant trees or stands of trees
 - Other landscaping

- Floodplains
- Water area or features
- Significant topographical features
- Utilities, above and below ground
- Drainage patterns

9. All required zoning setbacks and easements: Using a dashed line, indicate all required zoning setbacks and utility, drainage, or other easements relative to the project, Lot(s), or structure.

10. All roads/streets adjacent to the property and access points off of those roads: Indicate all roads/streets, including the rights-of-way that surround or intersect the property, including alleys. Indicate all points of access (driveways) from the streets to the project, Lot (s), or structure. Indicate how each road/street is developed, e.g. paved, dirt, undeveloped.

11. Surrounding structures and uses if appropriate: Indicate surrounding uses and zoning as they apply to the request.

12. Modifications by the zoning change: Indicate any modifications to the existing structures or features that will result if the zoning change request is approved. If these modifications or additions are extensive, a second site drawing might be necessary to clarify the changes. These modifications or new features may include, but are not limited to:

- Buildings
- Structures
- Parking areas
- Vehicular drives
- Pedestrian walks
- Location and height of light fixtures
- Location of trash receptacles and loading areas
- Landscaped areas

13. An application shall be accompanied by a current abstractor's certificate containing a legal description of the area in the application as well as the name and address of the owner, and shall include the names and mailing addresses (with zip codes) of all property owners within the prescribed distance measured from the perimeter of the application area.

14. An application for zoning change shall be accompanied by the appropriate filing fee, (\$500.00 plus publication) and is payable to the City of Bel Aire.

APPLICATION

This form MUST be completed and filed at City Hall, Bel Aire, Kansas, 6751 E Central Park, Bel Aire, Kansas 67226. AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED. Check the appropriate box below for type of application being submitted. A separate application and filing fee is required for each application. A preapplication conference with City Staff is recommended before filing this application.

☒ Change Zoning Districts: From: C-1 to R-PUD

☐ Amendments to Change Zoning Districts _____

City of Bel Aire Planning Commission

☐ Approved ☐ Rejected

Name of owner _____

Address _____ Telephone _____

Agent representing the owner Baughman Company, P.A.

Address 315 S Ellis Ave, Wichita, KS Telephone _____

1. The application area is legally described as Lot(s) 1-4; Block(s) B,
Lycee Addition, Bel Aire, Kansas. If appropriate, a metes and
bounds description may be attached.

2. The application area contains 4.19± acres.

3. This property is located at (address) _____ which is generally
located at (relation to nearest streets) northeast corner of Lycee St and N Rock Rd.

4. The particular reason for seeking reclassification:

To allow for the development of commercial and multi-family uses that do not match the bulk regulations
for this type of development.

5. County control number: Pin Nos. 30021453, 30021454, 30021455, 30021456

6. NAMES OF OWNERS - For land inside the city limits, an ownership list of the names, addresses and zip codes of the owners of record of real property located within 200 feet of the exterior boundary of the area described in the application both within the city limits and extending outside the city limits when necessary.

If such area is located adjacent to but within the city limits, the ownership list, in addition to the 200 feet inside the city limits, shall provide similar information extending to 1,000 feet into the unincorporated area.

If such area is located outside the city limits, the ownership list shall extend for 1,000 feet in the unincorporated area and, if the latter extends into the city limits, then such owners for 200 feet inside the city must also be included on the list.

The names of the owners of all property included in this application **MUST** be listed as applicants. Contract purchasers, lessees or other directly associated with the property may also be listed if they desire to be advised of the proceedings.

1. Applicant Gregory Hiser Phone _____
Address 9860 E 21st St N, Wichita, KS Zip Code 67206

Agent Baughman Company, P.A. Phone 316-262-7271
Address 315 S Ellis Ave, Wichita, KS Zip Code 67211


2. Applicant Blue Sky Ventures, LLC Phone _____
Address 4006 N Hoover Ct, Wichita, KS Zip Code 67205

Agent _____ Phone _____
Address _____ Zip Code _____

3. Applicant _____ Phone _____
Address _____ Zip Code _____

Agent _____ Phone _____
Address _____ Zip Code _____

The applicant certifies that the foregoing information is true and correct to the best of their knowledge and acknowledges that the Governing Body shall have authority to impose such conditions as it deems necessary in order to serve the public interest and welfare.


Applicant's Signature

BY

Authorized Agent (If Any)

The Petition must bear the signature(s) of the property owner(s). If an authorized agent signs on the owner's behalf, the agent shall sign his own name and attach the owner's written notarized authorization to this application.




OWNERSHIP LIST

| PROPERTY DESCRIPTION | | PROPERTY OWNER |
|--|--------------------------------|---|
| Lots 1, 2, & 3, Blk B Part of Subject Property | Lycee Addition to Bel Aire | Blue Sky Ventures, LLC 4006 N. Hoover Ct. Wichita, KS 67205 |
| Lot 4, Blk B Part of Subject Property | " | Gregory Hiser 9860 E. 21st St. N. Wichita, KS 67206 |
| Lot 1, Blk A AND Reserve A | " | City of Bel Aire 7651 E. Central Park Ave. Bel Aire, KS 67226 |
| Lots 1 & 2 | Broadstone Villas Addition | City of Bel Aire 7651 E. Central Park Ave. Bel Aire, KS 67226 |
| That part of W/2 of NW/4, begin 60' E of SW corner of NW/4; th. N 1,035.76'; th. E 1,261.88' to E line of W/2; th. S 1,035.75'; th. W 1,261.69' to begin, 17-26-2E | | Webb254, LLC 833 S. East Ave. Columbus, KS 66725 |
| Lot 1, Blk 3 | Heritage Hill Estates Addition | Jerry L. & Donnis L. McPhaul 7901 E. Oak Tree Ln. Kechi, KS 67067 |
| The E/2 of SE/4, EXC the N 34 Acres thereof; & EXC for road, 18-26-2E | | Linda L. Snook Revocable Trust 1200 S. 119th St. W. Wichita, KS 67235 |
| The N 34 Acres of the E/2 of SE/4, EXC for road; & The E 660' of N 1,400' of W/2 of SE/4, 18-26-2E | | Stanley E. Bergkamp 5601 N. Rock Rd. Kechi, KS 67067 |



We hereby certify the foregoing to be a true and correct list of the property owners of the herein before described tracts and lots as shown by the last deed of record filed in the Office of the Register of Deeds, Sedgwick County, Kansas, on the 3rd day of July, 2025, at 7:00 A.M.

SECURITY 1ST TITLE

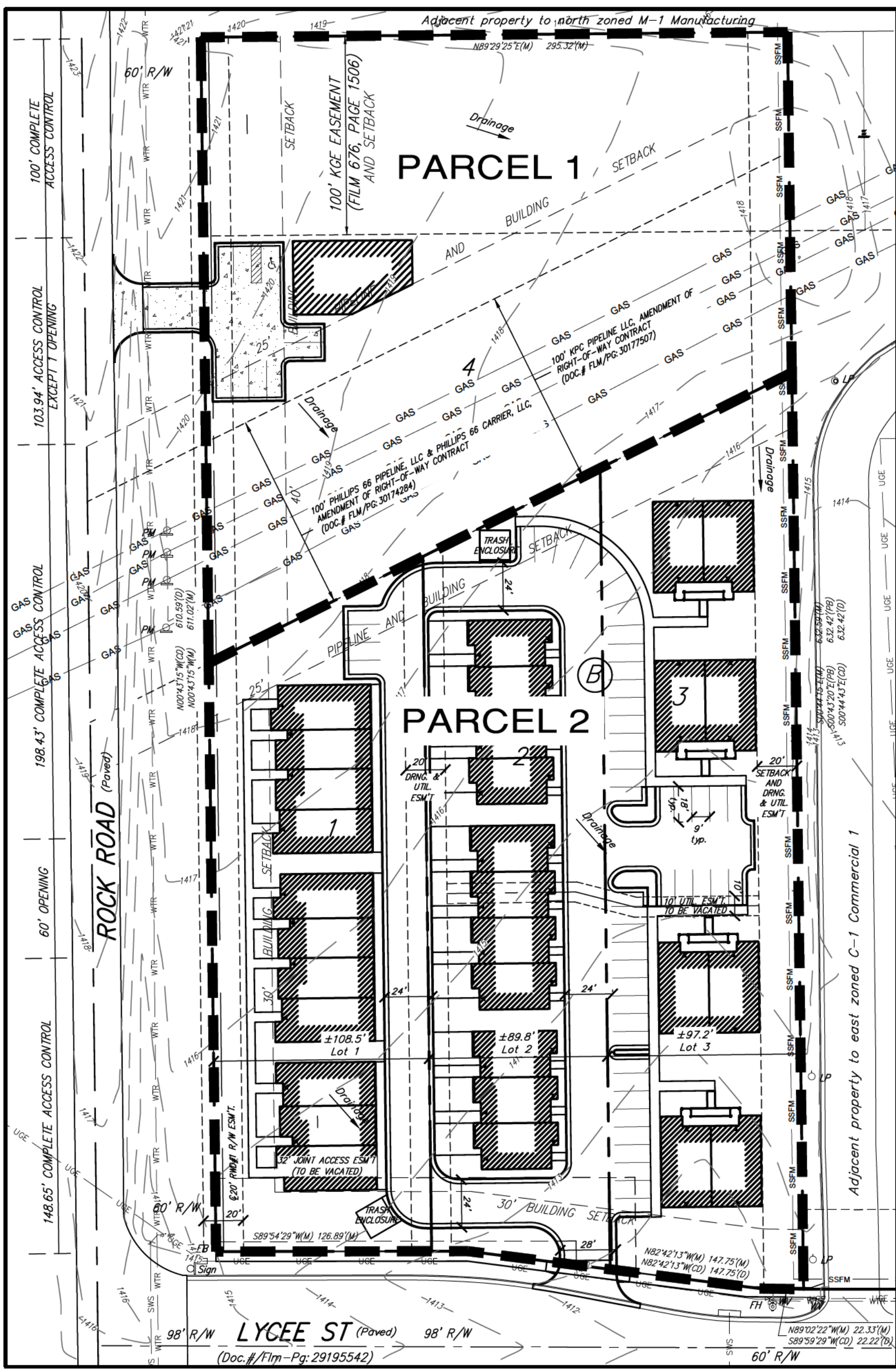
By: 
LICENSED ABTRACTER

The Above list shows property owners within either a 200 foot radius or a 1,000 foot radius of the below described tracts. No certification is made as to the relation of any of the tracts and lots described herein within the city limits of Bel Aire and Kechi.

Lots 1, 2, 3, and 4, Block B, Lycee Addition to Bel Aire, Sedgwick County, Kansas.

Order: 3143031
KJK

LYCEE ADDITION
PLANNED UNIT DEVELOPMENT



REVISIONS

Planned Unit Development Filed: XX/XX/XXXX
Revised per staff comments:
Approved by Planning Commission:
Approved by City Council:
Revised per staff comments:
Approved by Planning Commission:
Approved by City Council:

LYCEE ADDITION
PLANNED UNIT DEVELOPMENT

Page 1



BAUGHMAN
315 S. Ellis, Wichita, KS 67211 (316) 262-7271
BaughmanCo.com

Scale: 1"=50'

LYCEE ADDITION
PLANNED UNIT DEVELOPMENT

PARCEL 1 (Commercial) Lot 4

PARCEL 2 (Residential) Lots 1-3

- A. Net Area: 71,822 sq. ft. ±
or 1.65 acres ±
- B. Maximum Total Lot Coverage: 7,182 sq.ft. or 10%
- C. Maximum building height: 35 feet
- D. Setbacks: As shown on plan.
- E. Access Points: As shown on plan.
- F. Permitted Uses: See General Provision #5.
- G. Parking: See General Provision #13.

- A. Net Area: 110,816 sq. ft. ±
or 2.54 acres ±
- B. Maximum Total Lot Coverage: 44,326 sq.ft. or 40%
- C. Maximum building height: 35 feet
- D. Setbacks: As shown on plan. No interior setbacks will be provided on common lot lines.
- E. Access Points: As shown on plan.
- F. Permitted Uses: See General Provision #5.
- G. Parking: See General Provision #13.
- H. Min. distance between buildings: 10'
- I. Dwelling units per acre: 38 / 2.54 = 15 du/ac

GENERAL PROVISIONS:

PROJECT DESCRIPTION:

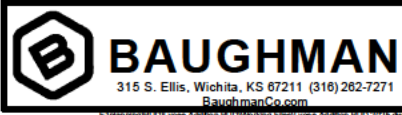
1. Total Land Area: 182,638 sq.ft.±
or 4.19 acres
Total Gross Floor Area: 54,791.4 sq.ft.±
2. This Agreement establishes the terms and conditions for a Planned Unit Development zoning district. The requirements contained in this PUD are in lieu of any requirements contained in the zoning and subdivision regulations of the City and compliance with the terms and conditions of this PUD shall be deemed in compliance with the zoning and subdivision regulations of the City.
3. Installation of all improvements shall be in compliance with the requirements of all applicable federal, state and local legislation, including the Americans with Disabilities Act. All infrastructure improvements shall be detailed on a Planned Unit Development Site Plan, which delineates building locations, at the time each individual lot is developed. Said Planned Unit Development Site Plan (herein the "PUD Site Plan") shall be approved by Developer, Zoning Administrator, and City Engineer, attached hereto and made a part hereof, at the time each individual lot is developed.
4. All easements recorded on the face of the final plat of Lycee Addition to Bel Aire, Kansas shall remain in effect pursuant to this Planned Unit Development Agreement, except as noted to be vacated. The surface of such easements may be used by the owner(s) for driveways, parking and landscaping, as delineated on the PUD Site Plan at the time each individual lot is developed.
5. A. Parcel 1 shall be limited to the following uses: small scale retail businesses, retail activities conducted wholly indoors, office, C-2 uses that include restaurant with alcohol sales; food venues to include patio dining, drive-thrus, and temporary structures as approved by the zoning administrator. Accessory structures as approved by the zoning administrator. Special events permits approved by the zoning administrator and all C-1 uses permitted in Chapter 7 of the zoning code.
- B. Parcel 2 shall be limited to R-6 uses that include the following: duplexes, multi-family, adult day-care, leasing office, playgrounds or community spaces, and accessory structures as approved by the zoning administrator.
6. Signage shall be based on the standards of Chapter 17, Article 9 of the City Code (Sign Code), except an individual sign may be permitted up to 150 square feet in area. No LED, billboard, or off-site signs shall be permitted.
7. Parking lot illumination shall be provided by building mounted light fixtures. All lighting sources shall employ cutoff luminaries to minimize light trespass and shall be aimed or shielded away from neighboring properties.
8. Screening:
- A. All outside storage of trash and recycling storage containers shall be appropriately fenced and screened with fencing and screening methods and materials to blend in with the architectural design of the buildings and to reasonably hide the containers from ground view. Locations will be as shown on plan, including where shown in setbacks.
- B. Wood privacy fence materials may be allowed if such materials blend in with the architectural design elements of the buildings and adjacent sites and shall be of the same height of any existing but a minimum of six (6) feet in height. If screening exists on either side of a developing property line that meets or exceeds the standards of the zoning code, additional screening shall not be required.
- C. No screening shall be required between Parcel 1 and Parcel 2 of this PUD.
9. Landscaping shall be provided as follows. Parcel 1: 2 street trees along Rock Road. Parcel 2: 5 street trees along Lycee Street and 7 along Rock Road. Final location of street trees to be as approved by Bel Aire staff. 8 ornamental trees shall be provided on the interior of Parcel 2. Further landscape screening around the perimeter of the PUD or parking lot landscaping shall not be required.
10. The design layout shown on the plan illustrates only one development concept. Modifications to the location of improvements, building layout, and/or access locations may be permitted, provided they meet all requirements of this plan.
11. All applicable permits, licenses, inspections or change in use shall be obtained prior to occupancy.
12. Parking stalls and drives shall be located as shown as plan, including where shown in setbacks. Quantity of parking provided in Parcel 1 shall be in compliance with the Parking and Loading portion of the Zoning Regulations of the Bel Aire City Code. Quantity of parking provided in Parcel 2 shall follow the Multifamily designation in the off-street parking schedule provided in Chapter 18.9.10 of the Bel Aire City Code. This designation requires two (2) parking stalls per dwelling unit. This PUD proposes 2.7 parking stalls per dwelling unit in Parcel 2. Parking stall dimensions may be reduced to 9'x18'.
13. Upon full execution hereof and upon attachment of the PUD Site Plan, the Landscape and Drainage Plan and the Signage Plan, all approved as provided herein at the time each individual lot is developed, the terms and conditions of this PUD, as set forth herein, shall be binding upon the City and the Developer, their successors, representatives, trustees, and assigns.
14. A detailed site plan shall be submitted including parking, building elevations, landscaping, utility locations, signage, and street improvements, at the time the undeveloped portion of site is developed. The location of any additional buildings are indicated on the plan. Building additions to existing structures or parking improvements may be reviewed and approved administratively by the City.

LEGAL DESCRIPTION: APPLICANTS:

Lots 1-4, Block B, Lycee Addition,
Bel Aire, Sedgwick County.

Greg Hiser
9860 E 21st N, Wichita, KS
Blue Sky Ventures, LLC
4006 N Hoover Ct, Wichita, KS

LYCEE ADDITION
PLANNED UNIT DEVELOPMENT
Page 2



Lycee Addition

August 12, 2021

Planning Commission Meeting

Agenda Documents:

- Agenda Packet
- Meeting Minutes



MINUTES
PLANNING COMMISSION
 7651 E. Central Park Ave, Bel Aire, KS
 August 12, 2021 6:30 PM



I. Call to Order – Chairman Schmidt called the meeting to order at 6:30 p.m.

II. Roll Call

Present were James Schmidt, David Floyd, John Charleston, and Dee Roths. Phillip Jordan and James Farner were absent.

Also present was Planning Commission Secretary Anne Stephens.

III. Pledge of Allegiance – Chairman Schmidt led the pledge of allegiance.

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting

MOTION: Chairman Schmidt moved to approve the minutes of July 15, 2021. Commissioner Roths seconded the motion. *Motion carried 4-0.*

V. Old Business/New Business

A. Review Sketch Plan for Lycee Addition

Phil Meyer, Baughman, presented a preliminary plat and sketch plan on behalf of the Applicant for feedback from the Commission. In accordance with Bel Aire's subdivision regulations, the Commission provided comments to the Applicant regarding the sketch plan. No binding action was taken.

VI. Next meeting: September 16, 2021

MOTION: Chairman Schmidt moved to approve the next meeting date: September 16, 2021. Commissioner Roths seconded the motion. *Motion carried 4-0.*

VII. Current Events

A. August 14th is National Night Out: The Commission briefly discussed upcoming events including National Night Out which will be held at City Hall on August 14th.

VIII. Adjournment

MOTION: Commissioner Floyd moved to adjourn. Commissioner Charleston seconded the motion. *Motion carried 4-0.*

The meeting adjourned at 7:05 p.m.



AGENDA
PLANNING COMMISSION
7651 E. Central Park Ave, Bel Aire, KS
August 12, 2021 6:30 PM



I. Call to Order

II. Roll Call

James Schmidt ____ David Floyd ____ Phillip Jordan ____

John Charleston ____ James Farner ____ Dee Roths ____

III. Pledge of Allegiance

IV. Consent Agenda

A. **Approval of Minutes from Previous Meeting**

Action: Motion to approve the minutes of July 15, 2021.

Motion ____ Second ____ Vote ____

V. Old Business/New Business

A. **Review Sketch Plan for Lycee Addition**

Action: No Action, review and provide comments to applicant

VI. Next meeting: September 16, 2021

A. **Action:** Motion to approve the next meeting date: September 16, 2021

Motion ____ Second ____ Vote ____

VII. Current Events

A. August 14th is National Night Out

VIII. Adjournment

Action: Motion to adjourn.

Motion ____ Second ____ Vote ____ Meeting adjourned Time ____



MINUTES
PLANNING COMMISSION
 7651 E. Central Park Ave, Bel Aire, KS
 July 15, 2021 6:30 PM



I. Call to Order: Vice-Chairman David Floyd called the meeting to order at 6:30 p.m.

II. Roll Call:

Present were David Floyd, John Charleston, James Farner, and Dee Roths. James Schmidt and Philip Jordan were absent.

Planning Commission Secretary Anne Stephens was also present.

III. Pledge of Allegiance – Vice-Chairman David Floyd led the pledge of allegiance.

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting

MOTION: Commissioner Roths moved to approve the minutes of June 10, 2021. Commissioner Charleston seconded the motion. *Motion carried 4-0.*

V. Old Business/New Business

A. Vacation of a portion of right-of-way in Rock Spring Addition to Bel Aire, Kansas.

Vice-Chairman Floyd opened the public hearing. Will Clevenger, Garver, stood for questions from the Commission on behalf of the applicant. No others requested to speak and Vice-Chairman Floyd closed the public hearing.

Commissioners discussed the applications conformance with the zoning code. They noted that no private rights will be injured, nor any loss suffered if this vacation is approved. They also noted that legal notice of the public hearing was published in the newspaper, in accordance with the zoning code.

MOTION: Commissioner Roths moved to recommend the Vacation of the portion of land described without changes or conditions. Vice-Chairman Floyd seconded the motion. *Motion carried 4-0.*

VI. Next Meeting: August 12, 2021

MOTION: Vice-Chairman Floyd moved to approve the date of August 12, 2021 at 6:30 p.m. for the next Planning Commission meeting. Commissioner Charleston seconded the motion. *Motion carried 4-0.*

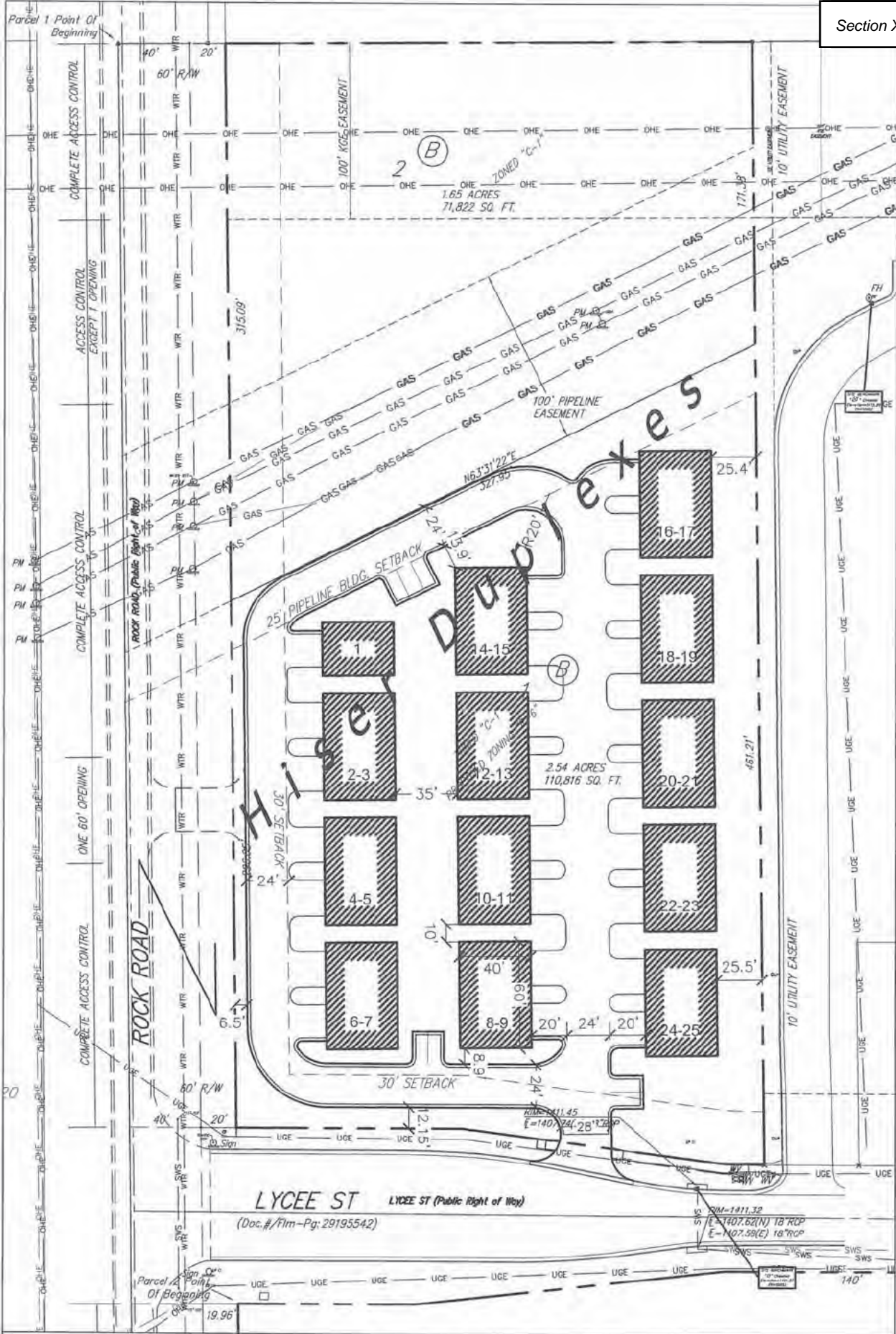
VII. Current Events:

Commissioners briefly discussed upcoming events including the Doggie Dip at the pool on August 9th, and National Night Out at City Hall on August 14th.

VIII. Adjournment

MOTION: Commissioner Charleston moved to adjourn. Commissioner Roths seconded the motion. *Motion carried 4-0.*

The meeting adjourned at 6:38 p.m.



| | |
|------------------|---------|
| FOR MEETING OF | 8/12/21 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

City of Bel Aire

STAFF REPORT

DATE: 08/05/2021

TO: Bel Aire Planning Commission

FROM: Keith Price

RE: Agenda

SUMMARY:

Lycee Sketch Plan:

The timing of notification wasn't met to add the preliminary plat to the agenda; sketch plan can be an item on the regular agenda as a way to provide feedback as larger cities use sub-committees prior to a hearing to approve.

Sketch Plan. A plan as required by a registered land surveyor to describe the precise location and dimension of lots, established easements, dedicate street rights-of-way, and otherwise describe property to be subdivided and requiring approval of the Planning Commission specified in K.S.A. 12-752.

The Planning Commission shall:

Review the sketch plans, when submitted, and forward comments to the potential subdivider whenever this responsibility is not otherwise performed by a Subdivision Committee.

<https://www.betterontheedge.org/>



Lycee Addition

September 16, 2021

Planning Commission Meeting

Agenda Documents:

- Agenda Packet
- Meeting Minutes



AGENDA
PLANNING COMMISSION
7651 E. Central Park Ave, Bel Aire, KS
September 16, 2021 6:30 PM



I. Call to Order

II. Roll Call

James Schmidt ____ David Floyd ____ Phillip Jordan ____

John Charleston ____ James Farner ____ Dee Roths ____

III. Pledge of Allegiance to the American Flag

IV. Consent Agenda

A. **Approval of Minutes from Previous Meeting**

Action: Motion to approve the minutes of August 12, 2021.

Motion ____ Second ____ Vote ____

V. Old Business/New Business

A. Revise the November meeting date on the 2021 Planning Commission meeting schedule. City Hall will be closed on November 11th for Veteran's Day.

Action: Motion to (approve / deny / table) revising the 2021 Planning Commission meeting schedule to move the November meeting to (Thursday, November 4th / or Thursday, November 18th / or other date).

Motion ____ Second ____ Vote ____

B. **SD-20-01. Proposed Lycee Addition, platting approximately 13.15 acres of the C-1 Zoning District (down-zone hearing process not included).**

Open Hearing

Close Hearing

Action: Motion to (recommend / table / deny) the preliminary plat request (as presented / with or without changes or conditions).

Motion ____ Second ____ Vote ____

C. V-21-02. Partial Access Control Vacation**Open Hearing****Close Hearing**

Action: Motion to (recommend / table / deny) the submitted portion of access control in up to two locations as described by metes and bounds (with / or without changes).

Motion ____ Second ____ Vote ____

D. SD-21-02. Proposed Prairie Preserve Addition, platting approximately 50.3 acres of the R-1 Zoning District.**Open Hearing****Close Hearing**

Action: Motion to recommend the Preliminary Plat with or without changes, and/ or conditions, table, or deny.

Motion ____ Second ____ Vote ____

E. CON-21-01. Property owner has requested to allow a private swimming pool in an R-5 residential zoning district.**Open Hearing****Close Hearing**

Action: Motion to table until the next meeting so that notification can be completed as required by city code.

Motion ____ Second ____ Vote ____

VI. Approval of the Date of the Next Meeting**A. Next Meeting: October 14, 2021**

Action: Motion to approve the date of the next meeting: October 14, 2021

Motion ____ Second ____ Vote ____

VII. Current Events

A. Fall Festival - October 16th, 11 am to 2 pm at Bel Aire Rec Center, free admission

VIII. Adjournment

Action: Motion to adjourn.

Motion ____ Second ____ Vote ____ Time adjourned ____

Additional Attachments:

A. Planning Commission Staff Report - 9-16-2021

Affidavit of Publication

STATE OF KANSAS,
SEDGWICK COUNTY, ss.

Public notice

(Published In The Ark Valley News on Aug. 19, 2021.)

OFFICIAL NOTICE OF ZONING HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on September 16, 2021 the City of Bel Aire Planning Commission will consider the following Platting process in the order placed on the agenda after 6:30 p.m. in the City Council Chamber at City Hall in Bel Aire, Kansas:

Case No. SD/-20-01: Proposed Lycee Addition, platting approximately 13.16 acres of the C-1 Zoning District. (down-zone hearing process not included)

Legal Description: (A complete legal description is available for public inspection which is on file with the Zoning Administrator at City Hall.)

General Location: North Rock Road and Lycee St.

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning and Sub-Division regulations, would be effectuated by city code. The public hearing may be recessed and continued from time to time without notice.

DATED this 13th day of August, 2021.

/s/ Anne Stephens
Bel Aire Planning Commission Secretary

Chris Strunk, being first duly sworn, deposes and says: That he is Publisher of The Ark Valley News, formerly The Valley Center Index, a weekly newspaper printed in the State of Kansas, and published in and of general circulation in Sedgwick County Kansas, with a general paid circulation on a yearly basis in Sedgwick County, Kansas, and that said newspaper is not a trade, religious or fraternal publication.

Said newspaper is a weekly published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Valley Center in said County as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 consecutive weeks, the first publication thereof being made as aforesaid on the 19th day of August, 2021, with subsequent publications being made on the following dates:

_____, 2021 _____, 2021
_____, 2021 _____, 2021
_____, 2021 _____, 2021

Subscribed and sworn to before me this 19th day of August, 2021.

My commission expires

Additional copies

Printer's fee



Section XIII, Item B.

CITY OF BEL AIRE, KANSAS

File No. S/D 21-01

APPLICATION FOR PRELIMINARY PLAT APPROVAL

This is an application for processing a preliminary plat in accordance with the City Subdivision Regulations. The application must be completed, accompanied by the fee and filed with the Subdivision Administrator at least 20 days prior to a regular meeting date of the Planning Commission.

(AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED)

Name of Subdivision Lycee Addition
 General Location on the East side of Rock Road and approximately 1/4 mile north of 53rd St N
☒ Inside City ☐ To be Annexed ☐ Outside City
 Name of Landowner Gregory Hiser (additional Owner information attached)
 Address 9860 E. 21st St N, Wichita, KS 67206-3589 Phone 316-841-2920
 Name of Subdivider/Agent Baughman Company, P.A. Attn: Philip Meyer
 Address 315 S Ellis St, Wichita, KS 67211 Phone 316-262-7271
 Name of (Engineer) (Land Planner) Same as Agent
 Address _____ Phone _____
 Name of Licensed Land Surveyor Same as Agent
 Address _____ Phone _____

Subdivision Information

1. Gross acreage of plat 13.15 Acres
2. Total number of lots 4
3. Proposed land use for an ☒ Urban-Type ☐ Rural Type Subdivision:
 a. ☐ Residential-Single-Family ☐ Duplex ☒ Multiple Family ☐ Manufactured/Mobile Home
 b. Commercial X
 c. Industrial _____
 d. Other _____
4. Predominant minimum lot width 120 Feet
5. Predominant minimum lot area 71,484 Square Feet
6. Existing zoning C-1 District
7. Proposed zoning R-6 (for a portion) District
8. Source of water supply City
9. Method of sewage disposal City

(Page 1 of 2)

10. Total lineal feet of new street 0 Feet

| | Street Name | R/W Width | Lineal Feet |
|----|-------------|-----------|-------------|
| a. | | Ft. | Ft. |
| b. | | Ft. | Ft. |
| c. | | Ft. | Ft. |
| d. | | Ft. | Ft. |
| e. | | Ft. | Ft. |
| f. | | Ft. | Ft. |
| g. | | Ft. | Ft. |
| h. | | Ft. | Ft. |

11. Proposed type of street surfacing n/a

12. Curb and gutter proposed: ☐ Yes ☒ No

13. Sidewalks proposed: ☐ Yes ☒ No If yes, where? _____

14. Is any portion of the proposed subdivision located in an identified flood plain area?

☒ Yes ☐ No

The landowner herein agrees to comply with the City Subdivision Regulations and all other related ordinances, resolutions, policies and standards of the City and statutes of the State of Kansas. The undersigned further states that he/she is the owner of the land proposed for platting and, when requested, will permit officials of the City, County or Township to inspect the land as may be necessary for proper plat review.

Landowner Date Philip J. Meyer 7/20/21
Agent (If any) Date

OFFICE USE ONLY

Prints of the Preliminary Plat received 15 (Number)

Vicinity map of existing and proposed street system received 15

Statement of financing and guaranteeing proposed improvements received _____

Preliminary drainage plan, if deemed necessary, received _____

This application was received by the Subdivision Administrator on 7.21.21,
2021. It has been checked and found to be accompanied by the required
information and the fee of \$ 220.00 paid to the City Clerk.

[Signature]
Subdivision Administrator

(Page 2 of 2)

CITY OF BEL AIRE, KANSAS

File No. S/D _____ - _____

APPLICATION FOR PRELIMINARY PLAT APPROVAL

This is an application for processing a preliminary plat in accordance with the City Subdivision Regulations. The application must be completed, accompanied by the fee and filed with the Subdivision Administrator at least 20 days prior to a regular meeting date of the Planning Commission.

(AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED)

Name of Subdivision Lycee Addition

General Location _____

_____ ☒ Inside City ☐ To be Annexed ☐ Outside City

Name of Landowner City of Bel Aire, Kansas

Address 7651 E. Central Park Ave, Bel Aire, KS 67226 Phone 316-744-2451

Name of Subdivider/Agent Baughman Company, P.A. (Philip Meyer)

Address 315 S. Ellis St., Wichita, KS 67211 Phone 316-262-7271

Name of (Engineer) (Land Planner) Same as Agent

Address _____ Phone _____

Name of Licensed Land Surveyor Same as Agent

Address _____ Phone _____

Subdivision Information

1. Gross acreage of plat 13.15 Acres
2. Total number of lots 4
3. Proposed land use for an ☒ Urban-Type ☐ Rural Type Subdivision:
 - a. ☐ Residential-Single-Family ☐ Duplex ☒ Multiple Family ☐ Manufactured/Mobile Home
 - b. Commercial X
 - c. Industrial _____
 - d. Other _____
4. Predominant minimum lot width 120 Feet
5. Predominant minimum lot area 71,484 Square Feet
6. Existing zoning C-1 District
7. Proposed zoning R-6 (for a portion) District
8. Source of water supply City
9. Method of sewage disposal City

(Page 1 of 2)

10. Total lineal feet of new street 0 Feet

| | Street Name | R/W Width | Lineal Feet |
|----|-------------|-----------|-------------|
| a. | | Ft. | Ft. |
| b. | | Ft. | Ft. |
| c. | | Ft. | Ft. |
| d. | | Ft. | Ft. |
| e. | | Ft. | Ft. |
| f. | | Ft. | Ft. |
| g. | | Ft. | Ft. |
| h. | | Ft. | Ft. |

11. Proposed type of street surfacing n/a

12. Curb and gutter proposed: ☐ Yes ☒ No

13. Sidewalks proposed: ☐ Yes ☒ No If yes, where? _____

14. Is any portion of the proposed subdivision located in an identified flood plain area?
☒ Yes ☐ No

The landowner herein agrees to comply with the City Subdivision Regulations and all other related ordinances, resolutions, policies and standards of the City and statutes of the State of Kansas. The undersigned further states that he/she is the owner of the land proposed for platting and, when requested, will permit officials of the City, County or Township to inspect the land as may be necessary for proper plat review.

| | | | |
|-----------|-------|----------------|-------|
| _____ | _____ | _____ | _____ |
| Landowner | Date | Agent (If any) | Date |

OFFICE USE ONLY

Prints of the Preliminary Plat received _____ (Number)

Vicinity map of existing and proposed street system received _____

Statement of financing and guaranteeing proposed improvements received _____

Preliminary drainage plan, if deemed necessary, received _____

This application was received by the Subdivision Administrator on _____,
 20____. It has been checked and found to be accompanied by the required
 information and the fee of \$ _____ paid to the City Clerk.

 Subdivision Administrator

(Page 2 of 2)



City of Bel Aire, Kansas
7651 E. Central Park Ave
Bel Aire, Kansas 67226



LYCEE ADDITION SUBMITTAL REVIEW

Address of proposed project: Lycee Addition

This report is to document that on 9/2/21 the Zoning Administrator from the City of Bel Aire evaluated the above property plan for compliance of zoning and building requirements:

- | | |
|--|---|
| <input type="checkbox"/> SETBACKS | <input type="checkbox"/> ELEVATIONS |
| <input type="checkbox"/> EFFECTIVE CODE COMPLIANCE | <input type="checkbox"/> REQUIRED PLAN SUBMITTALS |
| <input type="checkbox"/> EROSION CONTROL | <input type="checkbox"/> EASEMENTS |
| <input type="checkbox"/> LANDSCAPE | <input type="checkbox"/> SCREENING |
| <input type="checkbox"/> STORM DRAINAGE | <input type="checkbox"/> NEIGHBORHOOD IMPACT |
| <input type="checkbox"/> ADA ACCESSIBLE | <input type="checkbox"/> UTILITIES TO BUILDING |

The review of the above property plan has been:

- ☐ APPROVED, as noted
- ☐ DELAYED, as noted
- ☐ DENIED, as noted

DATE 9/2/21

Keith Price
REVIEWED BY

Comments: Sketch plan was reviewed by the planning commission in August.

- The Name "Lycee Addition" needs the word "Addition" removed to meet the city code, related to developments inside the corporate limits do not use this word.
- Utility providers have not all responded. The pipeline owners have not responded. Please reach out to those and relay any requests. Evergy has responded.
- This plat will also require a zoning hearing and possible PUD overlay based on information relayed. R-6 Multi-family, C-1 by right as the current zoning district, C-2 would require a PUD.
- Define the Road Road access openings to 60 ft. in width.
- Discuss the water and sewer access locations, are additional easements needed?
- http://www.egovlink.com/public_documents300/belaire/published_documents/Bel%20Aire%20City%20Code/CHAPT18-CODE%20Zoning%20Part-A%202015.pdf contains the Zoning Code. The landscape requirements in general, we have a master concept plan for the development.
- <http://www.egovlink.com/belaire/docs/menu/home.asp> contains the Public Works tab to find the city standards information.

| | |
|------------------|---------|
| FOR MEETING OF | 9/16/21 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

City of Bel Aire

STAFF REPORT

DATE: 09/09/2021

TO: Bel Aire Planning Commission

FROM: Keith Price

RE: Agenda

SUMMARY:**Lycée Addition preliminary Plat, SD.21.01:**

The hearing was published in the Ark Valley news per the city regulations; and primary utility companies were contacted. The developer has comments from Evergy. The city didn't receive comments back from any other provider, including the pipeline company. No comments were received from the public. City staff report is in the packet. Last month a sketch plat was reviewed at the city commission meeting.

History:

The city purchased the land in the early 2000's and has built in a vision of the area with the comprehensive plan and the 2018 Master development guide. This location has Rock Road a Bel Aire busy arterial as frontage and is near to the NE magnet high school and the Broad Stone apartments.

The property has many pipelines in easements and Evergy easements, making this property more difficult to develop. See the zoning review sent to the engineers.

Staff recommends conditionally approving the plat, if the rezoning matches the uses intended for the lot development. We have in the past required the PUD be a plat page for easy access to the special set of rules. The uses of a multi-family with 800 s.f. per unit and 12 units per acre is R-6. A bar or food outlet is a C-2 commercial use; Conditional uses can be granted in zoning districts that nearly meet the intent of the code but can be very limiting for other uses in the future. This hearing doesn't include the zoning district process.

A. After the Public Hearing is closed, the Planning Commission shall determine on the basis of all evidence before it, whether the preliminary plat generally meets the design standards and requirements of these regulations, the development plan of the City and the zoning regulations of the City, other applicable provisions of the ordinances of the City, or the applicable zoning regulations of the unincorporated area.

B. If the foregoing considerations are satisfied, the Planning Commission shall approve the preliminary plat. C. If the Planning Commission determines that the preliminary plat does not satisfy the requirements of these and other applicable Regulations it may suggest modifications so as to satisfy such violations, and if suggested modifications are made;

1. The subdivider may amend the preliminary plat so as to incorporate such modifications and re-submit the preliminary plat to the Planning Commission, which shall then grant its approval if such amendments satisfactorily incorporate the suggested modifications; or

2. The subdivider may reject the suggested modification or within the time allowed by the Planning Commission for such action, may refrain from taking any action thereon. In either event the preliminary plat shall be deemed to have been disapproved and the Planning Commission shall thereupon furnish the subdivider a written statement setting forth the reasons for disapproval of the preliminary plat.

D. If the Planning Commission determines that the preliminary plat does not satisfy the foregoing conditions, it shall disapprove the preliminary plat and immediately notify the subdivider of its action by furnishing the subdivider a written statement setting forth the reasons for disapproval of the preliminary plat.

E. The foregoing provisions to the contrary notwithstanding, the Planning Commission shall disapprove the preliminary plat within 60 days from the date of filing of the preliminary plat or from the date the subdivider has submitted the last item of the required data, whichever date is later, unless such time is extended by mutual consent. If the preliminary plat is disapproved within 60 days thereafter, the Planning Commission shall furnish the subdivider a statement in writing setting forth the reasons for disapproval and specifying with particularity the aspects in which the proposed preliminary plat fails to conform to the requirements of these regulations.

F. The subdivider may appeal the disapproval of his preliminary plat to the Board of Zoning Appeals. Such appeal shall be made in writing and filed with the City Clerk within 60 days after the date the Planning Commission issues its statement setting forth its reasons for disapproval of the preliminary plat.

G. If the Planning Commission fails to approve or disapprove the preliminary plat within 60 days after the date such plat is filed or from the date the subdivider has filed the last item of required data, whichever date is later, then such preliminary plat shall be deemed to have been approved, unless the subdivider shall have consented in writing to extend or waive such time limitation.

V-21-02, Partial Access Control Vacation, Crossland Warehouse Project

The hearing was published in the Ark Valley news and property owners were mailed a notice of the hearing per the city regulations; and primary utility companies were contacted. Evergy had no concerns. No petition to stop the vacation was received; no other calls or contact was received.

History:

The original platting the city wanted total access control for the smaller lots along Webb Road to reduced private drives onto one of the City's arterial streets.

The developer had proposed 3 openings for 2 lots, (3 and 4), staff agrees the center approach has good merit, and the north approach if shared with lot 2 if needed would prevent the need to revisit this issue of the area. The speed limit for Webb is 55 mph.

3.04 DUTIES OF THE PLANNING COMMISSION

A. Review the sketch plans, when submitted, and forward comments to the potential subdivider whenever this responsibility is not otherwise performed by a Subdivision Committee.

B. Review and approve, approve conditionally or disapprove preliminary plats and lot splits.

C. Review and approve, approve conditionally or disapprove final plats and transmit the same to the Governing Body for their acceptance of dedications of streets, alleys and other public ways and sites.

D. Make recommendations to the Governing Body on vacations of recorded plats, rights-of way, easements and other public reservations.

E. Make such other determinations and decisions as may be required of the Commission from time to time by these regulations or applicable sections of the Kansas Statutes Annotated.

SD-21-02 (typo SD-20-02) Prairie Preserve

The hearing was published in the Ark Valley news per the city regulations; and primary utility companies were contacted. The developer has comments from Evergy. The city didn't receive comments back from any other provider, including the pipeline company. No comments were received from the public. City staff report is in the packet.

The newest revision of the plat is in your packet.

History:

The current plat is Chapel landing since 2008. The land was recently rezoning to R-1 by ordinance 669

CON-21-01 Private swimming pool in an R-5 zoning district:

The hearing was published in the Ark Valley news per the city regulations; the builder was waiting on the engineer to complete the initial process. The goal was to keep this on the agenda while the final

information develops. We expect more than one request from this neighborhood accessory structure.

History:

The city approved a conditional use for all of Rock Spring addition to allow a small shed in each yard to meet city code by Ordinance 576. There has been one private swimming pool in Rock Spring addition approved by conditional use process as well.

<https://www.betterontheedge.org/>





MINUTES PLANNING COMMISSION 7651 E. Central Park Ave, Bel Aire, KS September 16, 2021 6:30 PM



I. Call to Order: Chairman Schmidt called the meeting to order.

II. Roll Call

Present were James Schmidt, David Floyd, and John Charleston. Phillip Jordan, James Farner, and Dee Roths were absent.

Also present were Planning Commission Secretary Anne Stephens and City Attorney Jacqueline Kelly.

III. Pledge of Allegiance to the American Flag – Chairman Schmidt led the pledge of allegiance.

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting

MOTION: Commissioner Floyd moved to approve the minutes of August 12, 2021. Commissioner Charleston seconded the motion. *Motion carried 3-0.*

V. Old Business/New Business

A. Revise the November meeting date on the 2021 Planning Commission meeting schedule. City Hall will be closed on November 11th for Veteran's Day.

MOTION: Chairman Schmidt moved to approve revising the 2021 Planning Commission meeting schedule to move the November meeting to Thursday, November 4th. Commissioner Charleston seconded the motion. *Motion carried 3-0.*

B. SD-20-01. Proposed Lycee Addition, platting approximately 13.15 acres of the C-1 Zoning District (down-zone hearing process not included).

Chairman Schmidt opened the public hearing. Phil Meyer, Baughman, represented the applicant and stood for questions from the Commission. No others requested to speak. Chairman Schmidt closed the public hearing.

Commissioners then discussed the plat.

MOTION: Commissioner Floyd moved to recommend the preliminary plat request as presented. Commissioner Charleston seconded the motion. *Motion carried 3-0.*

C. V-21-02. Partial Access Control Vacation

Chairman Schmidt opened the public hearing. Scott Evans, MKEC, represented the applicant and stood for questions from the Commission. No others requested to speak. Chairman Schmidt then closed the public hearing.

The Commission discussed the vacation request with reference to the City Zoning Code.

MOTION: Chairman Schmidt moved to recommend the submitted portion of access control in up to two locations as described by metes and bounds. Commissioner Floyd seconded the motion. *Motion carried 3-0.*

D. SD-21-02. Proposed Prairie Preserve Addition, platting approximately 50.3 acres of the R-1 Zoning District.

Chairman Schmidt opened the public hearing.

John Southerland, Towanda Land Company, represented the applicant and stood for questions from the Commission.

No others requested to speak on the matter, so Chairman Schmidt closed the public hearing. The Commission discussed the zoning request with reference to the 'golden factors' and the City Zoning Code.

MOTION: Commissioner Charleston moved to recommend the Preliminary Plat with the revision that the forcemain will be privately owned and maintained. Chairman Schmidt seconded the motion. *Motion carried 3-0.*

E. CON-21-01. Property owner has requested to allow a private swimming pool in an R-5 residential zoning district.

Chairman Schmidt opened the public hearing for this matter. No one requested to speak, and the applicant was not in attendance. Chairman Schmidt closed the public hearing.

The item was requested to be tabled until the next meeting to allow notification to be completed as required by city code.

MOTION: Commissioner Floyd moved to table until the next meeting so that notification can be completed as required by city code. Commissioner Charleston seconded the motion. *Motion carried 3-0.*

VI. Approval of the Date of the Next Meeting

A. Next Meeting: October 14, 2021

MOTION: Chairman Schmidt moved to approve the date of the next meeting: October 14, 2021. Commissioner Floyd seconded the motion. *Motion carried 3-0.*

VII. Current Events

- A. Fall Festival - October 16th, 11 am to 2 pm at Bel Aire Rec Center, free admission

Commissioners briefly discussed upcoming events, including Fall Festival. Duplexes may be discussed at the October Planning Commission meeting, if time allows.

VIII. Adjournment

MOTION: Chairman Schmidt moved to adjourn. Commissioner Charleston seconded the motion. *Motion carried 3-0.*

The meeting adjourned at 7:36 p.m.

Lycee Addition

September 22, 2021

Planning Commission Meeting

Agenda Documents:

- Agenda Packet
- Meeting Minutes



AGENDA PLANNING COMMISSION SPECIAL MEETING

7651 E. Central Park Ave, Bel Aire, KS
September 22, 2021 12:00 p.m. Noon



I. Call to Order

II. Roll Call

James Schmidt ____ David Floyd ____ Phillip Jordan ____

John Charleston ____ James Farner ____ Dee Roths ____

III. Pledge of Allegiance to the American Flag

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting

Action: Motion to approve the minutes of September 16, 2021.

Motion ____ Second ____ Vote ____

V. Old Business/New Business

A. Review each voting action taken on September 16th Planning Commission Agenda.

B. Ratify all action taken on September 16th Planning Commission agenda.

Action: Motion to (Ratify/Not Ratify) all action taken on September 16th Planning Commission agenda.

Motion ____ Second ____ Vote ____

VIII. Adjournment

Action: Motion to adjourn.

Motion ____ Second ____ Vote ____ Time adjourned ____



MINUTES
PLANNING COMMISSION
 7651 E. Central Park Ave, Bel Aire, KS
 September 16, 2021 6:30 PM



I. Call to Order: Chairman Schmidt called the meeting to order.

II. Roll Call

Present were James Schmidt, David Floyd, and John Charleston. Phillip Jordan, James Farner, and Dee Roths were absent.

Also present were Planning Commission Secretary Anne Stephens and City Attorney Jacqueline Kelly.

III. Pledge of Allegiance to the American Flag – Chairman Schmidt led the pledge of allegiance.

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting

MOTION: Commissioner Floyd moved to approve the minutes of August 12, 2021. Commissioner Charleston seconded the motion. *Motion carried 3-0.*

V. Old Business/New Business

A. Revise the November meeting date on the 2021 Planning Commission meeting schedule. City Hall will be closed on November 11th for Veteran's Day.

MOTION: Chairman Schmidt moved to approve revising the 2021 Planning Commission meeting schedule to move the November meeting to Thursday, November 4th. Commissioner Charleston seconded the motion. *Motion carried 3-0.*

B. SD-20-01. Proposed Lycee Addition, platting approximately 13.15 acres of the C-1 Zoning District (down-zone hearing process not included).

Chairman Schmidt opened the public hearing. Phil Meyer, Baughman, represented the applicant and stood for questions from the Commission. No others requested to speak. Chairman Schmidt closed the public hearing.

Commissioners then discussed the plat.

MOTION: Commissioner Floyd moved to recommend the preliminary plat request as presented. Commissioner Charleston seconded the motion. *Motion carried 3-0.*

C. V-21-02. Partial Access Control Vacation

Chairman Schmidt opened the public hearing. Scott Evans, MKEC, represented the applicant and stood for questions from the Commission. No others requested to speak. Chairman Schmidt then closed the public hearing.

The Commission discussed the vacation request with reference to the City Zoning Code.

MOTION: Chairman Schmidt moved to recommend the submitted portion of access control in up to two locations as described by metes and bounds. Commissioner Floyd seconded the motion. *Motion carried 3-0.*

D. SD-21-02. Proposed Prairie Preserve Addition, platting approximately 50.3 acres of the R-1 Zoning District.

Chairman Schmidt opened the public hearing.

John Southerland, Towanda Land Company, represented the applicant and stood for questions from the Commission.

No others requested to speak on the matter, so Chairman Schmidt closed the public hearing. The Commission discussed the zoning request with reference to the 'golden factors' and the City Zoning Code.

MOTION: Commissioner Charleston moved to recommend the Preliminary Plat with the revision that the forcemain will be privately owned and maintained. Chairman Schmidt seconded the motion. *Motion carried 3-0.*

E. CON-21-01. Property owner has requested to allow a private swimming pool in an R-5 residential zoning district.

Chairman Schmidt opened the public hearing for this matter. No one requested to speak, and the applicant was not in attendance. Chairman Schmidt closed the public hearing.

The item was requested to be tabled until the next meeting to allow notification to be completed as required by city code.

MOTION: Commissioner Floyd moved to table until the next meeting so that notification can be completed as required by city code. Commissioner Charleston seconded the motion. *Motion carried 3-0.*

VI. Approval of the Date of the Next Meeting

A. Next Meeting: October 14, 2021

MOTION: Chairman Schmidt moved to approve the date of the next meeting: October 14, 2021. Commissioner Floyd seconded the motion. *Motion carried 3-0.*

VII. Current Events

- A. Fall Festival - October 16th, 11 am to 2 pm at Bel Aire Rec Center, free admission

Commissioners briefly discussed upcoming events, including Fall Festival. Duplexes may be discussed at the October Planning Commission meeting, if time allows.

VIII. Adjournment

MOTION: Chairman Schmidt moved to adjourn. Commissioner Charleston seconded the motion. *Motion carried 3-0.*

The meeting adjourned at 7:36 p.m.



AGENDA

PLANNING COMMISSION

7651 E. Central Park Ave, Bel Aire, KS
September 16, 2021 6:30 PM



I. Call to Order

II. Roll Call

James Schmidt ____ David Floyd ____ Phillip Jordan ____

John Charleston ____ James Farner ____ Dee Roths ____

III. Pledge of Allegiance to the American Flag

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting

Action: Motion to approve the minutes of August 12, 2021.

Motion ____ Second ____ Vote ____

V. Old Business/New Business

A. **Revise the November meeting date on the 2021 Planning Commission meeting schedule. City Hall will be closed on November 11th for Veteran's Day.**

Action: Motion to (approve / deny / table) revising the 2021 Planning Commission meeting schedule to move the November meeting to (Thursday, November 4th / or Thursday, November 18th / or other date).

Motion ____ Second ____ Vote ____

B. **SD-20-01. Proposed Lycee Addition, platting approximately 13.15 acres of the C-1 Zoning District (down-zone hearing process not included).**

Open Hearing

Close Hearing

Action: Motion to (recommend / table / deny) the preliminary plat request (as presented / with or without changes or conditions).

Motion ____ Second ____ Vote ____

C. **V-21-02. Partial Access Control Vacation****Open Hearing****Close Hearing**

Action: Motion to (recommend / table / deny) the submitted portion of access control in up to two locations as described by metes and bounds (with / or without changes).

Motion ____ Second ____ Vote ____

D. **SD-21-02. Proposed Prairie Preserve Addition, platting approximately 50.3 acres of the R-1 Zoning District.****Open Hearing****Close Hearing**

Action: Motion to recommend the Preliminary Plat with or without changes, and/ or conditions, table, or deny.

Motion ____ Second ____ Vote ____

E. **CON-21-01. Property owner has requested to allow a private swimming pool in an R-5 residential zoning district.****Open Hearing****Close Hearing**

Action: Motion to table until the next meeting so that notification can be completed as required by city code.

Motion ____ Second ____ Vote ____

VI. Approval of the Date of the Next Meeting**A. Next Meeting: October 14, 2021**

Action: Motion to approve the date of the next meeting: October 14, 2021

Motion ____ Second ____ Vote ____

VII. Current EventsA. **Fall Festival - October 16th, 11 am to 2 pm at Bel Aire Rec Center, free admission****VIII. Adjournment**

Action: Motion to adjourn.

Motion ____ Second ____ Vote ____ Time adjourned ____

Additional Attachments:

A. Planning Commission Staff Report - 9-16-2021



MINUTES PLANNING COMMISSION 7651 E. Central Park Ave, Bel Aire, KS August 12, 2021 6:30 PM



I. Call to Order – Chairman Schmidt called the meeting to order at 6:30 p.m.

II. Roll Call

Present were James Schmidt, David Floyd, John Charleston, and Dee Roths. Phillip Jordan and James Farner were absent.

Also present was Planning Commission Secretary Anne Stephens.

III. Pledge of Allegiance – Chairman Schmidt led the pledge of allegiance.

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting

MOTION: Chairman Schmidt moved to approve the minutes of July 15, 2021. Commissioner Roths seconded the motion. *Motion carried 4-0.*

V. Old Business/New Business

A. Review Sketch Plan for Lycee Addition

Phil Meyer, Baughman, presented a preliminary plat and sketch plan on behalf of the Applicant for feedback from the Commission. In accordance with Bel Aire's subdivision regulations, the Commission provided comments to the Applicant regarding the sketch plan. No binding action was taken.

VI. Next meeting: September 16, 2021

MOTION: Chairman Schmidt moved to approve the next meeting date: September 16, 2021. Commissioner Roths seconded the motion. *Motion carried 4-0.*

VII. Current Events

A. August 14th is National Night Out: The Commission briefly discussed upcoming events including National Night Out which will be held at City Hall on August 14th.

VIII. Adjournment

MOTION: Commissioner Floyd moved to adjourn. Commissioner Charleston seconded the motion. *Motion carried 4-0.*

The meeting adjourned at 7:05 p.m.

Affidavit of Publication

STATE OF KANSAS,
SEDGWICK COUNTY, ss.

Chris Strunk, being first duly sworn, deposes and says: That he is Publisher of The Ark Valley News, formerly The Valley Center Index, a weekly newspaper printed in the State of Kansas, and published in and of general circulation in Sedgwick County Kansas, with a general paid circulation on a yearly basis in Sedgwick County, Kansas, and that said newspaper is not a trade, religious or fraternal publication.

Said newspaper is a weekly published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Valley Center in said County as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 consecutive weeks, the first publication thereof being made as aforesaid on the 19th day of August, 2021, with subsequent publications being made on the following dates:

_____, 2021 _____, 2021
_____, 2021 _____, 2021
_____, 2021 _____, 2021

Subscribed and sworn to before me this 19th day of August, 2021.



My commission expires _____

Additional copies _____

Printer's fee _____

Public notice

(Published In The Ark Valley News on Aug. 19, 2021.)

OFFICIAL NOTICE OF ZONING HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on September 16, 2021 the City of Bel Aire Planning Commission will consider the following Platting process in the order placed on the agenda after 6:30 p.m. in the City Council Chamber at City Hall in Bel Aire, Kansas:

Case No. SD/-20-01. Proposed Lycee Addition, platting approximately 13.15 acres of the C-1 Zoning District. (down-zone hearing process not included)

Legal Description: (A complete legal description is available for public inspection which is on file with the Zoning Administrator at City Hall.)

General Location: North Rock Road and Lycee St.

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning and Sub-Division regulations, would be effectuated by city code. The public hearing may be recessed and continued from time to time without notice.

DATED this 13th day of August, 2021.

/s/ Anne Stephens
Bel Aire Planning Commission Secretary

Section XIII, Item B.



CITY OF BEL AIRE, KANSAS

File No. S/D 21-01

APPLICATION FOR PRELIMINARY PLAT APPROVAL

This is an application for processing a preliminary plat in accordance with the City Subdivision Regulations. The application must be completed, accompanied by the fee and filed with the Subdivision Administrator at least 20 days prior to a regular meeting date of the Planning Commission.

(AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED)

Name of Subdivision Lycee Addition
 General Location on the East side of Rock Road and approximately 1/4 mile north of 53rd St N
☒ Inside City ☐ To be Annexed ☐ Outside City
 Name of Landowner Gregory Hiser (additional Owner information attached)
 Address 9860 E. 21st St N, Wichita, KS 67206-3589 Phone 316-841-2920
 Name of Subdivider/Agent Baughman Company, P.A. Attn: Philip Meyer
 Address 315 S Ellis St, Wichita, KS 67211 Phone 316-262-7271
 Name of (Engineer) (Land Planner) Same as Agent
 Address _____ Phone _____
 Name of Licensed Land Surveyor Same as Agent
 Address _____ Phone _____

Subdivision Information

1. Gross acreage of plat 13.15 Acres
2. Total number of lots 4
3. Proposed land use for an ☒ Urban-Type ☐ Rural Type Subdivision:
 a. ☐ Residential-Single-Family ☐ Duplex ☒ Multiple Family ☐ Manufactured/Mobile Home
 b. Commercial X
 c. Industrial _____
 d. Other _____
4. Predominant minimum lot width 120 Feet
5. Predominant minimum lot area 71,484 Square Feet
6. Existing zoning C-1 District
7. Proposed zoning R-6 (for a portion) District
8. Source of water supply City
9. Method of sewage disposal City

(Page 1 of 2)

10. Total lineal feet of new street 0 Feet

| | Street Name | R/W Width | Lineal Feet |
|----|-------------|-----------|-------------|
| a. | | Ft. | Ft. |
| b. | | Ft. | Ft. |
| c. | | Ft. | Ft. |
| d. | | Ft. | Ft. |
| e. | | Ft. | Ft. |
| f. | | Ft. | Ft. |
| g. | | Ft. | Ft. |
| h. | | Ft. | Ft. |


11. Proposed type of street surfacing n/a

12. Curb and gutter proposed: ☐ Yes ☒ No

13. Sidewalks proposed: ☐ Yes ☒ No If yes, where? _____

14. Is any portion of the proposed subdivision located in an identified flood plain area?
☒ Yes ☐ No

The landowner herein agrees to comply with the City Subdivision Regulations and all other related ordinances, resolutions, policies and standards of the City and statutes of the State of Kansas. The undersigned further states that he/she is the owner of the land proposed for platting and, when requested, will permit officials of the City, County or Township to inspect the land as may be necessary for proper plat review.

| | | | |
|-----------|-------|--|----------------|
| _____ | _____ |  | <u>7/20/21</u> |
| Landowner | Date | Agent (If any) | Date |

OFFICE USE ONLY


Prints of the Preliminary Plat received 15 (Number)

Vicinity map of existing and proposed street system received 15

Statement of financing and guaranteeing proposed improvements received _____

Preliminary drainage plan, if deemed necessary, received _____

This application was received by the Subdivision Administrator on 7.21.21,
 2021. It has been checked and found to be accompanied by the required
 information and the fee of \$ 220.00 paid to the City Clerk.



 Subdivision Administrator

(Page 2 of 2)

CITY OF BEL AIRE, KANSAS

File No. S/D _____ - _____

APPLICATION FOR PRELIMINARY PLAT APPROVAL

This is an application for processing a preliminary plat in accordance with the City Subdivision Regulations. The application must be completed, accompanied by the fee and filed with the Subdivision Administrator at least 20 days prior to a regular meeting date of the Planning Commission.

(AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED)

Name of Subdivision Lycee Addition

General Location _____

_____ ☒ Inside City ☐ To be Annexed ☐ Outside City

Name of Landowner City of Bel Aire, Kansas

Address 7651 E. Central Park Ave, Bel Aire, KS 67226 Phone 316-744-2451

Name of Subdivider/Agent Baughman Company, P.A. (Philip Meyer)

Address 315 S. Ellis St., Wichita, KS 67211 Phone 316-262-7271

Name of (Engineer) (Land Planner) Same as Agent

Address _____ Phone _____

Name of Licensed Land Surveyor Same as Agent

Address _____ Phone _____

Subdivision Information

1. Gross acreage of plat 13.15 Acres
2. Total number of lots 4
3. Proposed land use for an ☒ Urban-Type ☐ Rural Type Subdivision:
 - a. ☐ Residential-Single-Family ☐ Duplex ☒ Multiple Family ☐ Manufactured/Mobile Home
 - b. Commercial X
 - c. Industrial _____
 - d. Other _____
4. Predominant minimum lot width 120 Feet
5. Predominant minimum lot area 71,484 Square Feet
6. Existing zoning C-1 District
7. Proposed zoning R-6 (for a portion) District
8. Source of water supply City
9. Method of sewage disposal City

(Page 1 of 2)

10. Total lineal feet of new street 0 Feet

| | Street Name | R/W Width | Lineal Feet |
|----|-------------|-----------|-------------|
| a. | | Ft. | Ft. |
| b. | | Ft. | Ft. |
| c. | | Ft. | Ft. |
| d. | | Ft. | Ft. |
| e. | | Ft. | Ft. |
| f. | | Ft. | Ft. |
| g. | | Ft. | Ft. |
| h. | | Ft. | Ft. |

11. Proposed type of street surfacing n/a

12. Curb and gutter proposed: ☐ Yes ☒ No

13. Sidewalks proposed: ☐ Yes ☒ No If yes, where? _____

14. Is any portion of the proposed subdivision located in an identified flood plain area?
☒ Yes ☐ No

The landowner herein agrees to comply with the City Subdivision Regulations and all other related ordinances, resolutions, policies and standards of the City and statutes of the State of Kansas. The undersigned further states that he/she is the owner of the land proposed for platting and, when requested, will permit officials of the City, County or Township to inspect the land as may be necessary for proper plat review.

Landowner

Date

Agent (If any)

Date

OFFICE USE ONLY

Prints of the Preliminary Plat received _____ (Number)

Vicinity map of existing and proposed street system received _____

Statement of financing and guaranteeing proposed improvements received _____

Preliminary drainage plan, if deemed necessary, received _____

This application was received by the Subdivision Administrator on _____,
 20____. It has been checked and found to be accompanied by the required
 information and the fee of \$_____ paid to the City Clerk.

Subdivision Administrator

(Page 2 of 2)



City of Bel Aire, Kansas
7651 E. Central Park Ave
Bel Aire, Kansas 67226



LYCEE ADDITION SUBMITTAL REVIEW

Address of proposed project: Lycee Addition

This report is to document that on 9/2/21 the Zoning Administrator from the City of Bel Aire evaluated the above property plan for compliance of zoning and building requirements:

- | | |
|--|---|
| <input type="checkbox"/> SETBACKS | <input type="checkbox"/> ELEVATIONS |
| <input type="checkbox"/> EFFECTIVE CODE COMPLIANCE | <input type="checkbox"/> REQUIRED PLAN SUBMITTALS |
| <input type="checkbox"/> EROSION CONTROL | <input type="checkbox"/> EASEMENTS |
| <input type="checkbox"/> LANDSCAPE | <input type="checkbox"/> SCREENING |
| <input type="checkbox"/> STORM DRAINAGE | <input type="checkbox"/> NEIGHBORHOOD IMPACT |
| <input type="checkbox"/> ADA ACCESSIBLE | <input type="checkbox"/> UTILITIES TO BUILDING |

The review of the above property plan has been:

- ☐ APPROVED, as noted
- ☐ DELAYED, as noted
- ☐ DENIED, as noted

DATE 9/2/21

Keith Price
REVIEWED BY

Comments: Sketch plan was reviewed by the planning commission in August.

- The Name "Lycee Addition" needs the word "Addition" removed to meet the city code, related to developments inside the corporate limits do not use this word.
- Utility providers have not all responded. The pipeline owners have not responded. Please reach out to those and relay any requests. Evergy has responded.
- This plat will also require a zoning hearing and possible PUD overlay based on information relayed. R-6 Multi-family, C-1 by right as the current zoning district, C-2 would require a PUD.
- Define the Road Road access openings to 60 ft. in width.
- Discuss the water and sewer access locations, are additional easements needed?
- http://www.egovlink.com/public_documents300/belaire/published_documents/Bel%20Aire%20City%20Code/CHAPT18-CODE%20Zoning%20Part-A%202015.pdf contains the Zoning Code. The landscape requirements in general, we have a master concept plan for the development.
- <http://www.egovlink.com/belaire/docs/menu/home.asp> contains the Public Works tab to find the city standards information.

ACCESS CONTROL DEDICATION

WHEREAS, City of Bel Aire, Kansas, Land Bank, as the owner of the below-described property, has petitioned the City of Bel Aire to vacate the platted access controls for the same per Vacation Order numbered **V-21-02**; and

WHEREAS, It is necessary to re-dedicate access controls for the below-described property; and

WHEREAS, City of Bel Aire, Kansas, Land Bank, wishes to do the same; and

That for and in consideration of the sum of One Dollar (\$1.00) and other good and valuable considerations, the receipt of which is hereby acknowledged, the undersigned, being the owners of the following described real estate, to-wit:

Lot 3, Block A, Sunflower Commerce Park, an addition to Bel Aire, Sedgwick County, Kansas.

Does hereby transfer and convey to the City of Bel Aire all abutters' right of access, ingress and egress to said property from or to Webb Road over and across the west line of the above-described property; provided, however, the following two (2) full movement openings shall be allowed:

One full movement opening being allowed within a **100-foot** length of the east right-of-way line of Webb Road, said **100-foot** length being centered **50-foot** each side of the following described POINT; COMMENCING at the northwest corner of said Lot 3, Block A, Sunflower Commerce Park, an Addition to Bel Aire, Sedgwick County, Kansas; thence south, **50.00** feet along the west line of said Lot 3 to The POINT. The sideline points of said **100-foot** full movement opening being measured perpendicular to said west line,

TOGETHER WITH,

One full movement opening being allowed within a **100-foot** length of the east right-of-way line of Webb Road, said **100-foot** length being centered **50-foot** each side of the following described POINT; COMMENCING at the southwest corner of said Lot 3, Block A, Sunflower Commerce Park, an Addition to Bel Aire, Sedgwick County, Kansas; thence north, **50.00** feet along the west line of said Lot 3 to The POINT. The sideline points of said **100-foot** full movement opening being measured perpendicular to said west line,

It is understood that this conveyance is a covenant running with the land prohibiting all subsequent owners thereof and all members of the public from ingressing or egressing upon said portion of Lot 3, Block A, EXCEPT for the aforementioned two (2) full movement openings described herein.

Executed this _____ day of _____, 2021.

City of Bel Aire, Kansas, Land Bank

By: _____

STATE OF KANSAS, SEDGWICK COUNTY, ss:

Be it remembered that on this _____ day of _____, 2021, before me a Notary Public in and for said State and County, _____, City of Bel Aire, Kansas, Land Bank, who is personally known to me to be the same person who executed the foregoing instrument of writing and duly acknowledged the execution of the same. In testimony whereof, I have hereunto set my hand and affixed my notarial seal the day and year above written.

(SEAL)

Notary Public: _____

My Appointment Expires: _____

APPROVED AS TO FORM:

Jacqueline Kelly, City Attorney



City of Bel Aire, Kansas
7651 E. Central Park Ave
Bel Aire, Kansas 67226



VACATION SUBMITTAL REVIEW

Address of proposed project: Crossland Construction; Lots 3 and 4, SCP Addition

This report is to document that on 9/2/21 the Zoning Administrator from the City of Bel Aire evaluated the above property plan for compliance of zoning and building requirements:

- | | |
|--|---|
| <input type="checkbox"/> SETBACKS | <input type="checkbox"/> ELEVATIONS |
| <input type="checkbox"/> EFFECTIVE CODE COMPLIANCE | <input type="checkbox"/> REQUIRED PLAN SUBMITTALS |
| <input type="checkbox"/> EROSION CONTROL | <input type="checkbox"/> EASEMENTS |
| <input type="checkbox"/> LANDSCAPE | <input type="checkbox"/> SCREENING |
| <input type="checkbox"/> STORM DRAINAGE | <input type="checkbox"/> NEIGHBORHOOD IMPACT |
| <input type="checkbox"/> ADA ACCESSIBLE | <input type="checkbox"/> UTILITIES TO BUILDING |

The review of the above property plan has been:

- ☐ APPROVED, as noted
- ☐ DELAYED, as noted
- ☐ DENIED, as noted

DATE 9/2/21

Keith Price
REVIEWED BY

Comments: City received the application and remittance with site plan and draft order.

- Access widths from a 55 MPH road should be set at 100 ft. with the drive lane meeting city standards.
 - Staff would support the north drive if the access is 100 ft wide split equal on lot 2 at the dividing property line. From that having a shoe fly shown on the new site plan as an option.
 - Provide a revised Order and site plan by 9/3/21 to include distances from 53rd street and 50th St.
 - Notification was completed, no concerns were voiced, or petitions received at this time.
-
- http://www.egovlink.com/public_documents300/belaire/published_documents/Bel%20Aire%20City%20Code/CHAPT18-CODE%20Zoning%20Part-A%202015.pdf contains the Zoning Code.

- <http://www.egovlink.com/belaire/docs/menu/home.asp> contains the Public Works tab to find the city standards information.

VACATION APPLICATION CITY OF BEL AIRE, KANSAS

An application to vary the required building setback lines, vacate easements, streets, alleys or other public reservations falls under the Subdivision regulations of "vacation". A site plan is required as part of every vacation application submitted to City Hall, 7651 E. Central Park Ave, Bel Aire, Kansas 67226. Attention: City Administrator. This document will be used for meetings and public hearings regarding your request and should be neat, legible, well labeled, and drawn to scale. The site plan must contain the following elements:

1. **Sheet Size:** The site plan should be no larger than 11" x 17" and no smaller than 8 ½" x 11". Site plans for larger projects (greater than 6 acres), may be larger, with the approval of City Staff.
2. **Title:** A brief description of the Vacation.
3. **Applicant Name:** Name of the applicant and the agent who prepared the drawing, if applicable.
4. **North Arrow:** Indicate the north direction with respect to the project, Lot, or structure.
5. **Scale:** The scale should be adequate to portray the project, Lot, or structure on the sheet size required. For example, a Lot that is 70 feet by 100 feet can adequately be portrayed at a scale of 1" = 20' (in inch equals 20 feet) on an 11" x 17" sheet of paper. The scale should not be smaller than 1" = 20' and 1" = 50' for larger properties.
6. **Dimensions:** In addition to adequate scale representation, all key features (lot, buildings, driveways, etc.) on the site plan shall have dimensions in feet noted for all sides.
7. **Legal Description:** Legal description of Lot(s) or parcels requiring a Variance. This description can be in the form of Lots and Blocks.
8. **Existing Conditions:** Indicate all structures and features as they exist on the property. These should be drawn to scale, as described above, and shall include, but not be limited to:
 - All structures and buildings
 - Parking Spaces
 - Fences
 - Significant trees or stands of trees
 - Other landscaping
 - Floodplains
 - Water area or features
 - Significant topographical features
 - Utilities, above and below ground exact location

Drainage patterns

9. All required zoning setbacks and easements: Using a dashed line, indicate all required zoning setbacks and utility, drainage, or other easements relative to the project, Lot(s), or structure.

10. All roads/streets adjacent to the property and access points off of those roads: Indicate all roads/streets, including the rights-of-way that surround or intersect the property, including alleys. Indicate all points of access (driveways) from the streets to the project, Lot (s), or structure. Indicate how each road/street is developed, e.g. paved, dirt, undeveloped.

11. Surrounding structures and uses if appropriate: Indicate surrounding uses and zoning as they apply to the request.

12. Modifications by the vacation: Indicate any modifications to the existing structures or features that will result if the Vacation request is approved. If these modifications or additions are extensive, a second site drawing might be necessary so as not be confused with the existing conditions. These modifications or new features may include, but are not limited to:

- Buildings
- Structures
- Parking areas
- Vehicular drives
- Pedestrian walks
- Location and height of light fixtures
- Location of trash receptacles and loading areas
- Landscaped areas

13. An application shall be accompanied by a current abstractor's certificate containing a legal description of the area in the application as well as the name and address of the owner, and shall include the names and mailing addresses (with zip codes) of all property owners within the prescribed distance measured from the perimeter of the application area.

14. An application for Vacation shall be accompanied by the appropriate filing fee, (\$100.00) and is payable to the City of Bel Aire.

APPLICATION

This form MUST be completed and filed at City Hall, Bel Aire, Kansas, 7651 E. Central Park Ave., Bel Aire, Kansas 67226. AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED. Check the appropriate box below for type of application being submitted. A separate application and filing fee is required for each application. A preapplication conference with City Staff is recommended before filing this application.

- ☐ Vacate building set back From: _____ to _____
- ☐ Vacate street or alley: _____
- ☐ Vacate utility easement _____
- ☒ Vacate other Access Controls _____
- ☐ Apply for Vacation in conjunction With a Conditional Use or Variance application.

City of Bel Aire Planning Commission

☐ Approved ☐ Rejected

Name of owner City of Bel Aire, Kansas, Land Bank

Address 7651 E Central Park Ave., Bel Aire KS 67226 Telephone 316-744-2451

Agent representing the owner MKEC Engineering, Inc. Attn: Joey Deneke

Address 411 N. Webb Rd. Telephone 316.684.9600

1. The application area is legally described as Lot(s) 3; Block(s) A,
Sunflower Commerce Park Addition, Bel Aire, Kansas. If appropriate, a metes and
bounds description may be attached.

2. The application area contains 3.39 acres.

3. This property is located at (address) no address which is generally
located at (relation to nearest streets) Webb Road and 53rd Street.

4. The particular hardship which would result if the particular requirements of these regulations were applied to the subject property:

We kindly request the approval of this vacation case. Due to recent development of the lots, various access points along Webb Road shall be anticipated and is needed for successful development. Complete access controls and two proposed access openings shall be defined per Access Control Dedication.

5. County control number: 30002013

6. NAMES OF OWNERS - An ownership list of the names, addresses and zip codes of the owners of record of real property abutting a street, alley, or easement including any segment remaining open, and owners on the opposite side of the street from the vacations of set back and access control, as well as all utility providers that are affected shall be provided.

The names of the owners of all property included in this application MUST be listed as applicants. Contract purchasers, lessees or other directly associated with the property may also be listed if they desire to be advised of the proceedings.

1. Applicant City of Bel Aire, Kansas, Land Bank (Lot 3) Phone 316.744.2451
 Address 7651 E CENTRAL PARK AVE, BEL AIRE, KS Zip Code 67226-7600

 Agent MKEC Engineering, Inc. Attn: Brian Lindebak Phone 316.684.9600
 Address 411 N. Webb Rd. Wichita, KS Zip Code 67206
2. Applicant Crossland Realty (Attn: Mattie Crossland) (Contract Purchaser) Phone 620.429.1414
 Address 833 S. East Ave., Columbus, KS Zip Code 66725

 Agent MKEC Engineering, Inc. Attn: Brian Lindebak Phone 316.684.9600
 Address 411 N. Webb Rd. Wichita, KS Zip Code 67206
3. Applicant _____ Phone _____
 Address _____ Zip Code _____

 Agent _____ Phone _____
 Address _____ Zip Code _____

The applicant certifies that the foregoing information is true and correct to the best of their knowledge and acknowledges that the Planning Commission and/or Governing Body shall have authority to impose such conditions as it deems necessary in order to serve the public interest and welfare.


Applicant's Signature

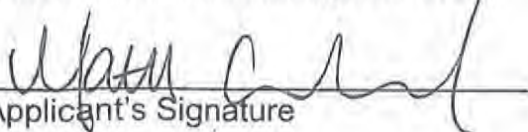
BY

Authorized Agent (If Any)

The Petition must bear the signature(s) of the property owner(s). If an authorized agent signs on the owner's behalf, the agent shall sign his own name and attach the owner's written notarized authorization to this application.

Crossland Realty (Attn: Mattie Crossland) (Contract Purchaser)

Vacation Application
Page 5 of 5


Applicant's Signature

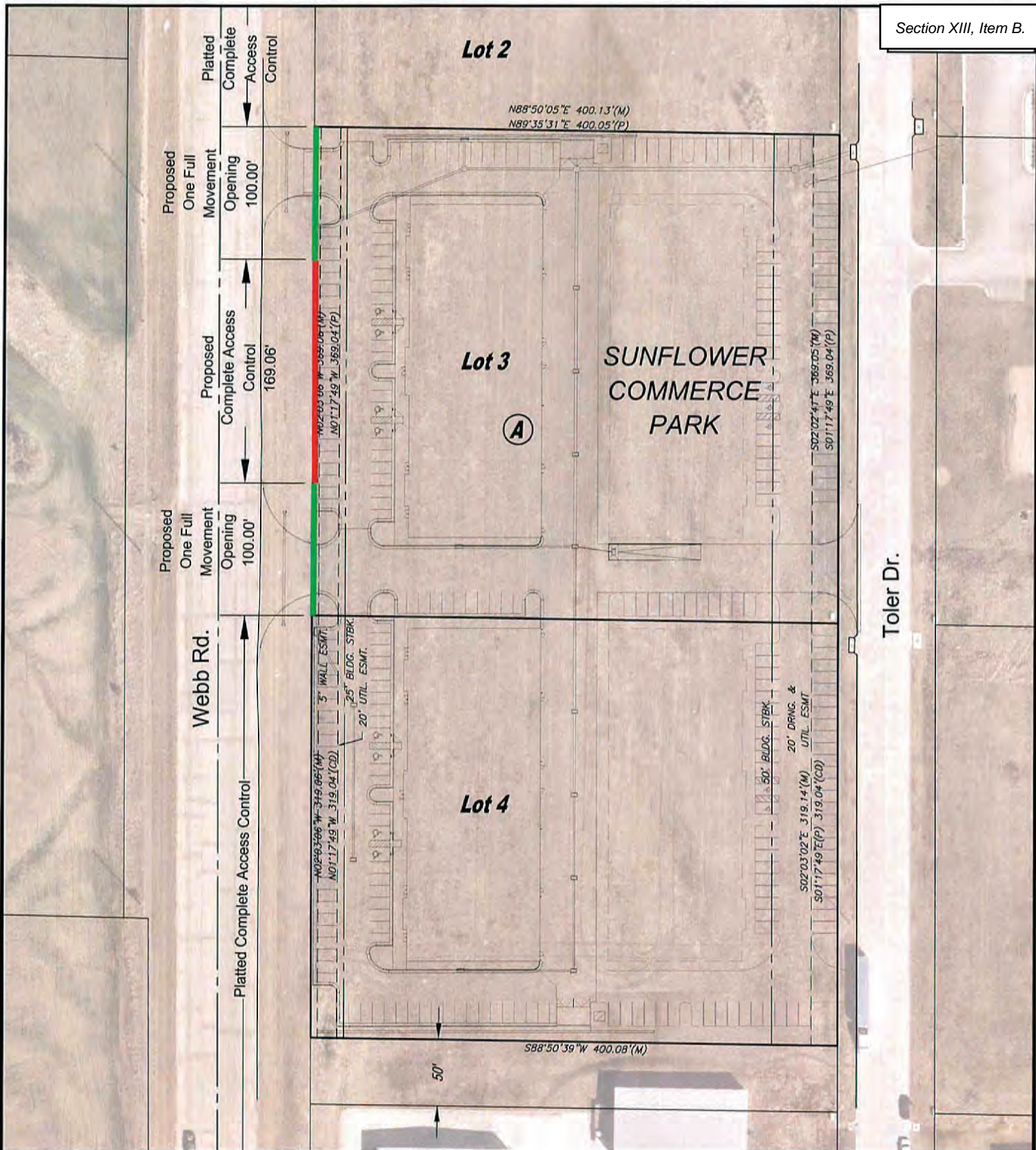
BY

Authorized Agent (If Any)

The Petition must bear the signature(s) of the property owner(s). If an authorized agent signs on the owner's behalf, the agent shall sign his own name and attach the owner's written notarized authorization to this application.

**DESCRIPTION OF
Proposed Vacation of Platted Access Controls
along Webb Road**

Platted complete access controls along Webb Road abutting and adjoining Lot 3, Block A, Sunflower Commerce Park, an addition to Bel Aire, Sedgwick County, Kansas.



1"=100'

©2021
MKEC Engineering
All Rights Reserved
www.mkec.com
These drawings and their contents,
including, but not limited to, all
concepts, designs, & ideas are the
exclusive property of MKEC
Engineering (MKEC), and may not be
used or reproduced in any way without
the express consent of MKEC.



ACCESS CONTROL DEDICATION
PROPERTY EXHIBIT
SUNFLOWER COMMERCE PARK

| | | |
|------------------------|----------------------|------------------|
| PROJECT NO. 2101010356 | DATE: SEPTEMBER 2021 | SHEET NO. |
| DRAWN BY: JGD | DESIGNED BY: BDL | APPROVED BY: BDL |
| 1 | 0 | 174 |

Affidavit of Publication

STATE OF KANSAS,
SEDGWICK COUNTY, ss.

Public notice

(Published In The Ark Valley News on Aug. 19, 2021.)

OFFICIAL NOTICE OF VACATION HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on September 16, 2021, the City of Bel Aire Planning Commission will consider the following "vacating a portion of a platted right of way and wall easement" change as scheduled on the agenda starting at 6:30 p.m. in the council chamber at City Hall in Bel Aire, Kansas:

Case Numbers: V-21-02, partial Access Control Vacation

Legal Description: (A complete legal description is available for public inspection which is on file with the Zoning Administrator at City Hall).

General Location: Webb Road and E 53rd St N

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Governing Body may close the hearing, if approved under the City sub-division regulations, would be effectuated by ordinance or vacation order. The public hearing may be recessed and continued from time to time without notice.

DATED this 12th day of August, 2021.

/s/ Anne Stephens
Planning Commission Secretary

Chris Strunk, being first duly sworn, deposes and says: That he is Publisher of The Ark Valley News, formerly The Valley Center Index, a weekly newspaper printed in the State of Kansas, and published in and of general circulation in Sedgwick County Kansas, with a general paid circulation on a yearly basis in Sedgwick County, Kansas, and that said newspaper is not a trade, religious or fraternal publication.

Said newspaper is a weekly published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Valley Center in said County as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 consecutive weeks, the first publication thereof being made as aforesaid on the 19th day of August, 2021, with subsequent publications being made on the following dates:

_____, 2021 _____, 2021
_____, 2021 _____, 2021
_____, 2021 _____, 2021

Subscribed and sworn to before me this 19th day of August, 2021.

My commission expires

Additional copies

Printer's fee





City of Bel Aire, Kansas
7651 E. Central Park Ave
Bel Aire, Kansas 67226



PRELIMINARY PLAT SUBMITTAL REVIEW

Address of proposed project: Prairie Reserve

This report is to document that on 9/2/21 the Zoning Administrator from the City of Bel Aire evaluated the above property plan for compliance of zoning and building requirements:

- | | |
|--|---|
| <input type="checkbox"/> SETBACKS | <input type="checkbox"/> ELEVATIONS |
| <input type="checkbox"/> EFFECTIVE CODE COMPLIANCE | <input type="checkbox"/> REQUIRED PLAN SUBMITTALS |
| <input type="checkbox"/> EROSION CONTROL | <input type="checkbox"/> EASEMENTS |
| <input type="checkbox"/> LANDSCAPE | <input type="checkbox"/> SCREENING |
| <input type="checkbox"/> STORM DRAINAGE | <input type="checkbox"/> NEIGHBORHOOD IMPACT |
| <input type="checkbox"/> ADA ACCESSIBLE | <input type="checkbox"/> UTILITIES TO BUILDING |

The review of the above property plan has been:

- ☐ APPROVED, as noted
- ☐ DELAYED, as noted
- ☐ DENIED, as noted

DATE 9/2/21

Keith Price
REVIEWED BY

Comments:

- The Name "Reserve" is a defined word" please use something other than addition or reserve.
- Utility providers have not all responded. The pipeline owners have not responded. Please reach out to those and relay any requests. Evergy has responded.
- The cul-de-sac "Prarie" spelling ?
- The city code for the length of a cul-de-sac is 800'. We are waiting for the SCFD to respond related to any issues.
- There was discussion of a berm along Oliver, an easement (fence or berm), with access control from Oliver should be added to lots 1 and 12.
- http://www.egovlink.com/public_documents300/belaire/published_documents/Bel%20Aire%20City%20Code/CHAPT18-CODE%20Zoning%20Part-A%202015.pdf contains the Zoning Code. The landscape requirements in general, we have a master concept plan for the development.
- <http://www.egovlink.com/belaire/docs/menu/home.asp> contains the Public Works tab to find the city standards information.

Affidavit of Publication

STATE OF KANSAS,
SEDGWICK COUNTY, ss.

Chris Strunk, being first duly sworn, deposes and says: That he is Publisher of The Ark Valley News, formerly The Valley Center Index, a weekly newspaper printed in the State of Kansas, and published in and of general circulation in Sedgwick County Kansas, with a general paid circulation on a yearly basis in Sedgwick County, Kansas, and that said newspaper is not a trade, religious or fraternal publication.

Said newspaper is a weekly published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Valley Center in said County as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 consecutive weeks, the first publication thereof being made as aforesaid on the 26th day of August, 2021, with subsequent publications being made on the following dates:

_____, 2021 _____, 2021
_____, 2021 _____, 2021
_____, 2021 _____, 2021

Subscribed and sworn to before me this 26th day of August, 2021.

LKS

My commission expires _____

Additional copies _____

Printer's fee _____



Public notice

(Published in The Ark Valley News on Aug. 26, 2021.)

OFFICIAL NOTICE OF ZONING HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on September 16, 2021 the City of Bel Aire Planning Commission will consider the following Platting process in the order placed on the agenda after 6:30 p.m. in the City Council Chamber at City Hall in Bel Aire, Kansas:

Case No. SD/-20-02. Proposed Prairie Reserve Addition, platting approximately 50.3 acres of the R-1 Zoning District.

Legal Description: (A complete legal description is available for public inspection which is on file with the Zoning Administrator at City Hall.)

General Location: N Oliver and E 53rd St N.

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning and Sub-Division regulations, would be effectuated by city code. The public hearing may be recessed and continued from time to time without notice.

DATED this 24 day of August, 2021.

/s/ Anne Stephens
Bel Aire Planning Commission Secretary

CITY OF BEL AIRE, KANSAS

File No. S/D 21 - 02

APPLICATION FOR PRELIMINARY PLAT APPROVAL

This is an application for processing a preliminary plat in accordance with the City Subdivision Regulations. The application must be completed, accompanied by the fee and filed with the Subdivision Administrator at least 20 days prior to a regular meeting date of the Planning Commission.

(AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED)

Name of Subdivision PRAIRIE RESERVE
 General Location SOUTHEAST OF OLIVER & 53RD ST. N.
 Inside City X To be Annexed _____
 Name of Landowner TOWANDA LAND COMPANY, LLC
 Address 3709 S. WEST ST., WICHITA, KS 67217 Phone _____
 Name of Subdivider/Agent _____
 Address _____ Phone _____
 Name of (Engineer) (Land Planner) GARVER, LLC (ATTN: ERIC GLOVER)
 Address 8535 E. 21ST ST. N., STE 130, WICHITA, KS 67228 Phone (316) 221-3028
 Name of Registered Land Surveyor GARVER, LLC (ATTN: WILL CLEVENGER)
 Address 8535 E. 21ST ST. N., STE 130, WICHITA, KS 67206 Phone (316) 221-3027
ETGlover@GarverUSA.com WKClevenger@GarverUSA.com

Subdivision Information

1. Gross acreage of plat 50.3 Acres
2. Total number of lots 12
3. Proposed land use:
 - a. Residential-Single-Family X Duplex _____ Multiple-Family _____
 Manufactured/Mobile Home _____
 - b. Commercial _____
 - c. Industrial _____
 - d. Other _____
4. Predominant minimum lot width 236 Feet
5. Predominant minimum lot area 1.7 ACRES Square Feet
6. Existing zoning R-1 District
7. Proposed zoning R-1 District
8. Source of water supply PUBLIC
9. Method of sewage disposal PUBLIC

10. Total lineal feet of new street 1,237 Feet

| | Street Name | R/W Width | Lineal Feet |
|----|-----------------------------|-----------------------|-----------------------|
| a. | <u>PRAIRIE CT.</u> | <u>70</u> Ft. | <u> </u> Ft. |
| b. | <u> </u> | <u> </u> Ft. | <u> </u> Ft. |
| c. | <u> </u> | <u> </u> Ft. | <u> </u> Ft. |
| d. | <u> </u> | <u> </u> Ft. | <u> </u> Ft. |
| e. | <u> </u> | <u> </u> Ft. | <u> </u> Ft. |


11. Proposed type of street surfacing ASPHALT MAT

12. Curb and gutter proposed: Yes No X

13. Sidewalks proposed: Yes No X If yes, where?

14. Is any portion of the proposed subdivision located in an identified flood plain area? Yes No X

The landowner herein agrees to comply with the City Subdivision Regulations and all other related ordinances, policies and standards of the City and statutes of the State of Kansas. The undersigned further states that he/she is the owner of the land proposed for platting and, when requested, will permit officials of the City to inspect the land as may be necessary for proper plat review.

 Landowner 8-23-21 Date Agent (If any) Date

OFFICE USE ONLY

Prints of the Preliminary Plat received 15 (Number)

Vicinity map of existing and proposed street system received 15

Statement of financing and guaranteeing proposed improvements received

Preliminary drainage plan, if deemed necessary, received

This application was received by the Subdivision Administrator on 8-23-21,
 . It has been checked and found to be accompanied by the required
 information and the fee of \$ 380 paid to the City Clerk.


 Subdivision Administrator

Con-21-01

APPLICATION

This form MUST be completed and filed at City Hall, Bel Aire, Kansas, 7651 E. Central Park, Bel Aire, Kansas 67226. AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED. Check the appropriate box below for type of application being submitted. A separate application and filing fee is required for each application. A preapplication conference with City Staff is recommended before filing this application.

BOARD OF ZONING APPEALS

☐ To vary applicable requirements in Sections 10-107c1 through 5 in conjunction with a Conditional Use Application.

☐ Conditions placed on permitted Conditional Use _____

☐ Security bond is required

☐ Approved

☐ Rejected

Name of owner Ralph Const. INC

Address 8667 E Chris ST Telephone 316-993-4663

Agent representing the owner Ralph Const INC

Address 8667 Chris ST Telephone 316-993-4663

1. The application area is legally described as Lot(s) 1; Block(s) 3, Rockspring Addition, Bel Aire, Kansas. If appropriate, a metes and bounds description may be attached.

2. The application area contains 8,841 S.F. acres.

3. This property is located at (address) 8667 E. Chris St which is generally located at (relation to nearest streets) 53RD & ROCK.

4. State why the proposed conditional Use will not cause substantial injury to the value of other property in the neighborhood, how it is to be designed within district regulations:

The EAST property line has a Hedge Row & the Lot to the west has a Drain in the adjoining Back corner of the Lot.

Ralph Construction is Purchasing the Lot 2 Block 3 Next to this Lot 1, Block 3.

5. County control number: _____

6. NAMES OF OWNERS - For land inside the city limits, an ownership list of the names, addresses and zip codes of the owners of record of real property located within 200 feet of the exterior boundary of the area described in the application both within the city limits and extending outside the city limits when necessary.

If such area is located adjacent to but within the city limits, the ownership list, in addition to the 200 feet inside the city limits, shall provide similar information extending to 1,000 feet into the unincorporated area.

If such area is located outside the city limits, the ownership list shall extend for 1,000 feet in the unincorporated area and, if the latter extends into the city limits, then such owners for 200 feet inside the city must also be included on the list.

The names of the owners of all property included in this application MUST be listed as applicants. Contract purchasers, lessees or other directly associated with the property may also be listed if they desire to be advised of the proceedings.

1. Applicant Russell P. Ralph Phone 993-4663
Address 8550 N. Parallel RD TOWNHALL, KS Zip Code 67144

Agent Garver - Ken Lee Phone 316-258-3190
Address _____ Zip Code _____

2. Applicant _____ Phone _____
Address _____ Zip Code _____

Agent _____ Phone _____
Address _____ Zip Code _____

3. Applicant _____ Phone _____

Address _____ Zip Code _____

Agent _____ Phone _____

Address _____ Zip Code _____

4. Applicant _____ Phone _____

Address _____ Zip Code _____

Agent _____ Phone _____

Address _____ Zip Code _____

5. Applicant _____ Phone _____

Address _____ Zip Code _____

Agent _____ Phone _____

Address _____ Zip Code _____

6. Applicant _____ Phone _____

Agent _____ Phone _____

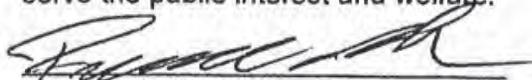
Address _____ Zip Code _____

7. Applicant _____ Phone _____

Agent _____ Phone _____

Address _____ Zip Code _____

The applicant certifies that the foregoing information is true and correct to the best of their knowledge and acknowledges that the Planning Commission and/or Governing Body shall have authority to impose such conditions as it deems necessary in order to serve the public interest and welfare.


Applicant's Signature

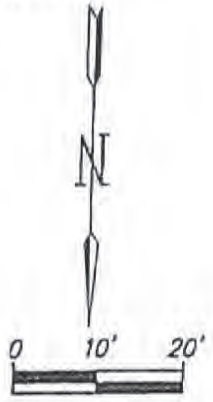
BY

Authorized Agent (If Any)

The Petition must bear the signature(s) of the property owner(s). If an authorized agent signs on the owner's behalf, the agent shall sign his own name and attach the owner's written notarized authorization to this application.

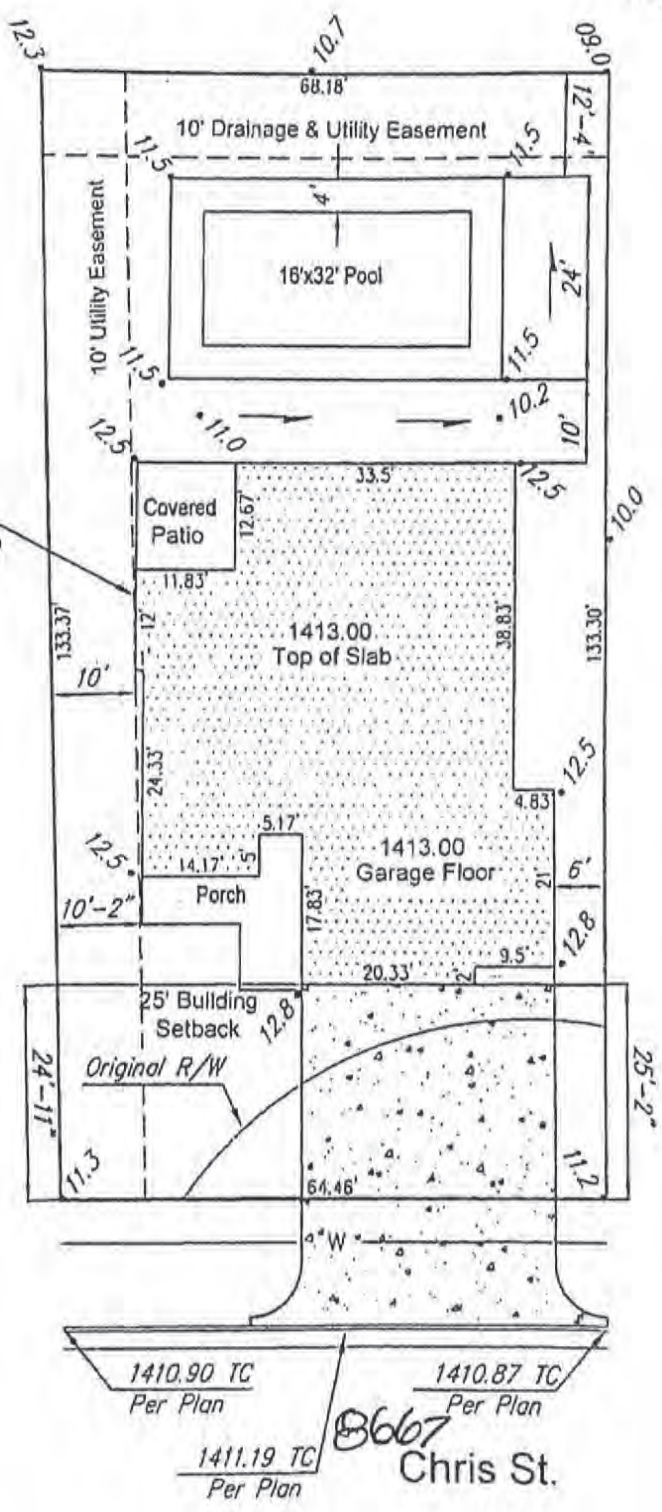
21T41
Aug. 10, 2021

Lot 1, Block 3
Rock Spring Addition
Bel Aire, Kansas




Construct Eaves
Clear of Easement

Lot Information
Lot Area = 8,841 sf
Impervious = 4,506 sf
% Impervious = 51%



Add 1400 to Spot
Elevations Shown for
NAVD88 G12B Datum.

| | | | |
|---|--|--|---------------|
| <small>© 2021 GARVER, LLC - THIS DOCUMENT, ALONG WITH THE IDEAS AND DESIGNS CONVEYED HEREIN, SHALL BE CONSIDERED INSTRUMENTS OF PROFESSIONAL SERVICE AND ARE THE PROPERTY OF GARVER, LLC. ANY USE, REPRODUCTION, OR DISTRIBUTION OF THIS DOCUMENT, ALONG WITH THE IDEAS AND DESIGNS CONTAINED HEREIN, IS PROHIBITED UNLESS AUTHORIZED IN WRITING BY GARVER, LLC OR EXPLICITLY ALLOWED IN THE GOVERNING PROFESSIONAL SERVICES AGREEMENT FOR THIS WORK.</small> | | | FIGURE NUMBER |
|  8535 E. 21st St., Suite 130 Wichita, KS 67208 (316) 284-8008 | Relph Construction 8550 NW Parallel Street Towanda, Kansas 67144 | Lot 1, Block 3 Rock Spring Addition Bel Aire, Kansas | SHEET NUMBER |
| | | | 1 of 2 |

Public notice

(Published in The Ark Valley News on Aug. 19, 2021.)

OFFICIAL NOTICE OF A CONDITIONAL USE PERMIT HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on September 16, 2021; the City of Bel Aire Planning Commission will review a Conditional Use Permit in the order of the agenda starting shortly after 6:30 p.m. in the Council Chamber at City Hall in Bel Aire, Kansas:

Case No. CON-21-01 Property owner has requested to allow a private swimming pool in an R-5 residential zoning district.

Legal Description: (A complete legal description and the existing special permit are available for public inspection which is on file with the Zoning Administrator at City Hall.)

General Location: Chris St. and Pebblecreek St.

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning regulations, would be effectuated by ordinance. The public hearing may be recessed and continued from time to time without notice.

DATED this 16 day of August, 2021.

/s/ Anne Stephens
Bel Aire Planning Commission Secretary

Affidavit of Publication

STATE OF KANSAS,
SEDGWICK COUNTY, ss.

Chris Strunk, being first duly sworn, deposes and says: That he is Publisher of The Ark Valley News, formerly The Valley Center Index, a weekly newspaper printed in the State of Kansas, and published in and of general circulation in Sedgwick County Kansas, with a general paid circulation on a yearly basis in Sedgwick County, Kansas, and that said newspaper is not a trade, religious or fraternal publication.

Said newspaper is a weekly published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Valley Center in said County as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 consecutive weeks, the first publication thereof being made as aforesaid on the 19th day of August, 2021, with subsequent publications being made on the following dates:

_____, 2021 _____, 2021
_____, 2021 _____, 2021
_____, 2021 _____, 2021

Subscribed and sworn to before me this 19th day of August, 2021.

My commission expires _____

Additional copies _____

Printer's fee _____



| | |
|------------------|---------|
| FOR MEETING OF | 9/16/21 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

Section XIII, Item B.

City of Bel Aire

STAFF REPORT

DATE: 09/09/2021

TO: Bel Aire Planning Commission

FROM: Keith Price

RE: Agenda

SUMMARY:

Lycée Addition preliminary Plat, SD.21.01:

The hearing was published in the Ark Valley news per the city regulations; and primary utility companies were contacted. The developer has comments from Evergy. The city didn't receive comments back from any other provider, including the pipeline company. No comments were received from the public. City staff report is in the packet. Last month a sketch plat was reviewed at the city commission meeting.

History:

The city purchased the land in the early 2000's and has built in a vision of the area with the comprehensive plan and the 2018 Master development guide. This location has Rock Road a Bel Aire busy arterial as frontage and is near to the NE magnet high school and the Broad Stone apartments.

The property has many pipelines in easements and Evergy easements, making this property more difficult to develop. See the zoning review sent to the engineers.

Staff recommends conditionally approving the plat, if the rezoning matches the uses intended for the lot development. We have in the past required the PUD be a plat page for easy access to the special set of rules. The uses of a multi-family with 800 s.f. per unit and 12 units per acre is R-6. A bar or food outlet is a C-2 commercial use; Conditional uses can be granted in zoning districts that nearly meet the intent of the code but can be very limiting for other uses in the future. This hearing doesn't include the zoning district process.

A. After the Public Hearing is closed, the Planning Commission shall determine on the basis of all evidence before it, whether the preliminary plat generally meets the design standards and requirements of these regulations, the development plan of the City and the zoning regulations of the City, other applicable provisions of the ordinances of the City, or the applicable zoning regulations of the unincorporated area.

B. If the foregoing considerations are satisfied, the Planning Commission shall approve the preliminary plat. C. If the Planning Commission determines that the preliminary plat does not satisfy the requirements of these and other applicable Regulations it may suggest modifications so as to satisfy such violations, and if suggested modifications are made;

1. The subdivider may amend the preliminary plat so as to incorporate such modifications and re-submit the preliminary plat to the Planning Commission, which shall then grant its approval if such amendments satisfactorily incorporate the suggested modifications; or

2. The subdivider may reject the suggested modification or within the time allowed by the Planning Commission for such action, may refrain from taking any action thereon. In either event the preliminary plat shall be deemed to have been disapproved and the Planning Commission shall thereupon furnish the subdivider a written statement setting forth the reasons for disapproval of the preliminary plat.

D. If the Planning Commission determines that the preliminary plat does not satisfy the foregoing conditions, it shall disapprove the preliminary plat and immediately notify the subdivider of its action by furnishing the subdivider a written statement setting forth the reasons for disapproval of the preliminary plat.

E. The foregoing provisions to the contrary notwithstanding, the Planning Commission shall disapprove the preliminary plat within 60 days from the date of filing of the preliminary plat or from the date the subdivider has submitted the last item of the required data, whichever date is later, unless such time is extended by mutual consent. If the preliminary plat is disapproved within 60 days thereafter, the Planning Commission shall furnish the subdivider a statement in writing setting forth the reasons for disapproval and specifying with particularity the aspects in which the proposed preliminary plat fails to conform to the requirements of these regulations.

F. The subdivider may appeal the disapproval of his preliminary plat to the Board of Zoning Appeals. Such appeal shall be made in writing and filed with the City Clerk within 60 days after the date the Planning Commission issues its statement setting forth its reasons for disapproval of the preliminary plat.

G. If the Planning Commission fails to approve or disapprove the preliminary plat within 60 days after the date such plat is filed or from the date the subdivider has filed the last item of required data, whichever date is later, then such preliminary plat shall be deemed to have been approved, unless the subdivider shall have consented in writing to extend or waive such time limitation.

V-21-02, Partial Access Control Vacation, Crossland Warehouse Project

The hearing was published in the Ark Valley news and property owners were mailed a notice of the hearing per the city regulations; and primary utility companies were contacted. Everygy had no concerns. No petition to stop the vacation was received; no other calls or contact was received.

History:

The original platting the city wanted total access control for the smaller lots along Webb Road to reduced private drives onto one of the City's arterial streets.

The developer had proposed 3 openings for 2 lots, (3 and 4), staff agrees the center approach has good merit, and the north approach if shared with lot 2 if needed would prevent the need to revisit this issue of the area. The speed limit for Webb is 55 mph.

3.04 DUTIES OF THE PLANNING COMMISSION

A. Review the sketch plans, when submitted, and forward comments to the potential subdivider whenever this responsibility is not otherwise performed by a Subdivision Committee.

B. Review and approve, approve conditionally or disapprove preliminary plats and lot splits.

C. Review and approve, approve conditionally or disapprove final plats and transmit the same to the Governing Body for their acceptance of dedications of streets, alleys and other public ways and sites.

D. Make recommendations to the Governing Body on vacations of recorded plats, rights-of way, easements and other public reservations.

E. Make such other determinations and decisions as may be required of the Commission from time to time by these regulations or applicable sections of the Kansas Statutes Annotated.

SD-21-02 (typo SD-20-02) Prairie Preserve

The hearing was published in the Ark Valley news per the city regulations; and primary utility companies were contacted. The developer has comments from Everygy. The city didn't receive comments back from any other provider, including the pipeline company. No comments were received from the public. City staff report is in the packet.

The newest revision of the plat is in your packet.

History:

The current plat is Chapel landing since 2008. The land was recently rezoning to R-1 by ordinance 669

CON-21-01 Private swimming pool in an R-5 zoning district:

The hearing was published in the Ark Valley news per the city regulations; the builder was waiting on the engineer to complete the initial process. The goal was to keep this on the agenda while the final

information develops. We expect more than one request from this neighborhood accessory structure.

History:

The city approved a conditional use for all of Rock Spring addition to allow a small shed in each yard to meet city code by Ordinance 576. There has been one private swimming pool in Rock Spring addition approved by conditional use process as well.

<https://www.betterontheedge.org/>



Lycee Addition

February 10, 2022

Planning Commission Meeting

Agenda Documents:

- Agenda Packet
- Meeting Minutes



AGENDA
PLANNING COMMISSION
7651 E. Central Park Ave, Bel Aire, KS
February 10, 2022 6:30 PM



I. Call to Order

II. Roll Call

James Schmidt ____ John Charleston ____ David Floyd ____

Phillip Jordan ____ Dee Roths ____ Heath Travnichuk ____ Paul Matzek ____

III. Pledge of Allegiance to the American Flag

IV. Consent Agenda

A. **Approval of Minutes from Previous Meeting**

Action: Motion to approve the minutes of December 16, 2021

Motion ____ Second ____ Vote ____

V. Old Business/New Business

A. **CASE No. ZON-21-04 Revised.** Proposed re-zoning of approximately 54.99 acres of R-4 Residential to R-5 Residential. (Chapel Landing 5th).

Open Hearing

Close Hearing

Action: To (recommend / table / deny) the rezoning request from R-4 Residential to R-5 Residential (with / without) changes, (and / or) conditions.

Motion ____ Second ____ Vote ____

CASE No. ZON-21-04 Revised. Proposed platting of approximately 54.99 acres of R-5 Residential (Chapel Landing 5th).

Open Hearing

Close Hearing

Action: To (recommend / table / deny) the Preliminary Plat of Chapel Landing 5th (with / without) changes, (and / or) conditions.

Motion _____ Second _____ Vote _____

- B. **CASE No. SD-21-07.** PUD and proposed final platting and of approximately 4.4 acres (Lycee).

Open Hearing

Close Hearing

Action: To (recommend / table / deny) the Final Plat of Lycee (with / without) changes, (and / or) conditions.

Motion _____ Second _____ Vote _____

Action: To (recommend / table / deny) the PUD of Lycee (with / without) changes, (and / or) conditions.

Motion _____ Second _____ Vote _____

- C. **CASE No. ZON-21-07.** Proposed re-zoning of approximately 3.3 acres of R-1- to R-4. (Chapel Landing 6th).

Open Hearing

Close Hearing

Action: To (recommend / table / deny) the request for rezoning from R-1- to R-4 (with / without) changes, (and / or) conditions.

Motion _____ Second _____ Vote _____

CASE No. ZON-21-07. Proposed platting of approximately 14.62 acres of R-4 (Chapel Landing 6th).

Open Hearing

Close Hearing

Action: To (recommend / table / deny) the Preliminary Plat of Chapel Landing 6th (with / without) changes, (and / or) conditions.

Motion _____ Second _____ Vote _____

- D. **CASE No. SD-21-06.** Proposed platting of approximately 22.76 acres. (Skyview 2nd).

Open Hearing

Close Hearing

Action: To (recommend / table / deny) the Final Plat of Skyview 2nd (with / without) changes, (and / or) conditions.

Motion _____ Second _____ Vote _____

- E. **CASE No. SD-21-04.** PUD and proposed platting and of approximately 12.44 acres (Skyview at Block 49 3rd).

Open Hearing

Close Hearing

Action: To (recommend / table / deny) the Final Plat of Skyview at Block 49 3rd (with / without) changes, (and / or) conditions.

Motion _____ Second _____ Vote _____

Action: To (recommend / table / deny) the PUD of Skyview at Block 49 3rd (with / without) changes, (and / or) conditions.

Motion _____ Second _____ Vote _____

- F. **CASE No. CON-21-03.** Property owner has requested to add an LED message board to an existing sign pole base in a utility easement in a C-1 commercial district.

Open Hearing

Close Hearing

Action: Motion to recommend the Governing Body (approve / deny / table) passing conditional use ordinance for a sign (not contingent/contingent) upon a 60 day Planning Commission review on certain property zoned C-1 located within the corporate city limits of the City of Bel Aire, Kansas.

Motion _____ Second _____ Vote _____

- G. **CASE No. CON-22-01.** Property owner has requested to allow a private swimming pool in an R-5 Residential zoning district.

Open Hearing

Close Hearing

Action: Motion to recommend the Governing Body (approve / deny / table) passing conditional use ordinance for a private swimming pool (not contingent/contingent) upon a 60 day Planning Commission review on certain property zoned R-5 Residential located within the corporate city limits of the City of Bel Aire, Kansas.

Motion _____ Second _____ Vote _____

- H. **CASE No. CON-21-01.** Swimming pool in an R-5 Zoning District. The case has been withdrawn by the property owner. No action is required.

VI. Next Meeting: March 10, 2022

Action: Motion to approve the date of the next meeting: March 10, 2022 at 6:30 p.m.

Motion _____ Second _____ Vote _____

VII. Current Events

VIII. Adjournment.

Action: Motion to adjourn.

Motion _____ Second _____ Vote _____ Time adjourned _____

Additional Attachments:

A. Planning Commission Staff Report 02-10-2022

CITY OF BEL AIRE, KANSAS

File No. S/D 21 - 07

APPLICATION FOR FINAL PLAT APPROVAL

This is an application for processing a final plat in accordance with the City Subdivision Regulations. The application must be completed and filed with the Subdivision Administrator at least 15 days prior to a regular meeting date of the Planning Commission.

(AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED)

Name of Subdivision Lycee
 General Location on the East side of Rock Road and approximately 1/4 mile north of 53rd St N
☒ Inside City ☐ To be Annexed ☐ Outside City
 Name of Landowner Gregory Hiser (additional Owner information attached)
 Address 9860 E 21st St N, Wichita, KS 67206-3589 Phone 316-841-2920
 Name of Subdivider/Agent Baughman Company, P.A. Attn: Philip J. Meyer, L.A.
 Address 315 S Ellis St, Wichita, KS 67211 Phone 316-262-7271
 Name of (Engineer) (Land Planner) Same as Agent
 Address 315 Ellis Wichita, KS 67211 Phone 262-7271
 Name of Registered Land Surveyor Same as Agent
 Address _____ Phone _____

Subdivision Information

1. (Select One) ☒ Final Plat of entire preliminary plat area
☐ Final Plat of unit number _____ of _____ unit developments
☐ Final Plat for small tract
☐ Final Replat of original platted area
2. Gross acreage of plat 13.15 +/- Acres
3. Total number of lots 6
4. Proposed land use for an ☒ Urban-Type ☐ Rural Type Subdivision:
 a. Residential-Single-Family ☐ Duplex ☒ Multiple Family ☐ Manufactured/Mobile Home
 b. Commercial X
 c. Industrial _____
 d. Other _____

5. Predominant minimum lot width 90.2 Feet
6. Predominant minimum lot area 33,593 Square Feet
7. Existing zoning C-1 District
8. Proposed zoning C-1 and R-6 with a PUD District
9. Source of water supply City
10. Method of sewage disposal City
11. Total lineal feet of new street 0 Feet

| | Street Name | R/W Width | Lineal Feet |
|----|-------------|-----------|-------------|
| a. | | Ft. | Ft. |
| b. | | Ft. | Ft. |
| c. | | Ft. | Ft. |
| d. | | Ft. | Ft. |
| e. | | Ft. | Ft. |
| f. | | Ft. | Ft. |
| g. | | Ft. | Ft. |
| h. | | Ft. | Ft. |
| i. | | Ft. | Ft. |
| j. | | Ft. | Ft. |

12. Proposed type of street surfacing n/a
13. Curb and gutter proposed: ☐ Yes ☒ No
14. Sidewalks proposed: ☐ Yes ☒ No If yes, where? _____

15. Is any portion of the proposed subdivision located in an identified flood plain area?
☒ Yes ☐ No

The landowner herein agrees to comply with the City Subdivision Regulations and all other related ordinances, policies and standards of the City and statutes of the State of Kansas. It is further agreed that all costs of recording the plat and supplemental documents thereto with the Register of Deeds shall be paid by the owner. The undersigned further states that he/she is the owner of the land proposed for platting and, when requested, will permit officials of the City to inspect the land as may be necessary for proper plat review.

Gregory Hisei _____ 12/17/21
Landowner Date Agent (If any) Date

OFFICE USE ONLY

Prints of the Final Plat received 15 (Number)

Final drainage plan, if required, received _____

Copy of a title report for the land received _____

Copy of proposed restrictive covenants, if any, received _____

Methods for financing and guaranteeing improvements Petition

For plats for small tract:

a. Vicinity map received _____

b. Topographic drawing, if required, received _____

Original drawing or photographic equivalent of Final Plat received _____

This application was received by the Subdivision Administrator on 12.17.
2021. It has been checked and found to be accompanied by the required
information and the fee, if any, of \$ 230 paid to the City Clerk.



Subdivision Administrator

cc: Applicant

APPLICATION

This form MUST be completed and filed at City Hall, Bel Aire, Kansas, 7651 E Central Park, Bel Aire, Kansas 67226. AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED. Check the appropriate box below for type of application being submitted. A separate application and filing fee is required for each application. A preapplication conference with City Staff is recommended before filing this application.

- ☒ Change Zoning Districts: From: C-1 to C-1 and R-6 with a PUD
- ☐ Amendments to Change Zoning Districts _____

City of Bel Aire Planning Commission

☐ Approved ☐ Rejected

Name of owner Gregory Hiser

Address 9860 E. 21st St N, Wichita, KS 67206 Telephone (316) 841-2920

Agent representing the owner Baughman Company, P.A. (Philip Meyer)

Address 315 Ellis St, Wichita, KS 67211 Telephone (316) 262-7271

1. The application area is legally described as Lot(s) *; Block(s) n/a,
n/a Addition, Bel Aire, Kansas. If appropriate, a metes and
bounds description may be attached. *See attached legal description

2. The application area contains 4.40 +/- acres.

3. This property is located at (address) n/a which is generally
located at (relation to nearest streets) East of Rock Road approx. 1/4 mile north of 53rd St N

4. The particular reason for seeking reclassification:

to allow development of duplexes on Lots 1, 2, and 3; and allow development of a
restaurant with alcohol sales on Lot 4

5. County control number: 30015088

May 28th 2004

6. NAMES OF OWNERS - For land inside the city limits, an ownership list of the names, addresses and zip codes of the owners of record of real property located within 200 feet of the exterior boundary of the area described in the application both within the city limits and extending outside the city limits when necessary.

If such area is located adjacent to but within the city limits, the ownership list, in addition to the 200 feet inside the city limits, shall provide similar information extending to 1,000 feet into the unincorporated area.

If such area is located outside the city limits, the ownership list shall extend for 1,000 feet in the unincorporated area and, if the latter extends into the city limits, then such owners for 200 feet inside the city must also be included on the list.

The names of the owners of all property included in this application MUST be listed as applicants. Contract purchasers, lessees or other directly associated with the property may also be listed if they desire to be advised of the proceedings.

1. Applicant Gregory Hiser Phone 316-841-2920
Address 9860 E 21st St N, Wichita, KS Zip Code 67206

Agent Baughman Company, P.A. (Philip Meyer) Phone 316-262-7271
Address 315 Ellis St, Wichita, KS Zip Code 67211

2. Applicant _____ Phone _____
Address _____ Zip Code _____

Agent _____ Phone _____
Address _____ Zip Code _____

3. Applicant _____ Phone _____
Address _____ Zip Code _____

Agent _____ Phone _____
Address _____ Zip Code _____

The applicant certifies that the foregoing information is true and correct to the best of their knowledge and acknowledges that the Governing Body shall have authority to impose such conditions as it deems necessary in order to serve the public interest and welfare.

Gregory Hiser
Applicant's Signature GREGORY HISER

BY

Philip J Meyer
Authorized Agent (If Any)

The Petition must bear the signature(s) of the property owner(s). If an authorized agent signs on the owner's behalf, the agent shall sign his own name and attach the owner's written notarized authorization to this application.

May 28th 2004

**PLANNED UNIT DEVELOPMENT AGREEMENT
CONCERNING THE DEVELOPMENT
OF LYCEE ADDITION
TO THE CITY OF BEL AIRE, KANSAS**

THIS AGREEMENT is made and entered into by and between GREGORY HISER, hereinafter referred to as the "DEVELOPER" and the CITY OF BEL AIRE, KANSAS, hereinafter referred to as the "CITY."

WHEREAS, the Developer desires platting by the City of a tract of land more fully described below and herein referred to as LYCEE ADDITION to the City of Bel Aire, Kansas; and

WHEREAS, the City is willing to consider platting of said LYCEE ADDITION PUD Project;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the Developer and the City agree as follows:

PURPOSE. This agreement is necessary to address certain financial, infrastructure and drainage conditions arising from the platting process which must be dealt with prior to final plat approval and as such, is a condition precedent to final consideration by the City of the Developer's request for approval of the final plat on a tract of land more fully described below and herein referred to as the LYCEE ADDITION PUD project to the City of Bel Aire, Kansas.

LYCEE ADDITION PUD PROJECT LEGAL DESCRIPTION. The tract of land herein referred to as LYCEE ADDITION PUD project to the City of Bel Aire, Kansas has the following pre-platting legal description, to-wit:

A portion of the Southwest Quarter of Section 17, Township 26 South, Range 2 East of the Sixth Principal Meridian, Sedgwick County, Kansas, described as beginning at the Northwest corner of the Southwest Quarter of said Section 17; thence N89°32'56"E coincident with the north line of the Southwest Quarter of said Section 17, 355.32 feet to the northwest corner of Lot 2, Broadstone Villas, Bel Aire, Sedgwick County, Kansas; thence S00°39'06"E coincident with the west line of Lot 2 in said Broadstone Villas, 632.42 feet to the southwest corner of Lot 2 in said Broadstone Villas and to a point in the north line of an Easement for Right of Way recorded in the Sedgwick County Register of Deeds Office at DOC.#/FLM-PG:29195542; thence N89°59'54"W coincident with the north line of said Easement for Right of Way, 22.22 feet to a deflection point in the north line of said Easement for Right of Way; thence N82°36'36"W coincident with the north line of said Easement for Right of Way, 147.75 to a deflection point in the north line of said Easement for Right of Way; thence N89°59'54"W coincident with the north line of said Easement for Right of Way, 186.89 feet to a point in the west line of the Southwest Quarter of said Section 17; said point being 2039.45 feet north of the southwest corner of the Southwest Quarter of said Section 17; thence N00°37'38"W coincident with the west line of the Southwest Quarter of said Section 17, 610.59 feet to the point of beginning. Subject to road rights of way of record.

New legal description:

Lots 1, 2, 3, and 4, Block B, Lycee Addition, Bel Aire, Sedgwick County, Kansas.

PERMITTED USE.

The Lycee Addition to the City of Bel Aire, Kansas shall have the uses permitted in the "C-1" Neighborhood Commercial Office & Retail, "C-2" Planned Commercial and "R-6" Multi-Family District, as defined in the 2020 revised Bel Aire codified city code, including the following uses:

"C-1 and C-2" (Lot 4, Block B):

- Small scale retail businesses
- Retail activities conducted wholly indoors
- Office
- C-2 Uses- Restaurant with alcohol sales; food venues to include patio dining and temporary structures as approved by the City Manager.
- Accessory structure as approved by the City Manager.
- Special Events permits approved by the City Manager
- C-1 permitted uses as define in Chapter 7 zoning code – section 7.11 Neighborhood Commercial, Office Retail

The minimum building setback shall be forty feet (40') from adjacent public right-of-way property lines. There shall be a minimum building setback of ten feet (10') along adjoining lots, if such adjoining lots are not maintained in common ownership. No building shall be constructed within a public utility easement.

SITE: The proposed construction project for Lot 4, Block B, consists of one building with a total 3,200 sq. ft. with paved parking, with no current plans of future growth or additions. The PUD and the Zoning code will govern any future growth. Lot 4 shall honor all existing easements on the Lot including the rural water easement, pipeline easement and KG&E easement. Prior to any development, all lots shall be maintained in accordance with the municipal code of the City of Bel Aire. Approval of a site circulation and pedestrian plan by the Zoning Administrator is required for each phase of construction prior to the issuance of a building permit.

"R-6" (Lots 1, 2, and 3, Block B):

- Duplex
- Multi-Family
- Adult Day-care
- Leasing office
- Playgrounds or community spaces.
- Accessory structures as approved by the city manager.

The minimum building setback shall be thirty feet (30') from adjacent public right-of-way property lines. There shall be a minimum building setback of ten feet (10') along adjoining lots,

if such adjoining lots are not maintained in common ownership. No building shall be constructed within a public utility easement.

SITE: The proposed construction project for Lots 1, 2, and 3, Block B, consists of a maximum of thirteen (13) buildings with each living unit having 1,000 to 1,500 sq. ft. of livable space on the ground floor with a maximum total 37,500 sq. ft. allowed on the ground floor of the parcel with paved parking for each unit. Each living unit shall have a maximum height of three stories. There is no current plans of future growth or additions. The PUD and the Zoning code will govern any future growth. Lots 1, 2, and 3, shall honor all existing easements on the Lots including the rural water easement, and pipeline easement. Prior to any development, all lots shall be maintained in accordance with the municipal code of the City of Bel Aire. Approval of a site circulation and pedestrian plan by the Zoning Administrator is required for each phase of construction prior to the issuance of a building permit.

INFRASTRUCTURE INSTALLATION. Installation of all improvements shall be in compliance with requirements of all applicable federal, state and local legislation, including the Americans with Disabilities Act. All electric power, streetlights, cable and telephone service shall be installed underground. The Developer shall be responsible for the costs of engineering design, construction and inspection of all private utility improvements (electricity, communications, telecommunications and gas) necessary for the platting and development of the tract of land herein referred to as the Lycee Addition in accordance with the utility extension requirements of each private utility company. Utility improvements shall be installed on city owned property or within public right of ways or easements. The expense of all such utility and sewer service within the property shall be borne by the Developer.

The Developer shall dedicate necessary public easements for all private and public utility improvements necessary for the platting and development of the tract of land herein referred to as the Lycee Addition to the City of Bel Aire, Kansas. Said improvements include storm water system, water distribution system, sanitary sewer lines, driveways and utilities.

The Developer shall pay one hundred percent (100%) of the cost of the improvements. The Developer shall indemnify and hold harmless the City from any liability from damages that may occur during construction.

DRAINAGE. The ultimate effect of increased drainage from platted property on surrounding property must be addressed as part of the platting process. The Developer shall prepare a storm drainage plan that shall address the effect of increased drainage, meet City specifications and be approved by the City Engineer. As part of the drainage plan, a final grading plan showing all drainage inlets and a storm sewer plan including placement of inlets, pipes and manholes, shall be submitted and approved by the City prior to any issuance of permits. Street, curb, lot corner and pad elevations shall be submitted for review and approval by the City prior to any demolition, site development, construction or permits obtained. All Storm water outfall lines shall be placed within utility easements dedicated to the City. After approval by the City Engineer of said storm drainage plan, with any necessary modifications, the Developer shall install, or cause to be installed, the improvements pursuant to the drainage plan.

LIGHTING. A Security and/or parking lighting plan shall be submitted to the City for approval and comply with the City zoning ordinance. Outdoor lighting sources shall employ cutoff luminaires to minimize light trespass and glare. Electric lines shall be installed underground. Wood poles will not be allowed.

SANITARY SEWER. The City will provide access to the property line for public sanitary sewer in the utility easements provided with the plat per the approved City Engineer's drawings on file for Lycee Addition. Each unit or tenant space must have separate sanitary sewer hookups installed to City standards. The Developer shall pay all Sanitary Sewer User Fees and Hook Up Fees.

WATER. The City will provide access to the property line for public water in the utility easement located along Rock Road and along south property line per the approved City Engineer's drawings on file for Lycee Addition. Each unit or tenant space must have separate metered water supply installed to City standards. The Developer shall pay all Water User Fees and Hook Up Fees.

All fire hydrant locations must be identified on a plan & approved by the Sedgwick County Fire Department according to its standards. Developer is responsible to meet all Sedgwick County Fire Codes & Standards and installation by the Developer shall be to City standards.

LANDSCAPING & SCREENING. The Developer shall submit and have approved by the City Manager, a "Landscape Plan" that is representative of the attached landscape concept plan. Landscaping to be provided as each phase of the Lycee Addition is developed. The "Landscaping Plan" shall show contours, utilities, size, and spread at planting, any type of ground cover, shrubs, and coordinate with the Drainage Plan and Site Plan for the project.

Planting of interior trees shall meet the City's ordinance. Any areas outside of the general boundaries of each development phase shall be planted to appropriate turf or ground cover adequate to prevent undue soil erosion and shall be maintained in accordance with applicable City ordinances. Any future Phases to be constructed shall have prior approval of building permits for that Phase, the Developer shall also submit and have approved by the City, detailed landscape plans for that Phase. Within all detailed landscape plans, ground mounted mechanical equipment and trash receptacles shall be screened from ground level view.

FENCING & SCREENING. All outside storage of trash and recycling storage containers shall be appropriately fenced and screened with fencing and screening methods and materials to blend in with the architectural design of the building and to reasonably hide the materials, trash and recycling storage containers from ground view and approved by the City. Wood privacy fence materials may be allowed if such materials blend in with the architectural design elements of the building and adjacent sites and shall be of the same height of any existing but a minimum of six (6') feet in height. If screening exists on either side of a developing property line that meets or exceeds the standards of the zoning code, additional

screening shall not be required. However, if at any time the existing screening fails to meet the requirements of the zoning code, compliance shall be attained by the property owners of the lot, or lots, in the PUD which fails to meet these requirements. Any plans for outside storage facilities shall comply with the applicable ordinances and zoning regulations of the City and be submitted in writing to the City for prior approval.

BUILDING CONSTRUCTION MATERIALS & TYPE. All building in the R-6 zoning district shall share uniform architectural character, color, texture, and the intent of the attached floor plan and building elevation. Building walls and roofs shall have a residential character and have predominately earth tone colors with brick or stone allowed as an accent material. Any variation of attached building elevations shall require the approval of the City Manager. All office/retail construction shall be designed utilizing materials that incorporate appropriate architectural and aesthetic elements as represented in the general guideline manual for the neighborhood commercial district and approved by the City.

SIGNAGE. All signage shall comply with the applicable ordinances and zoning regulations of the City and be submitted in writing to the City for approval. Each site shall be allowed one six-foot wide monument type entry sign, not exceeding 6 feet in height. Any future signage must be approved by the City Manager.

PARKING. A detailed parking plan shall be submitted to the City for approval. All handicap stalls shall be shown on the parking plan along with curbing in all parking areas and must meet with the City's Zoning Ordinance. Parking stalls shall be a minimum of nine feet (9') wide by eighteen (18') deep, with a two-foot (2') overhang if the front of the vehicle hangs into a six foot wide green space or six foot wide strip between parking stalls unless otherwise approved by the City.

ACCESS ROADWAY. All driveways shall be per city ordinance. One access entrance shall be allowed off Rock Road as per plat map for Lot 1; one joint access entrance shall be allowed off of Lycee St as per plat map for Lots 2 and 3; one access entrance shall be allowed off Rock Road as per plat map for Lot 4. Other access entrances off Rock Road may be approved by the City at the time of development of other lots. Lots 1, 2, and 3 shall have a cross lot agreement between lot owners for access. The width of all approaches shall be no less than twenty-four feet (24') and a maximum of thirty-five feet (35') unless otherwise approved by the City.

SIDEWALKS. Construction of a City sidewalk on the property line, or an approved alternative location, along Lycee St, to the east right-of-way line of Rock Road shall be required. The sidewalk must meet City and ADAAG standards. The property owner(s) as required by City Ordinance shall provide for the sidewalk maintenance and care.

PERMITS. No construction shall commence on any portion of the tract of land herein referred to Lycee Addition PUD project to the City of Bel Aire, Kansas without the Developer, or its designated builder, having first obtained the proper building and zoning permits from the City.

The development of Lycee Addition project to the City of Bel Aire, Kansas shall proceed in accordance with this Agreement and subsequent platting. Any deviation, as determined by

the City, shall constitute a violation of the building permit authorizing construction of the proposed development. The final site dimensions, grading plan, drainage, landscape plan, street plan, parking plan and utility plans will be submitted and approved in phases based on the conceptual plans. Any deviations from the conceptual drawing shall be submitted for review and approval by the City.

Any and all costs including permit fees, review fees, and building and zoning permit and review fees incurred or required by city staff and review and/or through building and zoning review shall be paid by the Developer.

PURPOSE. A specific purpose of this agreement is to assure that necessary improvements are in place to support development of the tract of land herein referred to as the Lycee Addition to the City of Bel Aire, Kansas. Therefore, the Developer's compliance with the terms and conditions of this Agreement shall be a condition precedent to the granting of building and/or occupancy permits for development on said property. The City reserves the right to clarify any conflicts between this document and plat.

RECORDING. The Developer shall file an executed copy of this Agreement with the Sedgwick County Register of Deeds within 30 days of final approval and within 45 days provide City will proof of filing. A copy of this Agreement showing said recording along with a copy of the recorded plat shall be furnished by the Developer to the general contractor before building permits are issued.

BINDING. The terms and conditions of this Agreement, as set forth herein, shall be binding upon the City and the Developer, their successors, representatives, trustees, and assigns.

THIS AGREEMENT is hereby executed on this _____ day of _____, 202__.

GREGORY HISER, DEVELOPER

THIS AGREEMENT was approved by vote the City Council of the City of Bel Aire, Kansas on the _____ day of _____, 202__ and is hereby executed on this _____ day of _____, 202__.

MAYOR, JIM BENAGE

SEAL

ATTEST:

CITY CLERK, MELISSA KREHBIEL

ACKNOWLEDGEMENTS

BE IT KNOWN BY ALL PERSONS that on this _____ day of _____, 202__, before me, a Notary Public, came Gregory Hiser, who is known to me and who personally acknowledged execution of the foregoing Agreement concerning the LYCEE ADDITION PUD to the City of Bel Aire, Kansas.

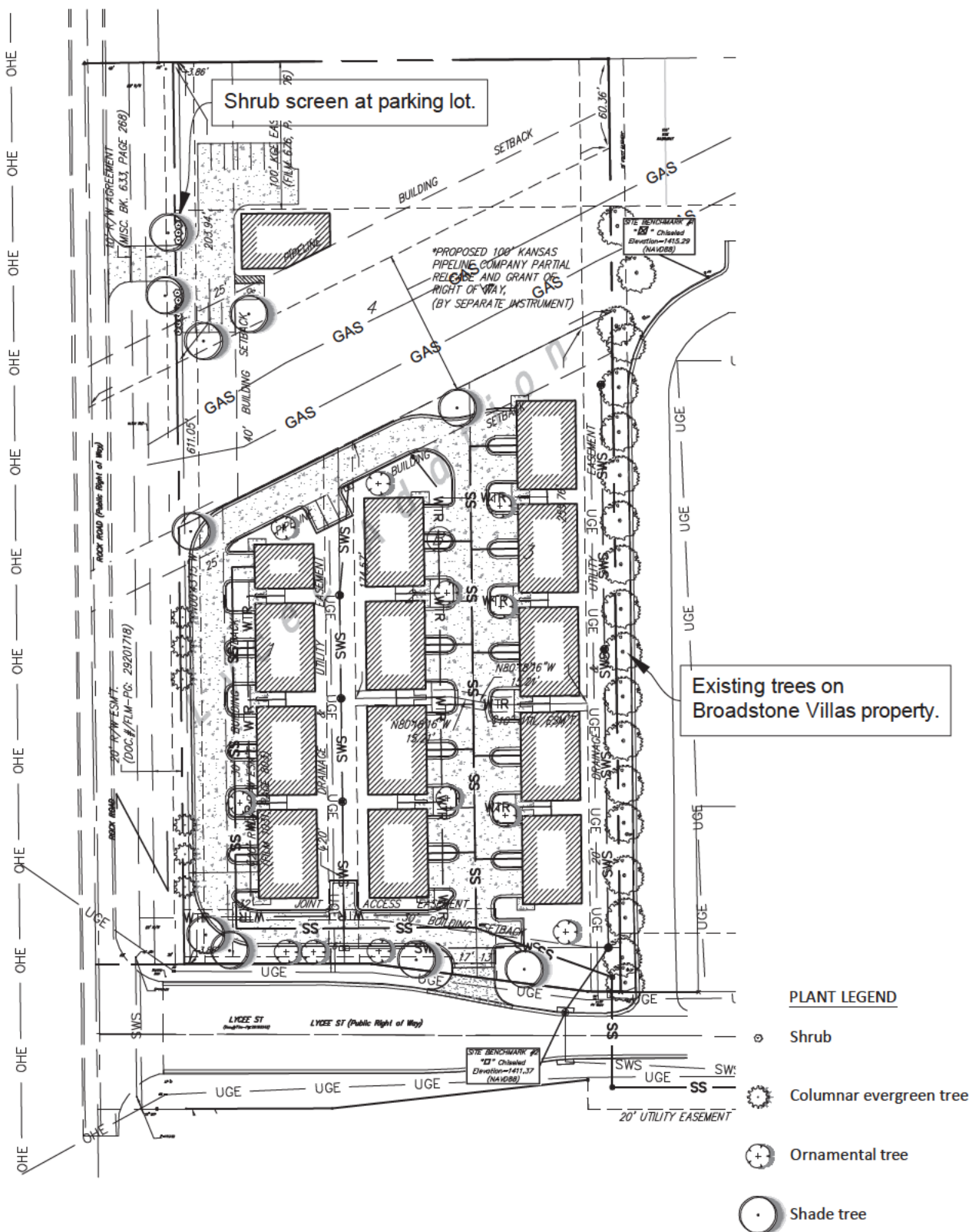
NOTARY PUBLIC

My Appointment Expires: _____

BE IT KNOWN BY ALL PERSONS that on this _____ day of _____, 202__, before me, a Notary Public, came Jim Benage, who is known to me to be the Mayor of Bel Aire, Kansas and who personally acknowledged execution of the forging Agreement Concerning the Development of LYCEE ADDITION to the City of Bel Aire, Kansas, and Melissa Krehbiel, who is known to me to be the City Clerk of Bel Aire, Kansas and who personally acknowledged attesting the signature of said Jim Benage.

NOTARY PUBLIC

My Appointment Expires: _____



CONCEPTUAL SITE LANDSCAPE PLAN

SCALE 50 0 50

FEB. 02, 2022

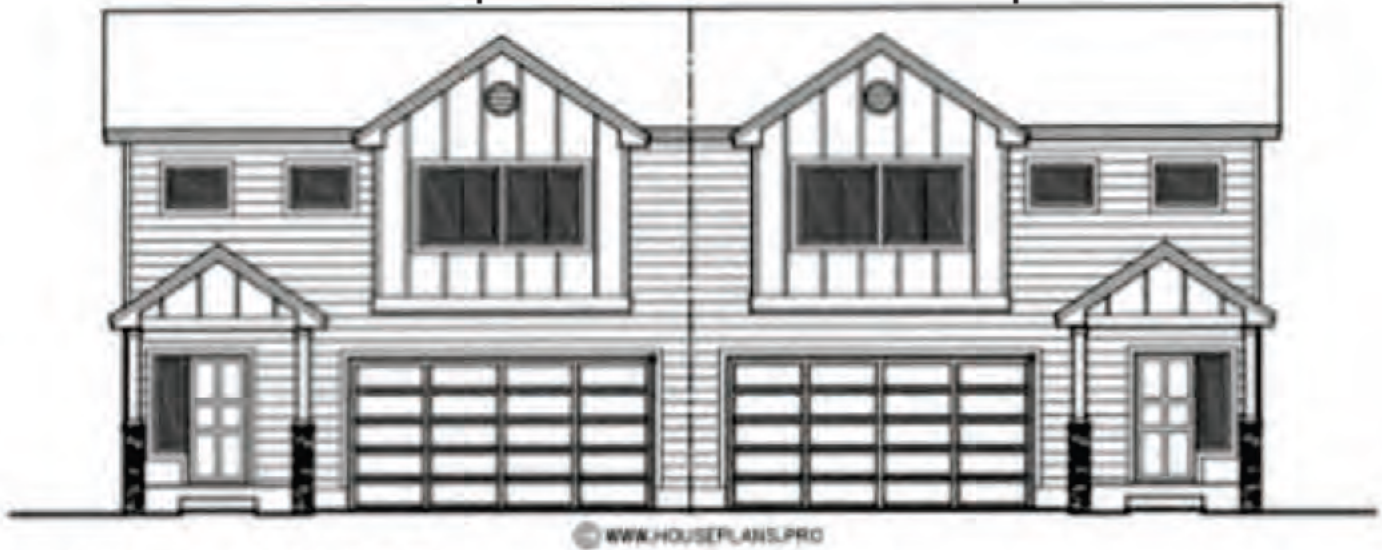


BAUGHMAN COMPANY
315 Ellis St. Wichita, KS 67211 316-262-7274
BaughmanCo.com

Lycee Addition

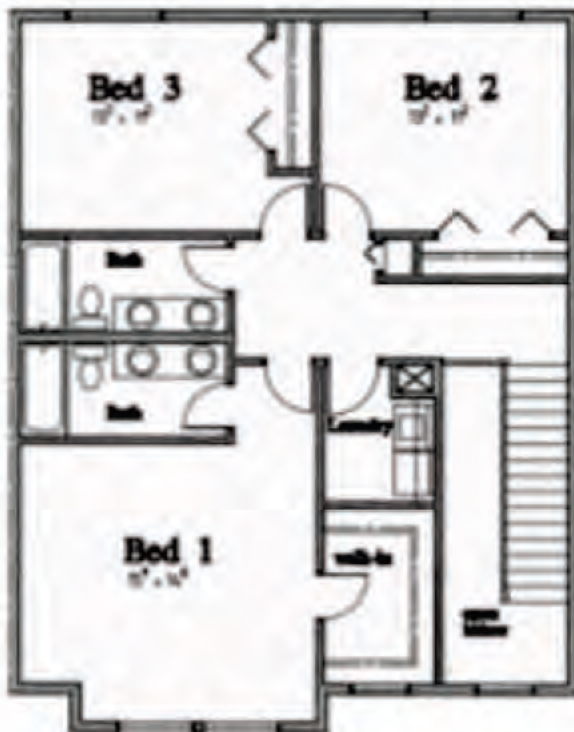
Conceptual Elevation & Floorplan

Section XIII, Item B.

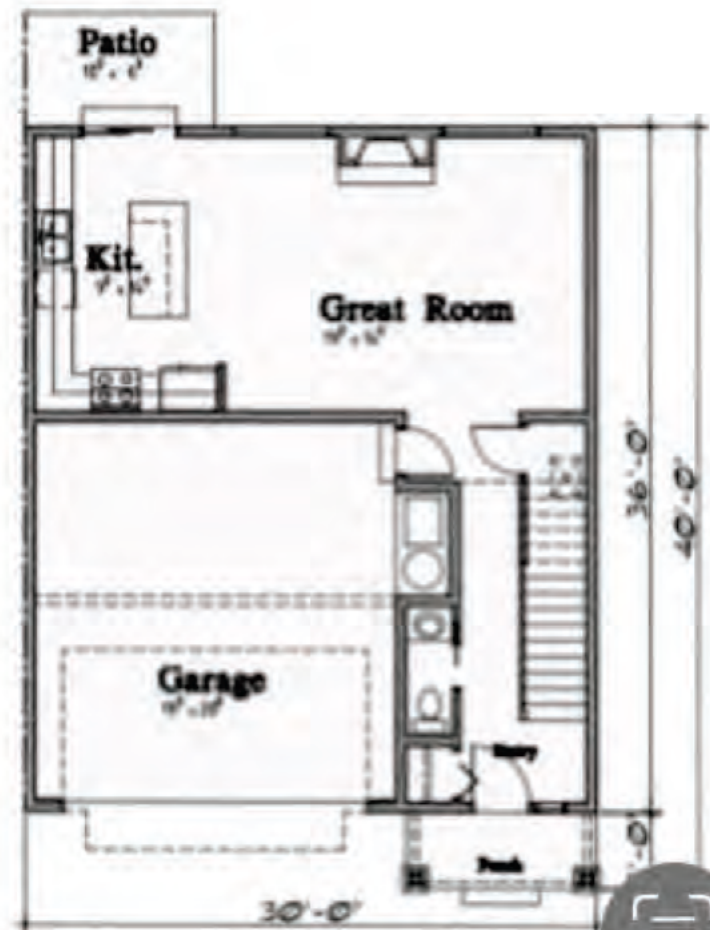


PLAN #D-638

MAIN FLR. 680 SQ. FT.
UPPER FLR. 983 SQ. FT.
TOTAL 1663 SQ. FT.
GARAGE 400 SQ. FT.



Upper Floor



Main Floor

Lycee Addition
Conceptual Elevation





City of Bel Aire, Kansas
7651 E. Central Park Ave
Bel Aire, Kansas 67226



LYCEE ADDITION PUD SUBMITTAL REVIEW

Address of proposed project: Lycee Final plat, and PUD

This report is to document that on 2/2/22 the Zoning Administrator from the City of Bel Aire evaluated the above property plan for compliance of zoning and building requirements:

- | | |
|---|--|
| <input type="checkbox"/> SETBACKS | <input type="checkbox"/> ELEVATIONS |
| <input checked="" type="checkbox"/> EFFECTIVE CODE COMPLIANCE | <input checked="" type="checkbox"/> REQUIRED PLAN SUBMITTALS |
| <input type="checkbox"/> EROSION CONTROL | <input checked="" type="checkbox"/> EASEMENTS |
| <input type="checkbox"/> LANDSCAPE | <input type="checkbox"/> SCREENING |
| <input type="checkbox"/> STORM DRAINAGE | <input checked="" type="checkbox"/> NEIGHBORHOOD IMPACT |
| <input type="checkbox"/> ADA ACCESSIBLE | <input type="checkbox"/> UTILITIES TO BUILDING |

The review of the above property plan has been:

- ☒ APPROVED, as noted
- ☐ DELAYED, as noted
- ☐ DENIED, as noted

DATE 2/2/22


Keith Price
REVIEWED BY

Comments: City staff conducted a meeting to discuss the plat and PUD. Provide the most updated version of the final plat in PDF form and paper form. The general information below still applied as of 2.2.22

- No additional easements were requested by Evergy or Onegas.
- The landscape plan is conceptual in nature, locations of trees would need to fit the final drainage plan and layout of the buildings.
- The architecture submittal is conceptual in nature, however the aesthetics and types of materials are near to what will be expected during construction based on the PUD agreement and site plan.
- The Plat isn't covered by the PUD completely so specific PUD plat language isn't required.
- The city engineer will contact you directly with any concerns related to the submittals.
- http://www.egovlink.com/public_documents300/belaire/published_documents/Bel%20Aire%20City%20Code/CHAPT18-CODE%20Zoning%20Part-A%202015.pdf contains the Zoning Code. The landscape requirements in general, we have a master concept plan for the development.

- <http://www.egovlink.com/belaire/docs/menu/home.asp> contains the Public Works tab to find the city standards information.

Public notice

(Published in The Ark Valley News on Dec. 23, 2021.)

OFFICIAL NOTICE OF ZONING HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTEREST-ED:

Notice is Hereby Given that on January 13, 2022 the City of Bel Aire Planning Commission will consider the following Platting process in the order placed on the agenda after 6:30 p.m. in the City Council Chamber at City Hall in Bel Aire, Kansas:

ZON-21-06. Lycee Addition PUD, final plat, preliminary/final PUD and rezoning approximately 4.40 acres of the C-1 to C-1, C-2, R-6 zoning districts.

Legal Description: (A complete legal description is available for public inspection which is on file with the Zoning Administrator at City Hall.)

General Location: East of Rock Road approx. ¼ mile north of E. 53rd St.N.

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning and Sub- Division regulations, would be effectuated by city code. The public hearing may be recessed and continued from time to time without notice.

DATED this 17 day of December, 2021.

/s/ Anne Stephens
Bel Aire Planning Commission Secretary

Affidavit of Publication

STATE OF KANSAS,
SEDGWICK COUNTY, ss.

Chris Strunk, being first duly sworn, deposes and says: That he is Publisher of The Ark Valley News, formerly The Valley Center Index, a weekly newspaper printed in the State of Kansas, and published in and of general circulation in Sedgwick County Kansas, with a general paid circulation on a yearly basis in Sedgwick County, Kansas, and that said newspaper is not a trade, religious or fraternal publication.

Said newspaper is a weekly published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Valley Center in said County as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 consecutive weeks, the first publication thereof being made as aforesaid on the 23rd day of December, 2021, with subsequent publications being made on the following dates:

_____, 2021 _____, 2021
_____, 2021 _____, 2021
_____, 2021 _____, 2021

Subscribed and sworn to before me this 23rd day of December, 2021.

My commission expires

Additional copies

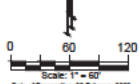
Printer's fee



LYCEE

BEL AIRE, SEDGWICK COUNTY, KANSAS

Section XIII, Item B.

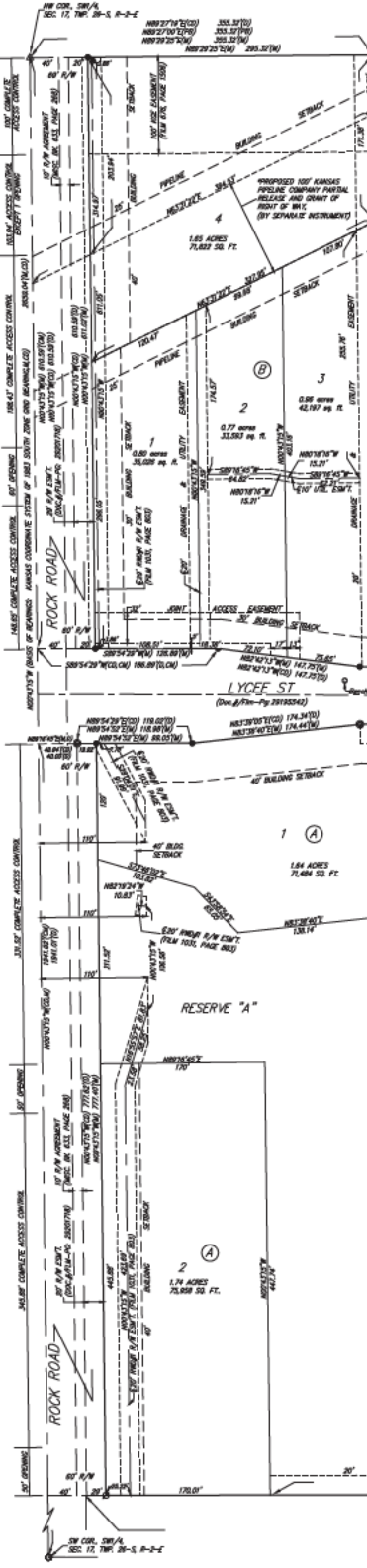


- Legend:
- (H) = MEASURED
 - (C) = CALCULATED
 - (P) = PLATTED FOR BROADSTONE VILLAGES
 - (L) = PLATTED FOR LYCEE HEIGHTS
 - (D) = CALCULATED FOR BROADSTONE VILLAGES
 - (U) = CALCULATED FOR LYCEE HEIGHTS
- Legend:
- (H) = MEASURED
 - (C) = CALCULATED
 - (P) = PLATTED FOR BROADSTONE VILLAGES
 - (L) = PLATTED FOR LYCEE HEIGHTS
 - (D) = CALCULATED FOR BROADSTONE VILLAGES
 - (U) = CALCULATED FOR LYCEE HEIGHTS

REMARKS:

1. SQUARE CUT ON TOP OF CURB 2.5' E AND 1.5' S OF AN CORNER LOT 1, BROADSTONE VILLAGES. ELEVATION = 1452.00' MSL.

2. SQUARE CUT ON TOP OF CURB 1.5' E AND 1.5' S OF AN CORNER LOT 1, BROADSTONE VILLAGES. ELEVATION = 1452.00' MSL.



State of Kansas) SS We, Baughman Company, P.A., Surveyors in Sedgwick County, Kansas, do hereby certify that we have surveyed and plotted "LYCEE", Bel Aire, Sedgwick County, Kansas, and that the accompanying plat is a true and correct exhibit of the property surveyed, described as a portion of the Southwest Quarter of Section 17, Township 26 South, Range 2 East, Meridian, Sedgwick County, Kansas, described as beginning at the northwest corner of the Southwest Quarter of said Section 17; thence N89°32'36\"

Know all men by these presents that we, the undersigned officers, have caused the land in the surveyors certificate to be plotted into Lots, Blocks, Streets, and a Reserve, to be known as "LYCEE", Bel Aire, Sedgwick County, Kansas. The joint access easement is hereby granted to the public as depicted on the face of the plat for permanent perpetual access to Lycee Street. The joint access easement shall be for driveway, ingress, and egress purposes and such easement shall not be used for parking purposes or utilized in any manner so as to impede or inconvenience the use of such easement for the purposes herein set forth. The utility easements are hereby granted to the public as indicated for the construction and maintenance of all public utilities. The drainage and utility easements are hereby granted to the public as indicated for drainage purposes and for the construction and maintenance of all public utilities. The streets are hereby dedicated to and for the use of the public. Reserve "A" is hereby reserved for open space, landscaping, drainage purposes, lakes, berms, sidewalks, recreational uses, utilities as confined to easements, and water lines and related appurtenances as confined to easement. Reserve "B" shall be owned and maintained by the City of Bel Aire. The Lots in Lycee, Bel Aire, Sedgwick County, Kansas, may be subject to special assessments for any public improvements completed with Reserve "A". The Minimum Building Foot Elevation for the lots opening to the structures shall be as indicated on the face of the plat. Access controls shall be as depicted on the face of the plat and are hereby granted to the City of Bel Aire, Kansas.

Greg Hiser
a/k/a Gregory K. Hiser

Rebecca Hiser

City of Bel Aire, Kansas, a municipal corporation

Mayor
Jim Benage

City Clerk
Melissa Krehbiel

ATTEST:

State of Kansas) SS The foregoing instrument acknowledged before me, this day of , 2022, by Greg Hiser a/k/a Gregory K. Hiser and Rebecca Hiser, husband and wife.

My App'l. Exp. , Notary Public

State of Kansas) SS The foregoing instrument acknowledged before me, this day of , 2022, by Jim Benage, Mayor of the City of Bel Aire, Kansas, a municipal corporation, on behalf of the corporation.

My App'l. Exp. , Notary Public

State of Kansas) SS This plat of "LYCEE", Bel Aire, Sedgwick County, Kansas has been submitted to and approved by the Bel Aire Planning Commission, Bel Aire, Kansas.

Dated this day of , 2022.

Bel Aire Planning Commission

James Schmitt, Chairman

Anne Stephens, Secretary

This plat approved and all dedications shown hereon accepted by the City Council of the City of Bel Aire, Kansas, this day of , 2022.

Jim Benage, Mayor

Melissa Krehbiel, City Clerk

State of Kansas) SS The title evidence of the land included in this plat has been review by me and this plat is approved pursuant to the provisions of K.S.A. 12-401.

Jacqueline Kelly, City Attorney

Reviewed in accordance with K.S.A. 58-2005 on this day of , 2022.

Tricia L. Robella, P.S. #1246
Deputy County Surveyor, Sedgwick County, Kansas

Entered on transfer record this day of , 2022.

Kelly B. Arnold, County Clerk

State of Kansas) SS This is to certify that this plat has been filed for record in the office of the Register of Deeds, this day of , 2022 at o'clock M, and is duly recorded.

Tonya Buckingham, Register of Deeds

Kerly Zahring, Deputy

LYCEE

February 2, 2022

BAUGHMAN COMPANY
315 Ellis St. Wichita, KS 67211 316-262-7271
BaughmanCo.com

| | |
|------------------|---------|
| FOR MEETING OF | 2/10/22 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

City of Bel Aire

STAFF REPORT

DATE: 02/04/2022

TO: Bel Aire Planning Commission

FROM: Keith Price

RE: Agenda

SUMMARY:**(A) ZON-21-04, Chapel Landing 5th, Rezoning and replat SD-21-05:**

The city sent out notices again to property owners and placed an ad in the Ark Valley Newspaper announcing the February Planning Commission meeting to ensure that folks realized the zoning case date of the hearing specifically had moved.

Additional correspondence from a few neighbors to this project was received and is in your packet. The activity to date is summarized below, as this has been going on for many months.

The Applicant and Applicant's Agent met with City staff following the Planning Commission's delayed re-zoning request and asked that the zone change request be reconsidered by Planning Commission. The Applicant stated that the intended use of the project and the reasons for the requested change were miss-represented at an earlier meeting, and they would like the chance to fully explain their thoughts and reasons for the re-zoning request to an R-5.

The preliminary plat was revised with an added street access at Farmstead St and some other minor changes that reduced the number of lots and calm traffic. Many lots meet the standard of the R-4 lot size. The city has received some comments; two letters are in the packet. One person that dropped by wanted to have the land developed to reduce the number of people letting their dogs run free on the land behind her house that end up on her property to use it as dumping stop. She didn't want duplexes but was okay with housing. So directly to the Zoning Administrator's office only four different property owners have made contact in three months.

The following criteria shall be the basis for evaluation of the rezoning request in relation to the specific case being considered:

1. The character of the neighborhood;

The subject property is platted and zoned R-4 with plattor's text for reduced side yard setbacks to 6', with restrictions.

2. The zoning and uses of properties nearby

R-4, R-5, and R-1

The suitability of the subject property for the uses to which it has been restricted;

City staff has compared this request to the approved Master growth Plan and agricultural project rezoning request meets the preferred use.

3. The extent to which removal of the restrictions will detrimentally affect nearby property;

City staff no adverse effect is expected.

4. The length of time the subject property has remained vacant as zoned;

The City hasn't rezoned this property since it was platted in 2008

5. The relative gain to the public health, safety and welfare by the destruction of the value of petitioner's property as compared to the hardship imposed upon the individual landowners;

No hardship is expected to be caused by the development.

6. Recommendations of permanent staff;

Yes because 2018 Master Growth plan was approved by City Council.

7. Conformance of the requested change to the adopted or recognized master plan being utilized by the city.

Yes the 2018 Master Growth plan

The opinions of other property owners may be considered as one element of a decision in regard to the amendment associated with a single property, however, a decision either in support of or against any such rezoning may not be based upon a plebiscite of the neighbors

Planners ask questions related to type of housing, (this may have been answered by the developer during the previous meetings). Staff recommends the rezoning and preliminary plat. The city should have a developer's agreement provided and require covenants at the time of the final platting is ready for final approval by city council but is not required at this time.

(B) ZON-21-06 Lycee Addition PUD, final plat, preliminary/final PUD and rezoning approximately 4.40 acres of the C-1 to C-1, C-2, R-6 zoning districts:

The planning commission had approved the preliminary plat and sketch plan. City staff placed an ad in the ark valley newspaper and contacted property owners within the notification area. An updated ad was placed in the Ark Valley Newspaper to announce the new hearing date February 10th. Staff has discussed this project with Linda Snook, and Donnis McPhaul, both on the notification list. Nothing negative has been stated; contact has been made to Donnis McPhaul as promised as the new revisions have been received, she indicated she would be in to view the changes.

The packet contains the PUD document, the final plat, concept drawings of the site and buildings. Based on the PUD process listed below, staff can conditionally recommend approval.

Process. No property which has a zoning district classification which requires approval of a PUD may be developed or redeveloped without a preliminary PUD first having been submitted to and approved by the Planning Commission. The Planning Commission shall review the preliminary PUD to determine:

(C) ZON-21-07 Chapel Landing 6th, Rezoning approximately 3.3 acres of the R-1 zoned district and platting approximately 14.62 acres of the R-1 and R-4 use zoning district to allow two-family duplex use:

The planning commission had viewed a sketch plan last year regarding this area. City ad in the ark valley newspaper and contacted property owners within the notification area. An updated ad was placed in the Ark Valley Newspaper to announce the new hearing date February 10th. The most recent plat revision is in the packet, easements have been added. (see Chapel Landing 5th zoning 7 bullets for approval)
The city staff can conditionally recommend this based on the submittals.

(D) SD-21-06. Skyview at Block 49, 2nd Addition:

Platting and rezoning approximately 22.76 acres of the C-1 to R-5 residential use zoning district-Final plat. The case was readvertised for the February 10th meeting in the Ark Valley Newspaper, No one has inquired about the development to date. Every indicated easements requested for the preliminary hasn't been added; if not added on the final Everygy would need those to install their infrastructure. The most recent map submitted to the city will be included in the packet. The city staff can conditionally recommend this based on the submittals.

(E) SD-21-04. Skyview at Block 49, 3rd Addition:

Platting and rezoning approximately 12.44 acres of the AG Zoning District to be zoned to C-1 and C-2 Commercial uses. Final plat and PUD. The case was readvertised for the February 10th meeting, only that screening should be provided for the parking lot have been received to date.

The newest revisions are in your packet for the plat and site plan. The site plan does depict a concrete screening wall. Staff had asked to have the development connected to the city sidewalk system provided in the Tierra Verde South development; the developer has indicated that will be part of the improvements for the project. Staff can conditionally recommend the Final plat and PUD based on the process requirements below.

Process. No property which has a zoning district classification which requires approval of a PUD may be developed or redeveloped without a preliminary PUD first having been submitted to and approved by the Planning Commission. The Planning Commission shall review the preliminary PUD to determine:

- a. satisfactory quality of design in the individual buildings;
- b. satisfactory quality of design for the site;
- c. appropriateness of the building or buildings to the intended use;
- d. aesthetic appropriateness of the development to its surroundings.

(F) CON-21-03 Property owner has requested to add an LED message board to an existing sign pole base in an utility easement in a C-1 commercial district:

An ad was placed in the Ark Valley News as required and the property owners with 200 f.t. of the lot were mailed a certified letter with the hearing information. Only one caller within the notification area contacted the city, prior to the final packet completion. Below is the criteria to review the proposal. The city review is in the packet to the sign company. An updated ad was placed in the paper to announce the hearing date revision to February 10th.

The standard the city has used in the past has been 3000 nits or less during the evening (A measurement of the brightness of light. One nit is equal to one candela (one candlepower) per square meter (1cd/m²). The sun at noon is rated at 1.6 billion nits.)

- One condition that should be placed on the sign pole located in the easement-a Utility providers related to removing the sign or any part of the sign to include the power supply in the event of needing access to the easement based on receiving prior approval from the City and or an unperceived emergency requiring immediate access. (To be refined by the city legal department).
- If the building or sign use changes, the latest adopted zoning and building codes would apply, or the conditions within the agreement if addressed specifically.
- If the Evergy or Bel Aire public works department doesn't have any concerns, then staff would be in favor of conditionally approving using the sign pole for the new LED sign.

CONDITIONAL USE. A use which may be appropriate within a specific zoning district, but due to the nature of such use and the nature of the effected zoning district, must be approved by recommendation of the Planning Commission and action of the Governing Body. A conditional use runs with the land until the use of the land changes, as set forth within this Code.

General Standards for Consideration of Request. The objective of permitting specific conditional uses within a district is to provide adequate consideration of the conditions in terms of these Regulations to assure:

1. That proposed uses will not be contrary to the public interest.
2. That the spirit of the Code is observed.
3. That public safety and welfare is secured.
4. That substantially equal treatment under the law is preserved.

E. Criteria for Review. The following criteria arising out of the above listed standards, and any others applicable to any specific situation, shall be evaluated in terms of how such criteria relate to any specific case being considered and any stipulation as deemed appropriate by the Commission shall be incorporated into approval of a conditional use in association with the following concerns:

1. Access and traffic load and/or flow.
2. Noise, light and odor.
3. Screening.
4. Parking, refer to parking section.
5. Services (public utilities).
6. Public health and safety.
7. Adequacy of facility and lot size.
8. Signs.
9. Review by fire marshal for designation.
10. Other considerations as appropriate.

- a. satisfactory quality of design in the individual buildings;
- b. satisfactory quality of design for the site;
- c. appropriateness of the building or buildings to the intended use;
- d. aesthetic appropriateness of the development to its surroundings.

(G) CON-22-01 Private swimming pool in an R-5 zoning district:

The hearing was published in the Ark Valley Newspaper and property owners were notified per the city regulations. Only one caller had contacted the city inquiring why the city had sent the notice; no concern was voiced.

History:

The city approved a conditional use for all of Rock Spring addition to allow a small shed to meet city code by Ordinance 576. There has been two private swimming pool in Rock Spring addition approved by conditional use process as well.

The city staff can conditionally recommend this based on the submittals in your packets.

(H)

CON-21-01 Swimming pool in an R-5 zoning district:

The case has been withdrawn. The new property owner will resubmit the application; once complete a different case number will start the new process. This just needs to be closed as an agenda item.

<https://www.betterontheedge.org/>





MINUTES PLANNING COMMISSION

7651 E. Central Park Ave, Bel Aire, KS
February 10, 2022 6:30 PM



I. Call to Order: Chairman Schmidt called the meeting to order.

II. Roll Call

Present were James Schmidt, David Floyd, Phillip Jordan, Dee Roths, Heath Travnichek, and Paul Matzek. John Charleston was absent.

Also present were Planning Commission Secretary Anne Stephens and City Attorney Jacqueline Kelly.

III. Pledge of Allegiance to the American Flag

Chairman Schmidt led the pledge of allegiance.

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting

MOTION: Chairman Schmidt moved to approve the minutes of December 16, 2021. Commissioner Roths seconded the motion. ***Motion carried 6-0.***

MOTION: Chairman Schmidt moved to go into Executive Session for Attorney-Client privilege for 15 minutes. Commissioner Floyd seconded the motion. ***Motion carried 6-0.***

The Commission then adjourned to Executive Session. At 6:32 p.m. the Commission returned to the Council Chambers and Chairman Schmidt called the meeting back to order in open session.

V. Old Business/New Business

A. CASE No. ZON-21-04 Revised. Proposed re-zoning of approximately 54.99 acres of R-4 Residential to R-5 Residential. (Chapel Landing 5th).

Planning Commission reviewed Woodlawn 53, LLC's request to rezone property generally located one half mile south of 53rd Street N and one quarter-mile west of Woodlawn Boulevard in accordance with Article 5 of the City of Bel Aire's Zoning Regulations.

Ken Lee, Garver, presented the request on behalf of the applicant and stood for questions from the Commission.

Chairman Schmidt then opened the public hearing.

Marc Howell, 4849 N Glendale, spoke about his concerns regarding allowing more multi-family housing. There needs to be a good balance.

Kalen Hoffman, 5978 Forbes Ct, spoke about his concerns regarding the effect of changing zoning on the selling price of homes in the area.

David Moses, 5975 Forbes, asked that the rezoning request be denied. He stated that multi-family housing should not be allowed unless the request goes back before the Planning Commission.

Terri Moses, 5975 Forbes, spoke to the Commission. She is concerned about safety, quality of life, and a possible higher crime rate with denser housing.

Charles Kent, 6010 Forbes St, stated that he moved to Bel Aire from Myrtle Beach. When lots of smaller houses were built in Myrtle Beach, everything went down with denser properties.

Lynn Parker, 5934 Forbes Ct, spoke to the Commission. She stated she objects to the proposed rezoning. She is disappointed with the way that Bel Aire is going with all the duplexes. Iron Gate was presented as an upscale neighborhood, but the developer has lost interest in upscale neighborhoods. He has built starter homes on prominent lots in the subdivision. She is also concerned that the pool will get overcrowded, and the cost of water is high.

Curtis Mader, 5048 E 49th St N, spoke about his concerns regarding the size and number of lots and the tone of the Commission's discussion.

Kyle Hart, 5990 Forbes CT, stated that he is opposed to the rezoning, primarily due to the lot size reductions.

Terry Cassady, 5957 Forbes, asked that the zone change and plat be denied, as well as the rest of the requests on the agenda tonight. Rezoning affects everyone's property values. She stated that there is no unmet need for duplexes in Bel Aire and A-list developers won't want to develop in Bel Aire due to the downhill nature of current development.

Lee Ann Gravenstein, 5978 Forbes Ct, spoke about her concerns regarding the value of her home and those of her neighbors. She stated that many people moved to Iron Gate because they liked the amenities. She would appreciate the Commission's support by protecting their investments.

Following the public hearing Planning Commission considered the evidence and discussed the following factors based on the Criteria for Review established in section 5.02 (D) of the Zoning Regulation. A significant amount of discussion circled around factors commonly known as the Golden Factors, below are notes of *some* of the Golden Factors discussion:

Zoning uses of nearby property:

- With the exception of the Prairie Preserve, all of the surrounding ground is currently zoned R-4. The current owners of the Prairie Preserve have sold this property with full understanding of its intended use.

Suitability of the property for the uses to which it is restricted:

- With the design of the Prairie Preserve, this parcel was not necessary and was sold to become part of Chapel Landing 6th. It is totally unsuitable to restrict the uses of this parcel to R-1 as it does not fit in with the current plan of development for Chapel Landing 6th.

MOTION: Chairman Schmidt moved to go into Executive Session for Attorney-Client privilege for 15 minutes to return at 8:37 p.m. Commissioner Floyd seconded the motion.
Motion carried 6-0.

At 8:22 p.m. the Commission adjourned for Executive Session. The Commission returned to the Council Chambers at 8:42 p.m. Chairman Schmidt called the meeting back to order in open session and continued discussion of the rezoning request.

MOTION: Commissioner Jordan moved to deny the rezoning request. Chairman Schmidt seconded the motion. **Motion carried 5-1** with Chairman Schmidt voting against the motion.

CASE No. ZON-21-04 Revised. Proposed platting of approximately 54.99 acres of R-5 Residential (Chapel Landing 5th).

Ken Lee, Garver, presented the plat and briefly reviewed the changes that had been made from the plat that was presented to the Planning Commission at a previous meeting.

Chairman Schmidt opened the public hearing at 9:07 p.m.

Curtis Mader, 5048 E 49th St N, spoke regarding his concerns about the density of development.

David Moses, 5975 Forbes, spoke about his concerns regarding traffic in the area.

No others requested to speak. Chairman Schmidt closed the public hearing at 9:11 p.m., and commissioners continued with discussion of the plat.

MOTION: Commissioner Floyd moved to recommend the Preliminary Plat of Chapel Landing 5th (with the condition that all lots be brought into conformance with R-4 Residential Zoning District requirements. Commissioner Roths seconded the motion.
Motion carried 7-0.

B. CASE No. SD-21-07. PUD and proposed final platting and of approximately 4.4 acres (Lycee).

Chairman Schmidt opened the public hearing. Phil Meyer, Baughman Company, presented the final plat on behalf of the applicant and stood for questions from the Commission.

No others requested to speak. Chairman Schmidt closed the public hearing at 9:30 p.m. and commissioners continued with discussion of the plat and PUD.

MOTION: Commissioner Jordan moved to recommend the Final Plat of Lycee without changes or conditions. Commissioner Roths seconded the motion. **Motion carried 6-0.**

MOTION: Commissioner Floyd moved to recommend the PUD of Lycee without changes, or conditions. Commissioner Jordan seconded the motion. ***Motion carried 6-0.***

C. CASE No. ZON-21-07. Proposed re-zoning of approximately 3.3 acres of R-1- to R-4. (Chapel Landing 6th).

Planning Commission reviewed TW Renovations, LLC's request to rezone property generally located about ¼ mile east of Oliver and ¼ mile south of 53rd in accordance with Article 5 of the City of Bel Aire's Zoning Regulations.

Chairman Schmidt opened the public hearing. Phil Meyer, Baughman Company, presented the rezoning request on behalf of the applicant and stood for questions from the Commission.

No others requested to speak. Chairman Schmidt closed the public hearing at 9:35 p.m.

Following the public hearing Planning Commission considered the evidence and discussed the following factors based on the Criteria for Review established in section 5.02 (D) of the Zoning Regulation. A significant amount of discussion circled around factors commonly known as the Golden Factors, below are notes of *some* of the Golden Factors discussion:

Zoning uses of nearby property:

- With the exception of the Prairie Preserve, all of the surrounding ground is currently zoned R-4. The current owners of the Prairie Preserve have sold this property with full understanding of its intended use.

Suitability of the property for the uses to which it is restricted:

- With the design of the Prairie Preserve, this parcel was not necessary and was sold to become part of Chapel Landing 6th. It is totally unsuitable to restrict the uses of this parcel to R-1 as it does not fit in with the current plan of development for Chapel Landing 6th.

MOTION: Commissioner Roths moved to recommend the request for rezoning from R-1- to R-4 without changes or conditions. Commissioner Jordan seconded the motion. ***Motion carried 6-0.***

CASE No. ZON-21-07. Proposed platting of approximately 14.62 acres of R-4 (Chapel Landing 6th).

Chairman Schmidt opened the public hearing. Phil Meyer, Baughman Company, presented the preliminary plat on behalf of the applicant and stood for questions from the Commission.

No others requested to speak. Chairman Schmidt closed the public hearing at 9:45 p.m. and commissioners continued with discussion of the preliminary plat

MOTION: Commissioner Roths moved to recommend the Preliminary Plat of Chapel Landing 6th as presented. Commissioner Jordan seconded the motion. ***Motion carried 6-0.***

D. CASE No. SD-21-06. Proposed platting of approximately 22.76 acres. (Skyview 2nd).

Chairman Schmidt opened the public hearing. Will Clevenger, Garver, presented the preliminary plat on behalf of the applicant and stood for questions from the Commission.

No others requested to speak. Chairman Schmidt closed the public hearing at 9:55 p.m. and commissioners continued with discussion of the preliminary plat.

MOTION: Chairman Schmidt moved to recommend Final Plat of Skyview 2nd without changes. Commissioner Floyd seconded the motion. ***Motion carried 6-0.***

E. CASE No. SD-21-04. PUD and proposed platting and of approximately 12.44 acres (Skyview at Block 49 3rd).

Chairman Schmidt opened the public hearing. Will Clevenger, Garver, presented the final plat and PUD on behalf of the applicant and stood for questions from the Commission.

No others requested to speak. Chairman Schmidt closed the public hearing at 9:58 p.m. and commissioners continued with discussion.

MOTION: Commissioner Jordan moved to recommend the Final Plat of Skyview at Block 49 3rd without changes or conditions. Commissioner Matzek seconded the motion. ***Motion carried 6-0.***

MOTION: Commissioner Jordan moved to recommend the PUD of Skyview at Block 49 3rd without changes or conditions. Commissioner Travnichek seconded the motion. ***Motion carried 6-0.***

F. CASE No. CON-21-03. Property owner has requested to add an LED message board to an existing sign pole base in a utility easement in a C-1 commercial district.

Chairman Schmidt opened the public hearing. Shane Hutchinson and Brent Grisemore, Nu Line Signs, presented the application on behalf of the applicant and stood for questions from the Commission.

No others requested to speak. Chairman Schmidt closed the public hearing at 10:10 p.m. and commissioners continued with discussion.

MOTION: Commissioner Jordan moved to recommend the Governing Body approve passing a conditional use ordinance for a sign contingent upon a 60-day Planning Commission review on certain property zoned C-1 located within the corporate city limits of the City of Bel Aire, Kansas. Commissioner Matzek seconded the motion. ***Motion carried 6-0.***

G. CASE No. CON-22-01. Property owner has requested to allow a private swimming pool in an R-5 Residential zoning district.

Chairman Schmidt opened the public hearing. No one requested to speak. Chairman Schmidt closed the public hearing and commissioners continued with discussion.

MOTION: Commissioner Schmidt moved to recommend the Governing Body approve passing a conditional use ordinance for a private swimming pool not contingent upon a 60-day Planning Commission review on certain property zoned R-5 Residential located within the corporate city limits of the City of Bel Aire, Kansas. Commissioner Jordan seconded the motion. ***Motion carried 6-0.***

- H. **CASE No. CON-21-01.** Swimming pool in an R-5 Zoning District. The case has been withdrawn by the property owner. No action is required.

VI. Next Meeting: March 10, 2022

MOTION: Commissioner Floyd moved to approve the date of the next meeting: March 10, 2022 at 6:30 p.m. Chairman Schmidt seconded the motion. ***Motion carried 6-0.***

VII. Current Events

The Commission briefly discussed current events, including the Planning Commission training session planned for February 17th in the Community Room at City Hall.

VIII. Adjournment.

MOTION: Commissioner Floyd moved to adjourn. Commissioner Jordan seconded the motion. ***Motion carried 6-0.***

The meeting adjourned at 10:16 p.m.

Lycee Addition

April 5, 2022

City Council Meeting

Agenda Documents:

- Agenda Packet
- Meeting Minutes



AGENDA
CITY COUNCIL MEETING
7651 E. Central Park Ave, Bel Aire, KS
March 01, 2022 7:00 PM



I. CALL TO ORDER: Mayor Jim Benage

II. ROLL CALL

Greg Davied ____ Dr. Joel Schroeder ____ Justin Smith ____
John Welch ____ Diane Wynn ____

III. OPENING PRAYER: Gary Green

IV. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

V. PROCLAMATION:

A. American Red Cross Month, March 2022

B. Severe Weather Awareness Week, March 7th—11th, 2022

VI. DETERMINE AGENDA ADDITIONS

VII. CONSENT AGENDA

A. Minutes of the February 15, 2022 City Council meeting.

B. Approve Bellino Fireworks Kansas, Inc to be located at 4552 N Woodlawn Blvd as qualifying for Fireworks Sales Permit pending Sedgwick County Fire Marshall inspection.

C. Approve Shocker Fireworks to be located at 4501 N Oliver as qualifying for Fireworks Sales Permit pending Sedgwick County Fire Marshall inspection.

D. Approve Waz Up Fireworks, LLC to be located at 9745 E 50th St N (Clinic In A Can) as qualifying for Fireworks Sales Permit pending Sedgwick County Fire Marshall inspection.

E. Approve Wholesale Fireworks Enterprises, LLC to be located at 6334 E Crestmark as qualifying for Fireworks Sales Permit pending Sedgwick County Fire Marshall inspection.

Action: Motion to (approve / table / deny) the Consent Agenda as (listed / amended) and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

VIII. DISCUSSION AND APPROVAL OF APPROPRIATIONS ORDINANCE

A. Consideration of Appropriations Ordinance 22-04 in the amount of \$1,185,517.15.

Action: Motion to (approve / deny / table) Appropriations Ordinance 22-04.

Motion _____ Second _____ Vote _____

IX. CITY REQUESTED APPEARANCES

A. Slade Engstrom and Brett Letkowski, Transystems - KDOT TEAP Intersection Analysis, 53rd and Woodlawn, 53rd and Rock

B. Ken Lee, Garver - Gravel Road Paving Analysis and Potential Petition Amounts

C. Dakota Zimmerman and Eric Strecker, Garver - Woodlawn Reconstruction Progress Update

X. CITIZEN CONCERNS: *If you wish to speak, please fill out a "Request to Speak" card at the podium and give it to the City Clerk before the meeting begins. When you are called on by the Mayor, please go to the podium, speak into the microphone, and state your name and address before giving your comments. Please limit your comments to 3 minutes in the interest of time.*

XI. REPORTS

A. Council Member Reports

B. Mayor's Report

C. City Attorney Report

D. City Manager Report

XII. ORDINANCES, RESOLUTIONS AND FINAL ACTIONS

A. Consideration of An Ordinance Changing the Zoning Classification from R-1 Estate Residential to R-4 Residential On Certain Property Located Within The Corporate City Limits of the City of Bel Aire, Kansas (Chapel Landing 6th).

Action: Motion to (accept / deny / table) An Ordinance Changing the Zoning Classification from R-1 Estate Residential to R-4 Residential On Certain Property Located Within The Corporate City Limits of the City of Bel Aire, Kansas (Chapel Landing 6th) and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

Jim Benage _____ Greg Davied _____ Dr. Joel Schroeder _____

Justin Smith _____ Diane Wynn _____ John Welch _____

B. Consideration of accepting the recommendation of the Bel Aire Planning Commission and approving An Ordinance approving a conditional use (CON-21-03) on certain property in a C-1 Commercial zoning district. If approved, the applicant will be allowed to add an LED message board to an existing sign pole base located in a utility easement, contingent on a 60-day Planning Commission review. (LED Sign Woodlawn)

Action: Motion to (accept / deny / table) approve An Ordinance Allowing A Conditional Use (CON-21-03) On Certain Property Zoned C-1 Located Within The Corporate City Limits Of The City Of Bel Aire, Kansas.

Motion _____ Second _____ Vote _____

Jim Benage _____ Greg Davied _____ Dr. Joel Schroeder _____

Justin Smith _____ Diane Wynn _____ John Welch _____

C. Consideration of An Ordinance Approving A Conditional Use On Certain Property Zoned R-5 Located Within The Corporate City Limits of the City Of Bel Aire, Kansas (CON-22-01 - Private Pool on Chris St.).

Action: Motion to (approve / deny / table) An Ordinance Approving A Conditional Use (CON-22-01) On Certain Property Zoned R-5 Located Within The Corporate City Limits of the City of Bel Aire, Kansas and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

Jim Benage _____ Greg Davied _____ Dr. Joel Schroeder _____

Justin Smith _____ Diane Wynn _____ John Welch _____

D. Consideration of accepting the dedication of streets and other public ways, service and utility easements and land dedicated for public use as shown on the Final Plat of Skyview at Block 49 2nd.

Action: Motion to (accept / deny / table) the dedications within the Final Plat for Skyview at Block 49 2nd and authorize all required signatures.

Motion _____ Second _____ Vote _____

Jim Benage _____ Greg Davied _____ Dr. Joel Schroeder _____

Justin Smith _____ Diane Wynn _____ John Welch _____

E. Consideration of accepting the dedication of streets and other public ways, service and utility easements and land dedicated for public use as shown on the Final Plat of Skyview at Block 49 3rd with PUD overlay.

Action: Motion to (accept / deny / table) the dedications within the Final Plat for Skyview at Block 49 3rd with PUD overlay and authorize all required signatures.

Motion _____ Second _____ Vote _____

Jim Benage _____ Greg Davied _____ Dr. Joel Schroeder _____

Justin Smith _____ Diane Wynn _____ John Welch _____

F. Consideration of accepting the dedication of streets and other public ways, service and utility easements and land dedicated for public use as shown on the Final Plat of Lycee.

Action: Motion to (accept / deny / table) the dedications within the Final Plat for Lycee and authorize all required signatures.

Motion _____ Second _____ Vote _____

Jim Benage _____ Greg Davied _____ Dr. Joel Schroeder _____

Justin Smith _____ Diane Wynn _____ John Welch _____

G. Consideration of an Agreement for Professional Services with Garver for 47th Street Reconstruction in the amount of \$19,537.50.

Action: Motion to (approve / deny / table) an Agreement for Professional Services with Garver for the 47th Street Reconstruction in the amount of \$19,537.50 and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

H. Consideration of An Agreement with Skyview at Block 49, LLC Concerning The Development Of Skyview At Block 49 2nd Addition, Bel Aire, Sedgwick County, Kansas.

Action: Motion to (approve/ deny / table) An Agreement Concerning The Development Of Skyview At Block 49 2nd Addition, Bel Aire, Sedgwick County, Kansas, and authorize the Mayor to sign.

Motion _____ Second _____ Vote _____

XIII. EXECUTIVE SESSION

Action: Motion to go into executive session for the sole purpose of discussion the subject of: (_____), pursuant to the KSA 75-4319 exception for: (______). Invite the City Manager and the City Attorney. The meeting will be for a period of (__) minutes, and the open meeting will resume in City Council Chambers at (____) PM.

Motion _____ Second _____ Vote _____

XIV. DISCUSSION AND FUTURE ISSUES**XV. ADJOURNMENT**

Action: Motion to adjourn.

Motion _____ Second _____ Vote _____

Additional Attachments:

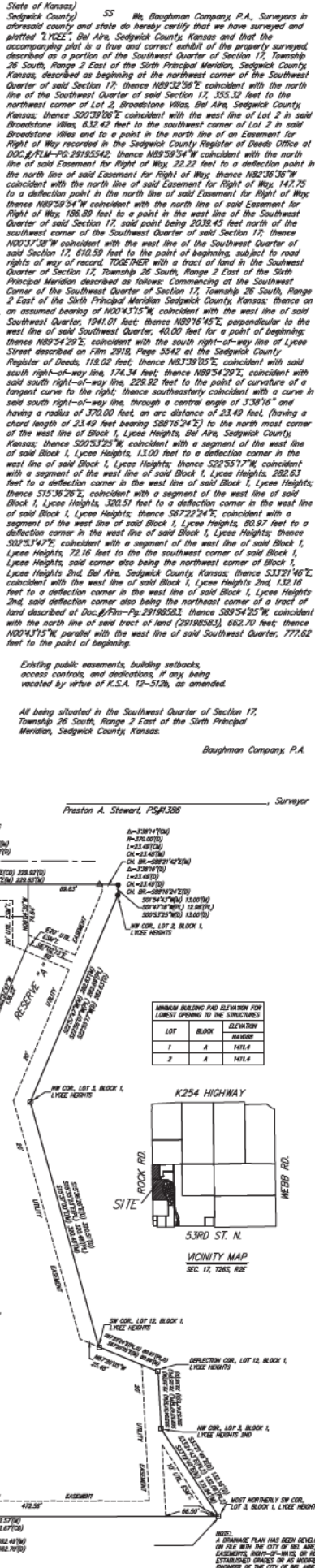
A. February 10th Planning Commission Meeting Report

B. Manager's Report - March 1, 2022

Notice

It is possible that sometime between 6:30 and 7:00 PM immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the Council Chambers or the lobby of City Hall. No one is excluded from these areas during these times. Cox Cable Channel 7 rebroadcasts of this meeting are scheduled daily or can be streamed on YouTube and at www.belaireks.gov. Please make sure all cell phones and other electronics are turned off and put away.

Section XIII, Item B.



 **BAUGHMAN COMPANY**
315 Ellis St. Wichita, KS 67211 316-262-7271
BaughmanCo.com

CITY OF BEL AIRE, KANSAS

File No. S/D 21 - 07

APPLICATION FOR FINAL PLAT APPROVAL

This is an application for processing a final plat in accordance with the City Subdivision Regulations. The application must be completed and filed with the Subdivision Administrator at least 15 days prior to a regular meeting date of the Planning Commission.

(AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED)

Name of Subdivision Lycee
 General Location on the East side of Rock Road and approximately 1/4 mile north of 53rd St N
☒ Inside City ☐ To be Annexed ☐ Outside City
 Name of Landowner Gregory Hiser (additional Owner information attached)
 Address 9860 E 21st St N, Wichita, KS 67206-3589 Phone 316-841-2920
 Name of Subdivider/Agent Baughman Company, P.A. Attn: Philip J. Meyer, L.A.
 Address 315 S Ellis St, Wichita, KS 67211 Phone 316-262-7271
 Name of (Engineer) (Land Planner) Same as Agent
 Address 315 Ellis Wichita, KS 67211 Phone 262-7271
 Name of Registered Land Surveyor Same as Agent
 Address _____ Phone _____

Subdivision Information

1. (Select One) ☒ Final Plat of entire preliminary plat area
☐ Final Plat of unit number _____ of _____ unit developments
☐ Final Plat for small tract
☐ Final Replat of original platted area
2. Gross acreage of plat 13.15 +/- Acres
3. Total number of lots 6
4. Proposed land use for an ☒ Urban-Type ☐ Rural Type Subdivision:
 a. Residential-Single-Family ☐ Duplex ☒ Multiple Family ☐ Manufactured/Mobile Home
 b. Commercial X
 c. Industrial _____
 d. Other _____

5. Predominant minimum lot width 90.2 Feet
6. Predominant minimum lot area 33,593 Square Feet
7. Existing zoning C-1 District
8. Proposed zoning C-1 and R-6 with a PUD District
9. Source of water supply City
10. Method of sewage disposal City
11. Total lineal feet of new street 0 Feet

| | Street Name | R/W Width | Lineal Feet |
|----|-------------|-----------|-------------|
| a. | | Ft. | Ft. |
| b. | | Ft. | Ft. |
| c. | | Ft. | Ft. |
| d. | | Ft. | Ft. |
| e. | | Ft. | Ft. |
| f. | | Ft. | Ft. |
| g. | | Ft. | Ft. |
| h. | | Ft. | Ft. |
| i. | | Ft. | Ft. |
| j. | | Ft. | Ft. |

12. Proposed type of street surfacing n/a
13. Curb and gutter proposed: ☐ Yes ☒ No
14. Sidewalks proposed: ☐ Yes ☒ No If yes, where? _____

15. Is any portion of the proposed subdivision located in an identified flood plain area?
☒ Yes ☐ No

The landowner herein agrees to comply with the City Subdivision Regulations and all other related ordinances, policies and standards of the City and statutes of the State of Kansas. It is further agreed that all costs of recording the plat and supplemental documents thereto with the Register of Deeds shall be paid by the owner. The undersigned further states that he/she is the owner of the land proposed for platting and, when requested, will permit officials of the City to inspect the land as may be necessary for proper plat review.

Gregory Hisei _____ 12/17/21
Landowner Date Agent (If any) Date

OFFICE USE ONLY

Prints of the Final Plat received 15 (Number)

Final drainage plan, if required, received _____

Copy of a title report for the land received _____

Copy of proposed restrictive covenants, if any, received _____

Methods for financing and guaranteeing improvements Petition


For plats for small tract:

a. Vicinity map received _____

b. Topographic drawing, if required, received _____

Original drawing or photographic equivalent of Final Plat received _____

This application was received by the Subdivision Administrator on 12.17.
2021. It has been checked and found to be accompanied by the required
information and the fee, if any, of \$ 230 paid to the City Clerk.



Subdivision Administrator

cc: Applicant

APPLICATION

This form MUST be completed and filed at City Hall, Bel Aire, Kansas, 7651 E Central Park, Bel Aire, Kansas 67226. AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED. Check the appropriate box below for type of application being submitted. A separate application and filing fee is required for each application. A preapplication conference with City Staff is recommended before filing this application.

- ☒ Change Zoning Districts: From: C-1 to C-1 and R-6 with a PUD
- ☐ Amendments to Change Zoning Districts _____

City of Bel Aire Planning Commission

☐ Approved ☐ Rejected

Name of owner Gregory Hiser

Address 9860 E. 21st St N, Wichita, KS 67206 Telephone (316) 841-2920

Agent representing the owner Baughman Company, P.A. (Philip Meyer)

Address 315 Ellis St, Wichita, KS 67211 Telephone (316) 262-7271

1. The application area is legally described as Lot(s) *; Block(s) n/a,
n/a Addition, Bel Aire, Kansas. If appropriate, a metes and
bounds description may be attached. *See attached legal description

2. The application area contains 4.40 +/- acres.

3. This property is located at (address) n/a which is generally
located at (relation to nearest streets) East of Rock Road approx. 1/4 mile north of 53rd St N

4. The particular reason for seeking reclassification:

to allow development of duplexes on Lots 1, 2, and 3; and allow development of a
restaurant with alcohol sales on Lot 4

5. County control number: 30015088

May 28th 2004

6. NAMES OF OWNERS - For land inside the city limits, an ownership list of the names, addresses and zip codes of the owners of record of real property located within 200 feet of the exterior boundary of the area described in the application both within the city limits and extending outside the city limits when necessary.

If such area is located adjacent to but within the city limits, the ownership list, in addition to the 200 feet inside the city limits, shall provide similar information extending to 1,000 feet into the unincorporated area.

If such area is located outside the city limits, the ownership list shall extend for 1,000 feet in the unincorporated area and, if the latter extends into the city limits, then such owners for 200 feet inside the city must also be included on the list.

The names of the owners of all property included in this application MUST be listed as applicants. Contract purchasers, lessees or other directly associated with the property may also be listed if they desire to be advised of the proceedings.

1. Applicant Gregory Hiser Phone 316-841-2920
Address 9860 E 21st St N, Wichita, KS Zip Code 67206

Agent Baughman Company, P.A. (Philip Meyer) Phone 316-262-7271
Address 315 Ellis St, Wichita, KS Zip Code 67211

2. Applicant _____ Phone _____
Address _____ Zip Code _____

Agent _____ Phone _____
Address _____ Zip Code _____

3. Applicant _____ Phone _____
Address _____ Zip Code _____

Agent _____ Phone _____
Address _____ Zip Code _____

The applicant certifies that the foregoing information is true and correct to the best of their knowledge and acknowledges that the Governing Body shall have authority to impose such conditions as it deems necessary in order to serve the public interest and welfare.

Gregory Hiser
Applicant's Signature GREGORY HISER

BY

Philip J Meyer
Authorized Agent (If Any)

The Petition must bear the signature(s) of the property owner(s). If an authorized agent signs on the owner's behalf, the agent shall sign his own name and attach the owner's written notarized authorization to this application.

May 28th 2004

**PLANNED UNIT DEVELOPMENT AGREEMENT
CONCERNING THE DEVELOPMENT
OF LYCEE ADDITION
TO THE CITY OF BEL AIRE, KANSAS**

THIS AGREEMENT is made and entered into by and between GREGORY HISER, hereinafter referred to as the "DEVELOPER" and the CITY OF BEL AIRE, KANSAS, hereinafter referred to as the "CITY."

WHEREAS, the Developer desires platting by the City of a tract of land more fully described below and herein referred to as LYCEE ADDITION to the City of Bel Aire, Kansas; and

WHEREAS, the City is willing to consider platting of said LYCEE ADDITION PUD Project;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the Developer and the City agree as follows:

PURPOSE. This agreement is necessary to address certain financial, infrastructure and drainage conditions arising from the platting process which must be dealt with prior to final plat approval and as such, is a condition precedent to final consideration by the City of the Developer's request for approval of the final plat on a tract of land more fully described below and herein referred to as the LYCEE ADDITION PUD project to the City of Bel Aire, Kansas.

LYCEE ADDITION PUD PROJECT LEGAL DESCRIPTION. The tract of land herein referred to as LYCEE ADDITION PUD project to the City of Bel Aire, Kansas has the following pre-platting legal description, to-wit:

A portion of the Southwest Quarter of Section 17, Township 26 South, Range 2 East of the Sixth Principal Meridian, Sedgwick County, Kansas, described as beginning at the Northwest corner of the Southwest Quarter of said Section 17; thence N89°32'56"E coincident with the north line of the Southwest Quarter of said Section 17, 355.32 feet to the northwest corner of Lot 2, Broadstone Villas, Bel Aire, Sedgwick County, Kansas; thence S00°39'06"E coincident with the west line of Lot 2 in said Broadstone Villas, 632.42 feet to the southwest corner of Lot 2 in said Broadstone Villas and to a point in the north line of an Easement for Right of Way recorded in the Sedgwick County Register of Deeds Office at DOC.#/FLM-PG:29195542; thence N89°59'54"W coincident with the north line of said Easement for Right of Way, 22.22 feet to a deflection point in the north line of said Easement for Right of Way; thence N82°36'36"W coincident with the north line of said Easement for Right of Way, 147.75 to a deflection point in the north line of said Easement for Right of Way; thence N89°59'54"W coincident with the north line of said Easement for Right of Way, 186.89 feet to a point in the west line of the Southwest Quarter of said Section 17; said point being 2039.45 feet north of the southwest corner of the Southwest Quarter of said Section 17; thence N00°37'38"W coincident with the west line of the Southwest Quarter of said Section 17, 610.59 feet to the point of beginning. Subject to road rights of way of record.

New legal description:

Lots 1, 2, 3, and 4, Block B, Lycee Addition, Bel Aire, Sedgwick County, Kansas.

PERMITTED USE.

The Lycee Addition to the City of Bel Aire, Kansas shall have the uses permitted in the "C-1" Neighborhood Commercial Office & Retail, "C-2" Planned Commercial and "R-6" Multi-Family District, as defined in the 2020 revised Bel Aire codified city code, including the following uses:

"C-1 and C-2" (Lot 4, Block B):

- Small scale retail businesses
- Retail activities conducted wholly indoors
- Office
- C-2 Uses- Restaurant with alcohol sales; food venues to include patio dining and temporary structures as approved by the City Manager.
- Accessory structure as approved by the City Manager.
- Special Events permits approved by the City Manager
- C-1 permitted uses as define in Chapter 7 zoning code – section 7.11 Neighborhood Commercial, Office Retail

The minimum building setback shall be forty feet (40') from adjacent public right-of-way property lines. There shall be a minimum building setback of ten feet (10') along adjoining lots, if such adjoining lots are not maintained in common ownership. No building shall be constructed within a public utility easement.

SITE: The proposed construction project for Lot 4, Block B, consists of one building with a total 3,200 sq. ft. with paved parking, with no current plans of future growth or additions. The PUD and the Zoning code will govern any future growth. Lot 4 shall honor all existing easements on the Lot including the rural water easement, pipeline easement and KG&E easement. Prior to any development, all lots shall be maintained in accordance with the municipal code of the City of Bel Aire. Approval of a site circulation and pedestrian plan by the Zoning Administrator is required for each phase of construction prior to the issuance of a building permit.

"R-6" (Lots 1, 2, and 3, Block B):

- Duplex
- Multi-Family
- Adult Day-care
- Leasing office
- Playgrounds or community spaces.
- Accessory structures as approved by the city manager.

The minimum building setback shall be thirty feet (30') from adjacent public right-of-way property lines. There shall be a minimum building setback of ten feet (10') along adjoining lots,

if such adjoining lots are not maintained in common ownership. No building shall be constructed within a public utility easement.

SITE: The proposed construction project for Lots 1, 2, and 3, Block B, consists of a maximum of thirteen (13) buildings with each living unit having 1,000 to 1,500 sq. ft. of livable space on the ground floor with a maximum total 37,500 sq. ft. allowed on the ground floor of the parcel with paved parking for each unit. Each living unit shall have a maximum height of three stories. There is no current plans of future growth or additions. The PUD and the Zoning code will govern any future growth. Lots 1, 2, and 3, shall honor all existing easements on the Lots including the rural water easement, and pipeline easement. Prior to any development, all lots shall be maintained in accordance with the municipal code of the City of Bel Aire. Approval of a site circulation and pedestrian plan by the Zoning Administrator is required for each phase of construction prior to the issuance of a building permit.

INFRASTRUCTURE INSTALLATION. Installation of all improvements shall be in compliance with requirements of all applicable federal, state and local legislation, including the Americans with Disabilities Act. All electric power, streetlights, cable and telephone service shall be installed underground. The Developer shall be responsible for the costs of engineering design, construction and inspection of all private utility improvements (electricity, communications, telecommunications and gas) necessary for the platting and development of the tract of land herein referred to as the Lycee Addition in accordance with the utility extension requirements of each private utility company. Utility improvements shall be installed on city owned property or within public right of ways or easements. The expense of all such utility and sewer service within the property shall be borne by the Developer.

The Developer shall dedicate necessary public easements for all private and public utility improvements necessary for the platting and development of the tract of land herein referred to as the Lycee Addition to the City of Bel Aire, Kansas. Said improvements include storm water system, water distribution system, sanitary sewer lines, driveways and utilities.

The Developer shall pay one hundred percent (100%) of the cost of the improvements. The Developer shall indemnify and hold harmless the City from any liability from damages that may occur during construction.

DRAINAGE. The ultimate effect of increased drainage from platted property on surrounding property must be addressed as part of the platting process. The Developer shall prepare a storm drainage plan that shall address the effect of increased drainage, meet City specifications and be approved by the City Engineer. As part of the drainage plan, a final grading plan showing all drainage inlets and a storm sewer plan including placement of inlets, pipes and manholes, shall be submitted and approved by the City prior to any issuance of permits. Street, curb, lot corner and pad elevations shall be submitted for review and approval by the City prior to any demolition, site development, construction or permits obtained. All Storm water outfall lines shall be placed within utility easements dedicated to the City. After approval by the City Engineer of said storm drainage plan, with any necessary modifications, the Developer shall install, or cause to be installed, the improvements pursuant to the drainage plan.

LIGHTING. A Security and/or parking lighting plan shall be submitted to the City for approval and comply with the City zoning ordinance. Outdoor lighting sources shall employ cutoff luminaires to minimize light trespass and glare. Electric lines shall be installed underground. Wood poles will not be allowed.

SANITARY SEWER. The City will provide access to the property line for public sanitary sewer in the utility easements provided with the plat per the approved City Engineer's drawings on file for Lycee Addition. Each unit or tenant space must have separate sanitary sewer hookups installed to City standards. The Developer shall pay all Sanitary Sewer User Fees and Hook Up Fees.

WATER. The City will provide access to the property line for public water in the utility easement located along Rock Road and along south property line per the approved City Engineer's drawings on file for Lycee Addition. Each unit or tenant space must have separate metered water supply installed to City standards. The Developer shall pay all Water User Fees and Hook Up Fees.

All fire hydrant locations must be identified on a plan & approved by the Sedgwick County Fire Department according to its standards. Developer is responsible to meet all Sedgwick County Fire Codes & Standards and installation by the Developer shall be to City standards.

LANDSCAPING & SCREENING. The Developer shall submit and have approved by the City Manager, a "Landscape Plan" that is representative of the attached landscape concept plan. Landscaping to be provided as each phase of the Lycee Addition is developed. The "Landscaping Plan" shall show contours, utilities, size, and spread at planting, any type of ground cover, shrubs, and coordinate with the Drainage Plan and Site Plan for the project.

Planting of interior trees shall meet the City's ordinance. Any areas outside of the general boundaries of each development phase shall be planted to appropriate turf or ground cover adequate to prevent undue soil erosion and shall be maintained in accordance with applicable City ordinances. Any future Phases to be constructed shall have prior approval of building permits for that Phase, the Developer shall also submit and have approved by the City, detailed landscape plans for that Phase. Within all detailed landscape plans, ground mounted mechanical equipment and trash receptacles shall be screened from ground level view.

FENCING & SCREENING. All outside storage of trash and recycling storage containers shall be appropriately fenced and screened with fencing and screening methods and materials to blend in with the architectural design of the building and to reasonably hide the materials, trash and recycling storage containers from ground view and approved by the City. Wood privacy fence materials may be allowed if such materials blend in with the architectural design elements of the building and adjacent sites and shall be of the same height of any existing but a minimum of six (6') feet in height. If screening exists on either side of a developing property line that meets or exceeds the standards of the zoning code, additional

screening shall not be required. However, if at any time the existing screening fails to meet the requirements of the zoning code, compliance shall be attained by the property owners of the lot, or lots, in the PUD which fails to meet these requirements. Any plans for outside storage facilities shall comply with the applicable ordinances and zoning regulations of the City and be submitted in writing to the City for prior approval.

BUILDING CONSTRUCTION MATERIALS & TYPE. All building in the R-6 zoning district shall share uniform architectural character, color, texture, and the intent of the attached floor plan and building elevation. Building walls and roofs shall have a residential character and have predominately earth tone colors with brick or stone allowed as an accent material. Any variation of attached building elevations shall require the approval of the City Manager. All office/retail construction shall be designed utilizing materials that incorporate appropriate architectural and aesthetic elements as represented in the general guideline manual for the neighborhood commercial district and approved by the City.

SIGNAGE. All signage shall comply with the applicable ordinances and zoning regulations of the City and be submitted in writing to the City for approval. Each site shall be allowed one six-foot wide monument type entry sign, not exceeding 6 feet in height. Any future signage must be approved by the City Manager.

PARKING. A detailed parking plan shall be submitted to the City for approval. All handicap stalls shall be shown on the parking plan along with curbing in all parking areas and must meet with the City's Zoning Ordinance. Parking stalls shall be a minimum of nine feet (9') wide by eighteen (18') deep, with a two-foot (2') overhang if the front of the vehicle hangs into a six foot wide green space or six foot wide strip between parking stalls unless otherwise approved by the City.

ACCESS ROADWAY. All driveways shall be per city ordinance. One access entrance shall be allowed off Rock Road as per plat map for Lot 1; one joint access entrance shall be allowed off of Lycee St as per plat map for Lots 2 and 3; one access entrance shall be allowed off Rock Road as per plat map for Lot 4. Other access entrances off Rock Road may be approved by the City at the time of development of other lots. Lots 1, 2, and 3 shall have a cross lot agreement between lot owners for access. The width of all approaches shall be no less than twenty-four feet (24') and a maximum of thirty-five feet (35') unless otherwise approved by the City.

SIDEWALKS. Construction of a City sidewalk on the property line, or an approved alternative location, along Lycee St, to the east right-of-way line of Rock Road shall be required. The sidewalk must meet City and ADAAG standards. The property owner(s) as required by City Ordinance shall provide for the sidewalk maintenance and care.

PERMITS. No construction shall commence on any portion of the tract of land herein referred to Lycee Addition PUD project to the City of Bel Aire, Kansas without the Developer, or its designated builder, having first obtained the proper building and zoning permits from the City.

The development of Lycee Addition project to the City of Bel Aire, Kansas shall proceed in accordance with this Agreement and subsequent platting. Any deviation, as determined by

the City, shall constitute a violation of the building permit authorizing construction of the proposed development. The final site dimensions, grading plan, drainage, landscape plan, street plan, parking plan and utility plans will be submitted and approved in phases based on the conceptual plans. Any deviations from the conceptual drawing shall be submitted for review and approval by the City.

Any and all costs including permit fees, review fees, and building and zoning permit and review fees incurred or required by city staff and review and/or through building and zoning review shall be paid by the Developer.

PURPOSE. A specific purpose of this agreement is to assure that necessary improvements are in place to support development of the tract of land herein referred to as the Lycee Addition to the City of Bel Aire, Kansas. Therefore, the Developer's compliance with the terms and conditions of this Agreement shall be a condition precedent to the granting of building and/or occupancy permits for development on said property. The City reserves the right to clarify any conflicts between this document and plat.

RECORDING. The Developer shall file an executed copy of this Agreement with the Sedgwick County Register of Deeds within 30 days of final approval and within 45 days provide City will proof of filing. A copy of this Agreement showing said recording along with a copy of the recorded plat shall be furnished by the Developer to the general contractor before building permits are issued.

BINDING. The terms and conditions of this Agreement, as set forth herein, shall be binding upon the City and the Developer, their successors, representatives, trustees, and assigns.

THIS AGREEMENT is hereby executed on this _____ day of _____, 202__.

GREGORY HISER, DEVELOPER

THIS AGREEMENT was approved by vote the City Council of the City of Bel Aire, Kansas on the _____ day of _____, 202__ and is hereby executed on this _____ day of _____, 202__.

MAYOR, JIM BENAGE

SEAL

ATTEST:

CITY CLERK, MELISSA KREHBIEL

ACKNOWLEDGEMENTS

BE IT KNOWN BY ALL PERSONS that on this _____ day of _____, 202__, before me, a Notary Public, came Gregory Hiser, who is known to me and who personally acknowledged execution of the foregoing Agreement concerning the LYCEE ADDITION PUD to the City of Bel Aire, Kansas.

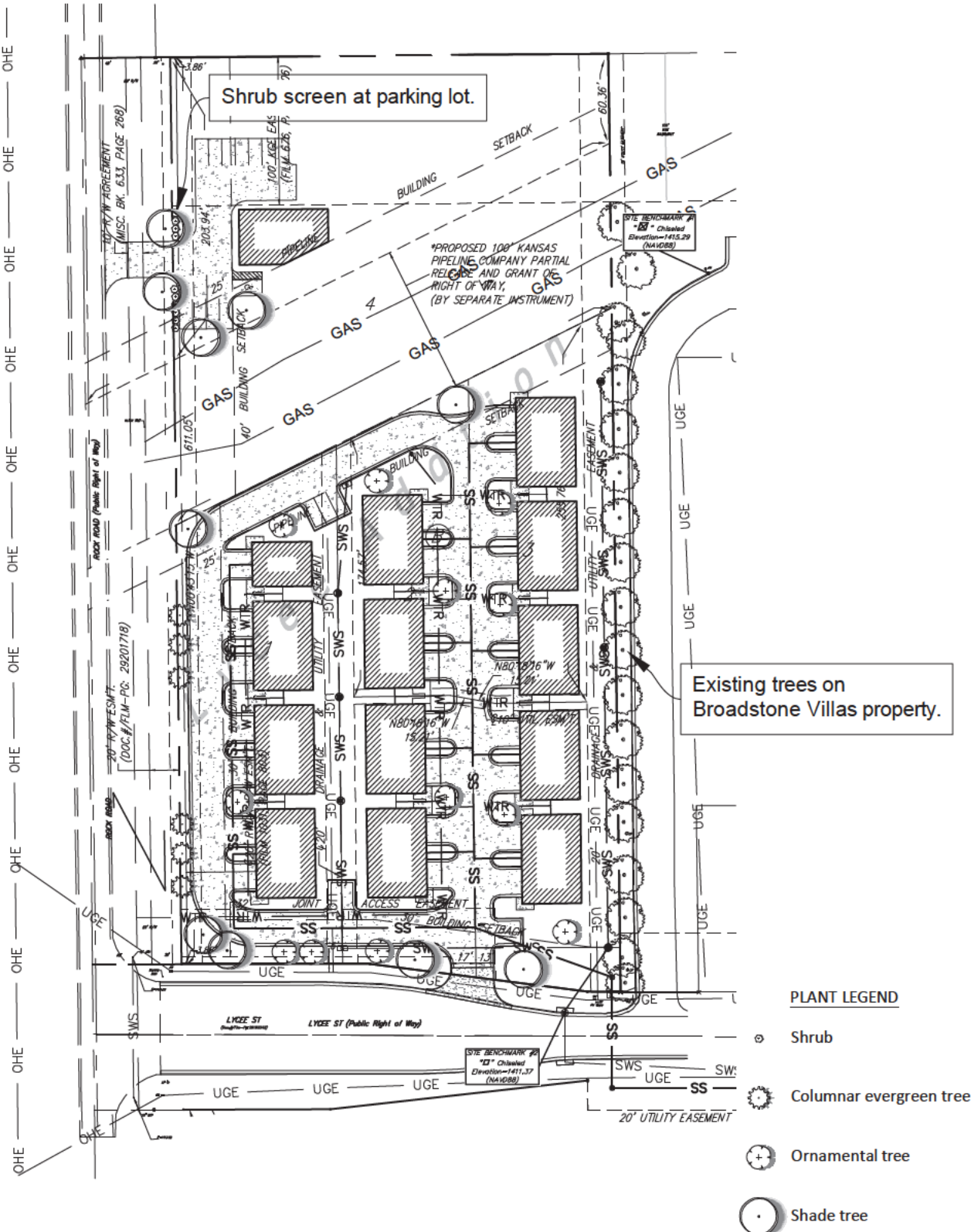
NOTARY PUBLIC

My Appointment Expires: _____

BE IT KNOWN BY ALL PERSONS that on this _____ day of _____, 202__, before me, a Notary Public, came Jim Benage, who is known to me to be the Mayor of Bel Aire, Kansas and who personally acknowledged execution of the forging Agreement Concerning the Development of LYCEE ADDITION to the City of Bel Aire, Kansas, and Melissa Krehbiel, who is known to me to be the City Clerk of Bel Aire, Kansas and who personally acknowledged attesting the signature of said Jim Benage.

NOTARY PUBLIC

My Appointment Expires: _____



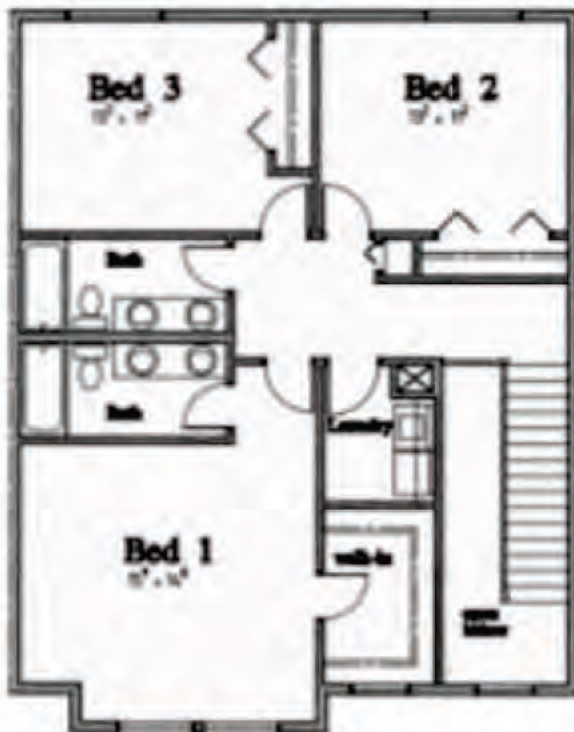
Lycee Addition Conceptual Elevation & Floorplan

Section XIII, Item B.

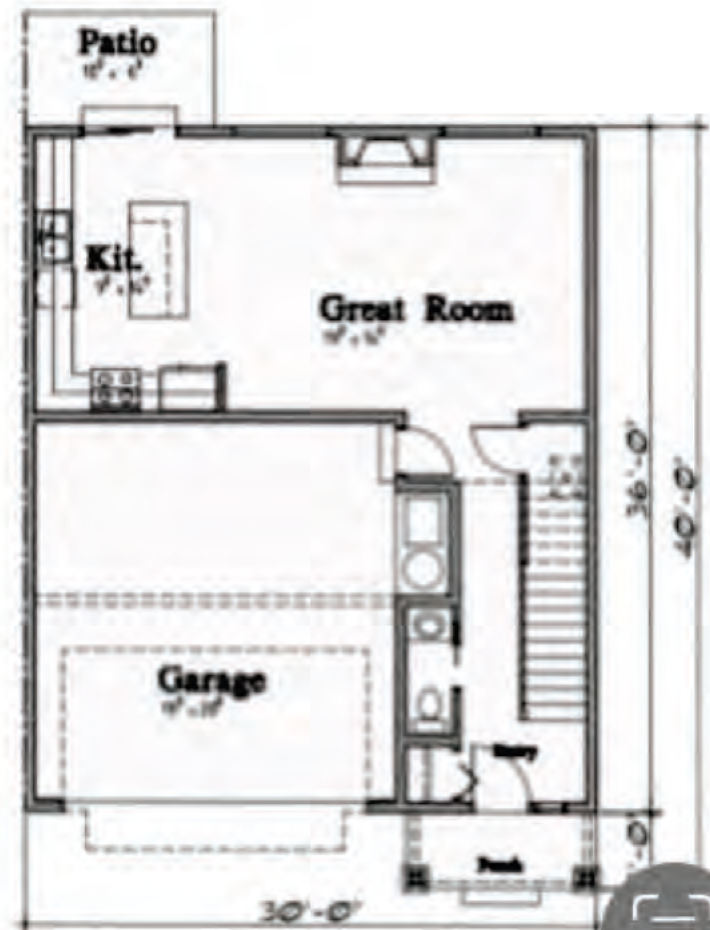


PLAN #D-638

MAIN FLR. 680 SQ. FT.
UPPER FLR. 983 SQ. FT.
TOTAL 1663 SQ. FT.
GARAGE 400 SQ. FT.



Upper Floor



Main Floor

Lycee Addition
Conceptual Elevation





City of Bel Aire, Kansas
7651 E. Central Park Ave
Bel Aire, Kansas 67226



LYCEE ADDITION PUD SUBMITTAL REVIEW

Address of proposed project: Lycee Final plat, and PUD

This report is to document that on 2/2/22 the Zoning Administrator from the City of Bel Aire evaluated the above property plan for compliance of zoning and building requirements:

- | | |
|---|--|
| <input type="checkbox"/> SETBACKS | <input type="checkbox"/> ELEVATIONS |
| <input checked="" type="checkbox"/> EFFECTIVE CODE COMPLIANCE | <input checked="" type="checkbox"/> REQUIRED PLAN SUBMITTALS |
| <input type="checkbox"/> EROSION CONTROL | <input checked="" type="checkbox"/> EASEMENTS |
| <input type="checkbox"/> LANDSCAPE | <input type="checkbox"/> SCREENING |
| <input type="checkbox"/> STORM DRAINAGE | <input checked="" type="checkbox"/> NEIGHBORHOOD IMPACT |
| <input type="checkbox"/> ADA ACCESSIBLE | <input type="checkbox"/> UTILITIES TO BUILDING |

The review of the above property plan has been:

- ☒ APPROVED, as noted
- ☐ DELAYED, as noted
- ☐ DENIED, as noted

DATE 2/2/22


Keith Price
REVIEWED BY

Comments: City staff conducted a meeting to discuss the plat and PUD. Provide the most updated version of the final plat in PDF form and paper form. The general information below still applied as of 2.2.22

- No additional easements were requested by Evergy or Onegas.
- The landscape plan is conceptual in nature, locations of trees would need to fit the final drainage plan and layout of the buildings.
- The architecture submittal is conceptual in nature, however the aesthetics and types of materials are near to what will be expected during construction based on the PUD agreement and site plan.
- The Plat isn't covered by the PUD completely so specific PUD plat language isn't required.
- The city engineer will contact you directly with any concerns related to the submittals.
- http://www.egovlink.com/public_documents300/belaire/published_documents/Bel%20Aire%20City%20Code/CHAPT18-CODE%20Zoning%20Part-A%202015.pdf contains the Zoning Code. The landscape requirements in general, we have a master concept plan for the development.

- <http://www.egovlink.com/belaire/docs/menu/home.asp> contains the Public Works tab to find the city standards information.

Public notice

(Published in The Ark Valley News on Dec. 23, 2021.)

OFFICIAL NOTICE OF ZONING HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on January 13, 2022 the City of Bel Aire Planning Commission will consider the following Platting process in the order placed on the agenda after 6:30 p.m. in the City Council Chamber at City Hall in Bel Aire, Kansas:

ZON-21-06. Lycee Addition PUD, final plat, preliminary/final PUD and rezoning approximately 4.40 acres of the C-1 to C-1, C-2, R-6 zoning districts.

Legal Description: (A complete legal description is available for public inspection which is on file with the Zoning Administrator at City Hall.)

General Location: East of Rock Road approx. ¼ mile north of E. 53rd St.N.

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning and Sub-Division regulations, would be effectuated by city code. The public hearing may be recessed and continued from time to time without notice.

DATED this 17 day of December, 2021.

/s/ Anne Stephens
Bel Aire Planning Commission Secretary

Affidavit of Publication

STATE OF KANSAS,
SEDGWICK COUNTY, ss.

Chris Strunk, being first duly sworn, deposes and says: That he is Publisher of The Ark Valley News, formerly The Valley Center Index, a weekly newspaper printed in the State of Kansas, and published in and of general circulation in Sedgwick County Kansas, with a general paid circulation on a yearly basis in Sedgwick County, Kansas, and that said newspaper is not a trade, religious or fraternal publication.

Said newspaper is a weekly published at least weekly 50 times a year; has been so published continuously and uninterruptedly in said county and state for a period of more than five years prior to the first publication of said notice; and has been admitted at the post office of Valley Center in said County as second class matter.

That the attached notice is a true copy thereof and was published in the regular and entire issue of said newspaper for 1 consecutive weeks, the first publication thereof being made as aforesaid on the 23rd day of December, 2021, with subsequent publications being made on the following dates:

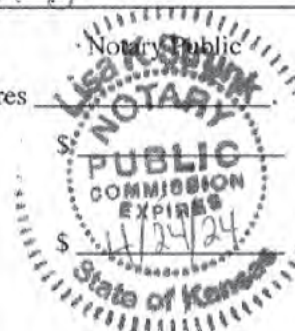
_____, 2021 _____, 2021
_____, 2021 _____, 2021
_____, 2021 _____, 2021

Subscribed and sworn to before me this 23rd day of December, 2021.

My commission expires

Additional copies

Printer's fee



City of Bel Aire, Kansas

STAFF REPORT

DATE: February 21, 2022

TO: Governing Body, City Manager

FROM: Planning Commission

RE: February Planning Commission Meeting Report



ZON-21-04 Revised – Proposed re-zoning of approximately 54.99 acres of R-4 Residential to R-5 Residential (Chapel Landing 5th)

Planning Commission reviewed Woodlawn 53, LLC's request to rezone property generally located one half mile south of 53rd Street N and one quarter-mile west of Woodlawn Boulevard in accordance with Article 5 of the City of Bel Aire's Zoning Regulations. Planning Commission studied the material provided by the applicant. The Commission conducted a public hearing in relation to the application where interested parties and citizens were given the opportunity to be heard. Ten area residents spoke against the re-zone request. The majority of the comments centered around the loss of property values if the developer were allowed to rezone the area for a multi-family development. The residents were also concerned about the increased traffic volumes and the safety of the area – indicating that denser housing tends to bring higher crime rates. The residents were unhappy with what they felt was a "bait and switch" on the part of the developer – they bought into the area believing that the entire area would be an upscale community and now are very concerned that it is being downgraded and re-zoned for duplexes.

Following the comments from the residents, the agent for the applicant was given an opportunity to speak and provide commentary regarding the voiced concerns. The agent indicated that the developer was not planning on building duplexes on these lots, but was wanting to re-zone and re-plat for smaller lots. The agent also mentioned that in all of the covenants that were signed at lot closing by the current owners, there was a paragraph included that mentioned that duplexes were allowed in this development and no future notice to the current property owners needed to be given.

Following the public hearing Planning Commission considered the evidence and discussed the following factors based on the Criteria for Review established in section 5.02 (D) of the Zoning Regulation. A significant amount of discussion circled around factors commonly known as the Golden Factors, below are notes of *some* of the Golden Factors discussion:

Character of the neighborhood:

- The Planning Commission has tried to keep the more intense usage closer to the arterials. This request is contrary and not consistent with past decisions by potentially allowing a more intense usage further away from the arterial.

Zoning uses of nearby property:

- The requested zoning is more intense than the surrounding zoning. With the exception of the Prairie Preserve to the west, all of the surrounding zoning is at R-4.

Suitability of the property for the uses to which it is restricted:

- The requested use of the property is allowed within the current R-4 zoning. Commissioners were concerned about alternate uses that would be allowed under the R-5 zoning, but not allowed under the current R-4 zoning.

Having thoroughly reviewed the issue Planning Commission voted (by passing a 7-0 motion) to **recommend denial of the request to rezoning the property from R-4 Residential to R-5 Residential.**

******* Following the Planning Commission meeting, the Developer contacted the Planning Commission Secretary to withdraw their request for a zone change to this parcel. Subsequently, the request will not be forwarded to Council for their consideration. *******

ZON-21-04 Proposed preliminary plat for approximately 54.99 acres (Chapel Landing 5th).

Planning Commission reviewed Woodlawn 53, LLC's request to replat approximately 54.99 acres of R-4 Residential in accordance with Article 4 of the City of Bel Aire's Subdivision Regulations. The Commissioners studied the material provided by the applicant, including the proposed plat. The Commission conducted a public hearing on February 10, 2022 in relation to the application where interested parties and citizens were given the opportunity to be heard. Two citizens spoke at the public hearing. One was still concerned about the density of the proposed development and the other expressed his appreciation to the agent for listening to their concerns. Following the hearing, the Planning Commission considered the evidence and found that the plat complied with all provisions and applicable regulations and laws.

Having thoroughly reviewed the issue Planning Commission voted (by passing a 7-0 motion) to **approve the preliminary plat without changes.**

SD-21-07 Proposed Final Plat for approximately 13.15 acres (Lycee)

Planning Commission reviewed the City of Bel Aire and Greg Heiser's request to replat approximately 13.15 acres of R-6 Residential and C-1 Commercial in accordance with Article 4 of the City of Bel Aire Subdivision Regulations. The Commissioners studied the material provided by the applicant, including the proposed plat and other evidence presented by the representative for the applicant. The Commission conducted a public hearing on February 10, 2022 in relation to the application where interested parties and citizens were given the opportunity to be heard. There were no parties wishing to speak at the public hearing regarding this plat. Following the public hearing, the Planning Commission considered the evidence reviewed the report provided by permanent staff and found that the plat complied with all provisions and applicable regulations and laws.

Having thoroughly reviewed the issue, Planning Commission voted (by passing a 7-0 motion) to approve the final plat without changes and **recommends that the governing body accept the Developer's commitment to dedicate certain land within the plat for public purposes.**

SD-21-07 Proposed PUD for Lycee

Planning Commission reviewed Greg Heiser's request to apply a PUD Overlay to the property north of 53rd Street as contained in the plat for Lycee in accordance with Article 5 of the City of Bel Aire Subdivision Regulations. The Commissioners studied the material provided by the applicant, including the proposed PUD language. The Commission conducted a public hearing on February 10, 2022 in relation to the application where interested parties and citizens were given the opportunity to be heard. There were no parties wishing to speak at the public hearing regarding this plat. Following the hearing, the Planning Commission considered the evidence and found that the PUD complied with all provisions and applicable regulations and laws.

Having thoroughly reviewed the issue Planning Commission voted (by passing a 7-0 motion) to **approve the PUD without changes.**

ZON-21-07 – Proposed re-zoning of approximately 3.3 acres zoned R-1 Estate Residential to R-4 Residential.

Planning Commission reviewed TW Renovations, LLC's request to rezone property generally located about ¼ mile east of Oliver and ¼ mile south of 53rd in accordance with Article 5 of the City of Bel Aire's Zoning Regulations. Planning Commission studied the material provided by the applicant. The Commission conducted a public hearing on February 10, 2022 in relation to the application where interested parties and citizens were given the opportunity to be heard. No interested parties, other than the agent for the applicant showed up to speak either for or against the proposed rezoning.

Following the public hearing Planning Commission considered the evidence and discussed the following factors based on the Criteria for Review established in section 5.02 (D) of the Zoning Regulation. A significant amount of discussion circled around factors commonly known as the Golden Factors, below are notes of *some* of the Golden Factors discussion:

Zoning uses of nearby property:

- With the exception of the Prairie Preserve, all of the surrounding ground is currently zoned R-4. The current owners of the Prairie Preserve have sold this property with full understanding of it's intended use.

Suitability of the property for the uses to which it is restricted:

- With the design of the Prairie Preserve, this parcel was not necessary and was sold to become part of Chapel Landing 6th. It is totally unsuitable to restrict the uses of this parcel to R-1 as it does not fit in with the current plan of development for Chapel Landing 6th.

Having thoroughly reviewed the issue Planning Commission voted (by passing a 7-0 motion) to **recommend rezoning of the property from R-1 Estate Residential to R-4 Residential.**

ZON-21-07 Proposed preliminary plat for approximately 14.62 acres (Chapel Landing 6th).

Planning Commission reviewed TW Renovation, LLC's request to replat approximately 14.62 acres of R-4 Residential in accordance with Article 4 of the City of Bel Aire's Subdivision Regulations. The Commissioners studied the material provided by the applicant, including the proposed plat. The

Commission conducted a public hearing on February 10, 2022 in relation to the application where interested parties and citizens were given the opportunity to be heard. No interested parties, other than the agent for the applicant showed up to speak either for or against the proposed preliminary plat. Following the hearing, the Planning Commission considered the evidence and found that the plat complied with all provisions and applicable regulations and laws.

Having thoroughly reviewed the issue Planning Commission voted (by passing a 7-0 motion) to **approve the preliminary plat without changes.**

SD-21-06 Proposed Final Plat for approximately 22.76 acres (Skyview at Block 49 2nd)

Planning Commission reviewed Block 49, LLC's request to replat approximately 22.76 acres of R-5 Residential in accordance with Article 4 of the City of Bel Aire Subdivision Regulations. The Commissioners studied the material provided by the applicant, including the proposed plat and other evidence presented by the representative for the applicant. The Commission conducted a public hearing on February 10, 2022 in relation to the application where interested parties and citizens were given the opportunity to be heard. There were no parties wishing to speak at the public hearing regarding this plat. Following the public hearing, the Planning Commission considered the evidence reviewed the report provided by permanent staff and found that the plat complied with all provisions and applicable regulations and laws.

Having thoroughly reviewed the issue, Planning Commission voted (by passing a 7-0 motion) to approve the final plat without changes and **recommends that the governing body accept the Developer's commitment to dedicate certain land within the plat for public purposes.**

SD-21-04 Proposed Final Plat for approximately 12.44 acres (Skyview at Block 49 3rd)

Planning Commission reviewed Block 49, LLC's request to replat approximately 12.44 acres of C-2 Commercial with PUD in accordance with Article 4 of the City of Bel Aire Subdivision Regulations. The Commissioners studied the material provided by the applicant, including the proposed plat and other evidence presented by the representative for the applicant. The Commission conducted a public hearing on February 10, 2022 in relation to the application where interested parties and citizens were given the opportunity to be heard. There were no parties wishing to speak at the public hearing regarding this plat. Following the public hearing, the Planning Commission considered the evidence reviewed the report provided by permanent staff and found that the plat complied with all provisions and applicable regulations and laws.

Having thoroughly reviewed the issue, Planning Commission voted (by passing a 7-0 motion) to approve the final plat without changes and **recommends that the governing body accept the Developer's commitment to dedicate certain land within the plat for public purposes.**

SD-21-04 Proposed PUD for Skyview at Block 49 3rd

Planning Commission reviewed Block 49, LLC's request to apply a PUD Overlay to the property contained in the Skyview at Block 49 3rd plat in accordance with Article 5 of the City of Bel Aire Subdivision Regulations. The Commissioners studied the material provided by the applicant, including the proposed PUD language. The Commission conducted a public hearing on February 10, 2022 in relation to the application where interested parties and citizens were given the opportunity to

be heard. There were no parties wishing to speak at the public hearing regarding this plat. Following the hearing, the Planning Commission considered the evidence and found that the PUD complied with all provisions and applicable regulations and laws.

Having thoroughly reviewed the issue Planning Commission voted (by passing a 7-0 motion) to **approve the PUD without changes.**

CON-21-03 Conditional Use Permit request to add a LED Message Board to an existing sign pole base located in a utility easement in C-1 Commercial Zoning District.

Planning Commission reviewed a request to add a LED message board sign to an existing sign pole base, located in a utility easement, in C-1 Commercial Zoning District. The applicant was present and stood for questions from the Commissioners. The Commissioners found that there would be limited impact and appreciated the updating and upgrading to the new sign.

Having thoroughly reviewed the issue, Planning Commission voted (by passing a 7-0 motion) to **recommend that Council approve the LED Message Board in an C-1 Commercial zoning district contingent upon a 60 day review by Planning Commission.**

CON-22-01 Conditional Use Permit request for a proposed private swimming pool in R-5 Residential Zoning District.

Planning Commission reviewed a request for a private swimming pool in an R-5 Residential Zoning District. The Commissioners found that there would be limited impacts to the neighborhood.

Having thoroughly reviewed the issue, Planning Commission voted (by passing a 7-0 motion) to **recommend that Council approve the private swimming pool in an R-5 district as presented.**



MANAGERS REPORT

DATE: February 24, 2022
TO: Mayor Benage and City Council
FROM: Ty Lasher, City Manager
RE: March 1, 2022 Agenda

Proclamations (Item V)

March is American Red Cross Month. The Red Cross uses this month to honor and celebrate all the volunteers who support the mission of their organization. Local civic groups often host blood drives in Bel Aire. This proclamation supports the Red Cross in the great work they do.

Severe Weather Awareness Week is an initiative of the National Weather Service, Kansas Emergency Management and Sedgwick County Emergency Management to educate our citizens of the dangers associated with severe weather. This is an opportunity for Bel Aire to take part in the awareness of severe weather and encourage our citizens to be prepared as spring is quickly approaching.

Consent Agenda (Item VII)

Contains the minutes of the February 15th City Council meeting. In addition, four applications for permits to sell fireworks have been received and are on the agenda. Bel Aire codes allow four retail fireworks permits to be issued annually. All of the applicants are requesting permits to operate in the same locations as last year, and all of them have submitted the required paperwork.

Appropriations Ordinance (Item VIII)

This period includes \$727,142.20 in bonded capital projects; listed on page 4. PD Car #37 has been up-fitted for \$14,537.09 (page 4). Parts for PD's new laptops have arrived and have been paid; the laptops are still on order.

City Requested Appearances (Item IX)

TranSystems - The city received a TEAP grant from KDOT in 2021 to complete a safety study on the intersections of 53rd & Woodlawn as well as 53rd & Rock. The study is complete and TranSystems will be at the meeting to present their findings as well as share their recommendations. Any recommended improvements will be included in your March workshop covering street upgrades. Therefore, Council can ask questions of

TranSystems representatives today and be ready to discuss funding of any specific changes to these intersections at the March workshop.

Garver, Gravel Roads Study- Ken Lee will be here to present cost estimates for the gravel roads and an approximation of the special assessments.

Garver, Woodlawn Update – Dakota will be here to give his regular update on Woodlawn construction progress.

Rezoning Ordinance, Chapel Landing 6th (Item A)

At their February 10th meeting, Planning Commission reviewed TW Renovations, LLC's request to rezone property located about a quarter mile east of Oliver and a quarter mile south of 53rd Street. At the same meeting, Planning Commission held a public hearing where interested parties and citizens were given the opportunity to be heard. No interested parties, other than the agent for the applicant showed up to speak either for or against the rezoning. Following the public hearing Planning Commission studied the material provided by the applicant, considered the evidence and discussed the rezoning request in relation to the City's Zoning Regulations and the 'Golden Factors' of zoning. Having thoroughly reviewed the issue Planning Commission voted (by passing a 7-0 motion) to recommend rezoning of the property from R-1 Estate Residential to R-4 Residential. The zoning Ordinance now comes before Council for approval.

Conditional Use Ordinance for an LED sign (Item B)

On February 10th, Planning Commission reviewed a request to add an LED message board sign to an existing sign pole base, located in a utility easement, in C-1 Commercial Zoning District. The applicant was present and stood for questions from the Commissioners. The Commissioners found that there would be limited impact and appreciated the upgrade to the new sign. Planning Commission voted (by passing a 7-0 motion) to recommend that Council approve the LED Message Board contingent upon a 60-day review by Planning Commission. The Ordinance to approve the Conditional Use now comes before Council for approval.

Conditional Use Ordinance for a private pool (Item C)

Also on February 10th, Planning Commission reviewed a request for a private swimming pool in an R-5 Residential Zoning District. As part of the conditional use process, a notification of the hearing was published in the newspaper and notification letters were mailed to the surrounding property owners. The Commissioners found that there would be limited impacts to the neighborhood. Having thoroughly reviewed the issue, Planning Commission voted (by passing a 7-0 motion) to recommend that Council approve the private swimming pool as presented. The Ordinance to approve the Conditional Use now comes before Council for approval.

Dedications of Land for Public Purposes (Items D-F)

At their February 10th meeting, Planning Commission reviewed and approved three Final Plats: Lycee Addition, Skyview at Block 49 2nd, and Skyview at Block 49 3rd. A separate public hearing was conducted for each plat. Within each Final Plat, certain areas are designated for public purposes, such as easements, rights-of-way, and land for public use. These dedications by the Developer now come before Council for acceptance. In each case, Planning Commission recommends that Council accept the Developer's commitment to dedicate certain land within the plat for public purposes.

Skyview at Block 49 2nd (Item D)- Planning Commission reviewed Block 49, LLC's request to replat approximately 22.76 acres of R-5 Residential. There were no parties wishing to speak at the public hearing regarding this plat. Following the public hearing, the Planning Commission considered the evidence and reviewed the report provided by staff. Planning Commission voted (by passing a 7-0 motion) to approve the final plat without changes.

Skyview at Block 49 3rd (Item E) - Planning Commission reviewed Block 49, LLC's request to replat approximately 12.44 acres of C-2 Commercial with PUD. There were no parties wishing to speak at the public hearing regarding this plat. Following the public hearing, the Planning Commission considered the evidence and reviewed the report provided by staff. Planning Commission voted (by passing a 7-0 motion) to approve the final plat without changes.

Lycee Addition (Item F) - Planning Commission reviewed the City of Bel Aire and the Developer's request to replat approximately 13.15 acres of R-6 Residential and C-1 Commercial. No one spoke at the public hearing. Following the public hearing, the Planning Commission considered the evidence and reviewed the report provided by staff. Planning Commission voted (by passing a 7-0 motion) to approve the final plat without changes.

Agreement with Garver, 47th Street Reconstruction (Item G)

At the February 1st meeting, Council accepted the bid from Kansas Paving to reconstruct 47th Street. City staff typically provides construction observation services on projects that are funded through the Capital Improvement Reserve Fund. Construction observation is important to ensuring that the project gets constructed according to City standards. However, staff is currently working on several other projects and does not have enough time to properly observe the construction on this project. Staff recommends hiring a consultant to observe the construction. The City is currently working with Garver for construction observation on multiple projects. Their communication with both the Contractor, the City and interested citizens sets them apart from other firms. Staff reached out to Garver and requested a bid. The cost of the services will be paid for from the

Capital Improvement Reserve Fund. Staff recommends that Council accept the contract for Construction Observation Services from Garver in the amount not-to-exceed \$19,537.50 for the 47th Street Reconstruction Project.

Development Agreement for Skyview 2nd at Block 49 (Item H)

For every new development without a PUD, the City requires a Development Agreement be negotiated and approved. This agreement spells out in writing the responsibilities of each party during construction and thereafter. The agreement is filed with the plat for future reference. Staff and the developer have agreed upon the language contained in this agreement and it is now ready for final approval by the City Council.

Executive Session (Item XIII)

Staff has no need for an Executive Session.

Discussion and Future Issues - March Workshop (Item XIV)

This month the workshop is planned for March 8th at 6:30 p.m.



MINUTES
CITY COUNCIL MEETING
 7651 E. Central Park Ave, Bel Aire, KS
 April 05, 2022 7:00 PM



I. CALL TO ORDER: Council President Justin Smith called the meeting to order at 7:00 p.m.

II. ROLL CALL

Present were Greg Davied, Justin Smith, and John Welch. Mayor Jim Benage joined the meeting by video conference. Diane Wynn was absent.

Also present were City Manager Ty Lasher, City Attorney Jacqueline Kelly, City Engineer Anne Stephens, City Clerk Melissa Krehbiel, and Bond Counsel Kevin Cowan of Gilmore & Bell, P.C.

III. OPENING PRAYER: Dr. Robert Lindsted provided the opening prayer.

IV. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

Council President Smith led the pledge of allegiance.

V. PROCLAMATION:

A. Luke Barnwell -Sunrise Christian Academy Men's Basketball Coach of the Year

B. Gradey Dick – Sunrise Christian Academy Men's Basketball Player of the Year

Luke Barnwell and Gradey Dick were recognized for their accomplishments. Council President Justin Smith read and signed the proclamations and presented a medal to Mr. Barnwell.

VI. DETERMINE AGENDA ADDITIONS: There were none.

VII. CONSENT AGENDA

A. Minutes of the March 15, 2022 City Council meeting.

MOTION: Councilmember Welch to approve the Consent Agenda as listed and authorize the Council President to sign. Councilmember Davied seconded the motion.

Motion carried 3-0.

VIII. DISCUSSION AND APPROVAL OF APPROPRIATIONS ORDINANCE

- A. Consideration of approving Appropriations Ordinance 22-06 in the amount of \$1,326,479.85.**

MOTION: Councilmember Davied moved to approve Appropriations Ordinance 22-06. Councilmember Welch seconded. *Motion carried 3-0.*

IX. CITY REQUESTED APPEARANCES: None**X. PUBLIC HEARING**

- A. IRB for Homestead Senior Residences, LLC** - The purpose of the public hearing is to give property owners and other interested parties the opportunity to speak on the proposed Industrial Revenue Bond and associated exemption from ad valorem taxation of property constructed or purchased with the proceeds from the IRB for Homestead Senior Residences, LLC (Homestead Senior Landing).

Council President Smith opened the public hearing. No one spoke.

MOTION: Councilmember Welch moved to close the public hearing. Councilmember Davied seconded the motion. *Motion carried 3-0.*

XI. CITIZEN CONCERNS: No one spoke.**XII. REPORTS****A. Council Member Reports**

Councilmember Smith gave a brief report on the March 24th meeting of the Chisholm Creek Utility Authority (CCUA).

B. Mayor's Report-

- Mayor Benage reported that the City recently received the Tree City USA award for 2021. Thanks to Gary Northwall and the Tree Board for their work
- There are currently two openings on the Tree Board for volunteers. Applications are available on the City's website.
- Mayor Benage recently spoke with the City's auditor, Tara Laughlin of AGH.
- He attended the most recent CCUA meeting.
- On April 1st he attended the K-254 Corridor Development Association meeting. Mayor Benage gave a brief report of the meeting and recent progress on the K-254 Corridor Management Plan.
- Regarding the open City Council seat created by the resignation of Dr. Joel Schroeder, Mayor Benage reported that applications will be accepted through April 15th.
- A blood donation event will be held on Friday, April 8th at Sunrise Christian Academy. Citizens can sign up at www.redcrossblood.org, or call 1-800-Red-Cross.
- The League of Kansas Municipalities (LKM) will host the Governing Body Institute on April 29-30 in Manhattan.

- Mayor Benage read a letter from Councilmember Diane Wynn announcing her resignation effective May 1, 2022.

C. City Attorney Report

City Attorney Kelly briefly reported on current Legislative issues.

D. City Manager Report

City Manager Lasher reported on upcoming events:

- Saturday April 9th is Spring Fest at the Rec Center from 1-3 pm.
- Sunrise Christian Academy student volunteers will pick up trash on 53rd street on Friday, April 8th. Other volunteers are always welcome.
- April 30th is E-Recycle and Shred Day at City Hall.
- Also on April 30th, an Arbor Day celebration will be held in Central Park.

XIII. ORDINANCES, RESOLUTIONS AND FINAL ACTIONS

A. Consideration of A Resolution Of The Governing Body Of The City Of Bel Aire, Kansas Authorizing The Sale And Conveyance Of Certain Property To Sunflower Property Partners LLC.

MOTION: Council President Smith moved to approve A Resolution Of The Governing Body Of The City Of Bel Aire, Kansas Authorizing The Sale And Conveyance Of Certain Property To Sunflower Property Partners, LLC, and authorize the Council President to sign. Councilmember Welch seconded the motion. *Motion carried 3-0.*

B. Consideration of A Resolution Of The Governing Body Of The City Of Bel Aire, Kansas Determining The Advisability Of Issuing Taxable Industrial Revenue Bonds For The Purpose Of Financing The Acquisition, Construction And Equipping Of A Commercial Facility To Be Located In The City; And Authorizing Execution Of Related Documents.

MOTION: Councilmember Davied moved to approve A Resolution Of The Governing Body Of The City Of Bel Aire, Kansas Determining The Advisability Of Issuing Taxable Industrial Revenue Bonds For The Purpose Of Financing The Acquisition, Construction And Equipping Of A Commercial Facility To Be Located In The City; And Authorizing Execution Of Related Documents and authorize the Council President to sign. Councilmember Welch seconded the motion. *Motion carried 3-0.*

C. Consideration of purchasing a Compact Excavator for Public Works. The following quotes were received:

| | |
|-------------------|--------------------|
| Bobcat | \$59,924.12 |
| John Deere | \$61,815.46 |
| Komatsu | \$74,000.00 |

MOTION: Councilmember Welch moved to accept the quote from Bobcat at a cost of \$59,924.12 for a new compact excavator and authorize the Council President to sign. Councilmember Davied seconded the motion. *Motion carried 3-0.*

D. Consideration of accepting a bid to install streetlights in Central Park.

MOTION: Councilmember Welch moved to table the quote from Atlas Electric until the next meeting. Councilmember Davied seconded the motion. *Motion carried 3-0.*

E. Consideration of An Ordinance Providing For The Erection Of Stop Signs At A Certain Intersection (Rock Road and 53rd Street North).

MOTION: Councilmember Welch moved to approve An Ordinance Providing For The Erection Of Stop Signs At A Certain Intersection; Specifying Particular Intersection (Rock Rd and 53rd Street North); And Providing For Penalties For The Violation Thereof, All Within The City Of Bel Aire, Sedgwick County, Kansas, and authorize the Council President to sign. Council President Smith seconded the motion.

Roll Call Vote:

Greg Davied– Aye Justin Smith– Aye Diane Wynn – [absent] John Welch- Aye
Motion carried 3-0.

F. Consideration of the Change Order Request from Pearson Construction for additional quantities of reinforcing steel and temporary pavement marking in the amount of \$39,281.90.

Ken Lee, Garver, stood for questions from Council.

MOTION: Councilmember Welch moved to approve the Change Order Request from Pearson Construction in the amount of \$39,281.90 for Woodlawn, 37th St N to 45th St N, and authorize the Council President to sign all related documents. Councilmember Davied seconded the motion. *Motion carried 3-0.*

G. Consideration of accepting the dedication of streets and other public ways, service and utility easements and land dedicated for public use as shown on the Final Plat of Chapel Landing 5th.

MOTION: Councilmember Davied moved to accept the dedications within the Final Plat for Chapel Landing 5th and authorize all required signatures. Councilmember Welch seconded the motion.

Roll Call Vote:

Jim Benage – Aye Greg Davied– Aye
Justin Smith– Aye Diane Wynn – [absent] John Welch- Aye
Motion carried 4-0.

H. Consideration of An Agreement with Homestead Senior Residences Bel Aire, L.L.C., Concerning The Development Of Homestead Senior Landing, Bel Aire, Sedgwick County, Kansas

MOTION: Councilmember Davied moved to approve An Agreement Concerning The Development Of Homestead Senior Landing, Bel Aire, Sedgwick County, Kansas, and authorize the Council President to sign. Council President Smith seconded the motion. *Motion carried 3-0.*

I. Consideration of approving a Planned Unit Development (PUD) Agreement for the development of Lycee

MOTION: Councilmember Welch moved to approve the Planned Unit Development Agreement for the development of Lycee, Bel Aire, Sedgwick County, Kansas and authorize the Council President to sign. Councilmember Davied seconded the motion.

Roll Call Vote:

| | | |
|-------------------|-----------------------|-----------------|
| Jim Benage – Aye | Greg Davied– Aye | |
| Justin Smith– Aye | Diane Wynn – [absent] | John Welch- Aye |

Motion carried 4-0.

J. Consideration of An Agreement with Gregory Hiser Concerning The Development Of Lycee, Bel Aire, Sedgwick County, Kansas.

MOTION: Councilmember Davied moved to approve An Agreement Concerning The Development Of Lycee, Bel Aire, Sedgwick County, Kansas, and authorize the Council President to sign. Councilmember Welch seconded the motion. *Motion carried 3-0.*

K. Consideration of confirming Mayor Benage’s Appointment of Councilmember Justin Smith to the Bel Aire Public Building Commission. Justin will complete the term of Joel Schroeder who resigned as Councilmember.

MOTION: Councilmember Welch moved to confirm Mayor Benage’s appointment of Councilmember Justin Smith to the Bel Aire Public Building Commission. Councilmember Davied seconded the motion. *Motion carried 3-0.*

L. Consideration of confirming Mayor Benage’s Re-Appointment of Gary Northwall to the Bel Aire Tree Board. The term is two years.

MOTION: Councilmember Davied moved to confirm Mayor Benage’s re-appointment of Gary Northwall to the Bel Aire Tree Board. Council President Smith seconded the motion. *Motion carried 3-0.*

XIV. EXECUTIVE SESSION: There was no need for an executive session.

XV. DISCUSSION AND FUTURE ISSUES

A. April 12 Workshop at 6:30 pm?

The Council briefly discussed the agenda for the City Council workshop, which will be held on April 12, 2022 at 6:30 p.m.

XVI. ADJOURNMENT

MOTION: Councilmember Welch moved to adjourn. Councilmember Davied seconded the motion. *Motion carried 3-0.*

Approved by the City Council this 19th day of April, 2022.



Jim Benage, Mayor

ATTEST:



Melissa Krehbiel, City Clerk



(Published at www.belaireks.gov on December, _____ 2025.)

ORDINANCE NO. _____

**AN ORDINANCE APPROVING THE BEL AIRE 2035 COMPREHENSIVE
PLAN FOR BEL AIRE, KANSAS.**

WHEREAS, pursuant to K.S.A. 12-747, et seq., the Bel Aire Planning Commission (hereinafter the “Commission”) is authorized to make and amend a comprehensive plan for the Bel Aire planning area. The Commission published notice on July 24, 2025 and, thereafter, held a public hearing on August 14, 2025 to consider the adoption of the Bel Aire 2035 Comprehensive Plan (hereinafter the “Plan”); and

WHEREAS, on August 14, 2025, the Commission approved a Resolution adopting the Plan. The resolution and a certified copy of the Plan was submitted to the Governing Body of the City of Bel Aire, Kansas (hereinafter the “City”) for its review, including any written presentations, maps, plats, charts, or other materials made a part of such Plan. The Commission also submitted a written summary of the public hearing.

WHEREAS, the governing body considered the Plan on September 2, 2025. With a majority vote, the governing body sent the Plan back to the Commission for further consideration, with a statement specifying the basis for failure to approve or disapprove. The statement included concerns regarding multiple issues of outdated data and information. The Mayor provided an expanded report to city staff with some examples of outdated data and information; and

WHEREAS, the Commission had another public hearing on November 13, 2025 to consider the adoption of the Plan, heard all comments and remarks relating to the Plan, gave consideration to all statements, gave consideration to the Mayor’s expanded report, including the statement from the governing body; and.

WHEREAS, on November 13, 2025, the Commission approved a Resolution adopting the Plan. The resolution and a certified copy of the Plan was submitted to the governing body for its review, including any written presentations, maps, plats, charts, or other materials made a part of such Plan. The Commission also submitted a written summary of the public hearing.

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BEL AIRE,
KANSAS:**

SECTION 1. Plan Approval. The Plan dated November 13, 2025, as adopted by the Commission, which is certified and on file in the office of the City Clerk, is hereby approved as the official comprehensive plan for the City.

SECTION 2. Repealer. Ordinances Nos. 256, 383, 462, 544, and 558 are repealed in its entirety. All other ordinances or parts of other ordinances in conflict herewith are repealed. However, any section of an existing ordinance not in conflict herewith is not repealed and remains in full force and effect.

SECTION 3. Distribution. An attested copy of the Plan shall be sent to all other taxing subdivisions in the planning area requesting a copy as required by K.S.A. 12-747(c).

SECTION 4. Annual Review. At least once a year, the Commission shall review or reconsider the Plan or any part thereof and may propose amendments, extensions or additions which shall be adopted in the same manner as the original comprehensive plan, as required by K.S.A. 12-747(d).

SECTION 5. Effective Date. This Ordinance shall take effect and be in force from and after its adoption by the Governing Body of the City, approval by the Mayor, and publication once in the official city newspaper.

61 [Remainder of this page intentionally left blank]

ADOPTED by the Governing Body of the City of Bel Aire, Kansas on this 2nd day of December, 2025.

SIGNED by the Mayor on this _____ day of December, 2025.

CITY OF BEL AIRE, KANSAS

Jim Benage, Mayor

ATTEST:

Melissa Krehbiel, City Clerk

APPROVED AS TO FORM:

Maria A. Schrock, City Attorney

(Published at www.belaireks.gov on November, _____, 2025.)

RESOLUTION NO. _____

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BEL AIRE, KANSAS, CONCERNING THE ADOPTION OF THE BEL AIRE 2035 COMPREHENSIVE PLAN.

WHEREAS, pursuant to authority granted by statutes of the State of Kansas, the Bel Aire Planning Commission (hereinafter the “Commission”) was reestablished by the Governing Body of the City of Bel Aire, Kansas By Ordinance No. 195 and given authority to adopt a comprehensive plan for all of the City of Bel Aire (hereinafter the “City”); and

WHEREAS, pursuant to provisions of K.S.A. 12-747(a), the Commission did give notice by publication on the City Municipal Website on July 24, 2025 of a public hearing on the Bel Aire 2035 Comprehensive Plan (hereinafter the “Plan”) to be held on August 14, 2025; and

WHEREAS, the governing body considered the Plan on September 2, 2025. With a majority vote, the governing body sent the Plan back to the Commission for further consideration, with a statement specifying the basis for failure to Approve or Disapprove. The statement included concerns regarding multiple issues of outdated data and information; and

WHEREAS, the Mayor provided an expanded report to city staff with some examples of outdated data and information; and

WHEREAS, the Commission had another public hearing on November 13, 2025, heard all comments and remarks relating to the Plan, gave consideration to all statements, gave consideration to the Mayor’s expanded report, including the statement from the governing body.

BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF BEL AIRE, KANSAS, AS FOLLOWS:

Section 1. The Plan is hereby adopted as the official comprehensive plan for the City.

Section 2. In compliance with K.S.A. 12-747(b), the action of the Commission shall be provided to the Bel Aire Governing Body in the form of a certified copy of said Plan, this Resolution, and a written summary of the public hearing and, furthermore, to recommend that they approve the Plan by publication of an Ordinance as required by K.S.A. 12-747(b).

[Remainder of this page intentionally left blank]

ADOPTED by the Bel Aire Planning Commission on this 13th day of November, 2025.

SIGNED by the Presiding Officer on the 13th day of November, 2025.

Philip Jordan, Chairperson

ATTEST:

Paula Downs, Secretary

APPROVED AS TO FORM ONLY:

Maria A. Schrock, City Attorney

STAFF REPORT

DATE: 11/24/2025

TO: Bel Aire City Council

FROM: Paula Downs

RE: Bel Aire 2035 Comprehensive Plan

STAFF COMMUNICATION

| | |
|------------------|------------|
| FOR MEETING OF | 12/02/2025 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

SUMMARY: Bel Aire 2035 Comprehensive Plan

The city placed notification on the City of Bel Aire's website as required by city code. The affidavit of publication is provided. The comprehensive plan required notification of public hearing which was made on July 24, 2025.

Planning Commission approved the Comprehensive Plan Resolution at their August 14, 2025, meeting. The draft meeting minutes provide details of the discussion. Meeting minutes are included in the agenda packet.

City Council reviewed the Comprehensive Plan at their September 2, 2025, meeting. City Council discussed several items that needed to be modified before approval. The City Council sent the item back to the Planning Commission.

Background:

In 2023, the City initiated a project to create a new comprehensive plan that describes a vision and framework for the community's development over the next 10 years. The document will serve as a roadmap for adopting new policies and initiatives that achieve its identified vision. The comprehensive plan will assist the City Council in making well-informed decisions regarding land use and capital improvements.

The plan will complement zoning regulations, development codes, capital improvement programs and other city processes.

1. August 14, 2025- Planning Commission Meeting

The Planning Commission were provided a brief overview of the planning process and overall organization of the planning document. Commission was provided with the four planning stages and how the plan was organized. Commission was provided summary information on each section of the plan including the general information provided in each appendix section.

PEC provided additional highlights from the plan and stood for questions. The Planning Commission asked several clarifying questions and stated they felt the plan was put together well.

The Planning Commission moved to adopt the Resolution to Adopt the Bel Aire 2025 Comprehensive Plan as presented and recommend that the Governing Body approve the Plan by publication of an Ordinance per K.S.A. 12-747(b).

2. September 2, 2025- City Council Meeting

PEC provided a brief presentation to the City Council outlining the plan and providing an overview of the format, plan phases, and several plan highlights. Mayor Benage expressed concerns about the data used for the plan. Councilmember Schmitz had concerns about the population estimates being low. Councilmember Dehn had concerns about the amount of public engagement for the plan; he wished it were more robust.

Based on concerns about the data used, it was moved to return the recommendation of the Planning Commission for Approval of the plan to the Planning Commission for further consideration, with a statement specifying the basis for failure to Approve or Disapprove, the statement is: This plan has multiple issues of outdated data and information.

(Mayor Benage) will provide an expanded report within a week, but some of the examples are: outdated population, outdated average income, outdated traffic counts, inaccurate references to medical facilities, and future use proposals that are not consistent with current zoning, especially with regards to land south of the railroad tracks and east of Webb Road. The motion to return was passed 5-1.

3. November 13, 2025- Planning Commission Meeting

PEC and staff meet with Mayor Benage to discuss several concerns/questions he had about the Comprehensive Plan. Each concern was discussed and updates were made. There were several comments related to the utilization of “outdated” data. At the time the community overview information was created in late 2023, the current data information was from 2022. Data is typically made available in December of each year which reflects information from the previous year- for example: December 2024 would reflect data for 2023. At the time the Comprehensive Plan was presented in September, data for 2024 was not available.

The key updates made to the plan are as follows:

1. Page 15 includes flexibility language to the goal of creating a Parks, Recreation, and Trails Advisory Board- now states: “
2. Property located south of the railroad tracks between Rock Road and Webb Road was revised on Map 3-2 | Future Land Use Map (page 27) from "Traditional Neighborhood" to "Industrial & Logistics Center". Complimentary map revisions were made on pages 33 and 45.
3. The Key Findings on page A-3 were revised.
 - a. Previous: "Furthermore, this percentage can also indicate that the critical mass of residential uses has not been met to satisfy the private sector selection criteria for non-residential development within the City."
 - b. Revised: "It is recommended that the City explore marketing opportunities that exist based on the current demographics and needs of Bel Aire, in addition to working with the private sector to better understand key metrics to increase the amount of commercial amenities and services available."

4. Updated Map A-3 - Community Facilities & Services (page A-9) to remove the reference to Heart Hospital and Heartland Cardiology. "Wesley Medical Center operates a 99-bed hospital offering emergency care, cardiac, orthopedic, and bariatric services at 2610 N. Woodlawn Blvd." was added to page A-8.
5. Updated Map A-6 - Traffic Volume (page A-15) to reflect latest 2025 data from KDOT.
6. The location of the future Skyview Park has been added to Map A-4 - Existing Park Needs (page A-11).
7. Replace 2022 American Community Survey data with 2023 American Community Survey data where applicable within Appendix A: Community Assessment.
8. Added footnote to page A-28 indicating that the adopted mill level at the time the analysis was 43.000, with the note that the mill levy adopted for 2026 is 41.000.

Mayor Benage provided additional comments that were discussed and agreed that changes would not be needed.

The Planning Commission approved the updated Comprehensive Plan Resolution with a 5-0 vote.

Current Discussion

The Comprehensive Plan has been updated, and the Planning Commission approved the Resolution to adopt the plan.

Staff recommends approval of the Comprehensive Plan by Ordinance.

STAFF REPORT

DATE: 11/06/2025

TO: Bel Aire Planning Commission

FROM: Paula Downs

RE: Bel Aire 2035 Comprehensive Plan

STAFF COMMUNICATION

| | |
|------------------|------------|
| FOR MEETING OF | 11/13/2025 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

SUMMARY: Bel Aire 2035 Comprehensive Plan

The city placed notification on the City of Bel Aire's website as required by city code. The affidavit of publication is provided. The comprehensive plan required notification of public hearing which was made on July 24, 2025.

Planning Commission approved the Comprehensive Plan Resolution at their August 14, 2025, meeting. The draft meeting minutes provide details of the discussion. Meeting minutes are included in the agenda packet.

City Council reviewed the Comprehensive Plan at their September 2, 2025, meeting. City Council discussed several items that needed to be modified before approval. The City Council sent the item back to the Planning Commission.

Background:

In 2023, the City initiated a project to create a new comprehensive plan that describes a vision and framework for the community's development over the next 10 years. The document will serve as a roadmap for adopting new policies and initiatives that achieve its identified vision. The comprehensive plan will assist the City Council in making well-informed decisions regarding land use and capital improvements.

The plan will complement zoning regulations, development codes, capital improvement programs and other city processes.

August 14, 2025- Planning Commission Meeting

The Planning Commission were provided a brief overview of the planning process and overall organization of the planning document. Commission was provided with the four planning stages and how the plan was organized. Commission was provided summary information on each section of the plan including the general information provided in each appendix section.

PEC provided additional highlights from the plan and stood for questions. The Planning Commission asked several clarifying questions and stated they felt the plan was put together well.

The Planning Commission moved to adopt the Resolution to Adopt the Bel Aire 2020 Comprehensive Plan as presented and recommend that the Governing Body approve the Plan by publication of an Ordinance per K.S.A. 12-747(b).

September 2, 2025- City Council Meeting

PEC provided a brief presentation to the City Council outlining the plan and providing an overview of the format, plan phases, and several plan highlights. Mayor Benage expressed concerns about the data used for the plan. Councilmember Schmitz had concerns about the population estimates being low. Councilmember Dehn had concerns about the amount of public engagement for the plan; he wished it were more robust.

Based on concerns about the data used, it was moved to return the recommendation of the Planning Commission for Approval of the plan to the Planning Commission for further consideration, with a statement specifying the basis for failure to Approve or Disapprove, the statement is: This plan has multiple issues of outdated data and information.

(Mayor Benage) will provide an expanded report within a week, but some of the examples are: outdated population, outdated average income, outdated traffic counts, inaccurate references to medical facilities, and future use proposals that are not consistent with current zoning, especially with regards to land south of the railroad tracks and east of Webb Road. The motion to return was passed 5-1.

Current Discussion

PEC and staff meet with Mayor Benage to discuss several concerns/questions he had about the Comprehensive Plan. Each concern was discussed and updates were made. There were several comments related to the utilization of “outdated” data. At the time the community overview information was created in late 2023, the current data information was from 2022. Data is typically made available in December of each year which reflects information from the previous year- for example: December 2024 would reflect data for 2023. At the time the Comprehensive Plan was presented in September, data for 2024 was not available.

The key updates made to the plan are as follows:

1. Page 15 includes flexibility language to the goal of creating a Parks, Recreation, and Trails Advisory Board- now states: “
2. Property located south of the railroad tracks between Rock Road and Webb Road was revised on Map 3-2 | Future Land Use Map (page 27) from "Traditional Neighborhood" to "Industrial & Logistics Center". Complimentary map revisions were made on pages 33 and 45.
3. The Key Findings on page A-3 were revised.
 - a. Previous: "Furthermore, this percentage can also indicate that the critical mass of residential uses has not been met to satisfy the private sector selection criteria for non-residential development within the City."
 - b. Revised: "It is recommended that the City explore marketing opportunities that exist based on the current demographics and needs of Bel Aire, in addition to working with the private sector to better understand key metrics to increase the amount of commercial amenities and services available."

4. Updated Map A-3 - Community Facilities & Services (page A-9) to remove the Kansas Heart Hospital and Heartland Cardiology. "Wesley Medical Center operates a 99-bed hospital offering emergency care, cardiac, orthopedic, and bariatric services at 2610 N. Woodlawn Blvd." was added to page A-8.
5. Updated Map A-6 - Traffic Volume (page A-15) to reflect latest 2025 data from KDOT.
6. The location of the future Skyview Park has been added to Map A-4 - Existing Park Needs (page A-11).
7. Replace 2022 American Community Survey data with 2023 American Community Survey data where applicable within Appendix A: Community Assessment.
8. Added footnote to page A-28 indicating that the adopted mill level at the time the analysis was 43.000, with the note that the mill levy adopted for 2026 is 41.000.

Mayor Benage provided additional comments that were discussed and agreed that changes would not be needed.

Staff Recommendation:

All comments and updates have been made to the Comprehensive Plan document as requested.

Staff recommend that the comprehensive plan be approved.

(Published at www.belaireks.gov on November, _____, 2025.)

RESOLUTION NO. _____

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF BEL AIRE, KANSAS, CONCERNING THE ADOPTION OF THE BEL AIRE 2035 COMPREHENSIVE PLAN.

WHEREAS, pursuant to authority granted by statutes of the State of Kansas, the Bel Aire Planning Commission (hereinafter the “Commission”) was reestablished by the Governing Body of the City of Bel Aire, Kansas By Ordinance No. 195 and given authority to adopt a comprehensive plan for all of the City of Bel Aire (hereinafter the “City”); and

WHEREAS, pursuant to provisions of K.S.A. 12-747(a), the Commission did give notice by publication on the City Municipal Website on July 24, 2025, of a public hearing on the Bel Aire 2035 Comprehensive Plan (hereinafter the “Plan”) to be held on August 14, 2025; and

WHEREAS, the governing body considered the Plan on September 2, 2025. With a majority vote, the governing body sent the Plan back to the Commission for further consideration, with a statement specifying the basis for failure to Approve or Disapprove. The statement included concerns regarding multiple issues of outdated data and information; and

WHEREAS, the Mayor provided an expanded report to city staff with some examples of outdated data and information; and

WHEREAS, the Commission had another public hearing on November 13, 2025, heard all comments and remarks relating to the Plan, gave consideration to all statements, gave consideration to the Mayor’s expanded report, including the statement from the governing body.

BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF BEL AIRE, KANSAS, AS FOLLOWS:

Section 1. The Plan is hereby adopted as the official comprehensive plan for the City.

Section 2. In compliance with K.S.A. 12-747(b), the action of the Commission shall be provided to the Bel Aire Governing Body in the form of a certified copy of said Plan, this Resolution, and a written summary of the public hearing and, furthermore, to recommend that they approve the Plan by publication of an Ordinance as required by K.S.A. 12-747(b).

[Remainder of this page intentionally left blank]

ADOPTED by the Bel Aire Planning Commission on this 13th day of November 2025.

SIGNED by the Presiding Officer on the 13th day of November 2025.

Phillip Jordan, Chairperson

ATTEST:

Paula Downs, Secretary

APPROVED AS TO FORM ONLY:

Maria A. Schrock, City Attorney



BEL AIRE2035

COMPREHENSIVE PLAN

DRAFT



ACKNOWLEDGMENTS

Thank you to all participants in the planning process. Your time, technical expertise, and guidance was critical to the development of the Bel Aire 2035 Comprehensive Plan. Your investment in this plan is valued.



MAYOR AND CITY COUNCIL

Jim Benage, Mayor

Emily Hamburg, Council President

Greg Davied

Tyler Dehn

John Welch

Tom Schmitz

PLANNING COMMISSION

Phillip Jordan, Chairman

Deryk Faber, Vice Chairman

Edgar Salazar

Dee Roths

Paul Matzek

Brian Mackey

Brian Stuart

COMPREHENSIVE PLAN CORE TEAM (CPCT)

Ted Henry, City Manager

Paula Downs, Director of Community Development

CONSULTANT TEAM

Professional Engineering Consultants, P.A. (pec1.com)



TABLE OF CONTENTS

4

INTRODUCTION

11

VALUE STATEMENTS & GOALS

19

LAND USE & GROWTH FRAMEWORK

A-1

APPENDIX A - COMMUNITY ASSESSMENT

B-1

APPENDIX B - SUMMARY OF RELEVANT PLANS & STUDIES

C-1

APPENDIX C - COMMUNITY ENGAGEMENT SUMMARY

Section XIII, Item C.





INTRODUCTION

In 2023, the City of Bel Aire embarked on the creation of a new comprehensive plan - a guiding document that describes a vision and framework for the community's development over the next 10 years. City leaders in Bel Aire recognized the importance of having a community-driven blueprint to help guide the future.



CONTEXT

The Bel Aire 2035 Comprehensive Plan is the result of considerable analysis and study of the community as it exists today, as well as significant collaboration, participation, and input from Bel Aire leaders and identified stakeholder groups throughout the planning process.

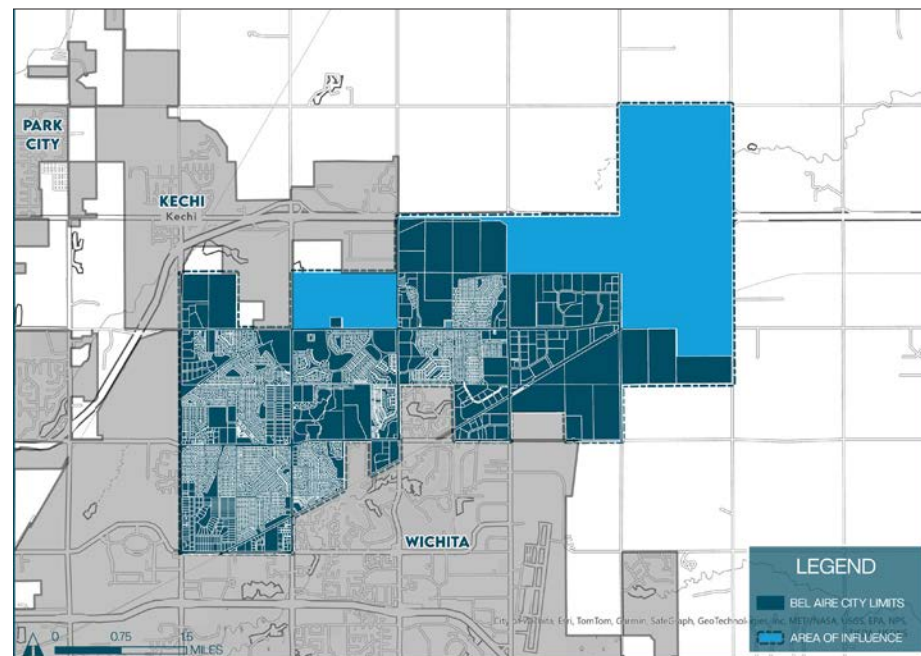
What is now the City of Bel Aire began originally as an improvement district close to Wichita, Kansas. Incorporated on November 26, 1980, Bel Aire is currently a city of the second class located in the northeastern portion of the Wichita Metropolitan Statistical Area (MSA) in Sedgwick County, Kansas. The City currently occupies approximately 6.4 square miles – or 4,091 acres – of land. Major regional roadways within proximity to Bel Aire include K-96, K-254, and I-135. The study limits for the Bel Aire 2035 Comprehensive Plan include the incorporated City limits and the land designed as the City's extraterritorial jurisdiction (ETJ), or as referenced by Sedgwick County, the "Area of Influence."

COMPREHENSIVE PLAN PURPOSE

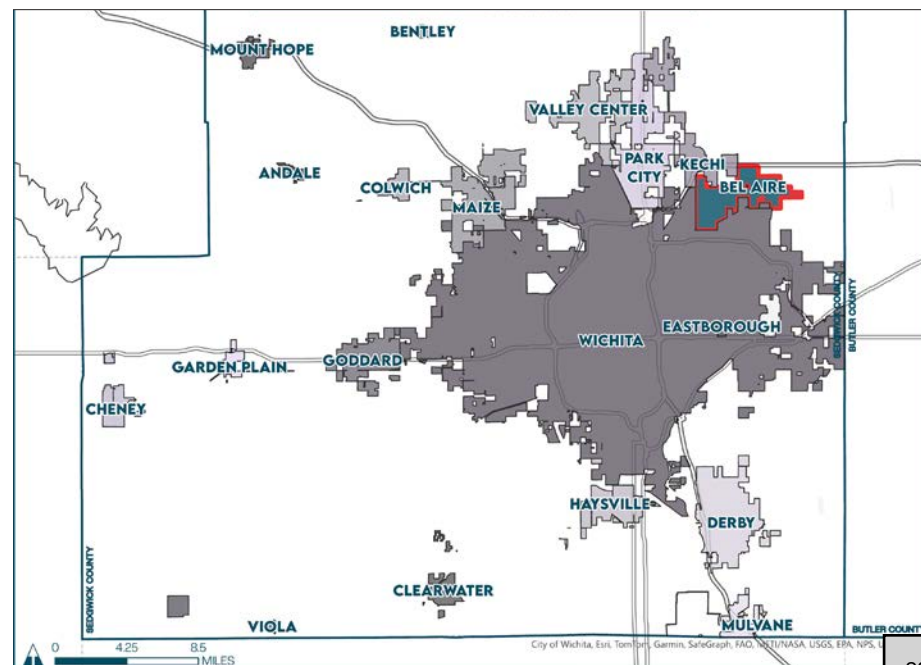
The updated comprehensive plan will serve as the City's roadmap for adopting new policies and initiatives that achieve its identified vision. Implementing these changes will require coordinated effort between city departments, residents, and other partners engaged throughout the planning process. The Bel Aire 2035 Comprehensive Plan will assist the City Council in making well-informed decisions regarding land use and capital improvements – decisions that will have long-lasting impacts on how Bel Aire grows and develops. Equally important, the Bel Aire 2035 Comprehensive Plan can help communicate the community's aspirations and goals to private sector investors, local institutions, businesses, and residents.

From a practical standpoint, the Bel Aire 2035 plan will serve as a playbook for local officials to understand the appropriate types of development and land uses in the City, realizing that each new development or redevelopment project creates a lasting impact on the City's design, built form, economic well-being, and quality of life.

MAP 1-1 - PLANNING AREA



MAP 1-2 - REGIONAL CONTEXT



It is important to note that a comprehensive plan does not replace zoning regulations, development codes, capital improvement programs, or other regulatory documents. Instead, the Bel Aire 2035 Comprehensive Plan will serve as the foundation for updates to those policy documents and implementation tools.

Comprehensive plans should be reviewed and revised regularly to respond to shifts in economic or demographic conditions, changes in state and federal law, the impacts of existing policies and past decisions, and new implementation tools or resources that would benefit the desired outcomes of the plan. At least once a year, the Planning Commission should review or reconsider the plan to comply with state statute and may propose amendments or updates. Without regular evaluation and monitoring of progress, the plan will lose its effectiveness in achieving and upholding the shared vision for Bel Aire.



In summary, the Bel Aire 2035 Comprehensive Plan serves several key purposes:

● FUTURE VISION

This plan represents consensus on Bel Aire's desired long-term future. It is the fundamental guiding planning document for the City Council, Planning Commission & Board of Zoning Appeals, City departments, and other partner agencies and organizations.

● LAND USE & GROWTH FRAMEWORK

This plan provides a land use and growth strategy that promotes the highest and best use of land while attempting to reduce land use conflicts. It aims to increase the benefits land can provide in terms of residential and employment opportunities, transportation options, recreation, and open space. These benefits should be sustainable so that current and future generations of residents and stakeholders can thrive in Bel Aire.

● PUBLIC INVESTMENT GUIDE

The Bel Aire City Council and City departments should use this plan to guide decision-making regarding capital improvements and investments in community facilities and infrastructure. Other investments may involve specific area management and enhancement efforts (high-value corridors, neighborhoods, etc.), community design and placemaking initiatives, neighborhood conservation, arts and culture, and historic preservation. The City is also encouraged to seek grant opportunities and other funding sources at the regional, state, and federal levels.

● PRIVATE INVESTMENT GUIDE

Developers, industries, entrepreneurs, and others interested in investing in Bel Aire can use this plan to gain insight on land use policies and development opportunities. This type of community stakeholder will view sound long-range community planning as critical to ensuring the viability, stability, and long-term success of their projects and investments in Bel Aire.

PLANNING PROCESS

Preparing the Bel Aire 2035 Comprehensive Plan involved a multiple phase planning process starting in 2023 and ending in Month 20XX.

● PHASE 1: COMMUNITY ASSESSMENT

The first phase included a review of previous planning documents and policies, land use conditions, demographic trends, and local development opportunities and constraints.

● PHASE 2: COMMUNITY ENGAGEMENT

Although identified as a specific phase of the planning process, community engagement was carried out throughout the entire project calendar. A series of stakeholder group events and listening sessions, pop-up community events, and City leadership engagement were prioritized to ensure the planning vision created is reflective of diverse community voices.

● PHASE 3: PLANNING

Following the community assessment and initial phases of the community engagement process, considerable time and effort were invested to establish a community vision. Once the vision was identified, the planning team worked to develop community goals, policies, and strategies through continued analysis and community dialogue.

● PHASE 4: REFINE, ADOPT, & IMPLEMENT

During this phase, the final review of the plan occurred, followed by the official plan adoption process.



PLAN ORGANIZATION

Section XIII, Item C.

The Bel Aire 2035 Comprehensive Plan is organized into three sections and three appendices. The first section explains how the Plan came to be, why it is necessary, and how it should be integrated into daily decisions. Section 2 describes the value statements and goals for the Plan.

Section 3 provides the Plan's recommendations related to future land use and the built environment. This section delivers recommendations to guide Bel Aire as the City works to achieve this Plan's vision.

Lastly, the appendices cover detailed background information that was considered comprehensively to form the Plan. The three appendices include an in-depth assessment of the community (Appendix A), summaries of existing plans and studies (Appendix B), and a full recap of the community engagement events and findings (Appendix C).

INTRODUCTION

VALUE STATEMENTS & GOALS

LAND USE & GROWTH FRAMEWORK

APPENDIX A - COMMUNITY ASSESSMENT

APPENDIX B - SUMMARY OF RELEVANT PLANS & STUDIES

APPENDIX C - COMMUNITY ENGAGEMENT SUMMARY

COMMUNITY HISTORY

September 25, 1980

Bel Aire residents petitioned Sedgwick County to make their district a third-class city. It takes a unanimous vote of the commission to grant their request. Due to an intense hearing, the county commission delayed their decision.

November 26, 1980

The County received intense lobbying from both sides. Finally, by late November, they voted to allow Bel Aire to be formally incorporated as a city and the county adopted the official order of incorporation.

February 17, 1981

Bel Aire's first election! A total of 17 candidates sought 6 seats. Winners were Bill Cox, Charles Eaton, Delbert Hinkle, Geene Postlethwaite, and Patricia Morgan. Bill Brookhouser became Bel Aire's first Mayor.

September 2, 1981

Boundaries established.

October 3, 1981

Bel Aire holds first Celebration Day marking a time of hope and expectations.

March 1982

Bel Aire residents learned the shocking news: Sedgwick County District Judge Michael Corrigan overturned the county's decision to incorporate, arguing that county officials had not fully considered whether the decision was really in the area's best interest.

Bel Aire leaders vowed to fight for their city!

April 13, 1982

Bel Aire residents marched on Wichita's City Hall to show a united front against Wichita's objections against Bel Aire's incorporation.

October 22, 1982

The Kansas Supreme Court handed down the final judgement after two years of controversy. Deliberations had taken over a month.

WITH A VOTE OF 5-1:

BEL AIRE'S INCORPORATION WAS LEGAL!

January 8, 1983

Growth plans that came to a standstill while the courts deliberated are moving ahead! Within the last three months, construction started on three major housing developments.

April 1983

Charles Eaton becomes mayor.

September 17, 1983

Proclaimed Bel Aire Family Affair Day by Mayor Eaton so that all citizens may once again join hands in unity and fill the streets with laughter.

April 1984

Johnston's Ye Olde Ice Cream Shoppe and golf pro shop opens on the southeast corner of 45th & Woodlawn.



October 1984

Proposed routing of K-96 is set to run through Bel Aire which would bisect Bel Aire in two places. Leaders felt this would change the identity of Bel Aire. In time, the location changed to cut to the south missing Bel Aire.

January 1985

Sunrise Bible Chapel on 45th Street between Woodlawn and Oliver was completed.

February 1985

City Hall, operating out of the basement of Sedgwick County Fire District #1 along Woodlawn, gets a computer system for a bid of \$21,832.

New state law came into effect that designated a portion of the county sales tax to go directly to the county's subdivisions, including the individual cities. This new revenue source allowed Bel Aire to finance a number of needed improvements such as the establishment of a maintenance department and kicked off the search for a City Hall.

July 13, 1985

A leak in Bel Aire's main water line required Mayor Eaton to drive around town alerting residents with a bullhorn to stop using their sprinklers. Luckily the alert measure worked well but quickly spurred the need of a new process in alerting residents for the future.



December 1986

Bel Aire city offices have new home at the former Church of the Nazarene at 4551 N. Auburn.

April 1988

Arrangement made between Bel Aire and Wichita for a 20 year purchase of water from Wichita but retained the use of its own distribution and billing system.

February 1989

Catholic Diocese held a ceremony launching the construction of a massive complex called the Spiritual Life Center which includes housing for priests and facilities for various levels of senior lifestyles and care. It will be found spread out on 140 acres on the corner of Woodlawn and 45th St.



November 1990

Installation begins on school crossing signals on 45th St North.

1992

Developer K.C. "Buck" Alley and his wife donated over 6 acres north of 47th street to be a park. Now known as Alley Park.



1992

Resurrection School is established.

1993

Bel Aire approaches Wichita about annexing more territory due to growth. Wichita states water contract from 1987 does not allow Bel Aire to serve outside city boundaries.



October 7, 1994

Bel Aire Recreation Center opens and offers activities for both youth and seniors.

1994

Clarence Johnson begins airing city council meetings on cable channel 7. He would continue to air the meetings for the next 15 years.

April 13, 1996

Arbor Day celebration ensues with a planting in honor of the city's first police chief Milton Mills.

1997

Park City invited city leaders of Bel Aire, Kechi, and Valley Center to attend a special council meeting to discuss working together to develop a regional drinking water supply. There was no interest at that time and nothing developed.

April 1997

Bel Aire installed its latest council include Sharla Perry, Gary O'Neal, Mary Dicke, and Harold Smith.



March 1998

Harold Smith and Jim Dunning resigned from their positions. City Council president Lyle Ackerman assumed the role of mayor for the second time. The City decided to pursue the hiring of a full time city administrator, Tim Johnson, who was a resident of Bel Aire.

1998

The city experienced one of its biggest growth spurts, going from just over 1,800 in 1990 to over 5,500 by 1998.

1999

City dedicated Brookhouser Park in Willow Creek in honor of the city's first mayor.

April 1999

Gary O'Neal won mayoral race. Council members were Sharla Perry, Mary Dicke, Greg Mittman, Maurice Terrebonne, and Carolyn Marlier.

1980 - 1983

1984 - 1990

1991 - 1999

2000

Richard Gale became the second full-time city administrator of Bel Aire.

2000

Bel Aire became the first city in Sedgwick County to provide curbside recycling.

2001

Chisholm Creek Utility Authority (CCUA) was born to provide municipal services to Park City and Bel Aire. This allowed Bel Aire to service outside city limits.

In pursuit to purchase a small parcel of land to construct a new water tower to the north, city leaders saw an opportunity to purchase land northeast of town for future development and to prevent the land from being taken by another entity such as Kechi or Wichita. The city decided to acquire 389 from the Tjaden family, from 53rd Street down to 45th Street west of Rock thus kicking off a scramble for land in Sedgwick County.

2002

The creation of Chisholm Creek Utility Development Authority, LLC by city and two private developers was made in order to quickly acquire land. It was later renamed Bel Aire Development Authority in 2004. With these efforts, Bel Aire was able to annex a total of 2,200 acres which tripled the City's land area and extended the city's boundaries to the far north and east of the original developments of the old improvement district.

June 2003

City develops 320 acre tract called Central Park containing 500 residential lots and several commercial tracts.

May 2004

City Hall at its new location in Central Park is complete.

March 2005

The City and Tree Board celebrated Arbor Day with planting 100 trees west of the bridge on Central Park Ave to Woodlawn

**April 2005**

New leaders emerged from elections. Brian Withrow became Mayor.

Richard Gale stepped down from city administrator. Barb Crouse filled his position until Alan Morris came in 2006.

April 2005

An emu was running loose at 45th & Rock Rd. With the assistance of Bel Aire Police, Sunrise staff was able to get it safely back in the pen. Although, it was later determined that the emu didn't belong to Sunrise and it was returned to the owner. Not only did it catch local attention but also the attention of national news media.

November 2005

Bel Aire became the first city in Sedgwick County to be smoke-free.

February 2006

First edition of the Bel Aire newspaper was released! Name still to be determined. By the next edition it was titled the Bel Aire Breeze.

February 2006

Bel Aire Development Authority LLC was dissolved by the City Council.

December 2006

Wickham industries opens their doors at their new home in Bel Aire sitting on 10.3 acres on the corner of 45th Street and Webb Rd.

March 2006

The water and sewer department was created.

Summer 2006

Bel Aire Central Park Community Pool opens.

**2007**

Harold Smith won mayoral race. Ty Lasher was hired as full-time city administrator.

September 2007

USD 259 district officials shared interest to build both a high school and elementary school in Bel Aire. There is some disagreement between USD 259 and USD 375 on altering school boundary lines.

May 2008

Catholic Care Center started a \$2.5 million renovation to turn two wings into a 32-bed special Alzheimer's care unit. This wing would expand the Alzheimer care unit to a total of 72 beds.

July 2008

The Bel Aire Recreation Department has reached record numbers of baseball and softball teams with most of the credit due to the new youth field constructed in March.

July 28, 2008

School boundary dispute ends after year long dispute between Wichita and Circle school districts. The Circle school board denied Wichita's request to a boundary change and negotiations proved unsuccessful. The Wichita district did not want to take the matter to the state school board and create potential for a highly politicized decision.

August 2008

Bel Aire Area Chamber of Commerce is formed.



A 1% sales tax was put on the November 4th ballot that would allow a projected \$140,000 per year to be used on new streets or reconstruction of new streets for a period of 10 years. It did not pass.

November 2008

Bel Aire gets a new website. The site features surveys and information about what is happening around Bel Aire.

January 2009

Leatherman's Dental opens at 3837 N Woodlawn. The first medical office in the city.

**February 2009**

Senior Patrol volunteer program begins. Larry Anderson and Ed Bole serve as first two senior patrol officers.

March 2009

Bel Aire selected a new city logo.

**November 2009**

After months of negotiations, Bel Aire City Council accepted a contract from USD 259 for the purchase of 140 acres at two locations along 53rd Street for \$1.781 million.

March 2010

Ty Lasher, current City Administrator, shifted to City Manager which focused more of the day to day responsibilities of the city management from the mayor to Lasher.

September 2010

KaBoom! recognizes the city's efforts to encourage residents to play and is selected as a 2010 Playful City USA community. The City continued to receive this recognition each year until the program ended in 2017.

**October 2010**

New schools break ground in Bel Aire. USD 259's new K-8 school will be constructed on the southeast corner of 53rd Street and Woodlawn and the high school will be on the north east corner of 53rd and Rock Rd.

2011

Due to state budget cuts on education, USD 259 school boundaries changed; schools would no longer be new institutions but new homes to current schools relocated to the new locations. The high school will be the new home to Northeast Magnet High School and the K-8 school will serve Bel Aire students in kindergarten through 5th grade as well as students from Isely Traditional Magnet Elementary.

November 2011

Utility bills can now be e-mailed to residents if desired.

August 2012

Construction on schools completed and new school year begins for all schools in Bel Aire including Isely Elementary and Northeast Magnet High School.

November 5, 2012

Sunflower Commerce Park breaks ground! It would become the home to Century Manufacturing (2013), Buzzi Unicem USA (2015), Fed Ex (2015), Wichita Hoops (2014), Nordic Stone LLC (2016), SCKEDD (2016), Epic Sports (2017), and Empire Wall (2019).

**2000 - 2005****2006 - 2008****2009 - 2012**

February 2013

Century Manufacturing started operating in its new 36,000 square-foot facility in the Sunflower Commerce Park. It's the first tenant at the new commerce park.

**April 2013**

David Austin gets elected as Bel Aire's new mayor. Council includes Guy MacDonald, Peggy Sue O'Donnell, Ramona Becker and Betty Martine.

August 12, 2013

First Hot Dawgs Pool Party was hosted at the Central Park Community Pool. It was a success and continues to remain an annual event.

November 2013

Bel Aire received funding from the Kansas Department of Transportation for rail siding in the Sunflower Commerce Park. The rail siding, built off the main Union Pacific line running through the 800-acre park, will increase the shipping capabilities for manufacturing businesses.

April 11, 2014

Rock Ridge Family Medicine, at 53rd and Rock Rd, held a ribbon cutting ceremony at its new home in Bel Aire.

**February 2015**

New entry signs are to be installed at various locations throughout the City. The first one will be located at 37th and Woodlawn.

**April 2015**

City leaders toured the newly opened Broadstone Apartments complex in the 5600 block of North Lycee. The apartments include 48 units.

September 2015

The Adopt-A-Hydrant program, which allows homeowners the ability to get creative painting fire hydrants while also assuming the maintenance, gained momentum. A minion, dalmation, Batman, and WuShock popped up around town.

**August 2016**

The city is named one of the fastest-growing cities in Sedgwick County.

November 2017

Elections bring about big changes to city council with four new members taking office in January. Incoming Council members are Jeff Elshoff, Jeff Hawes, Justin Smith, and Jim Benage.

January 2018

New hours are established for City Hall in order to better serve customers.

April 16, 2019

City Council voted 4-1 in favor of a three-lane expansion of Woodlawn from the railroad tracks on Woodlawn to 45th with a signalized intersection at 45th St.

November 2019

Election once again brought changes. Jim Benage was elected as Mayor which created an open vacancy to be filled in 2020. Joel Schroeder and Diane Wynn were elected alongside side current council members Justin Smith and Jeff Elshoff.

January 2020

Bel Aire kicks off 40th Anniversary with a celebration sharing a past to present exhibit, and presentation from Jay M. Price, author of "A City of the Future - The Story of Bel Aire, Kansas."

March 2020

The City adapts city services to make safety a priority as COVID-19 hits. The Spring Festival was canceled but Bel Aire Police Officers find a way to connect and spread cheer by delivering eggs door to door.

**October 2020**

A secure ballot drop box was installed by Sedgwick County at Bel Aire City Hall next to the city's utility drop off box. This is an additional way for voters to return their advance mail ballots.

November 17, 2020

City Manager Ty Lasher was presented the Buford Watson Jr. Award. This is the state's highest honor in the city and county management professions..

February 2021

Clinic in a Can is moving to Bel Aire! Clinic in a Can transforms ordinary shipping containers into fully functioning medical facilities that can be transported and set up anywhere in the world.

**July 2022**

Catholic Care Center is expanding by adding a Senior Behavioral Health Hospital on its campus. The hospital is part of a \$13 project which also includes renovations of the center's long-term care residence.

August 20, 2022

Ribbon cutting for new disc golf park in Alley Park was held.

November 9, 2022

A groundbreaking ceremony was held for a new senior housing complex located at the southeast corner of 53rd North and Oliver. Homestead Senior Living is constructing nine quad-plex buildings for a total of 36 units.

**February 2023**

Integra Technologies announced their plans to build a 1 million square foot building at the southeast corner of K254 and Rock Rd..

April 2023

Bel Aire receives \$4.7 million BASE 2.0 grant for infrastructure improvements to serve Sunflower Commerce Park.

2013 - 2019

2020 - 2023



VALUE STATEMENTS & GOALS

Section 2 describes the value statements and goals that set the tone for the City over the next 10 years.



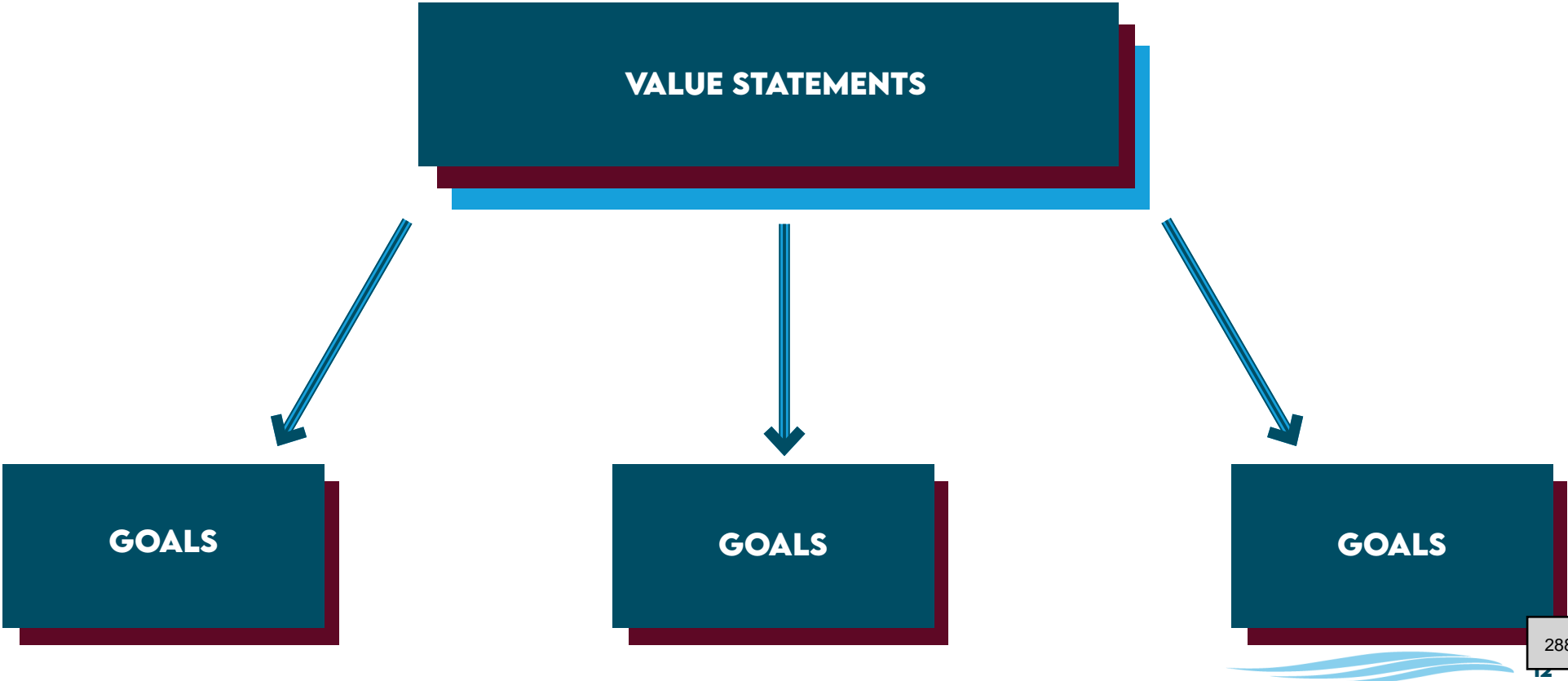
VALUE STATEMENTS & GOALS

Section 2 of this plan serves to summarize Bel Aire’s standards and ethics - it represents the overarching ideals of the City. The following value statements were a result of the Community Engagement process, meaning they came from the stakeholders of Bel Aire themselves, and have been infused with planning expertise and key findings from the Community Assessment phase. They guide the goals this plan recommends. Using this framework allows this document to serve as a modern best-practice guidebook for Bel Aire, grounded in its own values.

As shown in Appendix C, this plan had extensive community engagement, interacting with stakeholders from Bel Aire at ten different events. While this provides a breadth of information, it does not address every individual opinion and does not claim to be all encompassing. This was taken into consideration when drafting the plan. While not without its shortcomings, the value statements and goals in this plan have been developed with and for the citizens of Bel Aire.

VALUE STATEMENTS express a common belief or principle found in Bel Aire. These ideas were often discussed at multiple different events and with gusto. They should be guiding principles that can aid future decisions in all aspects of the City. Bel Aire 2035 expresses six value statements for the City.

GOALS are target points that support each value statement. They are guard rails that can serve to orient action from the City. Goals in this plan are a mix of being intentionally broad to allow for creativity and flexibility while Bel Aire develops towards its values, and concrete and actionable steps Bel Aire can take to uphold its values.



ECONOMIC DEVELOPMENT

VALUE STATEMENT

BEL AIRE'S NON-RESIDENTIAL ENVIRONMENT WILL ENHANCE THE QUALITY OF LIFE FOR ALL RESIDENTS AND VISITORS ALIKE.



Currently, Bel Aire's population must leave the city limits to access most commercial amenities, be they practical things like groceries and clothing or entertainment and restaurants. Due to this situation, Bel Aire is not a common destination for residents of the larger Wichita metropolitan area. By adding in more local commercial options, residents will have opportunities to dine and shop close to home, and visitors will have a draw to come spend money in Bel Aire. This can also add to the character of the town, as well as stabilize the tax base by increasing the city's income in sales tax.

GOALS

1. Review internal regulatory processes with the goal of streamlining operations, i.e. applications, application processing, fees, internal reviews, etc., to ensure high levels of service for those wishing to do business in Bel Aire.
2. Review and amend adopted regulations to identify inconsistencies, improvements, and revisions. The focus of review should be on the incorporation of modern best practices for non-residential regulation tailored specifically to assist with the implementation of this Plan.
3. Support small/local business development.
4. Strengthen relationships and communication with regional development entities.
5. Explore a public-facing GIS portal providing access to accurate and relevant zoning and land use information.
6. Review and market economic development incentive policies and processes.
7. Continue to monitor and refine process coordination with the Metropolitan Area Building and Construction Department.

TRANSPORTATION

VALUE STATEMENT

BEL AIRE'S TRANSPORTATION SYSTEM WILL BE SAFE, ENHANCE THE AESTHETIC APPRECIATION OF THE CITY, AND PROVIDE EFFICIENT OPTIONS FOR ALL TRANSPORTATION MODES.



Bel Aire's street infrastructure is focused on vehicles, often leaving citizens without the option to ride a bike or walk to a destination. However, many of Bel Aire's streets are still two-lanes with ditches on either side. This is positive, as the city can intentionally plan for all mobility types as upgrades are made. Improving the ability to bicycle or walk in Bel Aire will improve the quality of life for all residents, especially children and those who are retired.

GOALS

1. Develop a transportation system master plan identifying key corridors, future vehicular and pedestrian connections, recommended regulation revisions, typical street sections, etc.
2. Consider the development and adoption of a Complete Streets Policy and related design guidelines.
3. Review and amend adopted regulations and standards related to sidewalk requirements both within neighborhoods and connecting neighborhoods.
4. Explore a multi-use pathway connection into regionally significant trail systems.
5. Explore public transportation options between Bel Aire and the surrounding communities.
6. Continue to implement existing pavement maintenance program, establish a regular interval of condition reassessment, and add sidewalks and pathways into the system.
7. Consider crash reduction, prevention, and mitigation in all transportation system projects – both vehicular and pedestrian.
8. Assess additional funding/revenue sources for transportation system improvements and maintenance.
9. Ensure that the City's desired land use goals are coordinated with transportation system improvements.

PARKS & RECREATION

VALUE STATEMENT

BEL AIRE'S PARKS AND RECREATION SYSTEM WILL PROVIDE FIRST CLASS SPACES AND PROGRAMMING FOR ALL AGES AND ABILITIES.



Throughout the engagement phase of this plan, Parks & Recreation was a top priority for many citizens. Bel Aire's current parks are well kept and serve the community but could be expanded. The recreation programming is very appreciated, especially amongst young families. A focus should be put towards maintaining and expanding the parks & recreation system, especially to include options for citizens of all physical abilities. Ideas for this include wheelchair accessible swings at the playground and including universal design principles into parks and playgrounds.

GOALS

1. Establish a Park, Recreation, and Trails Advisory Board.*
2. Consider developing performance measures to assess parks and recreation levels of service, and plan improvements/additions accordingly.
3. Assess public dedication policies and regulations during development proposals related to parks, recreation, and open space.
4. Assess additional funding/revenue sources for parks and recreation system improvements and maintenance.
5. Monitor operation and maintenance budgets and staffing levels as parks and recreation assets/programs are added and/or improved.
6. Continue to audit existing spaces, facilities, equipment, and programs to ensure adequate accessibility for all ability levels.

*Goal is intended to be flexible in nature. Instead of a new membership being created, an existing board/committee could assume additional duties.

COMMUNITY IDENTITY & CHARACTER

VALUE STATEMENT

BEL AIRE'S BUILT ENVIRONMENT WILL COMMUNICATE A DISTINCT IDENTITY TO CREATE COHESION, INCREASE COMMUNITY PRIDE, AND ATTRACT RESIDENTS, BUSINESSES, AND VISITORS.



An often-discussed topic during the engagement phase of the plan was Bel Aire's lack of a recognizable identity. Part of this conundrum can be solved through better aesthetic planning of city streets and streetscaping. This could include considering installing smaller, more ornamental streetlights or adding benches and trees along sidewalks. Small changes to the environment can make big differences in how people perceive the environment. The goal is for residents to know they are home when they cross the Bel Aire city limits, and for visitors to recognize they are no longer in Wichita.

GOALS

1. Evaluate public placemaking initiatives for projects of all scales.
2. Encourage placemaking projects during private development projects.
3. Encourage unique and differentiating right-of-way treatments along key corridors to enhance Bel Aire's sense of place.
4. Continue to develop and enhance signature events.
5. Encourage civic participation with community clean up days, community walks, etc.
6. Assess the City's marketing strategy and assets to ensure they align with the City's identity and goals.
7. Consider overlay districts and/or design guidelines within key corridors.
8. Consider cohesive enhancements at identified major gateways into the City.

GROWTH & INVESTMENT

VALUE STATEMENT

BEL AIRE WILL CONCENTRATE ON SUSTAINABLE GROWTH THROUGH SMART INVESTMENTS AND COMMUNITY COMMUNICATION.



The entire Wichita Metro Area will likely continue to grow over the next 15 years. Bel Aire will want to be a part of that growth in an efficient and sustainable way. The City can position itself to offer high quality experiences for developers and residents alike, but must be intentional in order to do so. Bel Aire can use planning best practices to ensure the City's money is being well-spent on maintenance and upgrades, as well as new development. Prioritizing public communication and transparency will aide in this process for both developers and citizens, building trust and excitement between the local government and its constituents.

GOALS

1. Develop and maintain a structured Capital Improvement Program, including a public-facing utility for the public to monitor progress.
2. Explore a public-facing GIS portal providing accurate utility and transportation information.
3. Review and plan for improvements set forth in the utility master plans adopted by the City.
4. Review smart growth principles, including a "return on investment" perspective, when considering infrastructure and utility improvements/extensions and land use decisions.
5. Continue to assess and participate in regional issues related to water supply/treatment and sanitary sewer treatment.
6. Consider regulations and establish coordination with regional entities aimed at protection of Colonel James Jabara Airport.
7. Enhance efforts to ensure citizens are aware of public decision-making processes.
8. Foster relationships with USD 259 and USD 375 in order to enhance local educational opportunities.

HOUSING

VALUE STATEMENT

BEL AIRE WILL BE A DESTINATION OF CHOICE FOR PEOPLE AT ALL STAGES OF LIFE.



Retaining residents in Bel Aire over the next 15 years will largely hinge on housing. If a resident is able to rent or purchase a starter home in town, move into a larger home as their family expands, and then downsize during retirement, Bel Aire will have served them well. The City can proactively take steps to ensure that missing pieces of housing stock are incentivized and eventually built to keep residents in Bel Aire. Exploring multiple density options, including the “missing middle” is typically a net positive for resident retention, and can improve housing affordability without compromising quality.

GOALS

1. Review internal regulatory processes with the goal of streamlining operations, i.e. applications, application processing, fees, internal reviews, etc., to ensure high levels of service for those wishing to do develop housing in Bel Aire.
2. Review and amend adopted regulations to identify inconsistencies, improvements, and revisions. The focus of review should be on the incorporation of modern best practices for housing regulation tailored specifically to assist with the implementation of this Plan.
3. Promote multiple housing types and densities of housing to ensure residents at all stages of life can remain in Bel Aire.
4. Support and encourage the maintenance and redevelopment of underutilized and/or deteriorating existing neighborhoods.
5. Foster the creation of a local and incremental development community that is responsive to local housing needs, i.e. accessory dwelling unit policies, renovation programs, regulation reform, public education, permitting process, etc.
6. Explore amending or redoing the zoning code, especially as it pertains to residential development, to ensure best practices are in place for the City, the developer, and the citizens.



LAND USE & GROWTH FRAMEWORK

The Future Land Use Map is a critical component of every comprehensive plan. This section outlines the framework that builds Bel Aire's future land use plan, using a place-based approach.

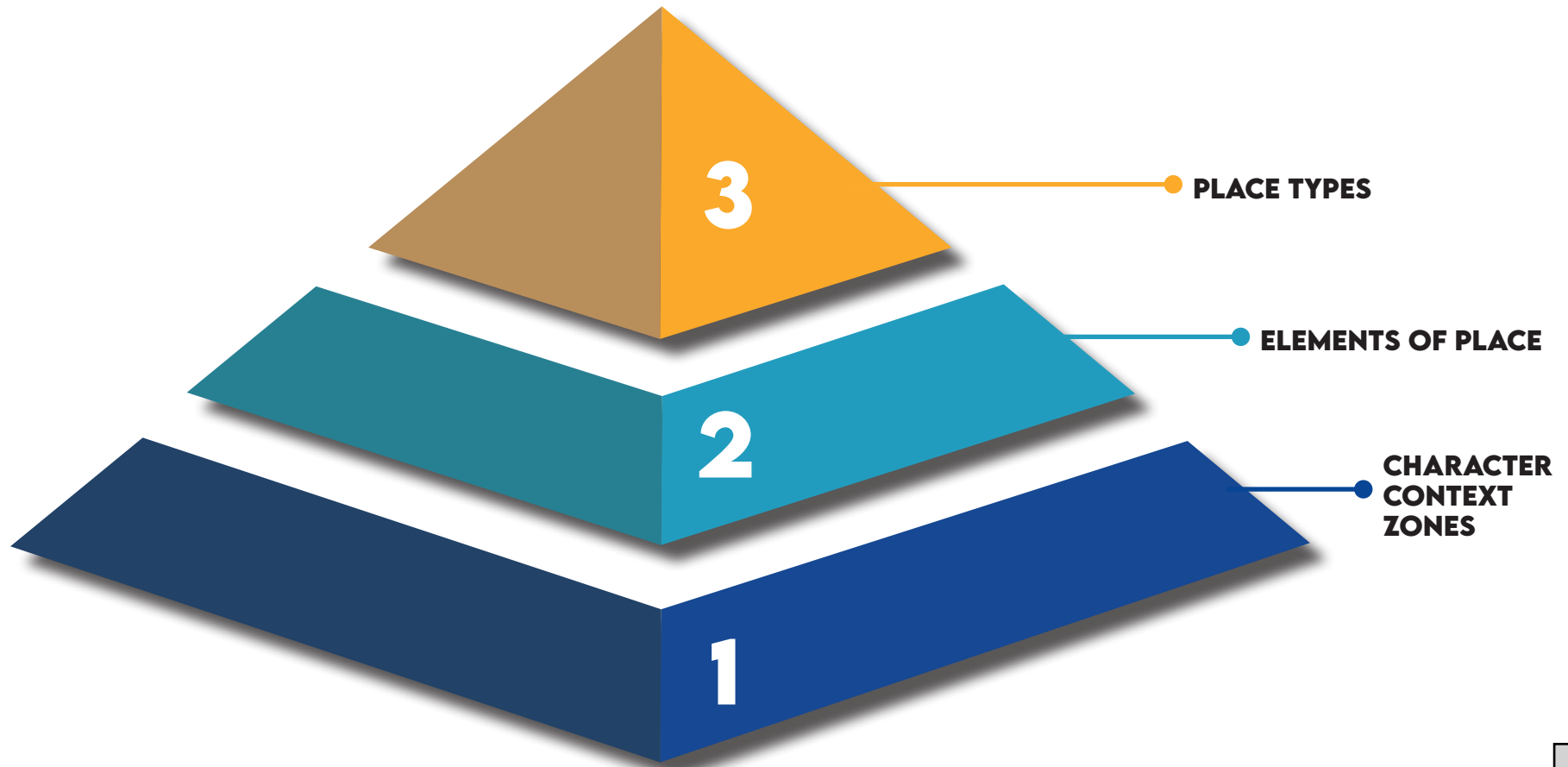


PLACED BASED APPROACH

Communities are more than just a location or spot on a map. Communities are a unique collection of qualities and characteristics – visual, cultural, natural, and social – that provide meaning, purpose, and identity. This sense of “place” is what makes our physical environment valuable. Places have a strong identity and character that is felt by residents and visitors. A focus on place creation is a way to shape the future of communities by focusing on the look and feel of the built environment as opposed to focusing only on land uses.

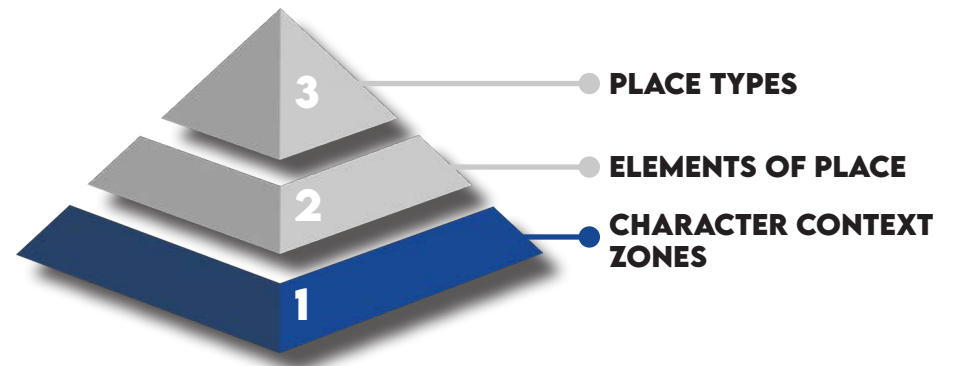
This Plan’s approach to future built environment planning utilizes a “place-based approach” for land use and development patterns. The emphasis for this approach is that future physical development will be based on character of the built environment and site design rather than exclusively relying on general or specific use of land. A traditional land use map that separates uses does not consider the complex fabric of a community. A traditional land use map can result in less flexibility restricting a community’s ability to adapt as local trends shift and new local patterns emerge and evolve over time, which can lead to inefficient and undesirable community development patterns. Utilizing this place-based approach allows development to occur in conformance with the community’s vision over time as opposed to a particular moment in time.

Three levels of analysis are utilized in our place-based approach:

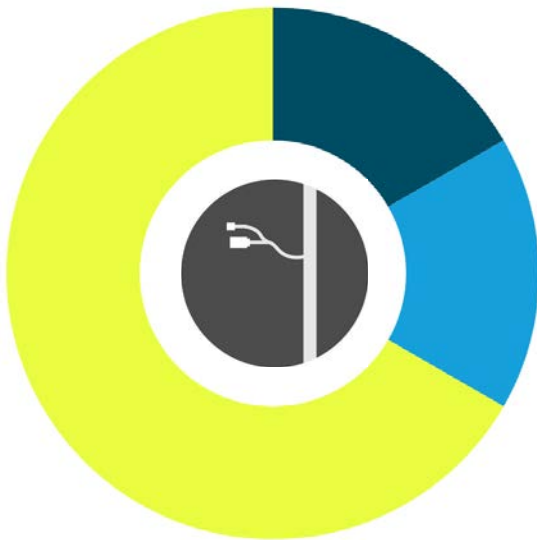


CHARACTER CONTEXT ZONES

The overarching principle behind Character Context Zones is that development should differ depending on the surrounding context. For example, in a more rural setting, there is more natural open space. In a suburban setting, there are similar amounts of open space, built space, and transportation infrastructure. Lastly, in an urban setting, built space is the predominant experience. The figure below illustrates this concept. Character Context Zones are used as our initial tool for the place-based approach to future growth and development within a community. These zones identify the general development character for large areas of the City. The three Character Context Zones that are utilized during the development process for the Future Land Use Map are Rural, Suburban, and Urban and are depicted on Map 3-1.

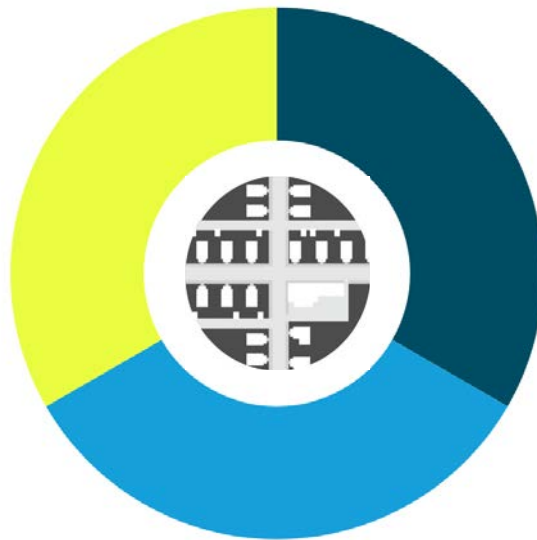


RURAL



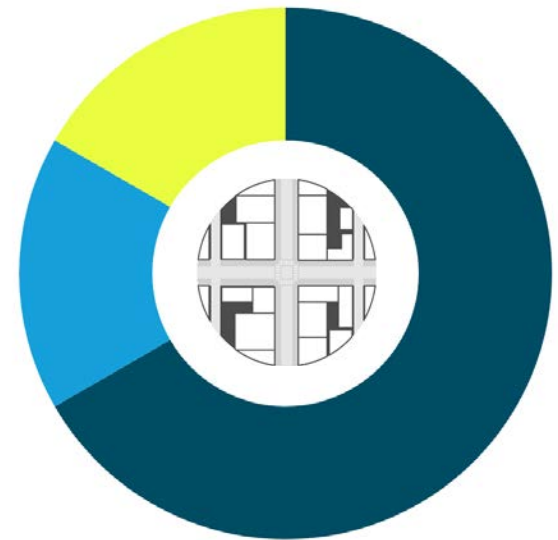
The **RURAL** context zone has mostly **open space** with limited amounts of **built space** and **driving space**

SUBURBAN



The **SUBURBAN** context zone has an even amount of **open space**, **built space**, and **driving space**

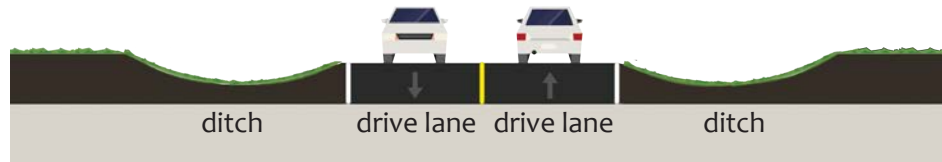
URBAN



The **URBAN** context zone has mostly **built space** with limited amounts of **driving space** and **open space**

RURAL CONTEXT ZONE

In the Rural Context Zone there is not a significant amount of development. Primarily, supported land uses include farming and agricultural land, natural open space, and low-density development. It is not anticipated that infrastructure such as potable water and sanitary sewer are currently available or will be extended in the future. These areas are likely served by rural roadway cross sections (ditch drainage, no sidewalks, etc.).



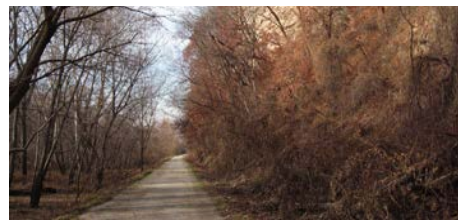
Rural road section providing two lanes and ditch drainage.



The Rural Context Zone has low density development and agricultural uses.



Rural homes have plenty of open space.

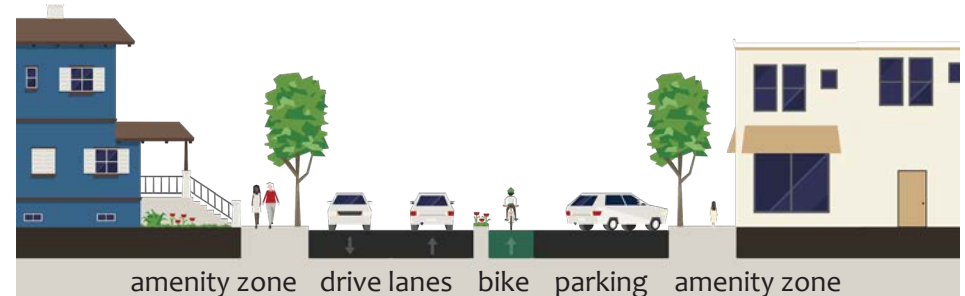


Rural areas may contain Parks and Recreation space in the form of trails or natural preservation areas.

SUBURBAN CONTEXT ZONE

Section XIII, Item C.

The Suburban Context Zone reflects a built environment that consists of residential neighborhoods of various density, supportive non-residential centers, and areas supporting light industrial and employment services. Areas throughout the community identified as suburban are typically segmented in specific and separate land uses and focus on transitions between development types. Nonetheless, the Suburban Context Zone should look to promote quality of life elements such as walkability and placemaking efforts like the Urban Context Zone just at different scales and intensities.



A typical suburban road section should provide adequate space for pedestrians, cyclists, and vehicles with some level of streetscaping.



A suburban context zone has connected streets and a mix of uses.

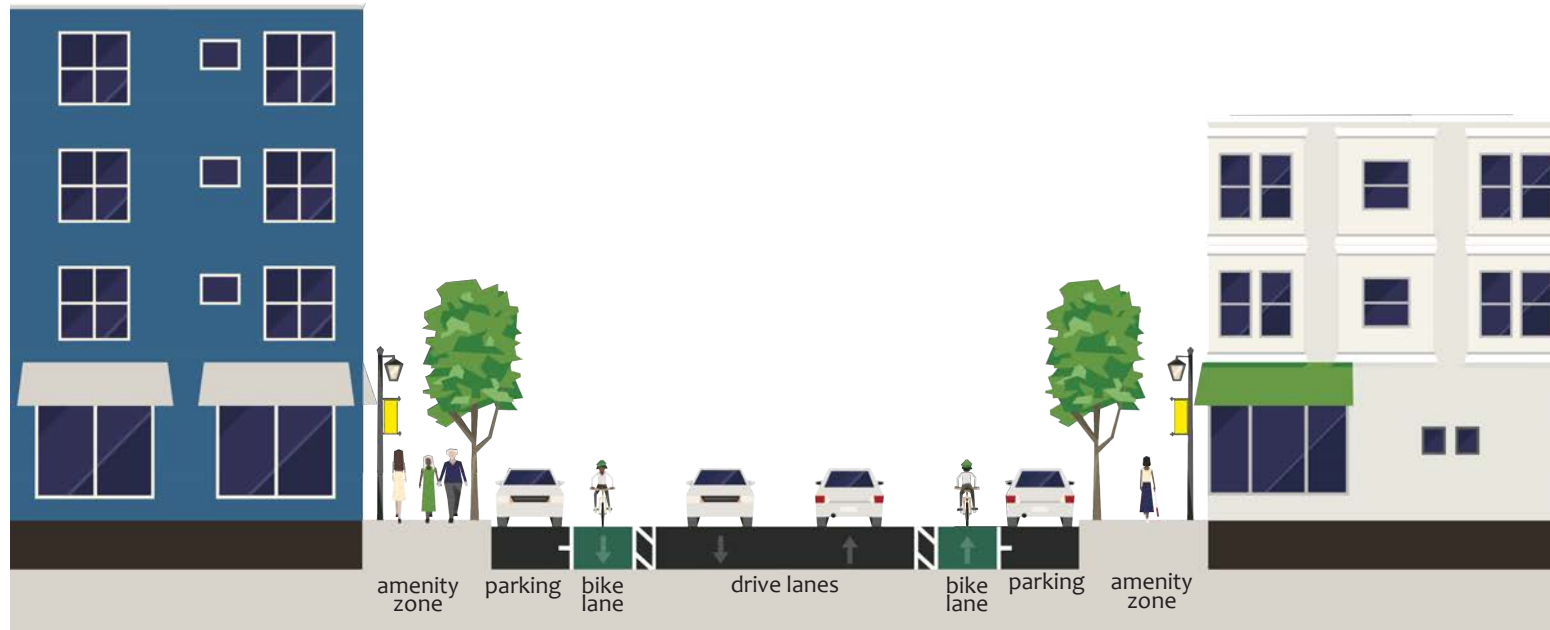


Suburban context zones have diverse housing.



Parks and Recreation assets in the Suburban Context Zone can be programmed pools, parks, or open green space.

The Urban Context Zone focuses on areas of the community that can support higher density development patterns. The Urban Context Zone aims to create balance when combining land uses within an area, a specific development site, or building. Additionally, the Urban Context Zone promotes quality of life elements such as walkability and placemaking efforts by putting people at the center of the design.



An Urban street section provides narrow driving lanes, protected pedestrian and cycling infrastructure, on street parking, and more intense streetscaping and amenity design.



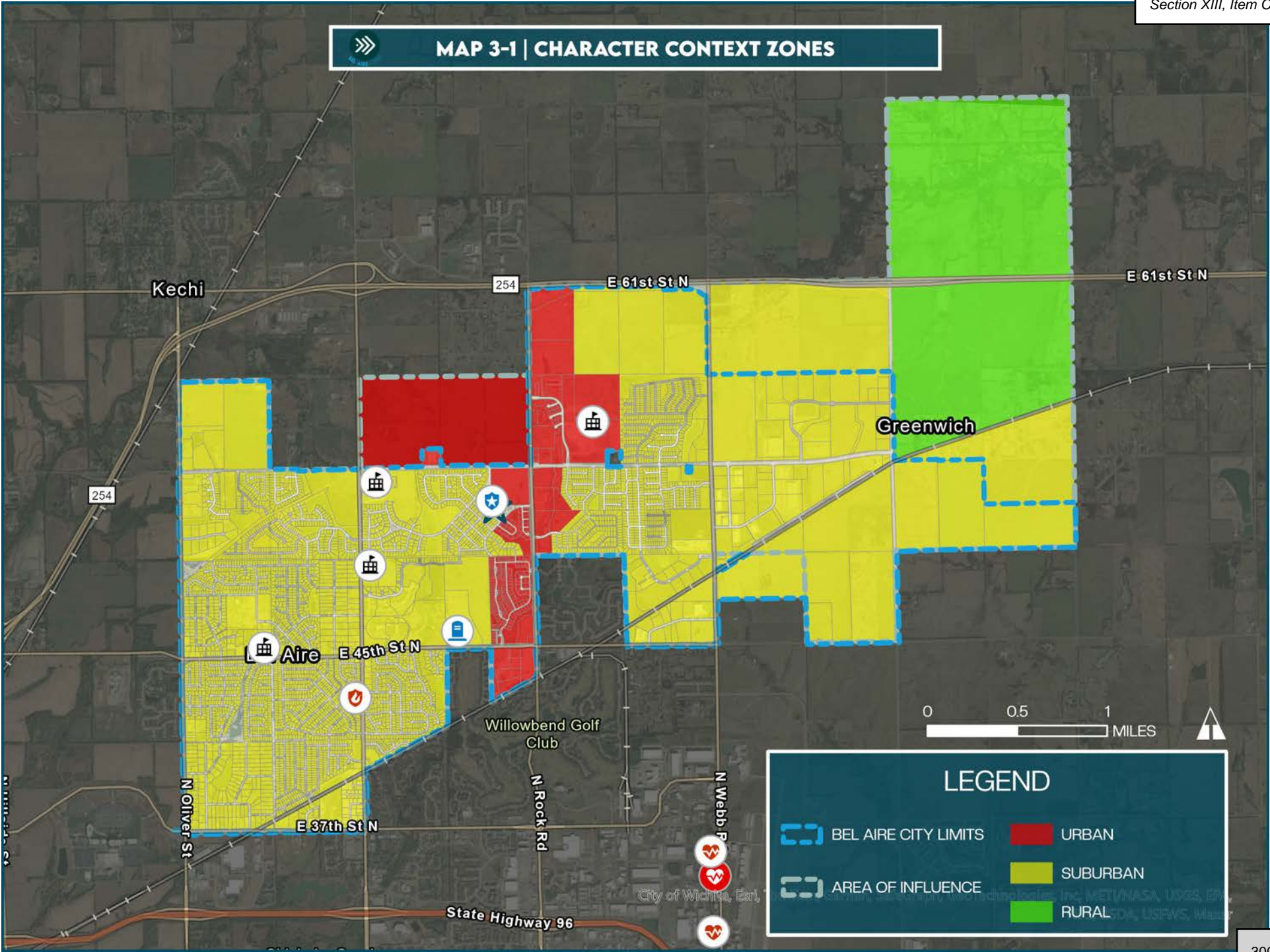
The Urban Context Zone includes higher density, connected street networks, and keeps major transportation corridors on the edge of the district.



Mixed use is common in both Suburban and Urban context zones, however more so in the Urban Context Zone where buildings are generally taller.

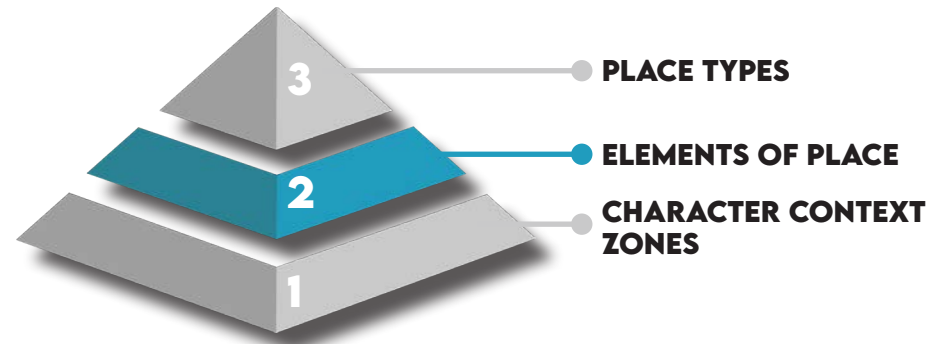


Urban Parks and Recreation assets are often located near city centers or important civic landmarks.



ELEMENTS OF PLACE

Whether our focus is rural, suburban, or urban, our goal is the creation of places. For places to be created, certain elements must exist. The elements may be utilized in different scales and intensities but are nonetheless present in each Context Character Zone. We utilize four major elements of place: Green Spaces, Corridors, Complete Neighborhoods, and Centers. With few exceptions, each element will be represented in each context zone and will contain multiple place types.

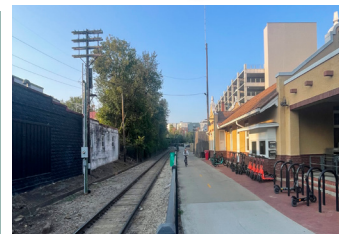


GREEN SPACES



Green spaces are undeveloped land preserved for environmental and/or recreational benefit. Green spaces may have conditions making them unsuitable for development or they may be undeveloped due to intentional preservation. These may include areas of elevated flood risk, those containing natural monuments, or areas of ecological significance. Depending on context, green spaces can be completely undeveloped (preserved) or can be developed as park and recreation assets.

CORRIDORS



Corridors provide for the movement of people and goods within and outside of the city, including streets, roads, highways, rail lines, and trails. They connect areas and destinations within a community. Corridors are represented at various scales and can reflect varying forms of development based on the surrounding context. These can be oriented towards cars, freight, pedestrians or cyclists, but the most successful corridors are designed for multiple travel types.

COMPLETE NEIGHBORHOODS



A complete neighborhood is a residentially focused area with safe and convenient access to daily needs. Complete neighborhoods are connected internally and externally and can include various scales and forms of residential development. Community, recreation, and green spaces are embedded in the neighborhood.

CENTERS

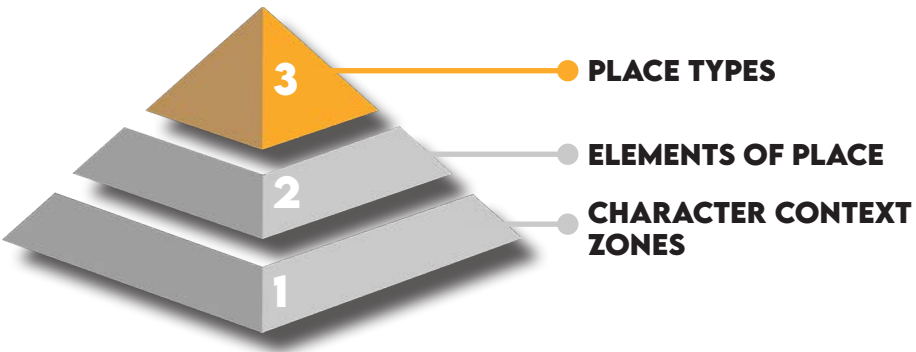


Centers are a critical mass of activity ranging in scale and intensity based on the surrounding context. These can include urban city centers, employment or educational campuses, and even rural coops.

PLACE TYPES

The third and final level of analysis in the place-based approach utilizes ‘place types’. Place types describe and illustrate the desired character to guide future growth and development. Place types organize future patterns for a community, set a desired community fabric, promote a competitive environment, and encourage greater land use diversity. The place type framework builds on the idea of establishing unique and desirable places that are essential to a complete community that is harmonious, inviting, and resilient. Place types are not necessarily concerned with the specific use of each parcel in a community, but rather focus on collective uses for areas with the overall ambition to establish places.

This Plan’s approach identifies and describes 10 place types within the community that, together, accommodate a full range of land use types. Each place type includes the following attributes:



PLACE TYPES

1.

Parks & Recreation Asset
2.

Rural Neighborhood
3.

Traditional Neighborhood
4.

City Neighborhood
5.

Neighborhood Corridor
6.

City Corridor
7.

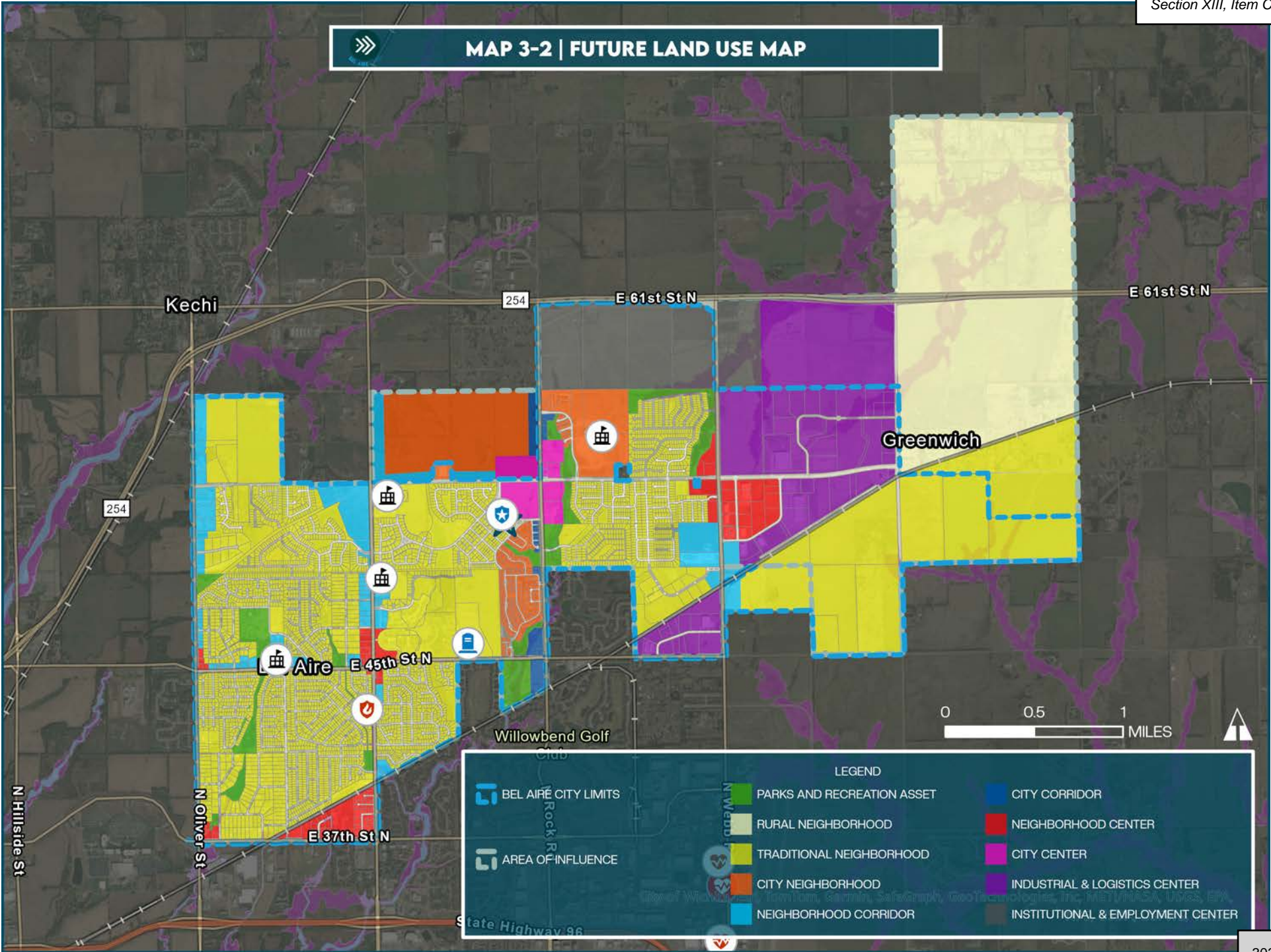
Neighborhood Center
8.

Industry & Logistics Center
9.

Institutional & Employment Center
10.

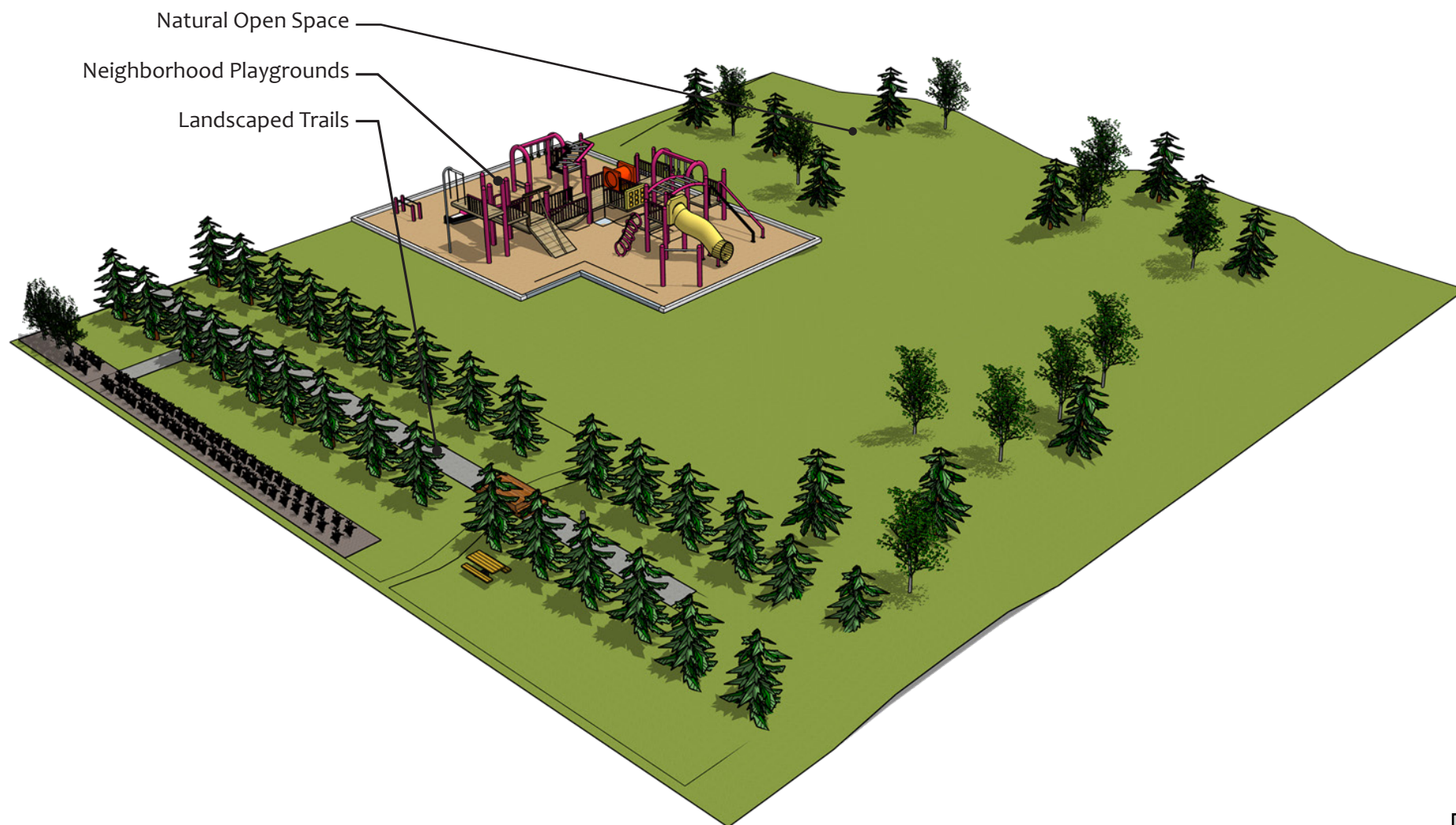
City Center

| | RURAL | SUBURBAN | URBAN |
|------------------------|-----------------------------|---|--|
| GREEN SPACES | Parks & Recreation Asset | Parks & Recreation Asset | Parks & Recreation Asset |
| CORRIDORS | - | Neighborhood Corridor | City Corridor |
| COMPLETE NEIGHBORHOODS | Rural Neighborhood | Traditional Neighborhood | City Neighborhood |
| CENTERS | Industry & Logistics Center | Neighborhood Center Institutional & Employment Center Industry & Logistics Center | City Center Institutional & Employment Center |



PARKS & RECREATION ASSET

Parks & Recreation Assets represent land dedicated to parkland, including neighborhood, community, and regional facilities, as well as cemeteries, passive open space, and land utilized for sports, active play, and recreational uses. Supportive uses, such as small-scale commercial, may be compatible depending on the context.



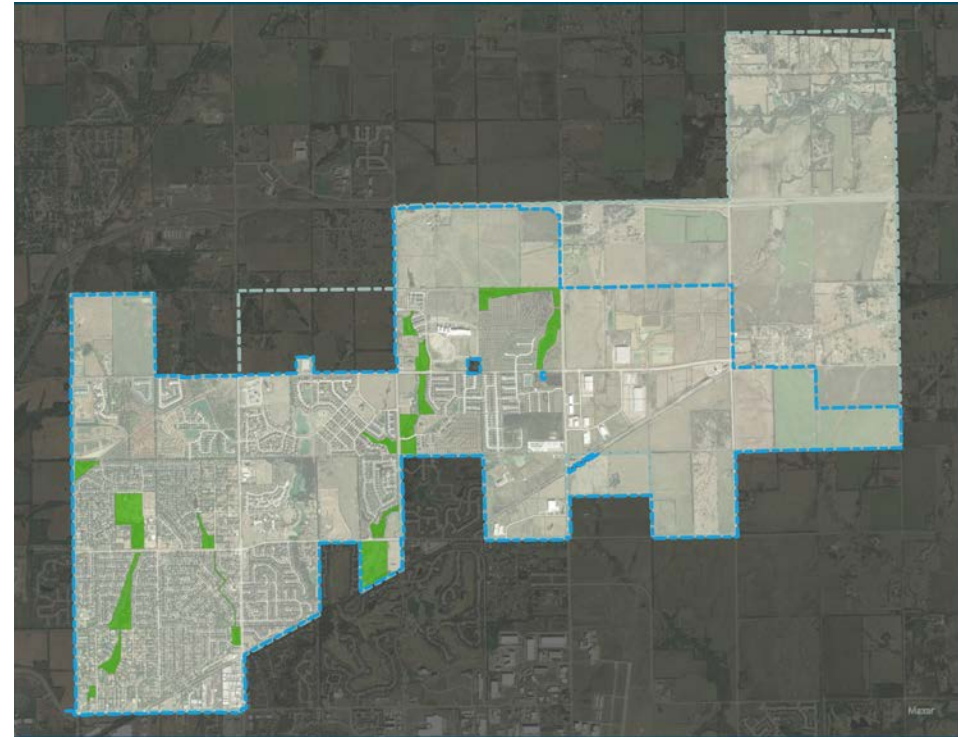
LAND USES

- Agritainment
- Open Space/Conservation
- Rewilding
- Vertical Agriculture/Greenhouses
- Neighborhood Commercial
- Community/Recreation Centers
- Civic/Cultural Facilities
- Golf Courses
- Pocket/Neighborhood Parks
- Community/Regional Parks

ZONING DISTRICTS

- Rural Residential
- Estate Residential (R-1)
- Single-Family Residential (R-2, R-3, and R-4)
- Garden and Patio Homes, Townhouses, and Condominiums (R-5)
- Single Family/Zero Lot Line Residential (R-5b/ZLL)
- Multi-Family District (R-6)
- Manufactured Home Park (MHP)
- Planned Unit Development Residential (R-PUD)
- Neighborhood Commercial, Office and Retail (C-1)
- Planned Unit Development - Commercial Office and Retail (C-2)

PARKS & RECREATION ASSETS IN BEL AIRE



DEVELOPMENT CONSIDERATIONS

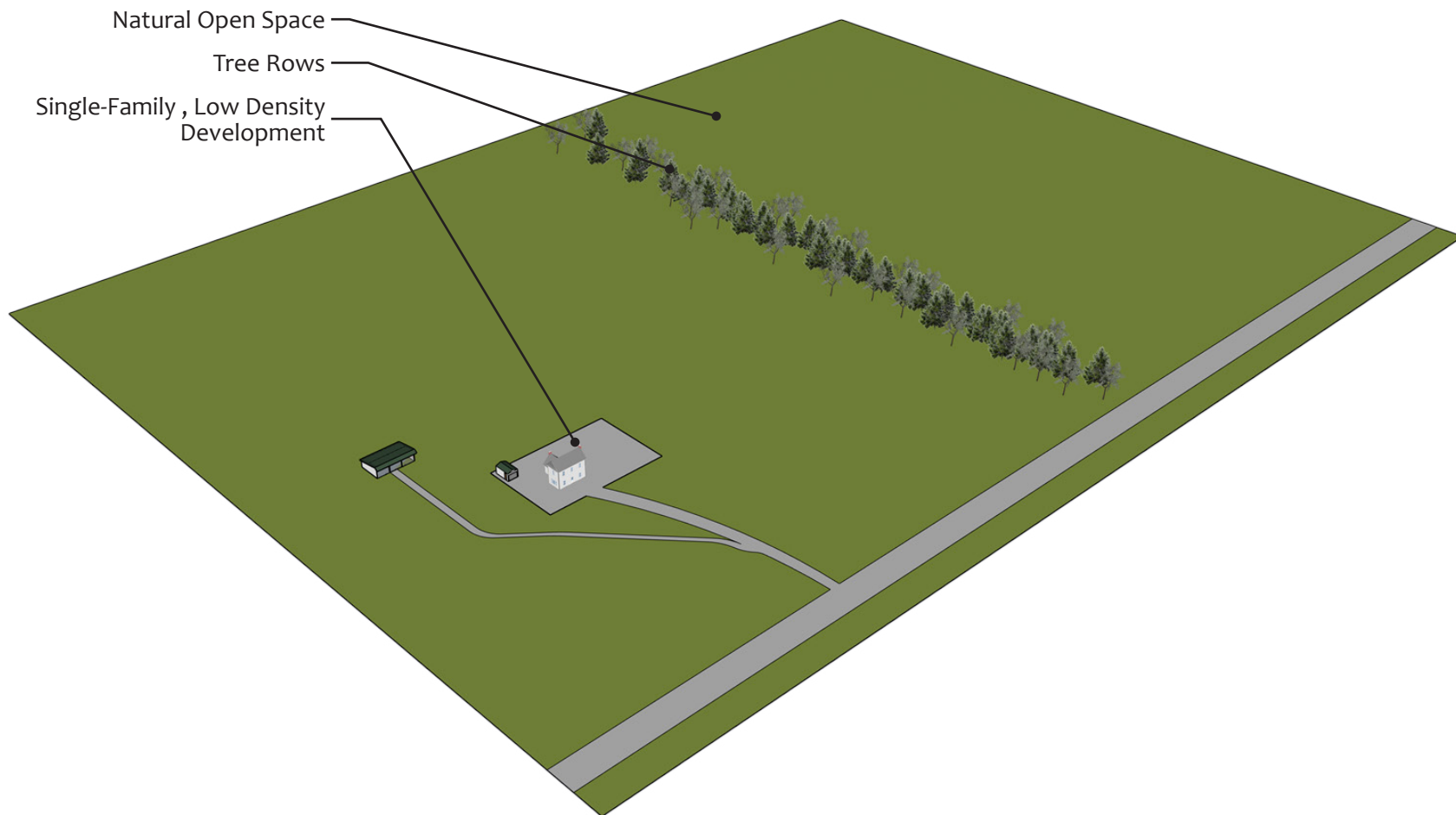
Parks and Recreation assets are easily accessible and streets leading to these places will encourage safe access for all users, especially those walking and biking. It is important that adjacent residential developments and educational facilities have deliberate connections to Parks and Recreation Assets. Depending on the scale and intensity of the Park and Recreation Asset, access needs may vary between arterial, collector, or local street. Parking needs will also vary depending on the scale of use and the site's traffic levels. Typical buildings in this place type includes recreation facilities, shelters, restroom and locker room facilities, maintenance buildings, and small-scale accessory commercial such as concession stands. Active uses and structures are located to provide minimal impact to sensitive environmental features.

PRECEDENT IMAGERY



RURAL NEIGHBORHOOD

Rural Neighborhoods contains low-density residential land with large lot sizes, sometimes spread between agricultural land uses. There are vast open spaces with various geographical assets, including prairie, creeks, rivers and forest land. There is limited infrastructure utility infrastructure. Connectivity to the City exists on arterial roads, with few collector and local roads.



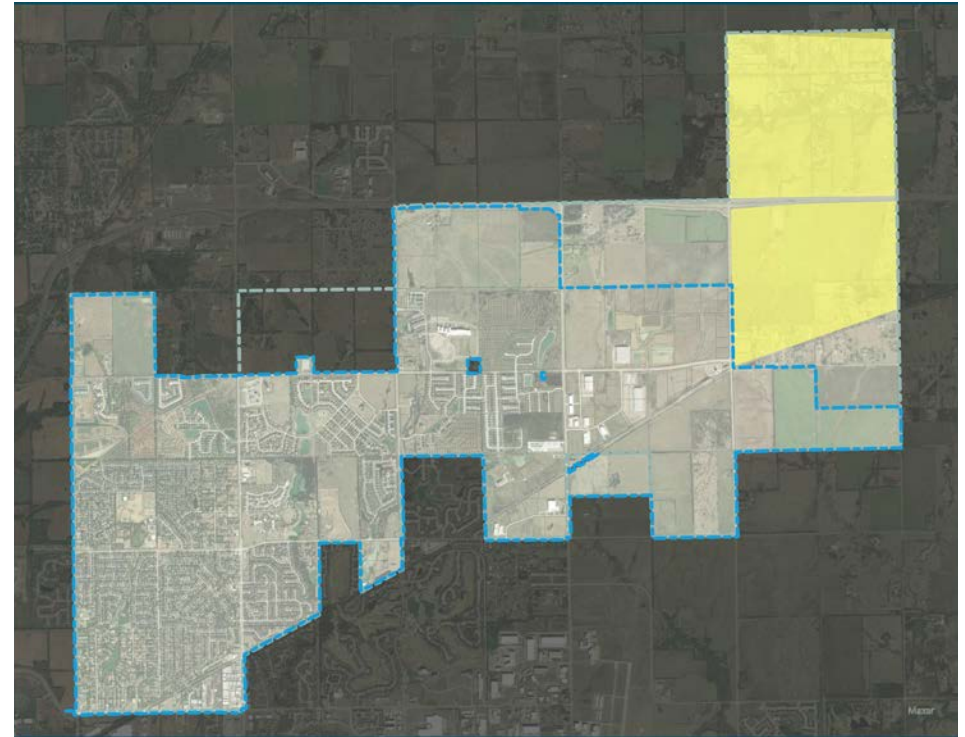
LAND USES

- Agriculture
- Agritainment
- Open Space/Conservation
- Rewilding
- Neighborhood/Community Gardens
- Greenhouses
- Single-Family Residential
- Small-Scale/Start-Up Commercial
- Religious Assemblies
- Golf Courses
- Pocket/Neighborhood Parks
- Community/Regional Parks
- Public Safety

ZONING DISTRICTS

- Agricultural
- Rural Residential
- Estate Residential (R-1)
- Manufactured Home Park (MHP)

RURAL NEIGHBORHOODS IN BEL AIRE



DEVELOPMENT CONSIDERATIONS

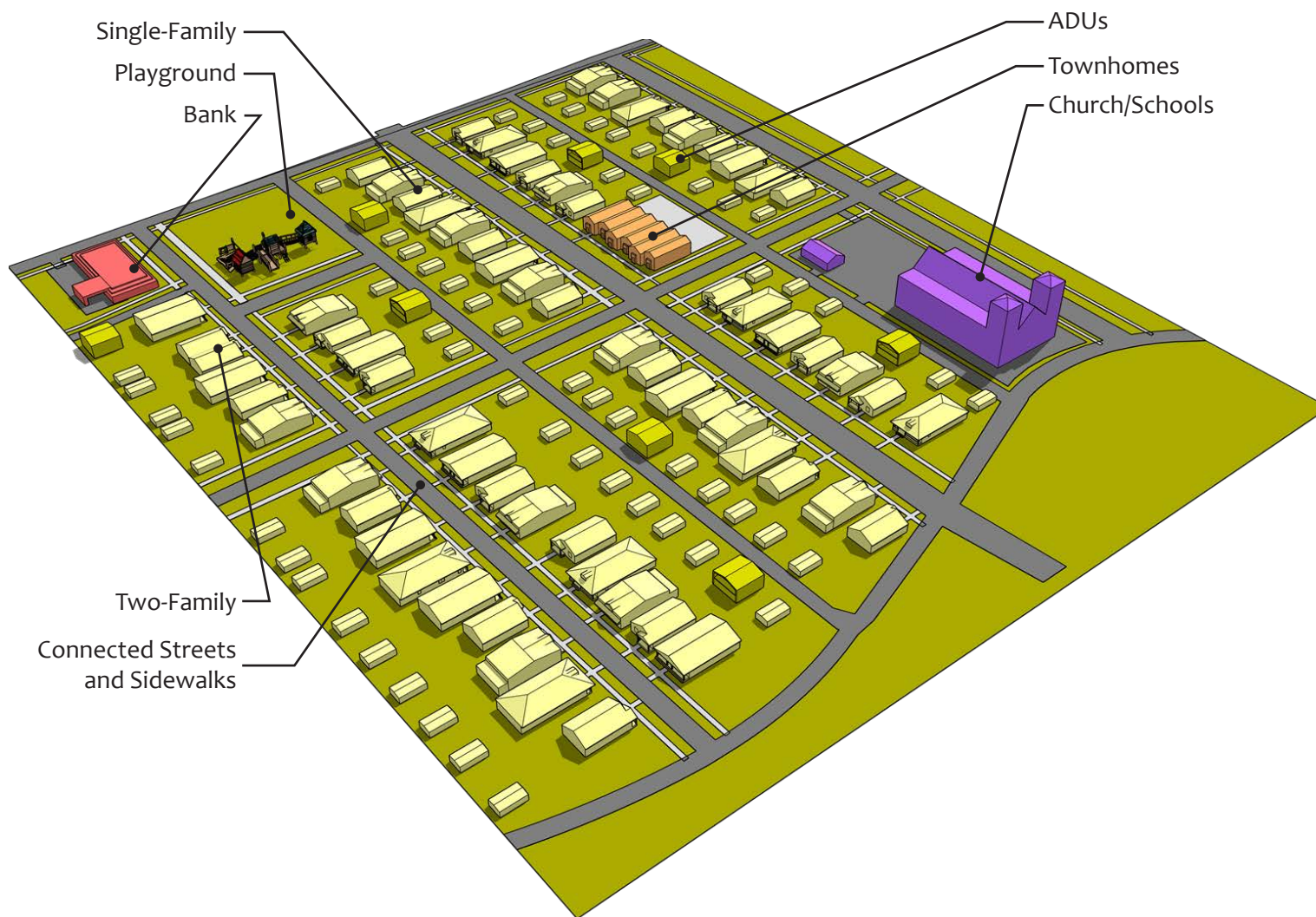
Development is not typically significant within the Rural Neighborhood place type and open space is substantial. It is not anticipated that infrastructure such as potable water and sanitary sewer are currently available or will be extended in the future, so uses are generally served by on-site water and sewer. These areas are likely served by rural roadway cross sections with open ditches and limited pedestrian infrastructure.

PRECEDENT IMAGERY



TRADITIONAL NEIGHBORHOOD

This place type is generally where most people live, and provides local access to goods and services, reducing lengthy commute times, and promoting walkability. It consists predominantly of residential dwellings. All types of dwelling units exist, including the single-family, the occasional townhouse, two-family, accessory dwelling unit, and small multi-family structures. Neighborhood parks, schools, commercial uses, and churches are dispersed throughout to serve nearby residents. These neighborhoods can follow a gridded block pattern or curvilinear streets and are well connected internally with sidewalks and trails.



PRECEDENT IMAGERY



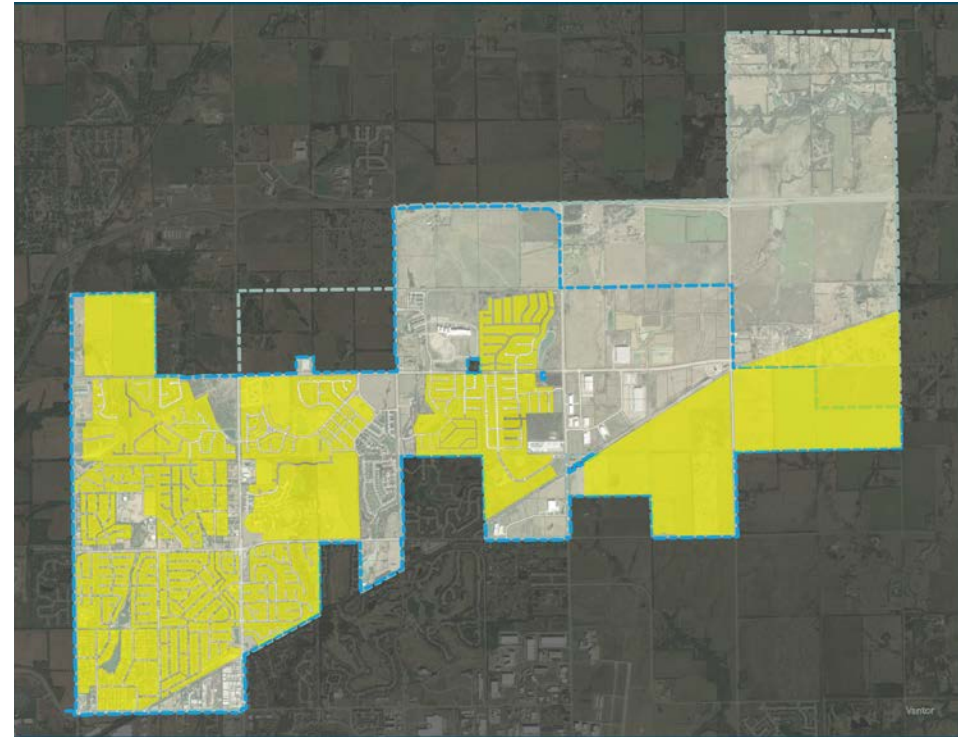
LAND USES

- Open Space/Conservation
- Neighborhood/Community Gardens
- Single-Family Residential (Detached)
- Single-Family Residential (Attached)
- Multi-Family Residential (Low-Rise)
- Vertical or Horizontal Mixed-Use
- Neighborhood Commercial
- Small-Scale/Start-Up Commercial
- Primary Education
- Higher Education
- Religious Assemblies
- Community/Recreation Centers
- Civic/Cultural Facilities
- Pocket/Neighborhood Parks

ZONING DISTRICTS

- Single Family Residential (R-2, R-3, R-4)
- Garden and Patio Homes, Townhouses, and Condominiums (R-5)
- Single Family/Zero Lot Line Residential (R-5b/ZLL)
- Multi-Family District (R-6)
- Manufactured Home Park (MHP)
- Planned Unit Development Residential (R-PUD)
- Neighborhood Commercial, Office, and Retail (C-1)
- Planned Unit Development Commercial Office and Retail (C-2)

TRADITIONAL NEIGHBORHOODS IN BEL AIRE

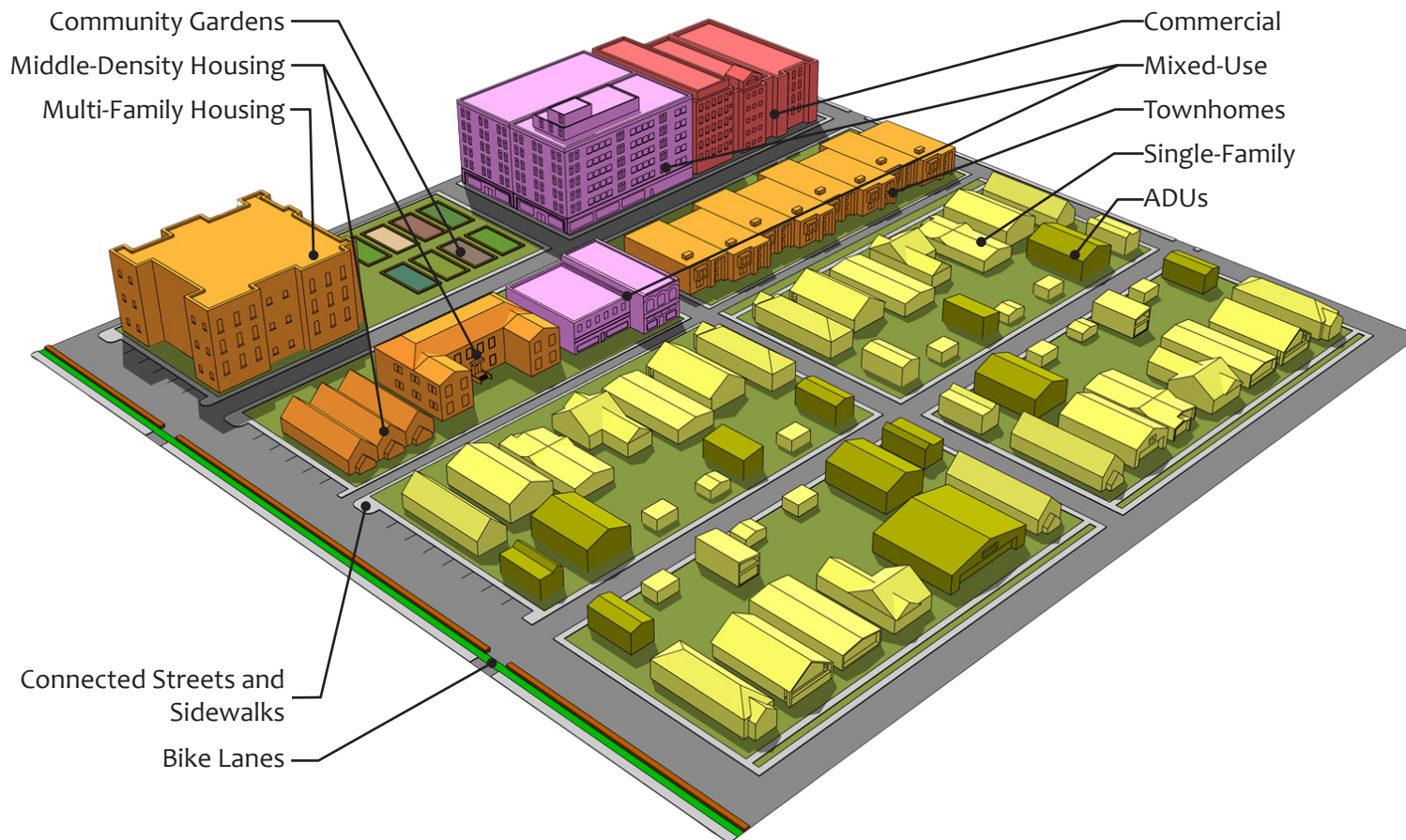


DEVELOPMENT CONSIDERATIONS

Community character and the compatibility of adjacent land uses are important considerations in the Traditional Neighborhood place type. Many of the individual neighborhoods in this place type have unifying characteristics. Higher intensity commercial or industrial uses should be buffered from Traditional Neighborhoods whenever possible. In this place type, detached single-family dwellings have relatively uniform setbacks. Front yards and tree-lined sidewalks are found between residences and the street, and individual back yards are commonly found for each residence. As such, private yards are typical open spaces in this place type, but small parks and recreation facilities are also important features. Single-family detached dwelling units are of various forms, i.e. alley-loaded, detached garages, etc. Accessory dwelling units are allowable. Attached single-family dwelling types in Traditional Neighborhoods are architecturally consistent with the surrounding neighborhood and are generally located along busier streets. It is not uncommon for neighborhood design to include on-street parking and/or small common parking lots throughout to mitigate off-street parking requirements. The typical building height for all structures is two stories or less. Traditional Neighborhoods have a well-connected local street network that provides safe access for all users. Routes to parks, schools, and other community amenities are prioritized, especially for pedestrians and cyclists.

CITY NEIGHBORHOOD

City Neighborhoods are typically characterized by a diverse range of residential housing types and supportive commercial uses. The place type includes single-family, multi-family, and mixed-use dwelling types (i.e. buildings with ground floor non-residential uses and residential uses on subsequent floors). Neighborhood retail and office uses are integrated into the neighborhood fabric. Most of these neighborhoods will follow a gridded block pattern with alleys, tree-lined streets, and a well-connected sidewalk network that allows residents to walk to neighborhood amenities.



PRECEDENT IMAGERY



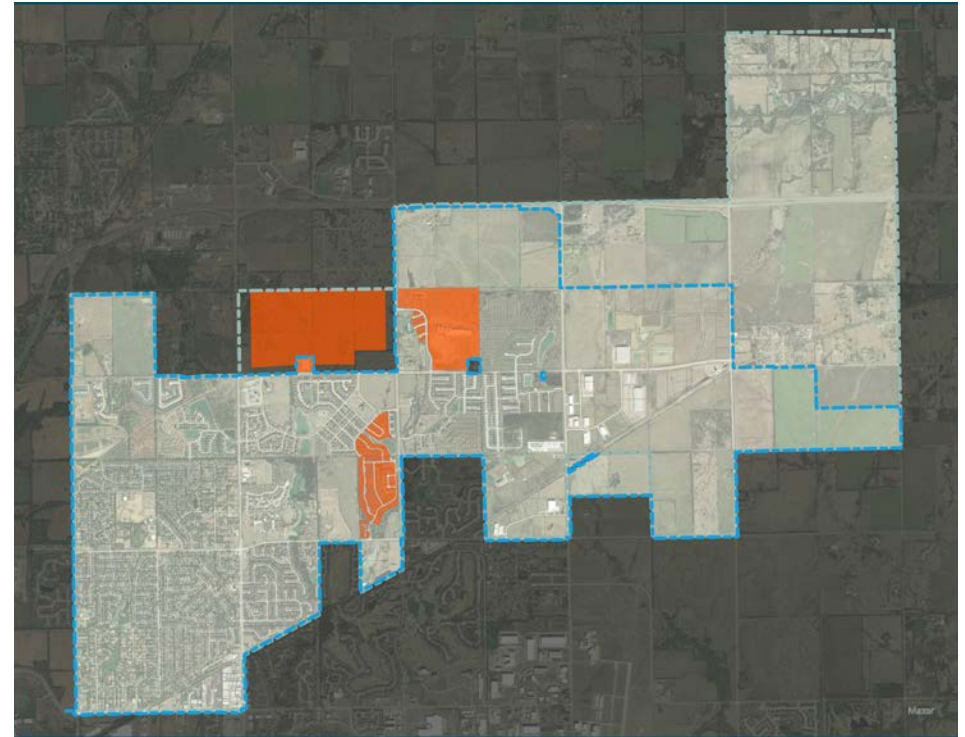
LAND USES

- Open Space/Conservation
- Neighborhood/Community Gardens
- Single-Family Residential (Detached)
- Single-Family Residential (Attached)
- Multi-Family Residential (Low-Rise)
- Multi-Family Residential (Mid-Rise)
- Vertical or Horizontal Mixed-Use
- Neighborhood Commercial
- Small-Scale/Start-Up Commercial
- Primary Education
- Higher Education
- Religious Assemblies
- Community/Recreation Centers
- Civic/Cultural Facilities
- Pocket/Neighborhood Parks
- Public Safety

ZONING DISTRICTS

- Single-Family Residential (R-4)
- Garden and Patio Homes, Townhouses, and Condominiums (R-5)
- Single Family/Zero Lot Line Residential (R-5b/ZLL)
- Multi-Family District (R-6)
- Manufactured Home Park (MHP)
- Planned Unit Development Residential (R-PUD)
- Neighborhood Commercial, Office and Retail (C-1)

CITY NEIGHBORHOODS IN BEL AIRE



It should be noted that while the **uses** present in the C-1 zoning district are applicable in the City Neighborhood place type, the **regulations** in this zoning district do not fit the place type. For instance, the minimum building setback in C-1 is forty (40) feet from the street right-of-way, which is not compatible with the City Neighborhood place type. Similar situations may occur throughout the place types.

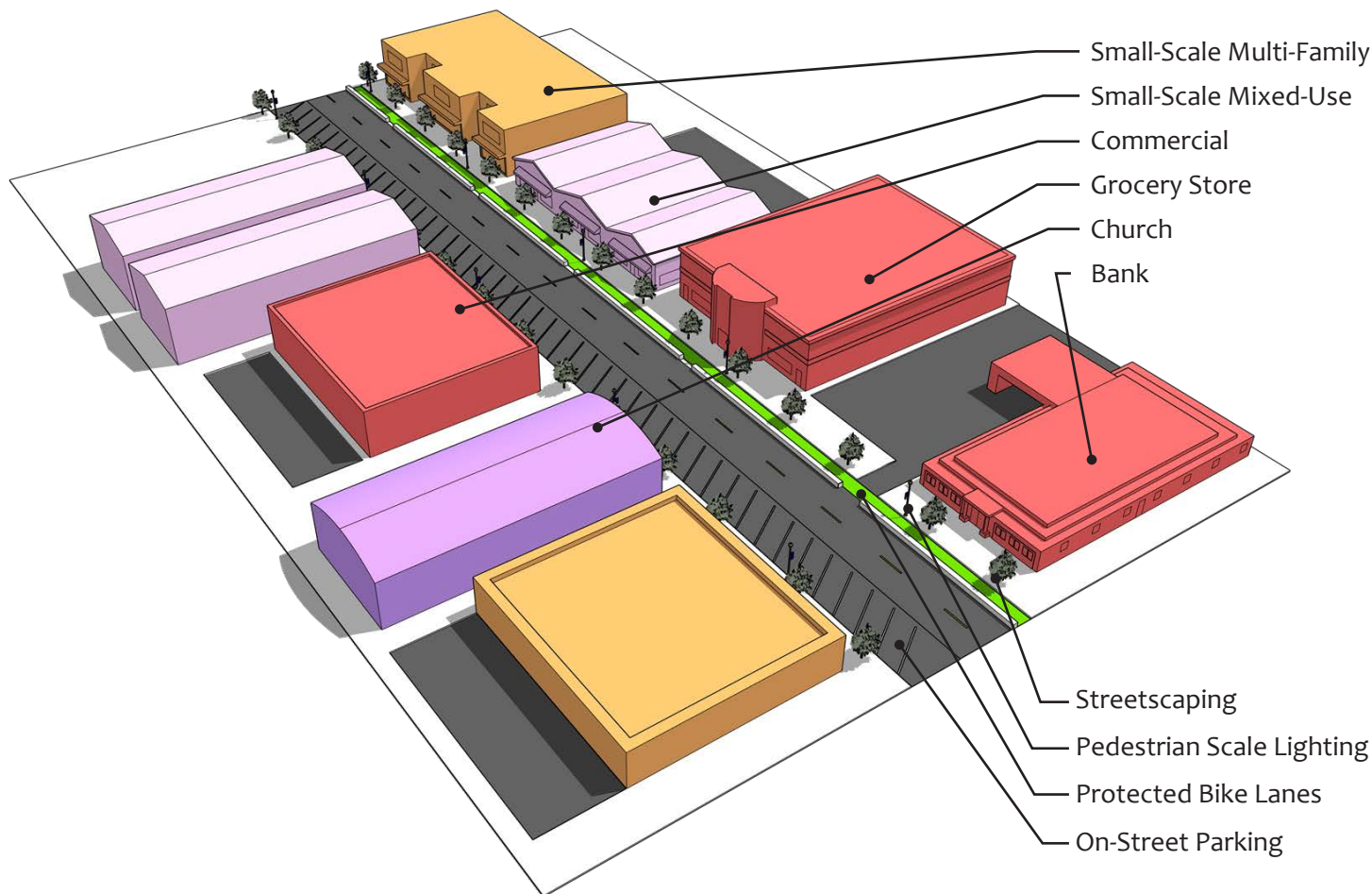
DEVELOPMENT CONSIDERATIONS

City Neighborhoods typically serve as a transition between lower density development and higher intensity commercial or mixed-use centers. The street network is well-connected and designed to support multiple modes of travel. Shade trees and wider sidewalks make walking in City Neighborhoods attractive and enjoyable. Buildings typically have smaller setbacks than in the Traditional Neighborhood, and are typically less than two stories, though some three- to five-story buildings may exist. Taller multifamily buildings are located along busier streets, with shorter residential buildings on local streets. Private front and back yards are provided for detached single-family or two-family dwellings. Multi-family dwellings are served by common open space provided for individual developments. Public open spaces such as parks and recreation facilities and natural open space are important features in City Neighborhoods. On-street parking is oftentimes appropriate and encouraged to minimize surface parking lots. When off-street parking is deemed necessary, surface parking lots should be screened from the street by being located behind buildings.

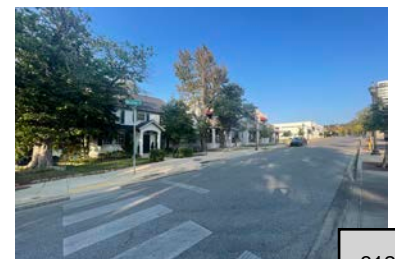
NEIGHBORHOOD CORRIDOR

Generally, this place type has a linear configuration as it is located along major streets. Businesses along Neighborhood Corridors tend to have similar uses as found in Neighborhood Centers but have different access and connectivity concerns. The mixture of uses includes local-serving small-scale commercial, small-scale mixed-use, single-family residential, and low-rise multi-family residential. Neighborhood Corridors should aim to be walkable in nature by providing safe and comfortable pedestrian and bicycle connectivity. Amenities such as sidewalks, benches, pedestrian-scale lighting, and landscaping should be emphasized to accommodate non-vehicular traffic within the corridor. Restaurants, small shops, and local services are commonplace in this place type. Office uses are compatible within this place type as well.

Neighborhood Corridors are typically smaller in overall size, and scale compared with City Corridors and oftentimes extend short distances from street intersections. Neighborhood Corridors often serve as buffers between land uses of varying intensities.



PRECEDENT IMAGERY



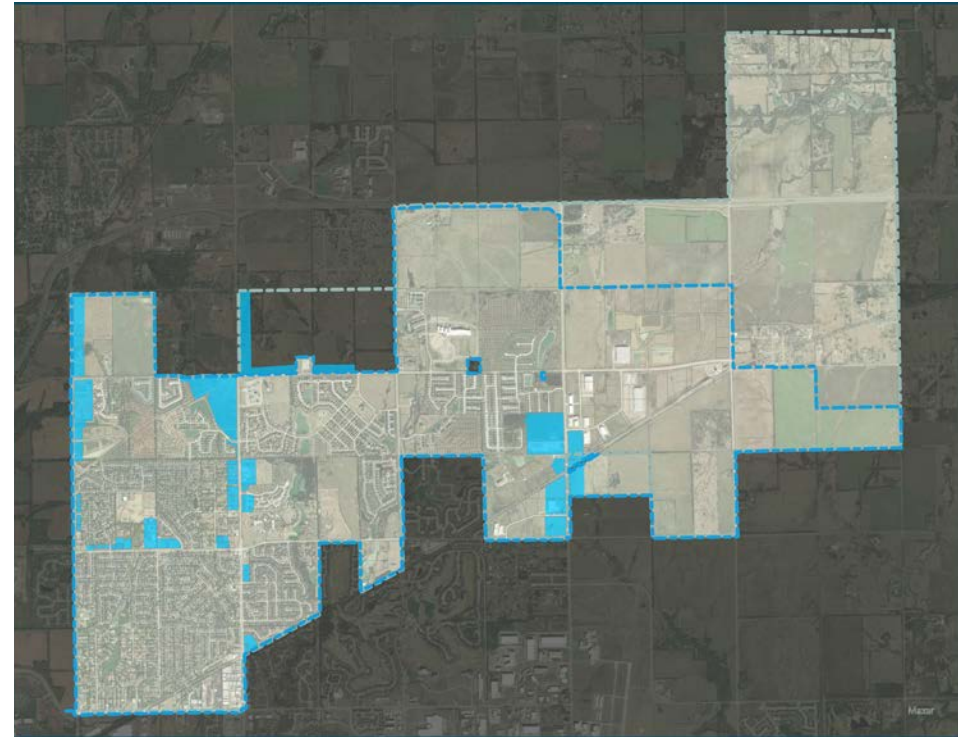
LAND USES

- Open Space/Conservation
- Neighborhood/Community Gardens
- Single-Family Residential (Detached)
- Single-Family Residential (Attached)
- Multi-Family Residential (Low-Rise)
- Vertical or Horizontal Mixed-Use
- Neighborhood Commercial
- Small-Scale/Start-Up Commercial
- Primary Education
- Higher Education
- Religious Assemblies
- Community/Recreation Centers
- Civic/Cultural Facilities
- Pocket/Neighborhood Parks
- Community/Regional Parks
- Public Safety

ZONING DISTRICTS

- Single Family Residential (R-2, R-3, R-4)
- Garden and Patio Homes, Townhouses, and Condominiums (R-5)
- Single Family/ Zero Lot Line Residential (R-5b, ZLL)
- Planned Unit Development Residential (R-PUD)
- Neighborhood Commercial, Office and Retail (C-1)

NEIGHBORHOOD CORRIDORS IN BEL AIRE



DEVELOPMENT CONSIDERATIONS

Often serving as a transition to other place types, an important element of this place type is a walkable, landscaped right-of-way that balances vehicular, bicycle, and pedestrian design elements. While uses and sites are generally automobile-oriented, streets are designed to calm traffic in order to accommodate safe and comfortable travel by all modes of transportation. Sidewalks on both sides of the street with landscape buffers are common, as well as mid-block crossings. Neighborhood Corridors typically include low-rise structures oriented to the street, arranged in short two- to four-block spans amongst single-family residential (detached and attached) and low-rise multi-family residential. The typical building height is two or fewer stories. Some sites may include accessory drive through facilities and gas pumps. Landscaping along Neighborhood Corridors provides an attractive public realm by softening street edges. Off-street parking is recommended to be screened from the street by being located behind buildings.

CITY CORRIDOR

City Corridors are generally found along a community's busiest streets and provide for a range of activities. City Corridors look to leverage the economic potential of traffic (all modes) and help to minimize land use incompatibilities by containing a variety of uses in manageable areas. Amenities such as sidewalks, benches, pedestrian-scale lighting, and landscaping should be emphasized to accommodate non-vehicular traffic within the corridor.

City Corridors accommodate a wide range of commercial and mixed-uses, such as retail, restaurants, mixed-use, service, employment, and multi-family residential uses. Commercial uses of varying types and intensities, including uses that serve and draw users from a larger region are appropriate. Smaller commercial businesses can also be located within a City Corridor. Mixed-use development, both vertical and horizontal, and institutional uses can be suitable in this place type as well.



PRECEDENT IMAGERY



LAND USES

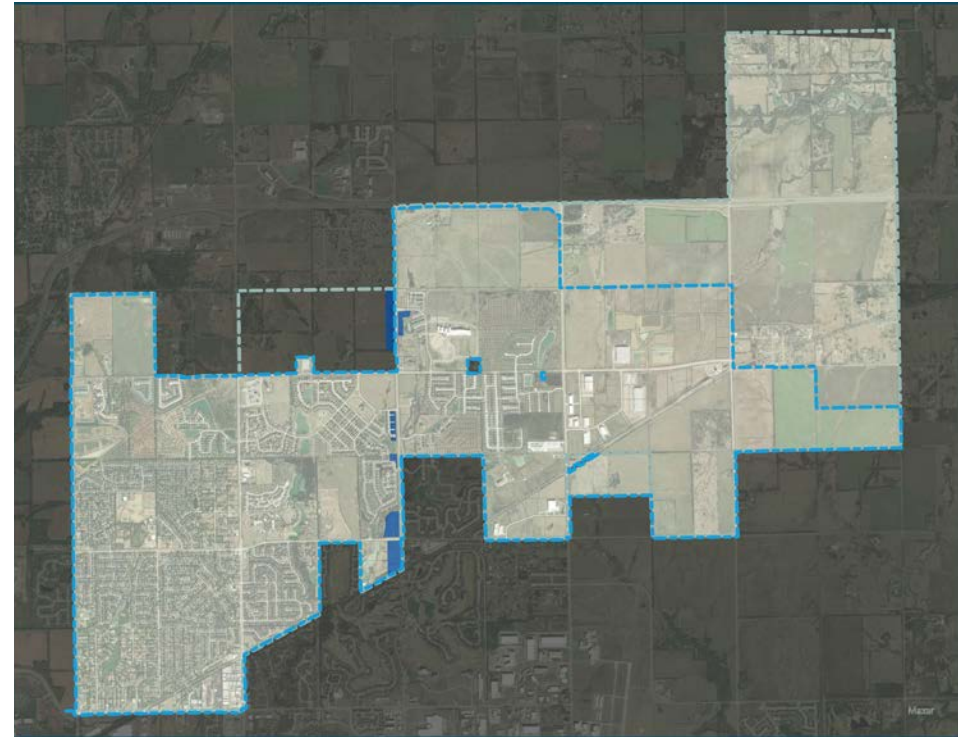
- Multi-Family Residential (Low Rise)
- Multi-Family Residential (Mid Rise)
- Vertical or Horizontal Mixed Use
- Regional/Destination Commercial
- Hotels/Lodging
- Office/Business Park/Flex
- Primary Education
- Higher Education
- Religious Assemblies
- Entertainment
- Community/Recreation Centers
- Civic/Cultural Facilities

- Pocket/Neighborhood Park
- Community/Regional Park
- Public Safety

ZONING DISTRICTS

- Single Family Residential (R-4)
- Garden and Patio Homes, Townhouses, and Condominiums (R-5)
- Single Family/ Zero Lot Line Residential (R-5b, ZLL)
- Multi-Family (R-6)
- Planned Unit Development - Commercial, Office, and Retail (C-1)

CITY CORRIDORS IN BEL AIRE



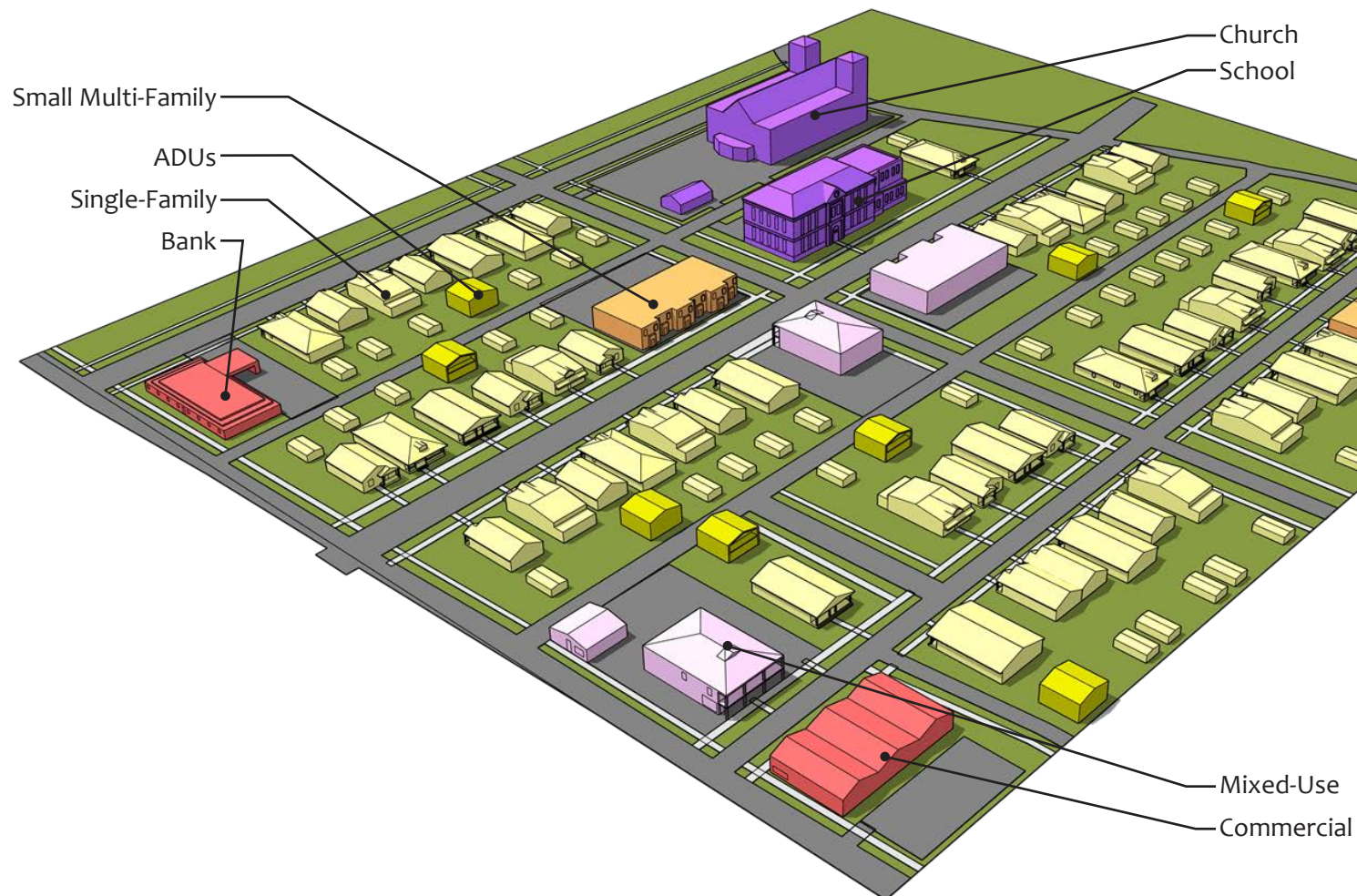
DEVELOPMENT CONSIDERATIONS

City Corridors should focus on infill development and redevelopment that promotes the City as a destination as they often shape the first impression of the City. Special attention should be given to consistent streetscaping, signage, and development standards. Commercial buildings are located toward the front of properties along City Corridors, when possible, to showcase community character and business vitality, instead of parking lots. Structures and lot sizes are typically larger than those in a Neighborhood Corridor. Buildings may be up to five stories but are largely dependent on compatibility with adjacent land uses and step down when near lower density residential uses. Where possible, ground floor, street-facing facades have storefront doors and windows that provide interest for pedestrians, and parking lots are screened from the street with trees and landscaping buffers. Drive-through facilities (e.g., fast food, banks, etc.) are often located along City Corridors, but special attention should be given to design that mitigates nuisances to surrounding property owners, including vehicle stacking/idling, speakers/noise, headlights, on-site circulation, and ingress and egress. Open space within a City Corridor is typically provided by common public areas or institutional uses. Existing curb cuts along the primary street are consolidated to alleviate traffic congestion and reduce conflicts with pedestrians. Whenever possible, cross-access easements, and shared parking should be utilized to make it easy to travel from business to business along a City Corridor without needing to use the actual street network. While City Corridors are auto oriented in nature, such major arterial streets should be equitable in that they also provide opportunities for safe walking and cycling to jobs and nearby destinations. Sidewalks are wide, to promote pedestrian activity, and leave adequate space for lighting and street trees. Crosswalks are located at all major intersections although mid-block crossings are appropriate in certain instances. Uses here can generate noise, light, and traffic. Special consideration should be given to the compatibility of uses along a City Corridor when adjacent to residential uses. In this case, buffering and landscaping should be utilized to minimize land use conflicts.

NEIGHBORHOOD CENTER

Typically found at intersections of two or more streets, Neighborhood Centers provide places that have a pedestrian-friendly focal point of neighborhood activity where nearby residents can access most of their daily needs within a relatively comfortable distance. Businesses capable of attracting visitors from a larger region are better suited in other place types, such as the City Center, as they can generate undesired traffic. This place type is characterized by low-rise commercial, residential, civic/institutional, and mixed-use structures in a pedestrian-oriented environment.

Neighborhood Centers may also include community institutions such as schools, community centers, and other civic/cultural facilities. These centers provide opportunities for smaller-scale, mixed-use buildings that include retail and service uses on the ground floor with residential or office uses on the upper floor(s). Retail centers are limited within the place type. Neighborhood Center uses should be compatible with the adjacent residential areas and contribute to neighborhood character, viability, and attractiveness.



PRECEDENT IMAGERY



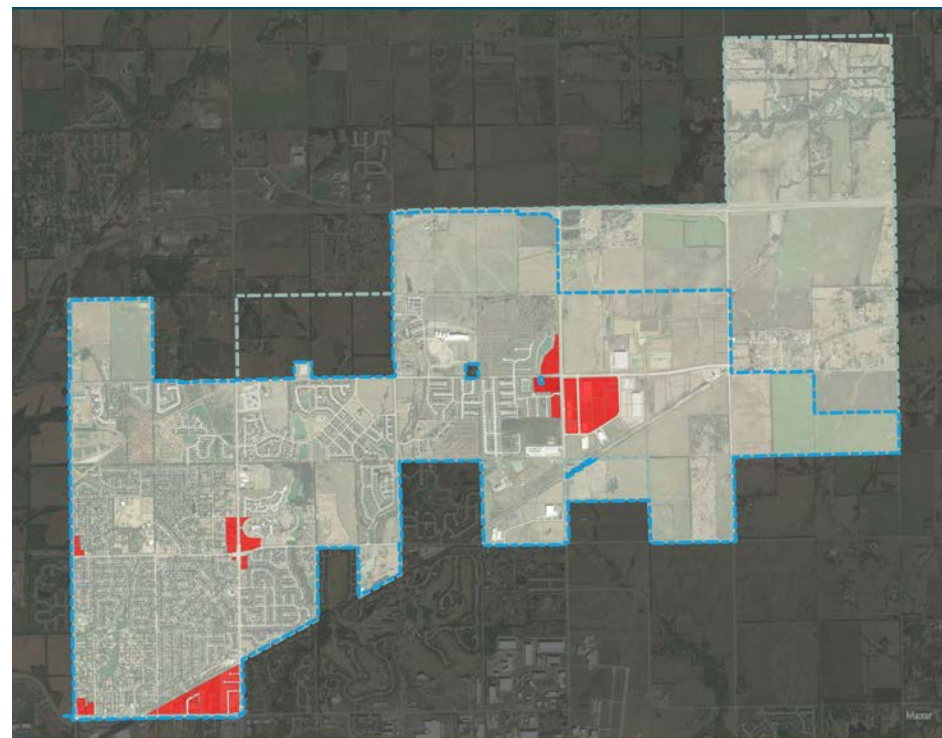
LAND USES

- Open Space/Conservation
- Neighborhood/Community Gardens
- Single-Family Residential (Detached)
- Single-Family Residential (Attached)
- Multi-Family Residential (Low-Rise)
- Vertical or Horizontal Mixed Use
- Community/Lifestyle Commercial
- Neighborhood Commercial
- Small/Start-Up Commercial
- Primary Education
- Higher Education
- Religious Assemblies
- Entertainment
- Community/Recreation Centers
- Civic/Cultural Facilities
- Pocket/Neighborhood Parks
- Public Safety

ZONING DISTRICTS

- Single Family Residential (R-2, R-3, R-4)
- Garden and Patio Homes, Townhouses, and Condominiums (R-5)
- Single Family/ Zero Lot Line Residential (R-5b, ZLL)
- Multi-Family (R-6)
- Planned Unit Development Residential (R-PUD)
- Neighborhood Commercial, Office and Retail (C-1)
- Planned Unit Development Commercial, Office and Retail (C-2)

NEIGHBORHOOD CENTERS IN BEL AIRE



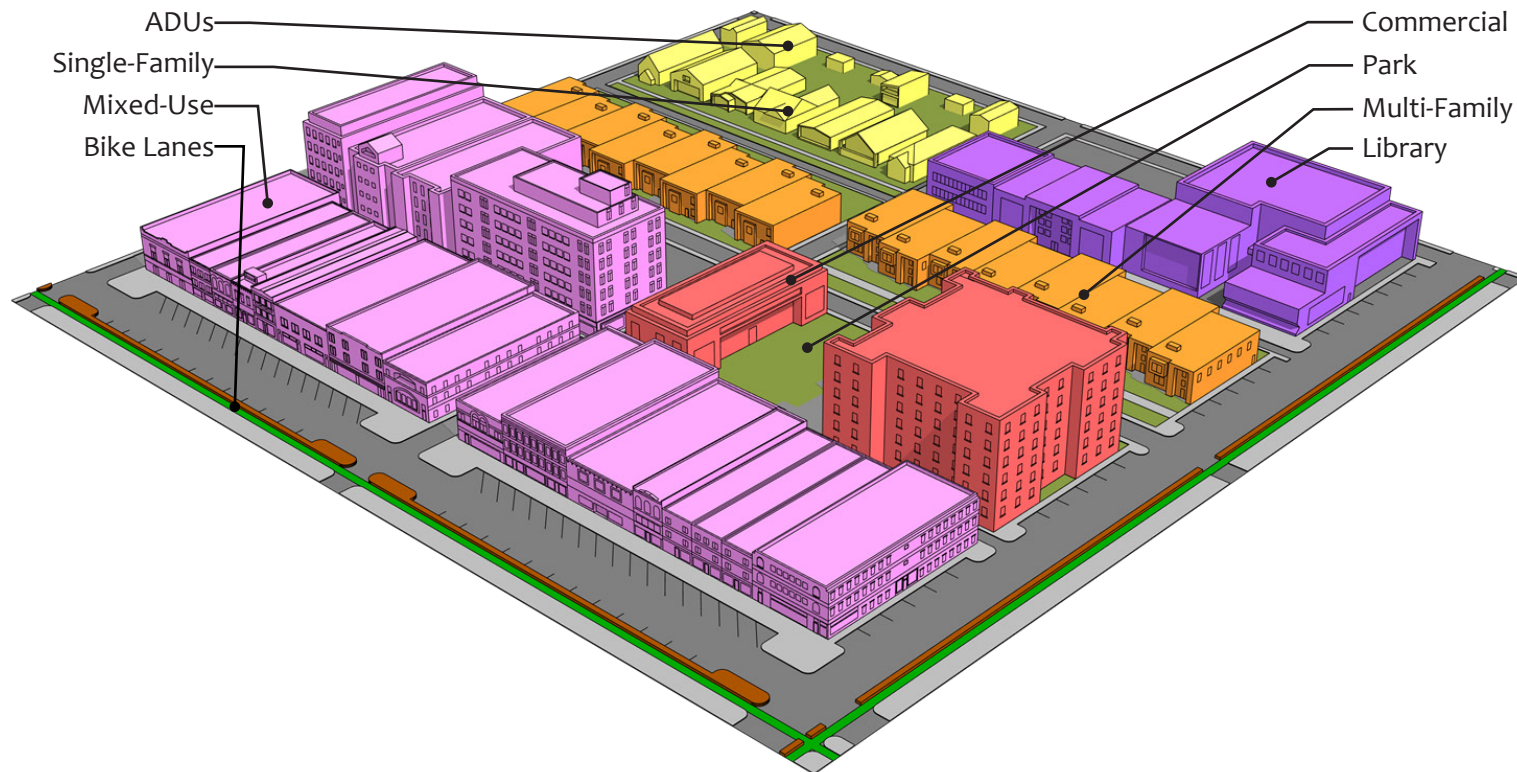
DEVELOPMENT CONSIDERATIONS

Careful attention should be given to potential land use conflicts with adjacent areas as Neighborhood Centers are oftentimes nestled within residential uses. Because of the mix of uses within a Neighborhood Center, buffering and screening should be considered when desired uses are deemed in conflict with existing adjacent uses. Neighborhood Centers should be easily and directly accessible from nearby neighborhoods to encourage non-vehicular transportation and to support the concept of a complete neighborhood. The street network should be designed to encourage slow speeds and provide ample pedestrian facilities. Street trees and other pedestrian focused amenities should be prioritized, i.e. pedestrian scale lighting, furnishings, etc. Buildings should emphasize transparency at the ground level in order to support a vibrant pedestrian environment. This place type will oftentimes include improved open spaces such as plazas, patios, and courtyards that offering welcoming effects. It is also encouraged to brand Neighborhood Centers uniquely to further emphasize a sense of place.

CITY CENTER

City Centers are designated along key corridors, seeking to leverage transportation systems and economic development potential. They oftentimes draw users from multiple neighborhoods and surrounding areas – becoming a regional destination. This place type provides a concentration of primarily commercial activity in a well-connected, walkable environment to provide access to goods, services, dining, entertainment, and residential variety. Some multi-family and office space may be appropriate in this place type. Most commonly, City Centers include larger-scale tenants, restaurants, commercial retailers, mixed-use developments, and office uses. Adjacent uses could include various scales of mixed-use buildings and denser residential uses with appropriate pedestrian connectivity.

This place type is often centered around a community anchor, such as a large employer and/or community or regional shopping center. This is a diverse place type where a higher mixture of uses exists. Housing may be found in this place type, likely as a complementary use for area employers.



PRECEDENT IMAGERY



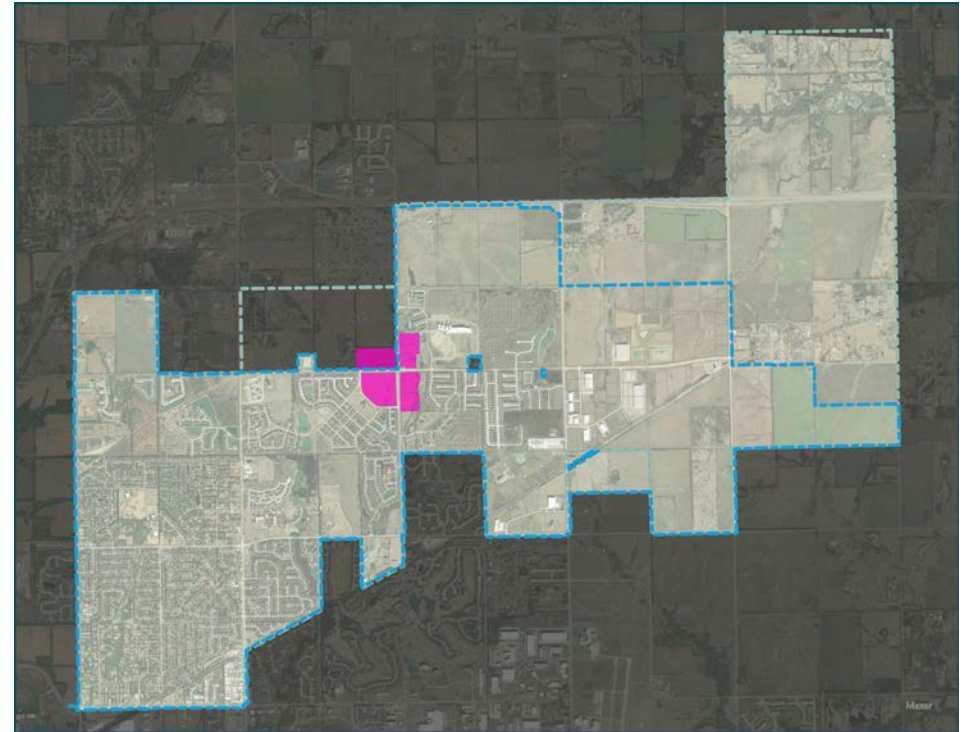
LAND USES

- Single-Family Residential (Detached/Attached)
- Multi-Family Residential (Low-/Mid-Rise)
- Vertical or Horizontal Mixed-Use
- Regional/Destination Commercial
- Medical Campus/Hospital
- Hotels/Lodging
- Office/Business Park/Flex
- Light Industrial
- Education
- Religious Assemblies
- Entertainment
- Community/Recreation Centers
- Civic/Cultural Facilities
- Parks
- Public Safety

ZONING DISTRICTS

- Single Family/ Zero Lot Line Residential (R-5b, ZLL)
- Multi-family (R-6)
- Planned Unit Development Residential (R-PUD)
- Planned Unit Development Commercial Office and Retail (C-2)

CITY CENTERS IN BEL AIRE

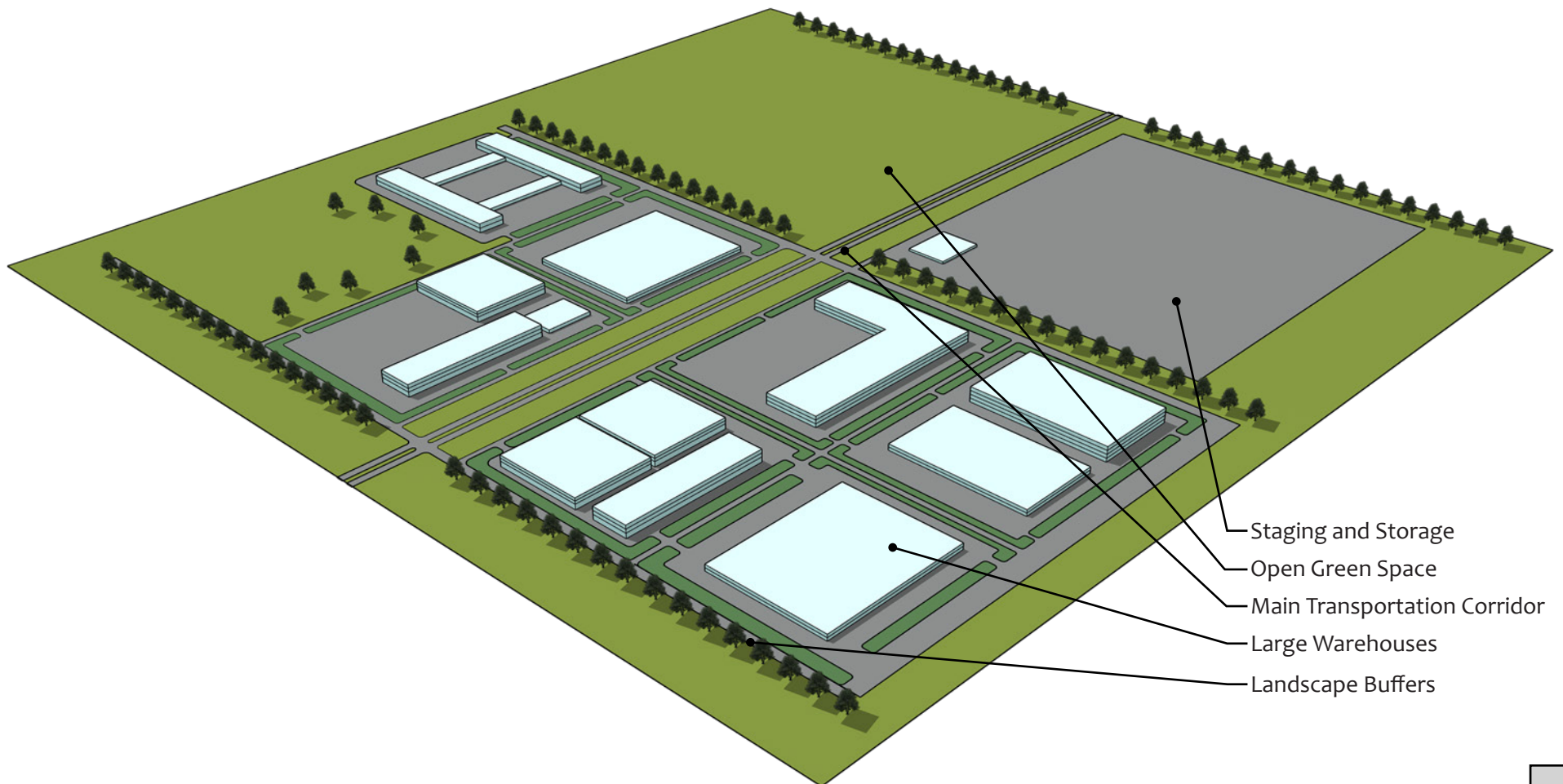


DEVELOPMENT CONSIDERATIONS

City Centers are busy areas, and where they abut more traditional residential uses, buffering should be implemented to help protect the city's neighborhoods. City Centers are typically located at or near key intersections or on major arterials with easy access and direct connections to nearby residential neighborhoods. With a well-connected street network with small blocks and walkable connections between destinations, this place type fosters a "park once" environment. As such, shared parking arrangements, on-street parking, and structured parking are desirable to ensure that surface parking lots do not dominate the environment. Further, strategic siting of transit mobility assets should be prioritized. These strategies can reduce overall vehicle trips and vehicle trip lengths. The typical structure in Bel Aire's City Center is less than five stories, and buildings are designed with an active ground floor to support a vibrant pedestrian environment. Ground floors have a high degree of transparency provided by large windows and glass doors on storefronts. Special attention to activating the first "16 Feet" should be prioritized – 16 feet out from a building facade and 16 feet from the ground up. Public open space is a key feature of City Centers- plazas, patios, centrally located parks, parklets, and natural open spaces are common. Private open space is minimal in City Centers. Regular street trees and pedestrian improvements such as benches and patio seating are commonplace. Street design should place pedestrian experience and safety above vehicular speed, street capacity, and driver delay.

INDUSTRY & LOGISTICS CENTER

These centers contribute to the local and regional economy by accommodating places of employment for a range of uses related to logistics, production, research, distribution, and manufacturing. They oftentimes have direct connections to regional transportation assets making it easier to draw employees and distribute products. This place type is usually characterized by large-scale, single-story buildings. Parcels are generally large with buildings located on the interior of the site, surrounded by service areas, parking, and buffers to provide transitions to adjacent uses.



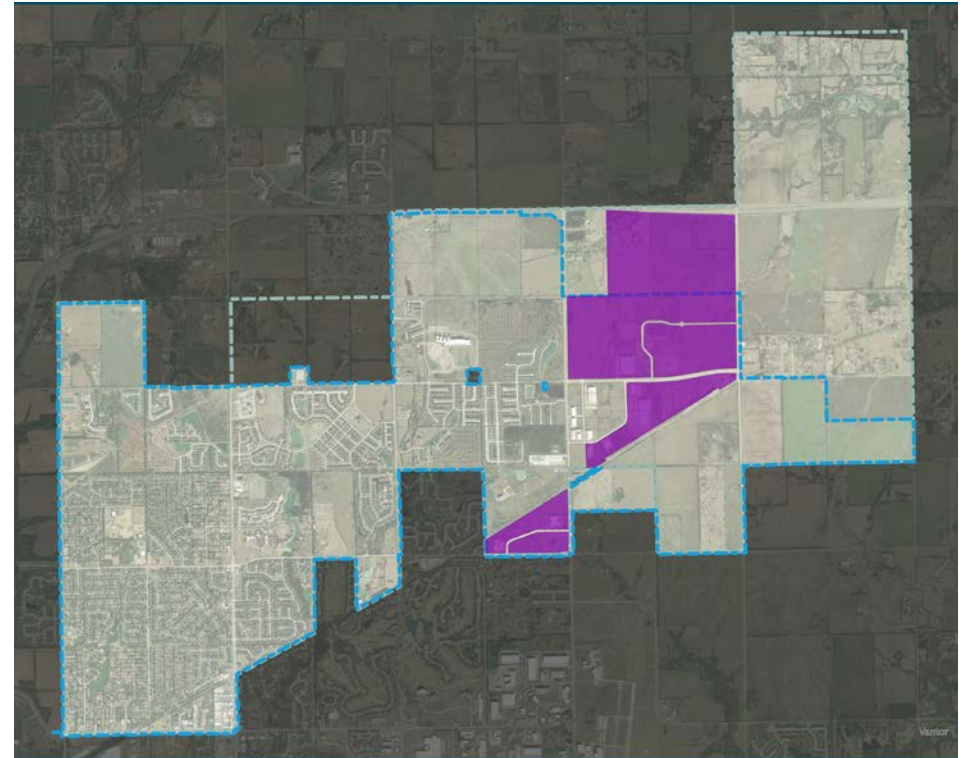
LAND USES

- Open Space/Conservation
- Community/Lifestyle Commercial
- Medical Campus/Hospital
- Light Industrial
- Heavy Industrial/Manufacturing
- Public Safety

ZONING DISTRICTS

- Planned Unit Development Industrial District (M-1)
- Neighborhood Commercial, Office and Retail (C-1)
- Planned Unit Development Commercial Office and Retail (C-2)

INDUSTRY & LOGISTICS CENTERS IN BEL AIRE



DEVELOPMENT CONSIDERATIONS

This place type can host an intense mixture of land uses. Where Industry & Logistics Centers are adjacent to more traditional residential uses, separation should be maximized, and buffering emphasized. The typical structure is a high-bay, single-story building although they can range widely in size and scale depending on their use. Long, continuous buildings are often found in this place type as opposed to other place types. Street design should accommodate large trucks, but accommodation for non-vehicular street users should be provided. Where feasible, freight/truck routes should be separated from other transportation users. If transit service is available, mobility hubs should be provided to accommodate pick-up and drop-off areas, bike parking, and rideshare options.

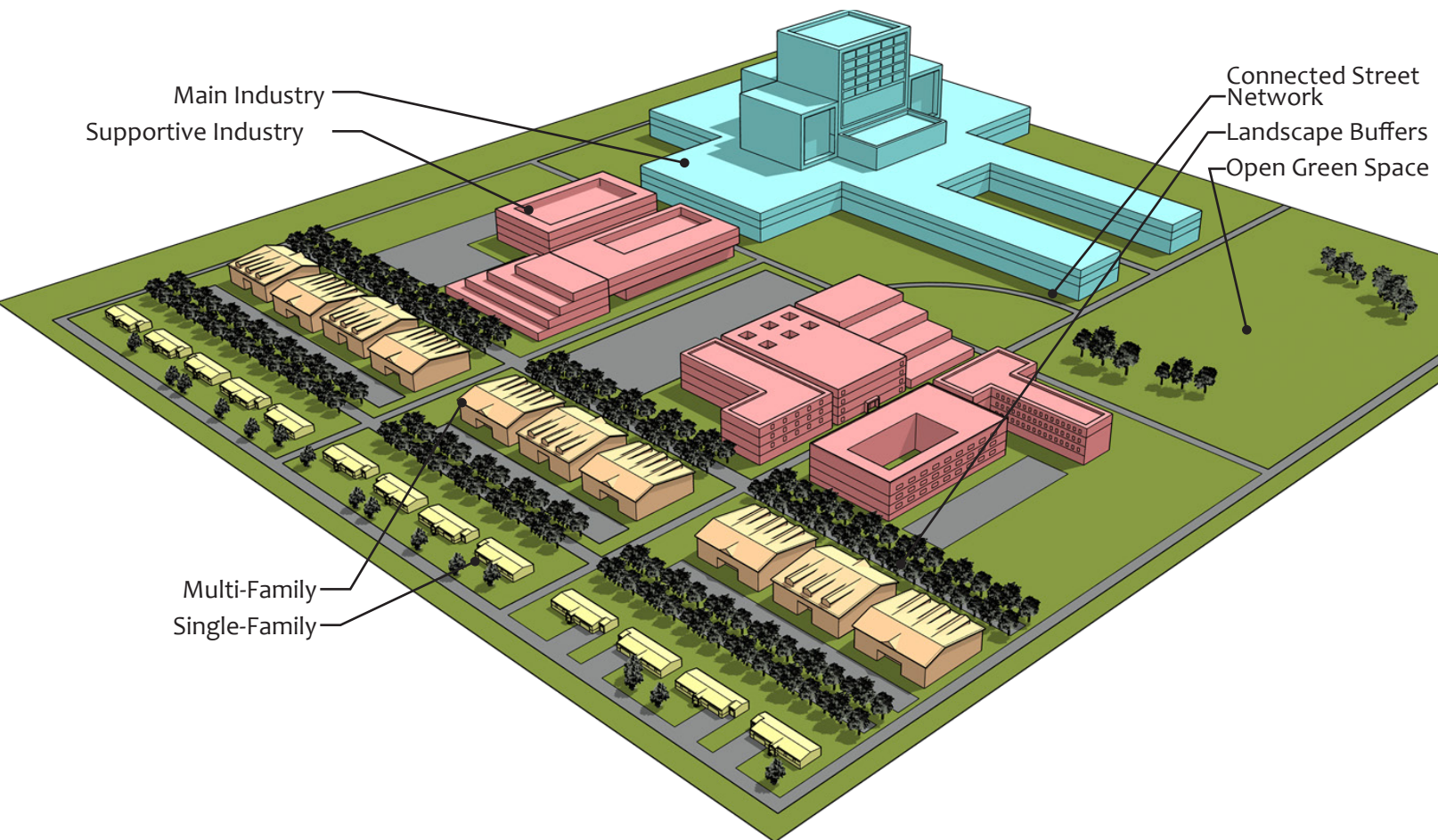
PRECEDENT IMAGERY



INSTITUTIONAL & EMPLOYMENT CENTER

Institutional & Employment Centers contribute to a community's economic vitality by providing mixed-use places that oftentimes include offices, business parks, educational facilities, and complementary retail and dining uses. Light manufacturing, offices, studios, medical facilities, research facilities, and restaurants are examples of appropriate uses. Given the variety of uses in the place type, buildings and uses must be carefully integrated.

These centers can attract a significant number of employees and visitors from outside of the community. They oftentimes have direct connections to regional transportation assets making it easier to draw employees and visitors from throughout the greater area. While access to main transportation assets is needed by large employers, portions of roadway frontage along these areas may be utilized by smaller retailers or service providers. Green space may be limited within this center but should be incorporated as a softening effect to enhance the overall attractiveness and vitality of an area.



PRECEDENT IMAGERY



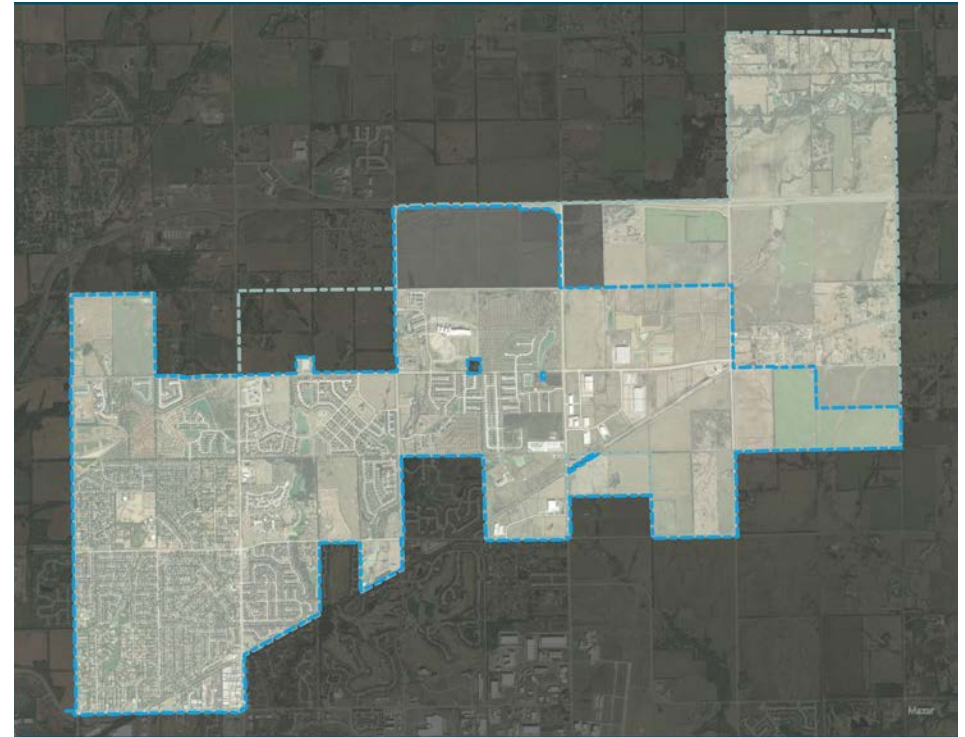
LAND USES

- Community/Lifestyle Commercial
- Medical Campus/Hospital
- Hotels/Lodging
- Office/Business Park/Flex
- Light Industrial
- Higher Education
- Public Safety

ZONING DISTRICTS

- Garden and Patio Homes, Townhouses, and Condominiums (R-5)
- Multi-Family (R-6)
- Neighborhood Commercial, Office and Retail (C-1)
- Planned Unit Development Commercial, Office, and Retail (C-2)
- Planned Unit Development Industrial (M-1)

INSTITUTIONAL & EMPLOYMENT CENTERS IN BEL AIRE



DEVELOPMENT CONSIDERATIONS

Like the Industry & Logistics Center, Institutional & Employment Centers can host an intense mixture of land use. Therefore, consideration should be given to the land use compatibility with adjacent areas. Where Institutional & Employment Centers abut residential uses, buffering should be implemented to help protect the city's neighborhoods. Buildings range widely in size and scale depending on their context and use. The typical building is not more than two stories, though some taller buildings may be present. Parking lot screening and on-site landscaping are important in establishing the high-quality and attractive character of the area. Special attention should be given to design that promotes the unique character of the center. The street network within this place type is well-connected to serve all travel modes, while accommodating large trucks on busier streets and direct access to commercial sites. Transit accommodation should be provided. Commercial traffic traveling through Institutional & Employment Centers should utilize routes that do not impact adjacent neighborhoods. Because of this place type's ability to draw visitors regionally, surface parking should be carefully designed as to not dominate the built environment; for example, structured parking and/or shared parking should be encouraged. Open space within this place type is typically provided by common public areas or institutional uses. Improved open spaces are typically recreational facilities, picnic areas, walking trails, patios, and courtyards provided on individual sites. Natural buffers are often used to separate large sites and buffer uses deemed to be in conflict.



APPENDIX A - COMMUNITY ASSESSMENT

Understanding where a community is now is a critical first step in developing a road map for where it wants to go. Every community has its share of strengths, weaknesses, challenges, and opportunities. This section is vital to help Bel Aire become a "city of the future with respect for its past."

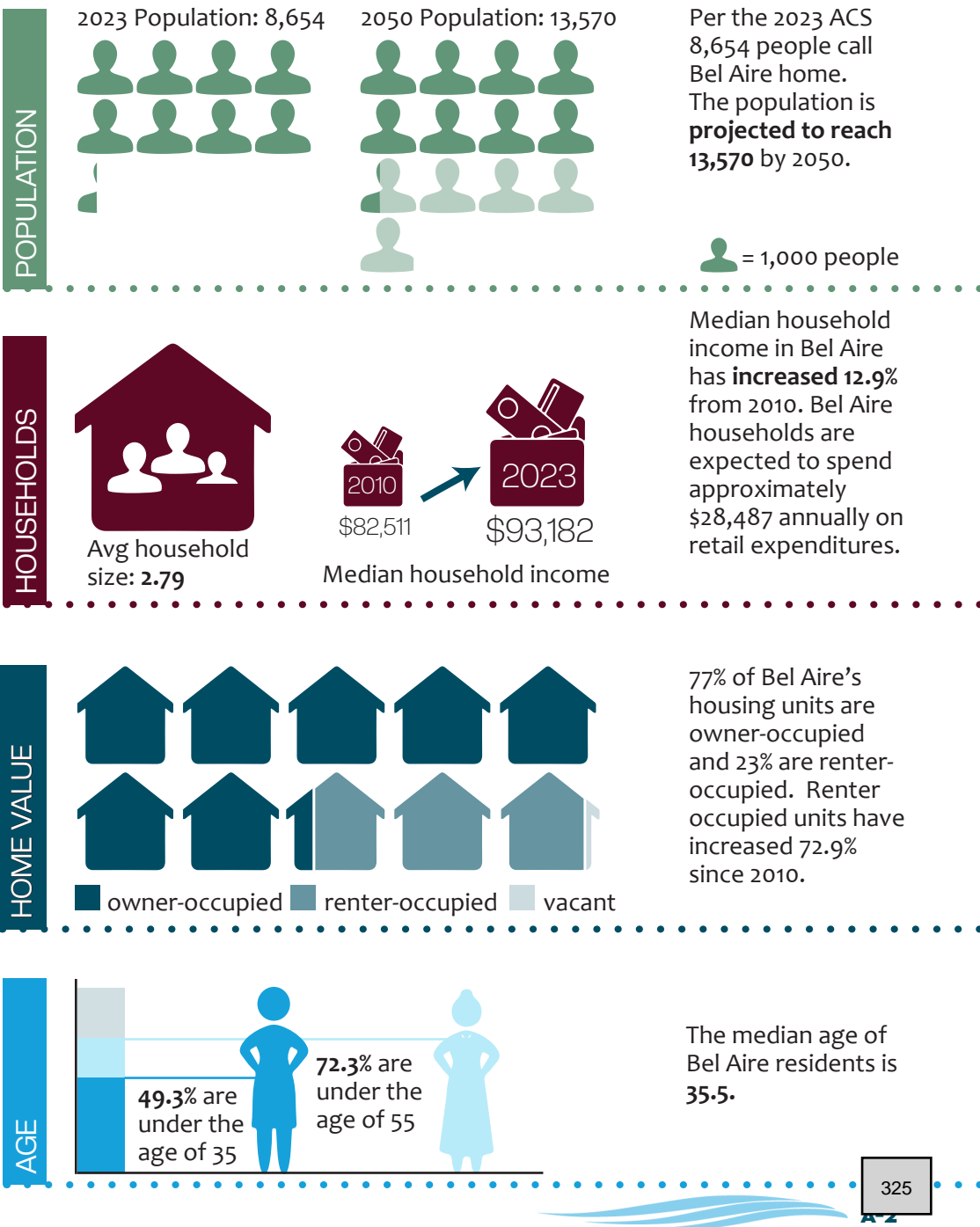


INTRODUCTION

This section of the Bel Aire 2035 Comprehensive Plan provides an inventory and assessment of the existing conditions at the time of this plan’s development. The information contained within this appendix is intended to function as a snapshot of where the City is now. The data collected and analysis done in developing this information also serve as a foundation for the goals and strategies recommended throughout.

The data provided in this appendix is primarily derived from the U.S. Census Bureau. The U.S. Census Bureau primarily collects data through two programs: decennial surveys conducted at the start of each decade, and the American Community Survey (ACS) which is conducted annually. ACS information is provided in 1-year and rolling 5-year estimates. Information from the decennial census is generally considered to be more robust while ACS information fills the gaps in between. Some information is only obtainable in one or the other program, as the data collected through the two varies. Additional information was also collected through ESRI Business Analyst.

To the right is a brief snapshot of the City of Bel Aire followed by detailed analysis on the following pages.



EXISTING LAND USE

Bel Aire occupies approximately 6.4 square miles – or 4,091 acres – of land. The major north-south streets are Oliver Street, Woodlawn Boulevard, Rock Road, Webb Road, and Greenwich Road. The major east-west streets are 37th Street, 45th Street, and 53rd Street. K-96 is just south of the existing City limits, and the City's northern and western limits are within proximity of K-254.

As graphically depicted in Map A-1 and in table form below, the dominant land use in Bel Aire is vacant, open space, and/or agriculture. Translated, this communicates that **61.4% of all property in the City remains undeveloped**. The areas that are largely developed are concentrated north of 37th Street, one-half mile south of 53rd Street, and between Oliver Street and Woodlawn Boulevard.

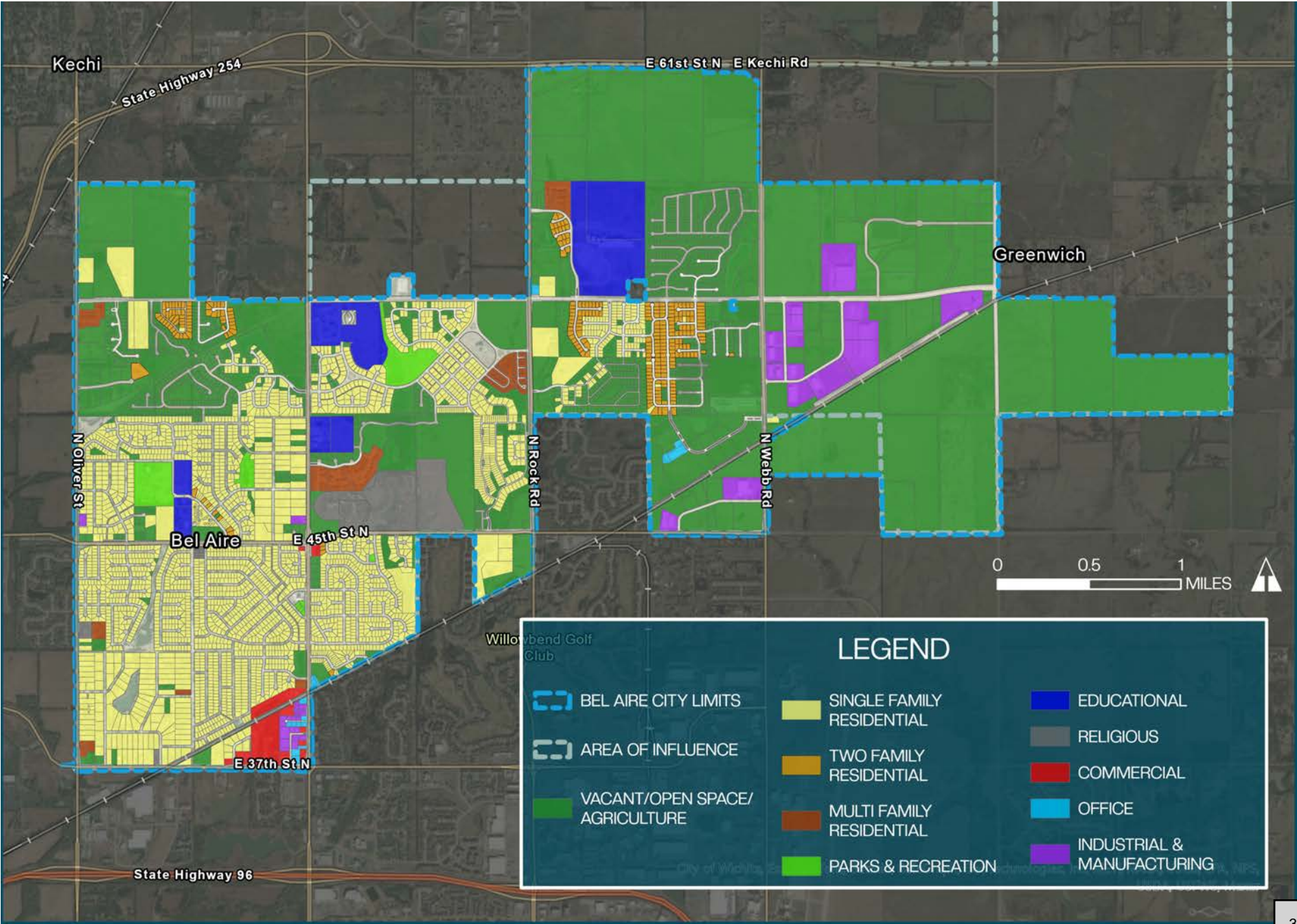
Bel Aire has a relatively small percentage (0.8%) of land developed for commercial use. Most commercial uses are concentrated on the northeast corner of the 37th Street and Woodlawn Boulevard intersection. A small number of industrial and manufacturing uses are also located at the intersection, though the majority are in the northeast area of the City near the intersection of 53rd Street and Webb Road. Residential uses are dominantly single and two-family uses, with a small allocation of multi-family uses.

| LAND USE | TOTAL ACREAGE | % |
|-------------------------------|---------------|-------|
| Vacant/Open Space/Agriculture | 2510.5 | 61.4% |
| Single Family Residential | 951.9 | 23.3% |
| Educational | 171.4 | 4.2% |
| Industrial & Manufacturing | 124.8 | 3.1% |
| Religious | 90.7 | 2.2% |
| Two Family Residential | 77.8 | 1.9% |
| Multi Family Residential | 57.4 | 1.4% |
| Parks & Recreation | 47.0 | 1.1% |
| Commercial | 33.3 | 0.8% |
| Other | 17.8 | 0.4% |
| Office | 9.0 | 0.2% |

Key Findings

All communities are unique, so there are no recognized standards to determine what precise mix of land uses in a community are considered healthy. Land use data can provide useful insights into community behaviors and market trends. **The low percentage of land within the City in commercial use is indicative of a population that is finding their commercial needs in other communities.** It is recommended that the City explore marketing opportunities that exist based on the current demographics and needs of Bel Aire, in addition to working with the private sector to better understand key metrics to increase the amount of commercial amenities and services available. **61.4% of land being undeveloped is significantly higher than other similar communities.** Although many factors may explain why each tract of land is not currently developed and whether these tracts of land can ultimately be developed, this result would initially indicate that the existing City limits has sufficient availability for new development. The lack of any substantial industrial and manufacturing uses further demonstrates that **the City is primarily a place to live, with residents commuting to other communities for their daily needs.**

MAP A-1 - EXISTING LAND USE



EXISTING ZONING

Zoning is the primary tool used by communities to regulate development. Zoning codes typically address what can be built, where it can be built, and how. **The standards in a community's zoning code are one of, if not the, central elements that determine the composition of the built environment in any given community.** As such, a well-organized and thought-out zoning code is a crucial component to the look and feel of a community.

Each property within the city limits has a zoning district classification, which determines what types of uses are permitted, the process (if any) required to permit them, and the general layout of how the property must be developed. The entirety of the City of Bel Aire is zoned as one of the “base districts” found within the regulations. **There are currently fourteen districts described in the Zoning Regulations, though only eleven are in active use at this time.** The table below depicts the current districts by acreage and percent of the land area they apply to.

| ZONING DISTRICT | TOTAL ACREAGE | % |
|---|---------------|-------|
| M-1 Planned Unit Development – Industrial | 1811.9 | 28.6% |
| R-4 Single-Family Residential | 1747.9 | 27.6% |
| R-5 Garden & Patio Homes, Townhouses, and Condominiums | 568.3 | 9.0% |
| AG Agricultural | 520.9 | 8.2% |
| R-3 Single-Family Residential | 492.7 | 7.8% |
| R-1 Estate Residential | 377.9 | 6.0% |
| C-1 Neighborhood Commercial, Office, and Retail | 311.8 | 4.9% |
| R-6 Multi-Family | 230.8 | 3.6% |
| C-2 Planned Unit Development – Commercial Office and Retail | 195.7 | 3.1% |
| R-5B Single-Family / Zero Lot Line Residential | 43.1 | 0.7% |
| R-2 Single-Family Residential | 26.8 | 0.4% |
| Rural Residential | 0 | 0% |
| Manufactured Home Park | 0 | 0% |
| Planned Unit Development - Residential | 0 | 0% |

The following is a summary of the Articles that comprise the current Zoning Ordinance:

Article 1. General Provisions

This article lays out the purpose of the Zoning Regulations and states the role that zoning plays in relation to other chapters of the city code and adopted plans and policies.

Article 2. Interpretation, Construction & Definitions

Provides the rules for interpretation of standards and terminology contained within the Zoning Regulations. Clarifies how to handle conflicting provisions, use of tenses, vesting rights, and other details. Contains a list of terms found within the Zoning Regulations along with a brief description/definition for each.

Article 3. Administration and Enforcement

Establishes and outlines the powers and duties of the Zoning Administrator, Planning Commission, and Board of Zoning Appeals. Provides the framework for identifying and addressing violations to the standards found within the Zoning Regulations.

Article 4. Permits and Certificates of Occupancy

This Article establishes the relationship between the standards, processes, and provisions of the Zoning and Subdivision Regulations with Building Code standards, processes, and provisions.

Article 5. Amendment Process, Conditional Use, Special Use, Appeals to BZA, Variances

States the review and approval standards for: zoning code amendments, zoning map amendments, conditional uses, special uses, appeals of administrative decisions, and variances.

Article 6. Zoning Districts – General Regulations, Accessory Use, Setbacks, Height Restrictions

Lays out the zoning districts included in the Code, how they apply to the zoning map for the city, how the Zoning Regulations apply to newly annexed land, and general requirements broadly applicable to zoning across the city. Also contains overall provisions for: accessory uses, accessory structures, setbacks, height restrictions, and performance standards.

Article 7. Zoning Districts

Lists and provides standards for the fourteen zoning districts currently contained within the Zoning Regulations. This article differentiates what uses are permitted in each district, if conditional or special use considerations are required for certain uses with that district, density and dimensional standards for development in each district, and references to other Articles relevant to the district.

Article 8. Home Occupations, Non-Conforming Uses, Temporary Zoning and Planned Unit Development

Provides standards pertaining to the classification, review process, and approval criteria for the indicated subjects.

Article 9. Parking and Loading

Covers topics such as: location, design, maintenance, surfacing materials, calculation standards, and required amount of parking spaces. Parking is primarily assessed based on the zoning code classification for the use associated with a development.

Article 10. Landscaping and Screening

Describes the application and review criteria for landscaped areas associated with development activity. Provides standards related to review processes and application requirements, street trees, perimeter landscaping, planting standards and material requirements, interior landscaping within parking areas, building facade/foundation landscaping, maintenance requirements, screening requirements, and exceptions.

Article 11. Floodplain Zoning

Provides standards and restrictions pertaining to the review and approval of development activity proposed for areas encumbered by FEMA mapped regulatory floodplain and floodway areas.

Chapter 19 – Subdivision Regulations

Incorporated by reference to the Zoning Regulations. Governs the applicability, application requirements, review standards, and overall process related to land divisions within the City of Bel Aire.

What is the difference between zoning and land use?

Zoning districts specifically define and regulate what kinds of uses are allowed on specific parcels and outline the City's development requirements.

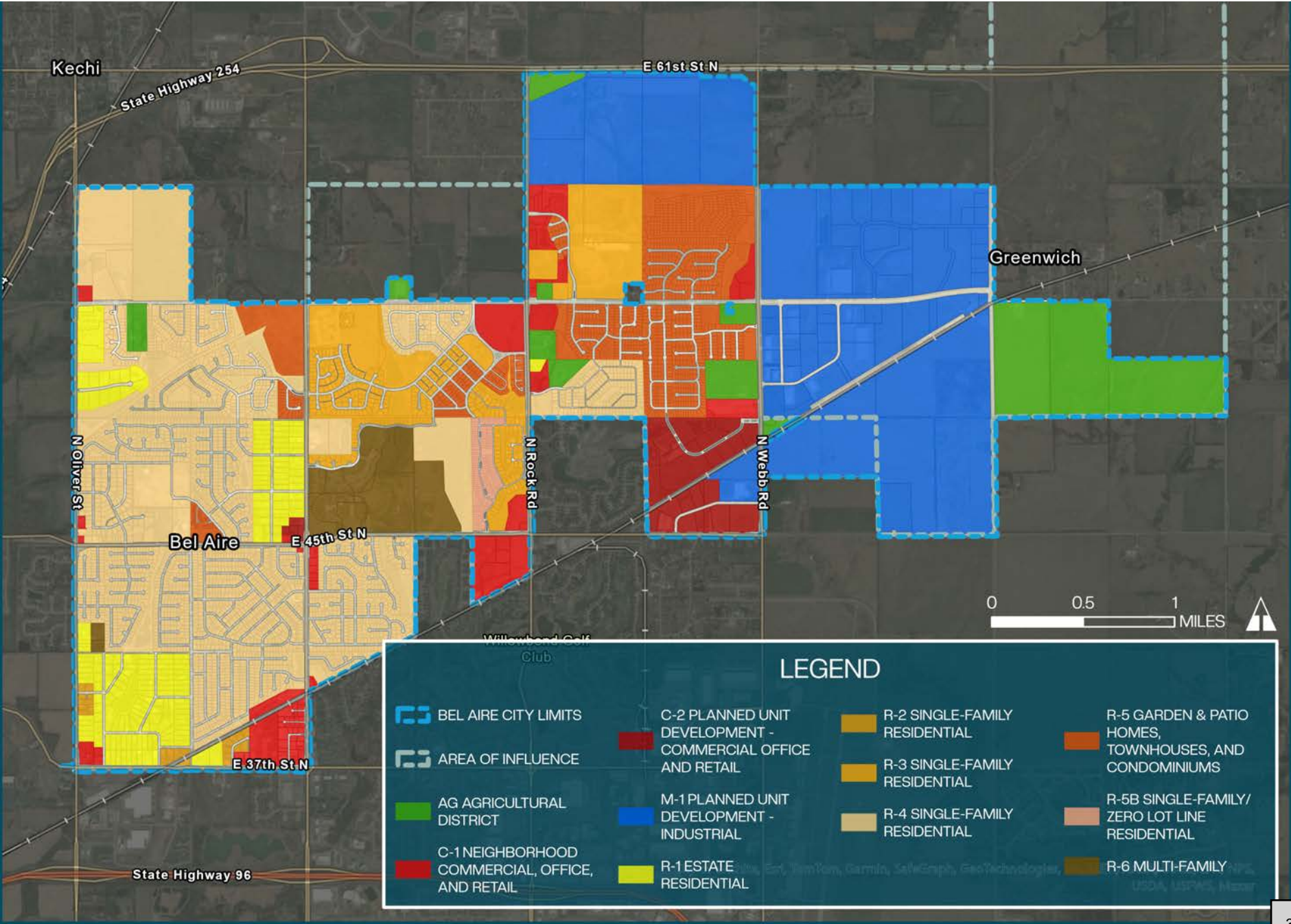
Land uses reflect the current or desired development pattern in each area.

Key Findings

55.1% of the City is currently zoned residential, 8.0% commercial, 28.6% industrial, and 8.2% agricultural.

Commercially zoned nodes are located near 37th Street and Woodlawn Boulevard, adjacent to Rock Road near 45th Street and 53rd Street, and 45th Street and Webb Road. The most intense zoning (industrial) is dominant north of 45th Street and east of Webb Road, with additional property zoned for industrial uses abutting K-254 between Rock Road and Webb Road. Single-family residential is dominant west of Woodlawn Boulevard. Of the approximately 3,487 acres of the City in residential zoning, approximately 77.1% are single-family only, 6.6% are multi-family only, and 16.3% are R-5 which permits various residential uses. The only substantial multi-family residential zoning is at the northeast corner of 45th Street and Woodlawn Boulevard, which is accounted for by the Catholic Care Center. **South and east of Northeast Magnet High School is the dominant area for R-5, which permits townhouses, garden/patio homes, and condominiums.** It should also be noted that the City does not have a specific zoning designation for parks or recreational uses. Parks are currently either located in areas zoned AG Agricultural or within another base zoning district. **Three existing zoning districts are not currently evident anywhere in the City:** 1) Rural Residential District, 2) Manufactured Home Park, and 3) Planned Unit Development – Residential.

MAP A-2- EXISTING ZONING



EXISTING COMMUNITY FACILITIES AND SERVICES

SCHOOLS

Bel Aire does not have a unified school district that exclusively serves its residents. The City is served by two school districts: Wichita Unified School District 259 and Circle Unified School District 375. Sunrise Christian Academy and Resurrection Catholic School are also located in Bel Aire. Isely Traditional Magnet Elementary School and Northeast Magnet High School, both USD 259 facilities, are located within the Bel Aire City limits. USD 259's Stucky Middle School is also located near Bel Aire at 45th Street and Oliver Street. The nearest USD 375 school is Circle Greenwich Elementary which is located near 29th Street and Greenwich Road.

PUBLIC FACILITIES

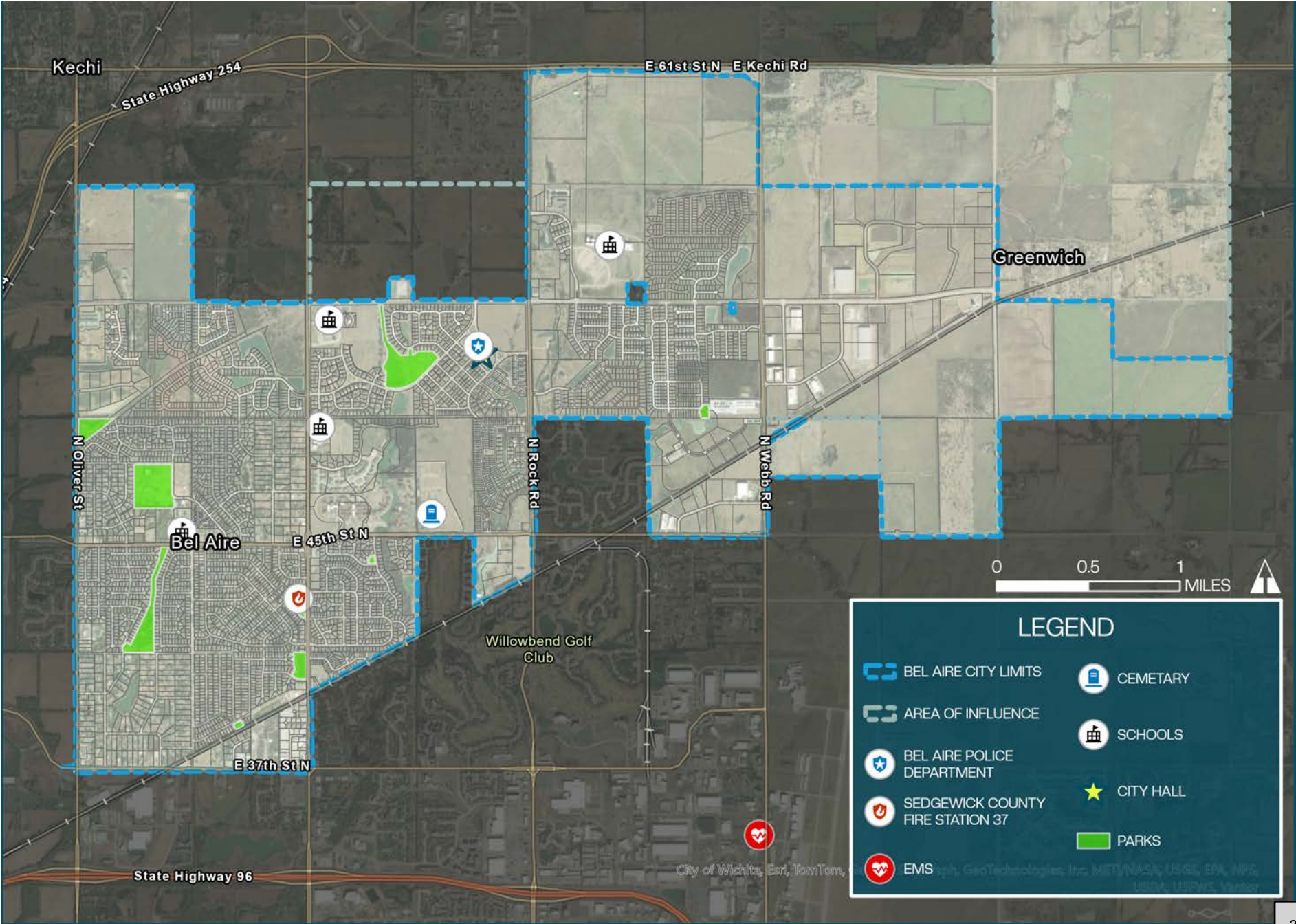
Bel Aire City Hall is located at 7651 E. Central Park Avenue and houses many City departments, including the Bel Aire Police Department. Bel Aire does not operate a fire department but is served by Sedgwick County Fire Station 37 located south of 45th Street along Woodlawn Boulevard. Wesley Medical Center operates a 99-bed hospital offering emergency care, cardiac, orthopedic, and bariatric services at 2610 N. Woodlawn Blvd. Sedgwick County EMS Post 15 is located at 3575 N. Webb Road and provides emergency medical services to Bel Aire in addition to Fire Station 37.

Key Findings

With exception to the Bel Aire Police Department, **fire protection and rescue, health and medical services, and education available to Bel Aire residents are all provided by other municipal and private entities.** The lack of a unified school district specific to Bel Aire may be a disadvantage when compared with other suburban communities within the Wichita Metropolitan Statistical Area. Although detailed analysis of level of service provided by each of these community facilities transcends the scope of this plan, generally, leaders at the city, county, and school district levels should remain diligent in continuously assessing their ability to maintain services levels as the population, geography, and demographics of the community change.



MAP A-3 - COMMUNITY FACILITIES & SERVICES



EXISTING PARKS & OPEN SPACE

Parks, open space, and recreational areas are a primary contributor to the quality of life for citizens of any community. This section provides an inventory of the existing parks within the City of Bel Aire and categorizes them based on size and the amenities they provide. This section draws from currently available data and maps, as well as the City's Parks Master Plan.

There are seven officially designated public parks in Bel Aire, listed in the table below. This report does not provide an inventory or assessment of private parks, such as those that may be owned, operated, and/or maintained by a homeowner's association or a part of a larger development complex. 61 acres of parks within the City of Bel Aire were identified and classified based on the system outlined below. The parameters outlined here are best used as a general reference – for example, a Neighborhood Park is not strictly limited to 10 acres or less and some may be slightly larger.

| NAME | ACRES | AMENITIES | CLASSIFICATION |
|---------------------------------|-------|---|----------------|
| Denise Park | 0.7 | Playground, gazebo | Pocket |
| Bel Aire Park | 1.3 | Covered picnic area, playground, tennis court, basketball court, walking paths, benches | Neighborhood |
| Eagle Lake Park | 13.0 | Sand volleyball, playground, covered picnic area, trails, pond, green/open space | Community |
| Bel Aire Recreation Center Park | 19.9 | Recreation center, ballfields, soccer/football fields, playground, green/open space | Community |
| Alley Park | 5.9 | Disk golf course, pond, green/open space | Neighborhood |
| Central Park Avenue Park | 19.7 | City pool, playground, pond, trails, benches, green/open space | Community |
| Brookhouser Park | 0.5 | Playground, covered picnic area, walking path | Pocket |

Pocket Parks

- Up to 1 acre
- One amenity (playground, tennis court, passive recreation, etc.)
- No or limited green space
- No dedicated parking
- Intended to serve a single purpose or accessory to primary land use

Neighborhood Parks

- 1 to 10 acres
- One or more amenities
- Some amount of green space
- Limited dedicated parking
- Intended to serve the surrounding neighborhood

Community Parks

- 10 to 50 acres
- Multiple amenities
- Notable amount of green space
- Dedicated parking
- Intended to serve the community at large either through scale or specialty

Regional Parks

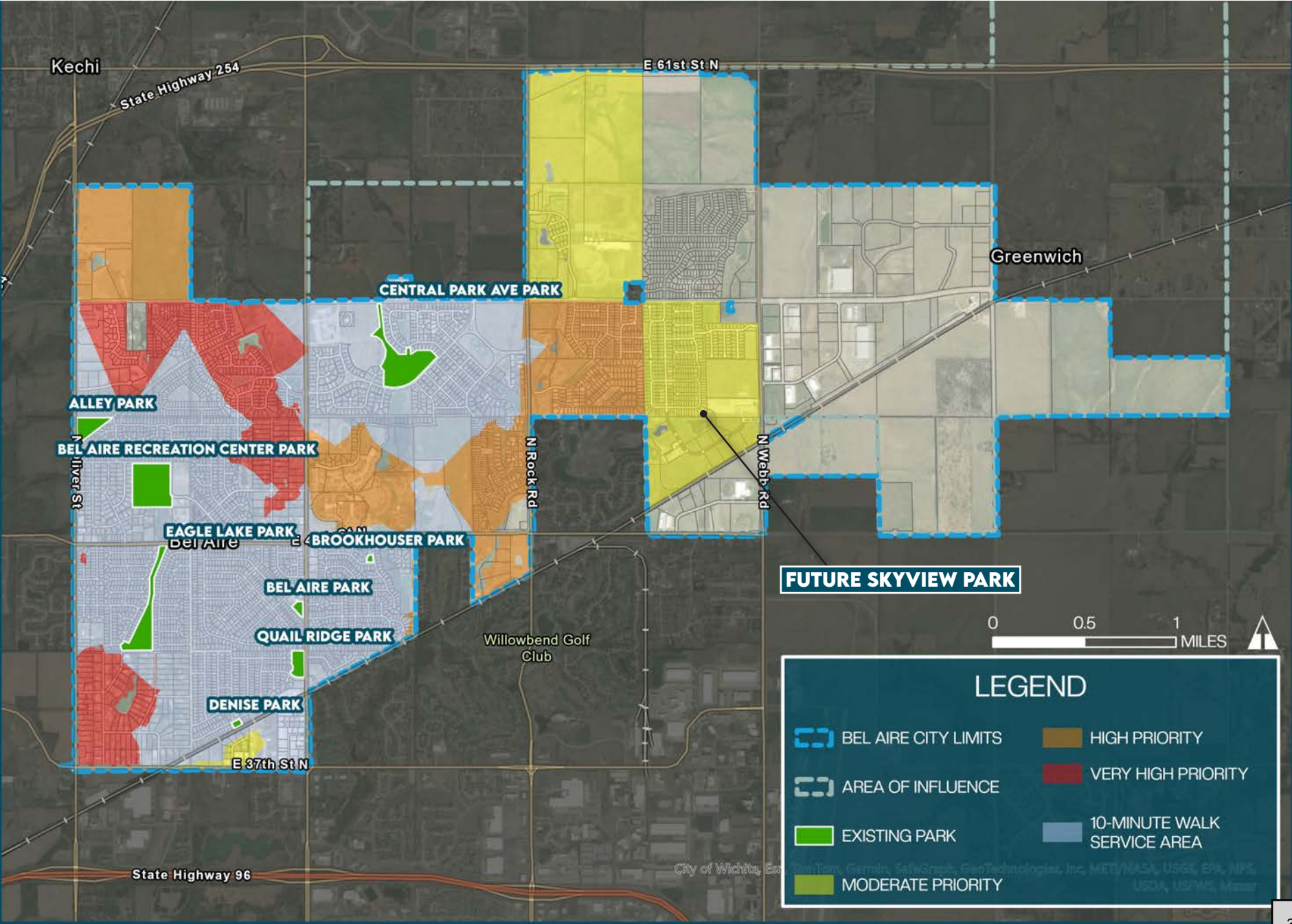
- 50+ acres
- Many amenities or a regionally significant amount of one or more amenities
- Substantial green space
- Intended to draw from outside of the community

All the officially recognized parks are located west of Rock Road. According to ParkServe, the Trust for Public Land's park access mapping tool, **67% of Bel Aire residents live within a 10-minute walk of a park.** See Map A-4 Existing Park Needs for ParkServe's recommended priority areas for new parks.

Key Findings

The City of Bel Aire provides approximately **61 acres of public park to its residents and visitors.** Park offerings include walking space, open green space, sport courts, a disc golf course, and playgrounds. According to ParkServe, the **areas of very high priority for additional parks are south of 53rd Street and east of Oliver Street, and near the northeast corner of Oliver Street and 37th Street.**

MAP A-4 - EXISTING PARK NEEDS



TRANSPORTATION & MOBILITY

STREETS

The City’s roadway network largely represents a modern hierarchical system, inclusive of roadways clearly identified with functional classifications of arterial, collector, and local. Arterials and major collector roadways are located at section lines, no minor collectors were identified, and local roadways provide direct access from the arterials and major collectors to individual properties. Local roadways generally represent a modern organization characterized by curvilinear circulation patterns and cul-de-sacs, as opposed to the more traditional organization of local roadways which are grid-based in organization. The modern curvilinear organization of local roadways funnels vehicular and non-vehicular traffic to higher classification roadways, such as arterials and major collectors. **This creates commuting patterns that limit route choice, which induces higher vehicular traffic volumes on arterials and major collectors. It can also have the effect of limiting non-vehicular movement within a city by creating an environment that attempts to mix high-speed vehicular traffic with pedestrians.**

Two primary regional east-west access roadways in proximity to Bel Aire include K-254 (north of Bel Aire) and K-96 (south of Bel Aire). For regional north-south commuting, convenient access to I-135, located just west of Bel Aire, is also provided.

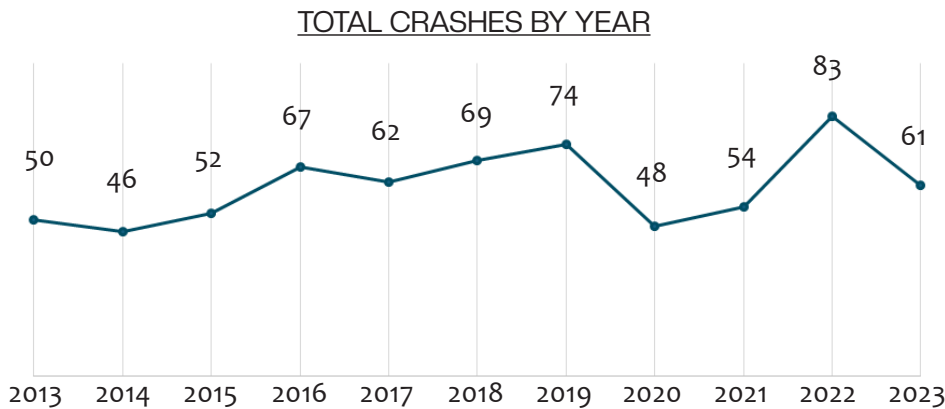
Traffic volumes, depicted in Map A-6 using Annual Average Daily Traffic (AADT) provided by the Wichita Area Metropolitan Planning Organization (WAMPO), represents minor volumes for much of the City. **By a significant margin, the roadway segment with the highest volume is the portion of Woodlawn Boulevard from 37th Street to 45th Street: 13,845 AADT near 37th Street and 10,896 near 45th Street.** No other segment within or directly abutting the City exceeds 6,025 AADT. Traffic volumes adjacent to Bel Aire on K-254 are approximately 12,900 AADT, and south of Bel Aire along K-96 are approximately 59,300 AADT.

CRASHES

Traffic crash data from 2013-2023 provided by the Kansas Department of Transportation was analyzed. As Bel Aire’s roadway network organization represents a modern hierarchical design, one may expect higher crash incidence along primary roadways, such as arterials and collectors based

on traffic volumes. As depicted in Map A-7 Traffic Crashes (2013-2023) this expectation is realized, with the **highest rate of crash incidence at the intersections of 45th Street and Woodlawn Boulevard, 45th Street and Oliver Street, 53rd Street and Rock Road, and 37th Street and Oliver Street.** The roadway segment with the highest crash incidence rate is along **Woodlawn Boulevard between 37th Street and 45th Street.**

Between 2013 and 2023, 666 traffic crashes occurred within Bel Aire. Although detailed analysis of the circumstance of these crashes transcends the scope of this plan, a cursory presentation of this data is as follows:



| CRASH SEVERITY | # |
|----------------------|-----|
| Property Damage Only | 494 |
| Injury | 172 |
| Fatal | 0 |

SIDEWALKS & TRAILS

According to existing data provided by the Wichita Area Metropolitan Planning Organization (WAMPO), there is approximately 30.83 miles of sidewalk in the City. **The majority of these are in the developed areas west of Rock Road.** Sidewalks are typically located within the street right-of-way. According to data available currently, the total length of road miles for all Arterial, Collector, and Local streets (does not include highways) is 138.26 miles. Based on these measurements, **the total length of sidewalks is approximately 22.3% of the length of roadway miles.**

The only known officially recognized trails within Bel Aire are: Central Avenue Park Trail, Retirement Community Trail, and Eagle Lake Park Trail. **The trails in these areas combined have a total length of 3.87 miles.** This measurement is based on existing, publicly available data and may not account for informal trail systems or others that may not have been accounted for in previous assessments.

Key Findings

The hierarchical organization of the City’s roadway network, with characteristic curvilinear local streets and cul-de-sacs is a common built environment experience in modern suburban communities. This contrasts with communities that depict a more conventional grid pattern of roadway organization. **The roadway organization evident in Bel Aire is prone to encourage vehicular traffic over other mode types - primarily pedestrian and bicycle.** With arterials and collector roadways representing the few available through movement options, **these roadway classifications tend to focus on providing maximum capacity at higher speeds, which makes the creation of desirable places as a community development objective difficult.** With the current traffic volumes, and even if substantial growth in volumes is realized, very few roadway expansion projects are expected. **Investments in the roadway network should focus on Complete Street improvements, stroad identification/conversion, and rehabilitation/maintenance.** Further analysis of the requirements set forth in City policy should be conducted to ensure that the City’s requirements are reflective of long-range transportation and mobility objectives.

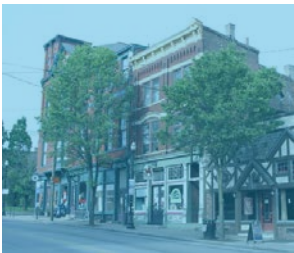
What is the difference between a street and a road?

What is a Stroad?

Roads are efficient connections between two places. They focus on higher speeds with limited access.

Streets are instrumental in the creation of places. A properly designed street will have slower speeds, dedicated space for non-vehicular users, and embrace the complexity that all desirable places exhibit.

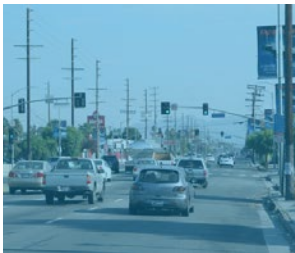
Stroads are street/road hybrids. Stroads do not move vehicles efficiently, and they do not participate in the creation of desirable places.



STREET



ROAD

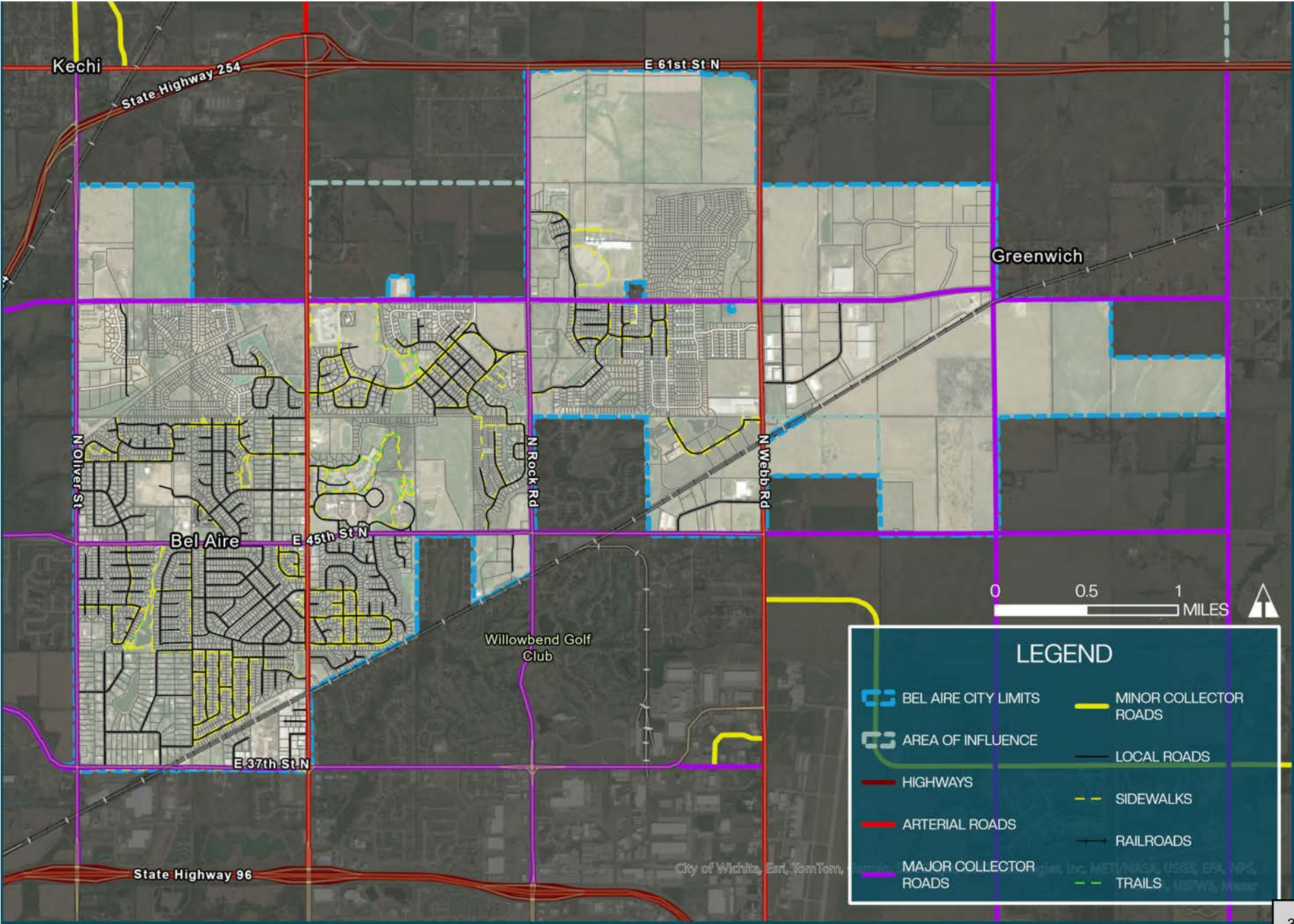


STROAD

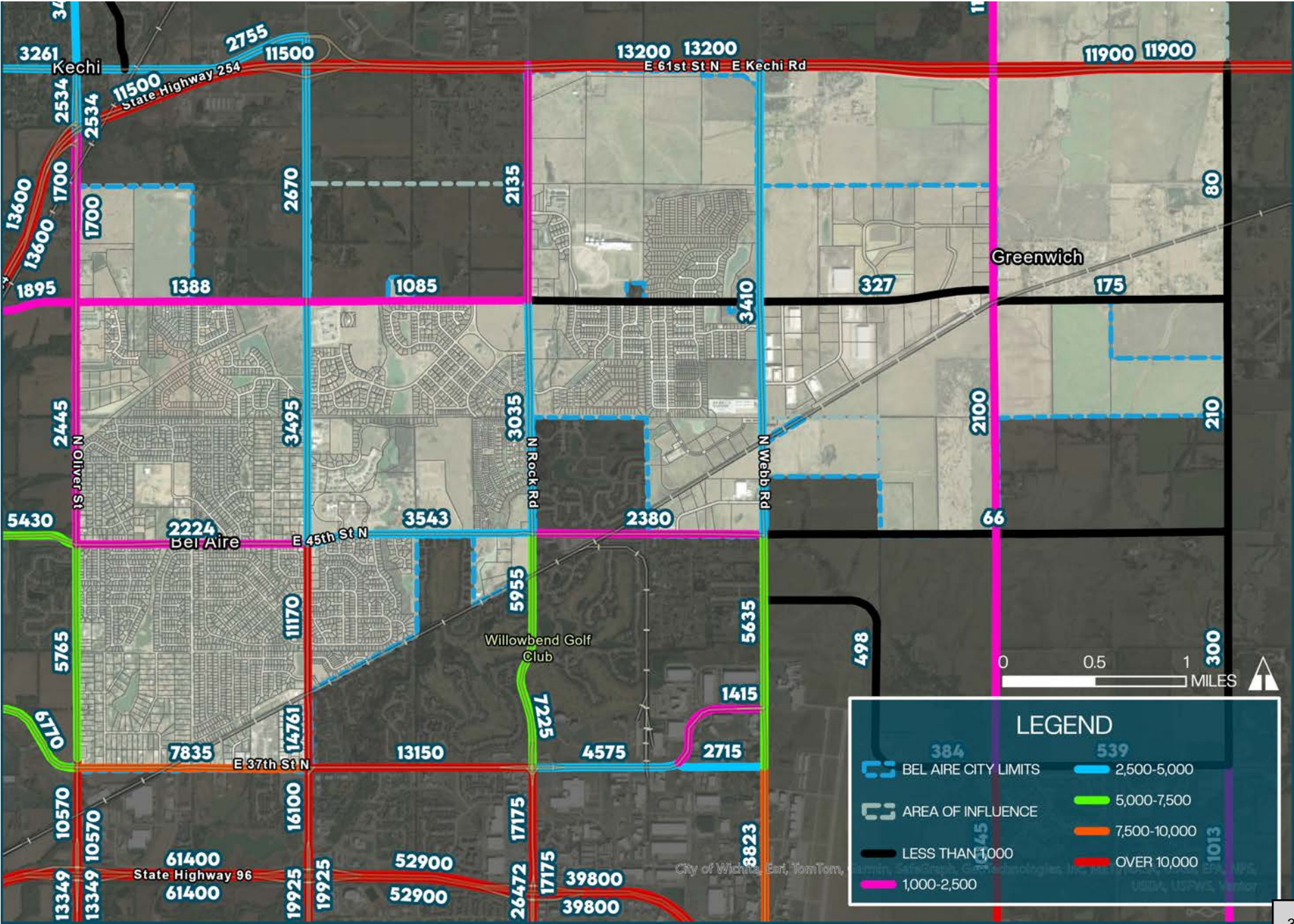
| Street | Road |
|--|---|
| Slow Traffic | Limit Access |
| Prioritize people over vehicle throughput | Prioritize vehicle throughput over access |
| Vital in the creation of productive places | Connects productive places |
| Embraces complexity | Embraces simplicity |

Source: adapted from Marohn, Charles L., Jr., “Confessions of a Recovering Engineer: Transportation For a Strong Town”, John Wiley & Sons, Inc., 2021.

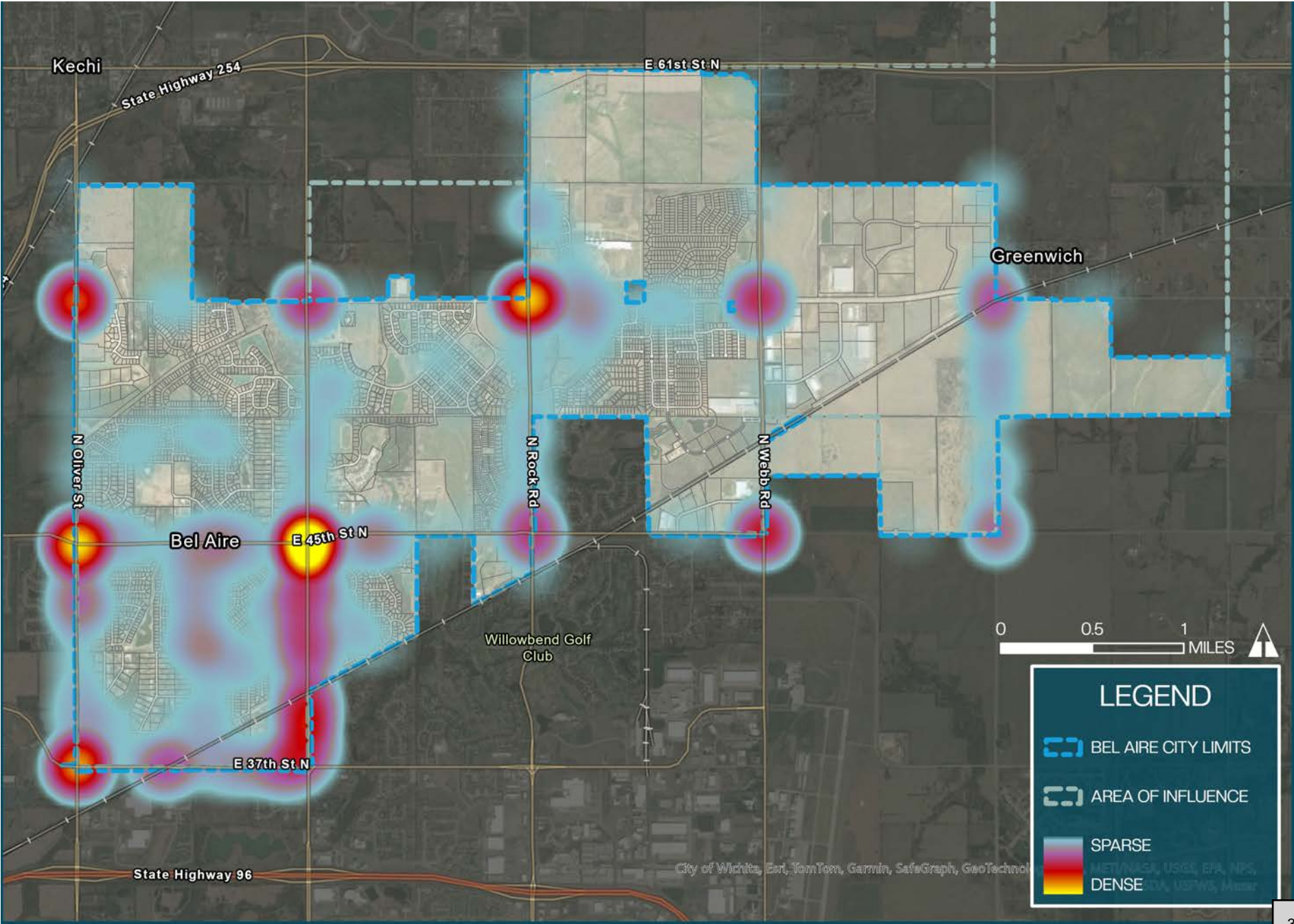
MAP A-5 - TRANSPORTATION & MOBILITY



MAP A-6 - TRAFFIC VOLUME



MAP A-7 - TRAFFIC CRASHES (2013-2023)



EXISTING ENVIRONMENTAL FEATURES

The natural environment is a critical consideration for future community planning efforts for multiple reasons, including its impact on potential development areas, natural hazard risk mitigation, the efficiency of ecological services, and more. This subsection of the plan briefly describes the environmental features of Bel Aire and the existing risks and opportunities associated with the natural landscape of the area. The existing natural features within the City are illustrated in Map A-8. There are several natural water features and associated flood risks throughout the area.

FLOODWAYS & FLOODPLAINS

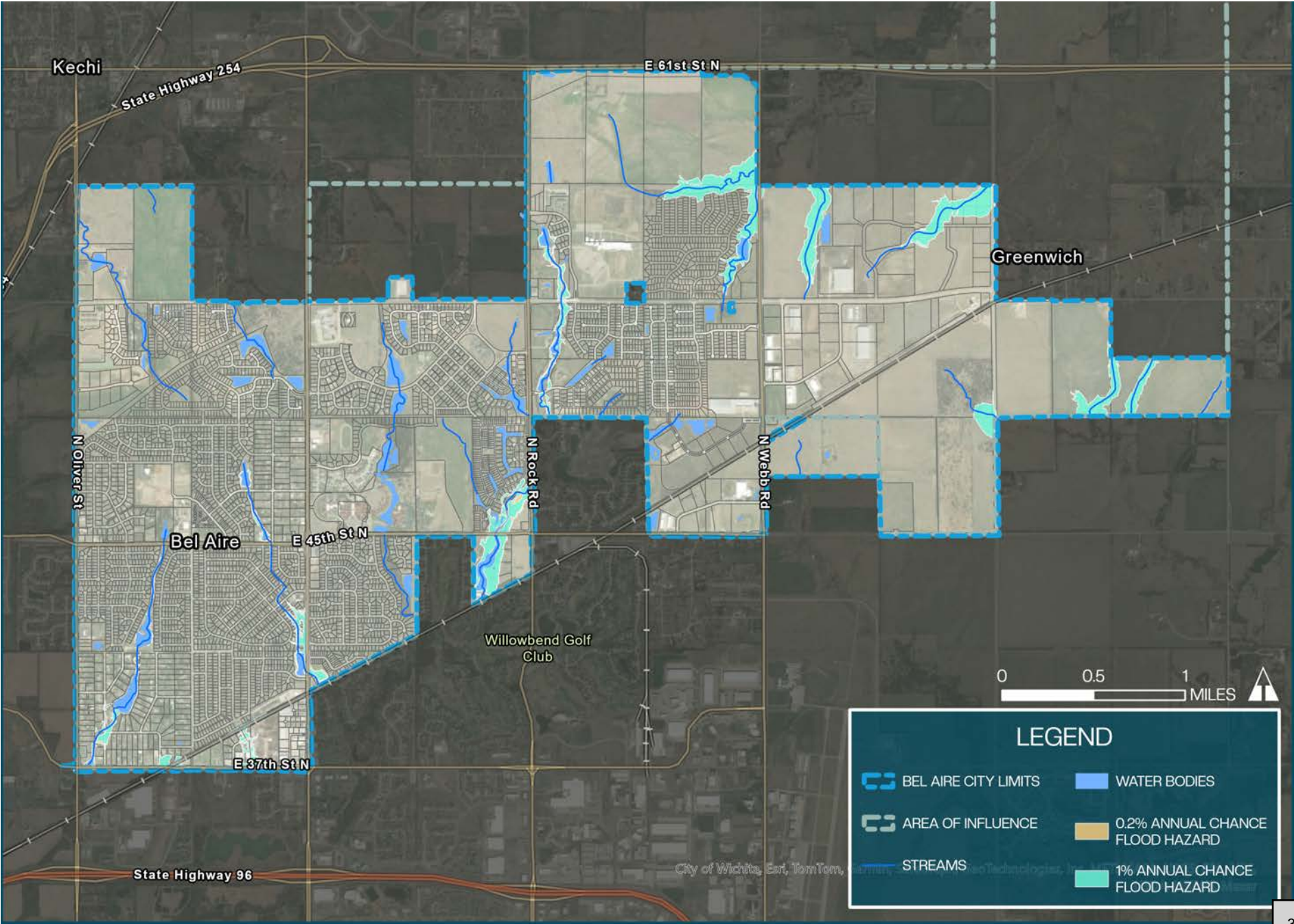
Flood risk has been mapped throughout the City by the Federal Emergency Management Agency's (FEMA) National Flood Insurance Program (NFIP). FEMA typically identifies flood-prone areas through detailed hydrologic and hydraulic modeling and occasionally through approximate methods to assist with planning, management, and risk assessment within watersheds. A floodplain is comprised of two parts: the Regulatory Floodway and Floodplain Fringe. Regulatory floodways are defined by the NFIP as the channel of a watercourse that must be reserved to discharge the determined base flood without cumulatively increasing the water surface elevation more than a designated height. The floodway fringe is the remaining portion of the floodplain. FEMA and State of Kansas regulations allow communities to allow development in the floodway fringe when certain requirements are met.

Based on FEMA's assessments, floodplains with identified floodways are present within the City. Areas of increased flood risk predominantly are arranged north-south and are present regularly east-west. The identified flood hazard zones are predominantly encumbered by the 1% Annual Chance Flood Hazard Zone, although a relatively small amount of property is within the 0.5% Annual Chance Flood Hazard Zone. Areas near Rock Road and 45th Street, as well as northeast corners of Bel Aire are in the 1% Annual Chance Flood Hazard Zone. The 1% and 0.5% annual flood zones are often referred to as "100 year" and "500 year" flood zones. This is misleading - the 0.1% flood zone indicates that each year, there is a 1% chance for a flood of that magnitude, as opposed to a flood only happening once in 100 years. Theoretically, a "100 year flood" can happen in back to back years.

Key Findings

The floodplain evident within the City undoubtedly impacts development, redevelopment, and overall land uses in the future. These waterbodies and their surrounding properties can act as neighborhood attractions and amenities in addition to serving drainage, biodiversity, and ecological uses. The City needs to continue to ensure that local development policies are reflective of the desired long-term impacts on these areas. **In addition to their impacts on land uses, consideration of these natural features should also be reflected when planning for future transportation improvements.**

MAP A-8 - ENVIRONMENTAL FEATURES



EXISTING UTILITIES

The City of Bel Aire owns and operates its municipal waterworks utility and sanitary sewer utility systems, including treatment facilities owned and operated through the Chisholm Creek Utility Authority, **under an Interlocal Cooperation Agreement with the City of Park City, Kansas.** As a contracting member of the Authority, the City of Bel Aire receives certain water and sewer services from the Authority. Water is also obtained through a contract with the City of Wichita. The City completed master plans for both water and sanitary sewer utilities in 2023. Further information from both master plans is available in Appendix C: Summary of Relevant Plans & Studies.

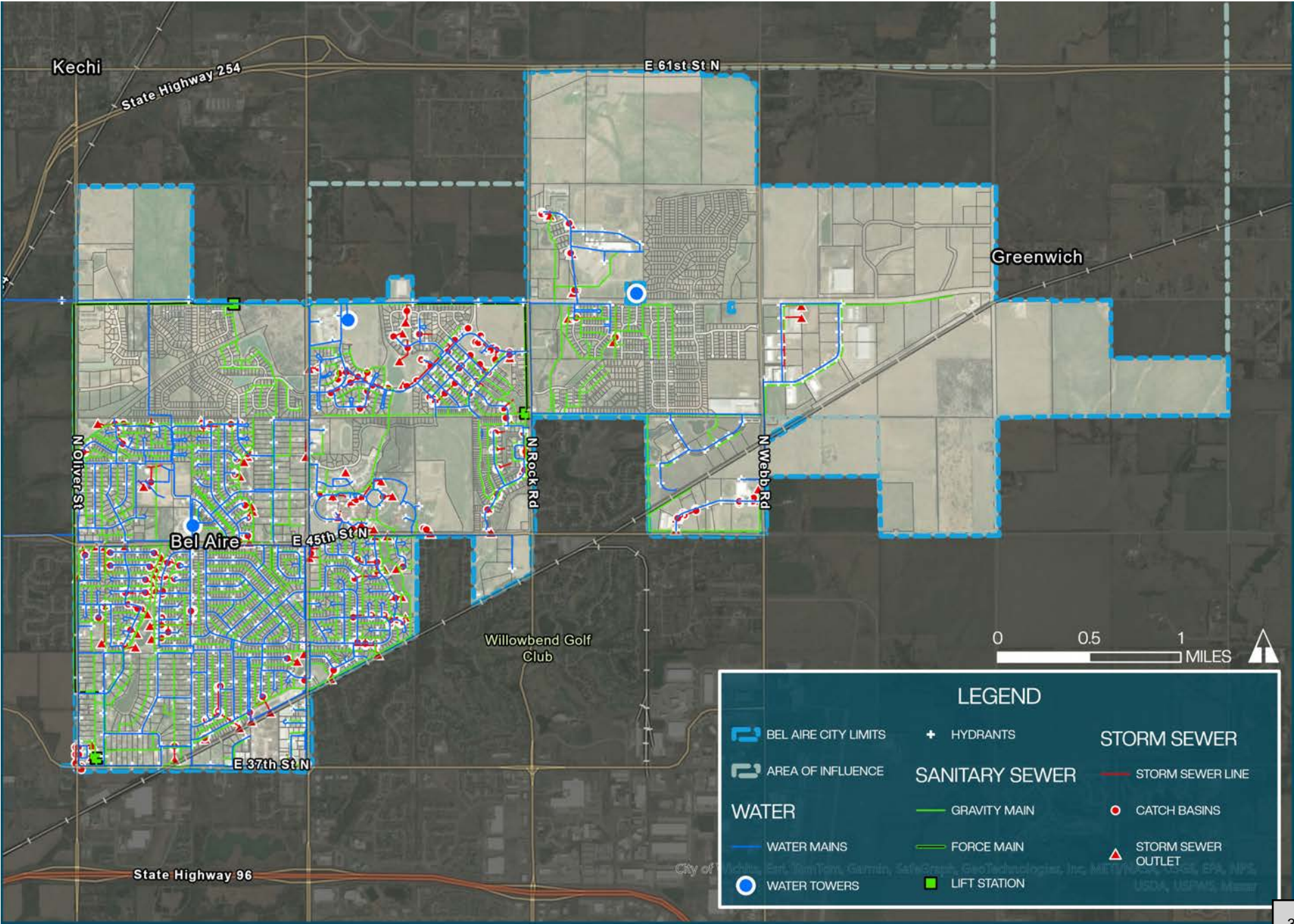
The City of Bel Aire holds a Municipal Separate Storm Sewer System (MS4) Permit issued by the State of Kansas for the Environmental Protection Agency (EPA). **The City maintains a Stormwater Management Plan that outlines the measures the City will take to reduce the discharge of pollutants, protect water quality, and satisfy the appropriate water quality requirements and goals of the Clean Water Act and the City's National Pollutant Discharge Elimination System (NPDES) Permit.**

Natural gas, electric, and telecommunications services are provided by private utility companies operating under local franchise agreements. Evergy supplies electricity within the City. Kansas Gas Service is the local natural gas provider. AT&T and Cox Communications provide local internet, telephone, and cable services.

Key Findings

Detailed analysis of the waterworks utility and sanitary sewer utility systems were completed in 2023. Further information from both master plans, as applicable to the scope of this Plan, is contained in Appendix C: Summary of Relevant Plans & Studies. **Generally, the City should continue assessing the level of operational service of its sanitary sewer collection, wastewater treatment, potable water production and distribution, and stormwater/drainage management facilities.**

MAP A-9 - INFRASTRUCTURE & UTILITIES



DEMOGRAPHICS

HISTORIC & CURRENT POPULATION

The tables below show the raw population numbers for Bel Aire and the other Wichita Metropolitan Statistical Area communities, and the rates of population change over time based on U.S. Census Bureau data. Generally, population growth for all the nearby surrounding communities consistently outpaces growth rates found at the national, state, and county levels. **In addition to consistently greater growth in general, many communities have had one or more ten year periods in which the population has more than doubled.**

According to the 2023 American Community Survey (ACS), the City of Bel Aire has a population of 8,654. Comparing the 2023 ACS estimate to the 2010 Decennial Census, the City has grown an estimated **27.8%**, representing **1,885** additional residents.

Comparing the data presented in the tables below, it seems evident that Bel Aire exists in a geographic context that, for any number of reasons, exhibits a **consistently robust and extremely resilient population growth rate for a century or more.**

| YEAR | BEL AIRE | ANDOVER | DERBY | GODDARD | HAYSVILLE | KECHI | MAIZE | PARK CITY | VALLEY CENTER | WICHITA |
|--------|----------|---------|--------|---------|-----------|-------|-------|-----------|---------------|---------|
| 1990 | 3,695 | 4,204 | 14,691 | 1,804 | 8,364 | 517 | 1,520 | 5,054 | 3,624 | 304,017 |
| 2000 | 5,836 | 6,698 | 17,807 | 2,037 | 8,502 | 1,038 | 1,868 | 5,814 | 4,883 | 346,753 |
| 2010 | 6,769 | 11,791 | 22,158 | 4,344 | 10,826 | 1,909 | 3,420 | 7,297 | 6,822 | 382,368 |
| 2023 | 8,654 | 15,508 | 25,801 | 5,361 | 11,117 | 2,935 | 5,990 | 7,726 | 8,937 | 396,123 |
| CHANGE | 4,959 | 11,304 | 11,110 | 3,557 | 2,753 | 2,418 | 4,470 | 2,672 | 5,313 | 92,106 |

| YEAR | BEL AIRE | ANDOVER | DERBY | GODDARD | HAYSVILLE | KECHI | MAIZE | PARK CITY | VALLEY CENTER | WICHITA |
|----------------|----------|---------|-------|---------|-----------|--------|-------|-----------|---------------|---------|
| 1990 | - | 50.1% | 50.1% | 26.4% | 4.5% | 79.5% | 17.5% | 33.8% | 9.8% | 8.9% |
| 2000 | 57.9% | 59.3% | 21.2% | 12.9% | 1.6% | 100.8% | 22.9% | 15.0% | 34.7% | 14.1% |
| 2010 | 16.0% | 76.0% | 24.4% | 113.3% | 27.3% | 83.9% | 83.1% | 25.5% | 39.7% | 10.3% |
| 2023 | 27.8% | 31.5% | 16.4% | 23.4% | 2.7% | 53.7% | 75.1% | 5.9% | 31.0% | 3.6% |
| ANNUAL AVERAGE | 3.4% | 5.4% | 2.8% | 4.4% | 0.9% | 7.9% | 5.0% | 2.0% | 2.9% | 0.9% |

POPULATION FORECAST

Understanding the population growth potential of Bel Aire is a key factor in planning for the City's future. Five different projection methodologies were used to forecast the future population totals for the City, including the Wichita Area Metropolitan Planning Organization's (WAMPO) population forecast.

1. The Linear Regression methodology is a trend extrapolation technique that projects future values as a straight-line trend using raw population growth in the City since 2010.
2. The Bel Aire Annual Growth Rate methodology averages the annual growth rates year over year (since 2010) for the City and applies that average each year into the future. **Since 2010, the average annual growth rate for Bel Aire was 2.2%.**
3. The Sedgwick County Annual Growth Rate methodology uses the annual growth rates year over year (since 2010) for the entire County and applies that average to future years. **Since 2010, the average annual growth rate for Sedgwick County was 0.5%.**
4. The Sedgwick County Decennial Growth Rate methodology uses the 10-year growth rates (since 1920) from the entire County and applies that average to future years. **Since 1920, the average decennial growth rate for Sedgwick County was 21.2%.**
5. WAMPO's projection uses a standard population age-cohort survival model including net migration trends, building permits, & economic growth. It is bounded by a regional total-population constraint.

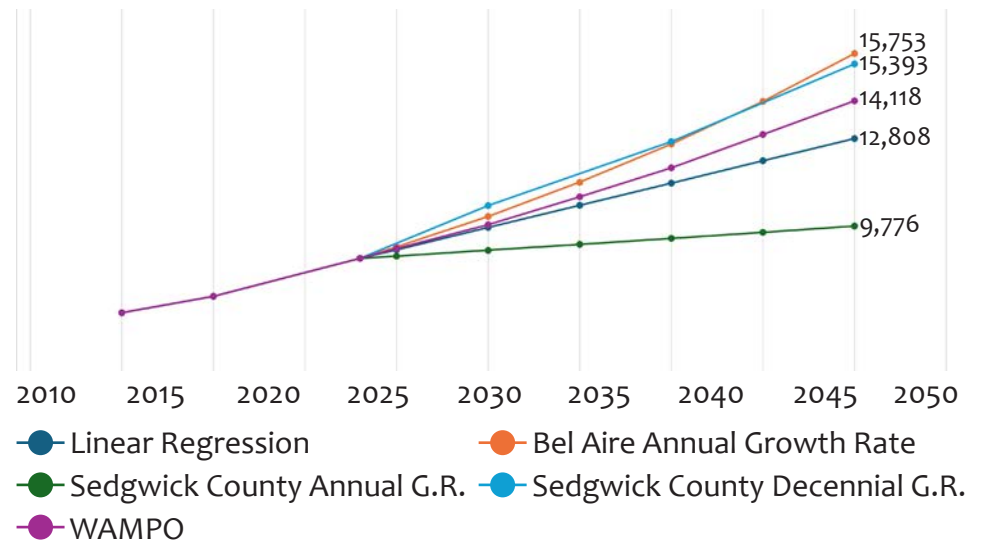
These results return a 2050 population **between 9,776 and 15,753**. The average result is **13,570**, which is an increase of **56.8%** from the 2023 American Community Survey (2.1% annually). If realized, this represents an annual population growth of approximately **182 people**.

While these figures are useful in projecting a possible future population for the community, **they come with certain caveats**. Many factors impact population changes, including but not limited to economic trends, development projects, migration rates, and birth/death rates.

AGE & SEX

Compared with the City's 2010 population of 6,769, Bel Aire has experienced a population increase of **1,885 or 27.8%**. Change by age group is presented in the following table. In terms of total count, the population increase is most represented by the 25-29, 15-19, and 0-4 age groups. These three age cohorts represent **62.8%** of the total population increase from 2010-2023.

POPULATION FORECASTS



| METHOD | 2010 | 2015 | 2023 | 2025 | 2030 | 2035 | 2040 | 2045 | 2050 |
|---------------------------------------|-------|-------|-------|-------|--------|--------|--------|--------|--------|
| Linear Regression | 6,769 | 7,059 | 8,654 | 8,949 | 9,721 | 10,493 | 11,265 | 12,036 | 12,808 |
| Bel Aire Annual Growth Rate | 6,769 | 7,059 | 8,654 | 9,047 | 10,108 | 11,294 | 12,619 | 14,099 | 15,753 |
| Sedgwick County Annual Growth Rate | 6,769 | 7,059 | 8,654 | 8,732 | 8,932 | 9,136 | 9,344 | 9,557 | 9,776 |
| Sedgwick County Decennial Growth Rate | 6,769 | 7,059 | 8,645 | - | 10,485 | - | 12,705 | - | 15,393 |
| WAMPO | 6,769 | 7,059 | 8,654 | 8,995 | 9,882 | 10,787 | 11,788 | 12,951 | 14,118 |

| AGE GROUP | 2010 POPULATION | 2023 POPULATION | CHANGE (#) | CHANGE (%) |
|-------------------|-----------------|-----------------|--------------|--------------|
| Under 5 years | 454 | 814 | 360 | 79.3% |
| 5 to 9 years | 750 | 514 | (236) | -31.5% |
| 10 to 14 years | 540 | 511 | (29) | -5.4% |
| 15 to 19 years | 323 | 731 | 408 | 126.3% |
| 20 to 24 years | 309 | 609 | 300 | 97.1% |
| 25 to 29 years | 290 | 706 | 416 | 143.4% |
| 30 to 34 years | 533 | 384 | (149) | -28.0% |
| 35 to 39 years | 500 | 701 | 201 | 40.2% |
| 40 to 44 years | 487 | 397 | (90) | -18.5% |
| 45 to 49 years | 362 | 447 | 85 | 23.5% |
| 50 to 54 years | 434 | 442 | 8 | 1.8% |
| 55 to 59 years | 500 | 650 | 150 | 30.0% |
| 60 to 64 years | 323 | 486 | 163 | 50.5% |
| 65 to 69 years | 112 | 335 | 223 | 199.1% |
| 70 to 74 years | 191 | 349 | 158 | 82.7% |
| 75 to 79 years | 165 | 265 | 100 | 60.6% |
| 80 to 84 years | 171 | 136 | (35) | -20.5% |
| 85 + | 138 | 177 | 39 | 28.3% |
| TOTAL | 6,769 | 8,654 | 1,885 | 21.8% |
| MEDIAN AGE | 35.8 | 35.5 | - | - |

Approximately 51.4% of the population of Bel Aire is female and 48.6% is male. Approximately **half of the population is under the age of 35 (49.3%) and 72.3% are under 55**. In general, the age and sex distribution within the City of Bel Aire is very similar to the average of the comparison cities.

As shown in the population pyramids on the following page, certain age groups make up a noticeably larger share of the population than others. These include males under 5 years old, between 15 and 19 years old, and

between 55 to 59 years old; and females between 25 to 29 years old, 50 to 54 years old, and 70 to 74 years old.

RACE & ETHNICITY

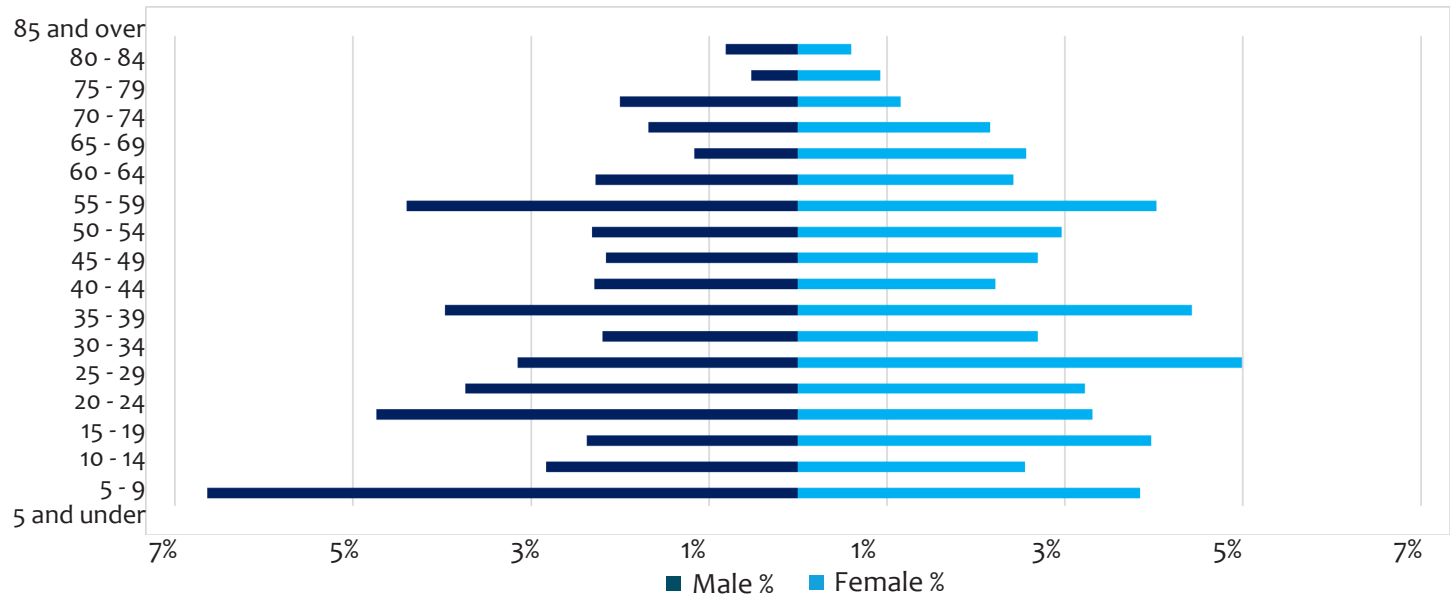
The majority of Bel Aire's population identifies as one race (91.8%), and white alone (73.6%). When compared to the average racial and ethnic composition of the Wichita MSA, Bel Aire has notable differences in several categories.

There is a noticeably higher proportion of Bel Aire residents that identify as Black or African American alone or Asian alone.

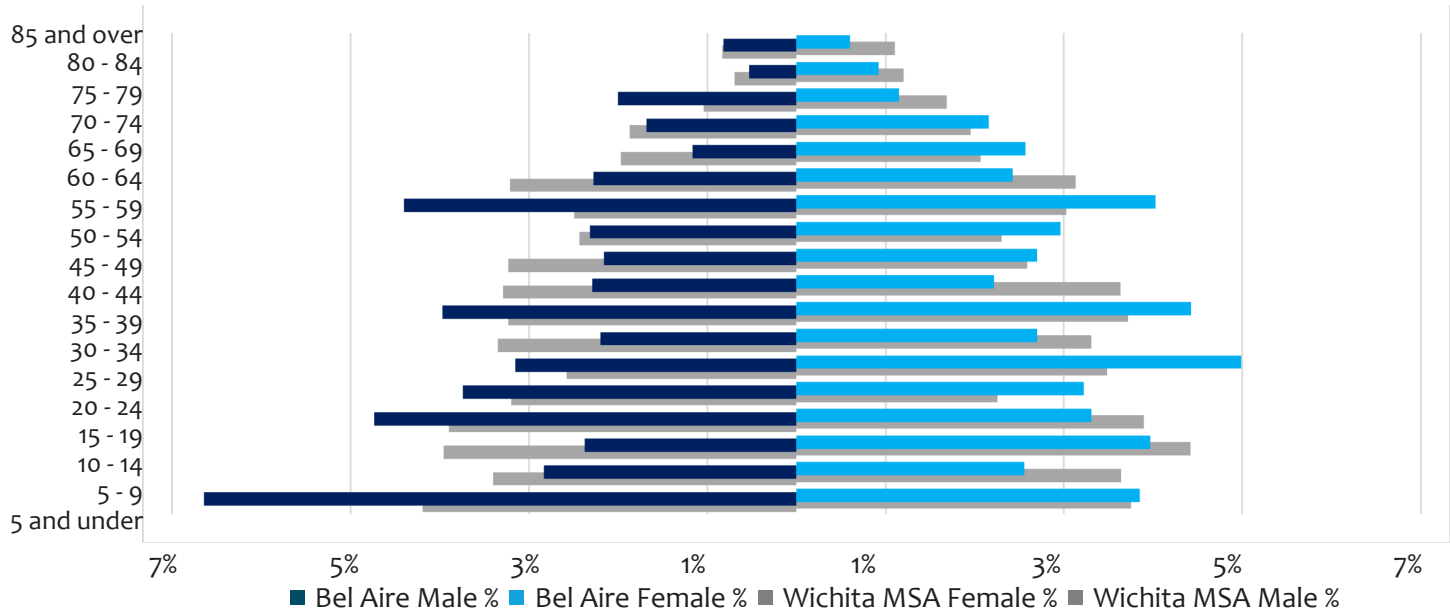
In terms of ethnic diversity, Bel Aire has a lower rate of Hispanic or Latino residents than found throughout the Wichita MSA. Generally, Bel Aire is in line with the State of Kansas for hispanic or latino residents.

| RACE (2023) | BEL AIRE | WICHITA | KANSAS |
|--|----------|---------|--------|
| White Alone | 73.6% | 64.2% | 75.9% |
| Black or African American Alone | 11.0% | 9.3% | 5.3% |
| Native Indian & Alaska Native Alone | 0.0% | 0.7% | 0.8% |
| Asian Alone | 6.4% | 4.7% | 2.6% |
| Native Hawaiian & Other Pacific Islander Alone | 0.0% | 0.1% | 0.1% |
| Some Other Race | 0.8% | 5.8% | 4.0% |
| Two or More Races | 8.1% | 15.2% | 11.2% |
| ETHNICITY | BEL AIRE | WICHITA | KANSAS |
| Hispanic or Latino | 13.2% | 19.9% | 13.7% |
| Not Hispanic or Latino | 86.8% | 80.1% | 86.3% |

2023 BEL AIRE POPULATION



2023 BEL AIRE vs. WICHITA POPULATION



HOUSEHOLD INCOME

The median income for households in Bel Aire for 2023 was **\$93,182**, which is higher than the median for Wichita (\$63,072) and the State of Kansas (\$72,639).

| CATEGORY | 2023 BEL AIRE | 2023 WICHITA | 2023 KANSAS |
|------------------|---------------|--------------|-------------|
| Household Income | \$93,182 | \$63,072 | \$72,639 |
| Family Income | \$101,716 | \$82,201 | \$93,497 |

EDUCATIONAL ATTAINMENT

The figures provided in the table show the educational attainment of Bel Aire residents aged 25 and older. Bel Aire outperforms both the Kansas and Wichita average for high school graduates and higher, in particular for residents with a bachelor’s degree or higher. **Almost half of Bel Aire residents over the age of 25 hold a Bachelor’s degree or higher.**

| LEVEL | 2023 BEL AIRE | 2023 WICHITA | 2023 KANSAS |
|---|---------------|--------------|-------------|
| Less than 9 th Grade | 4.5 | 4.7 | 3.4 |
| 9 th to 12 th grade, no diploma | 0.7 | 7.2 | 4.4 |
| High school graduate (includes equivalency) | 13.4 | 26.0 | 25.7 |
| Some college, no degree | 22.4 | 23.0 | 22.2 |
| Associate degree | 11.3 | 8.1 | 9.0 |
| Bachelor’s degree | 30.1 | 19.7 | 22.0 |
| Graduate or professional degree | 16.6 | 10.1 | 9.7 |
| High school graduate or higher | 93.8 | 86.9 | 88.6 |
| Bachelor’s degree or higher | 46.7 | 29.8 | 31.7 |

Key Findings

Since 1990, the City of Bel Aire has experienced a **population growth of approximately 3.4% each year**. Excluding Wichita, this ranks 5th out of 10 communities included in this analysis. Since 2010, the annual growth rate has slowed to approximately 2.1%. After averaging the results of multiple forecasting methodologies, this Plan will utilize an **expected 2050 population of 13,570**, which represents an increase of 56.8% from the 2023 American Community Survey population. This translates to an expected annual growth rate of approximately 2.1%.

Regarding racial composition, **although most Bel Aire residents identify as White Alone, the City exhibits a greater representation of other groups when compared with other Wichita and the State of Kansas**. Regarding ethnic composition, Bel Aire has less residents that identify as Hispanic or Latino than Wichita and correlates closely with the State.

Household incomes compare favorably to Wichita and to the State of Kansas. This correlates with Bel Aire residents’ educational attainment which also outpaces the same comparison geographies.

HOUSING CHARACTERISTICS

OCCUPANCY

Bel Aire added **776 total housing units between 2010 and 2023**, which represents an annual average of 60. Of this increase, 289 units are owner-occupied and 516 are renter-occupied units. The 2023 ACS reports no vacant units, noticeably outperforming the Wichita average. Even with the growth of renter-occupied units, Bel Aire continues to exhibit **a higher proportion of owner occupied housing units than found on average in the surrounding area.**

| HOUSING UNITS | 2023 COUNT | % OF TOTAL | CHANGE SINCE 2010 | WICHITA % OF TOTAL |
|-----------------------|------------|------------|-------------------|--------------------|
| Occupied Units | 3,076 | 100.0% | +25.2% | 95.0% |
| Owner Occupied Units | 2,269 | 77.0% | +12.2% | 68.0% |
| Renter Occupied Units | 642 | 23.0% | +72.9% | 27.0% |
| Vacant Units | 0 | 0% | - | 5.0% |

HOUSING COSTS

The data provided in the table below, outside of the Median Contract Rent figures, pertains to owner-occupied units with a mortgage. The U.S. Census Bureau collects this financial data based on housing with and without a mortgage. Approximately 65.4% of owner-occupied units have a mortgage while 34.6% do not.

The median household income is greater in Bel Aire as compared to Wichita and the State of Kansas, and monthly median housing costs are also higher. **Notably, this results in a slightly lower percentage of income being dedicated to housing costs compared with Wichita and the State.** Median contract rent is considerably higher in Bel Aire than in Wichita and the State.

Median household incomes for owner-occupied units with a mortgage have increased since 2010, although median monthly housing costs have decreased. This has resulted in less monthly income being dedicated to housing costs, which is generally a good economic indicator. With that being said, median contract rent has increased approximately \$487 per month, or +63.8%. This combined with the considerable expense compared to both the Wichita and State median rents is a trend worth monitoring.

| | 2010 BEL AIRE | 2023 BEL AIRE | 2023 WICHITA | 2023 KANSAS |
|------------------------------|---------------|---------------|--------------|-------------|
| Median Household Income | \$106,250 | \$115,625 | \$96,197 | \$107,287 |
| Median Monthly Housing Costs | \$1,654 | \$1,637 | \$1,459 | \$1,638 |
| % Housing Cost of Income | 21.9% | 18.4% | 19.2% | 19.3% |
| Median Contract Rent | \$763 | \$1,250 | \$746 | \$802 |

HOUSEHOLD COMPOSITION & SIZE

Family households comprise a much higher proportion of total households than non-family households in Bel Aire. The percentage of total households classified as family households in Bel Aire significantly exceeds the same in Wichita and the State. The trend locally, in Wichita, and at the State level is that non-family households are increasing in number while the average size of family households decreases.

| | 2010 BEL AIRE | 2023 BEL AIRE | 2023 WICHITA | 2023 KANSAS |
|-----------------------|------------------|------------------|-----------------|----------------|
| Total Households | 2,300 | 3,076 | 163,555 | 1,188,340 |
| Average Size | 2.86 | 2.79 | 2.37 | 2.40 |
| Family Households | 1,775 | 2,346 | 95,731 | 753,460 |
| Average Size | 3.31 | 3.18 | 3.06 | 3.00 |
| % of Total | 78.2% | 76.3 | 58.5% | 63.4% |
| Non-Family Households | 496 | 730 | 67,824 | 434,880 |
| Average Size | 1.16 | 1.35 | 1.24 | 1.23 |
| % of Total | 21.8% | 23.7% | 41.5% | 36.6% |

Key Findings

Total housing units in Bel Aire increased by 776 **(+25.2%)** between 2010 and 2023. Of these additional 776 units, 516 **(66.5%)** are renter-occupied. Even with this growth of renter-occupied units, the proportion of owner-occupied still exceeds the proportions exhibited throughout Wichita and the State of Kansas.

Median household incomes for owner-occupied units with a mortgage have increased since 2010, which is also evident at both the state and national levels. **For Bel Aire, a 3.5% decrease in the percent of income dedicated to housing was evident from 2010 to 2023.** This is a positive trend realized by increases to household incomes while median housing costs have decreased since 2010. The considerable higher median monthly rent, as compared to Wichita and the State, is a trend to monitor going forward.

Of the 776 new households in Bel Aire, 571 are family households, and 234 are non-family households. As of 2023, approximately 23.7% of all households in Bel Aire are classified as non-family compared with 21.8% in 2010. For 2023, 41.5% of all Wichita households are non-family, and 36.6% of all Kansas households are non-family. **Bel Aire has a greater share of family households than the surrounding area and the State of Kansas.**

PROPERTY VALUATIONS

To assess property valuations in Bel Aire, this Plan utilizes a “Taxable Value-Per-Acre” measure. Traditional assessments of property valuations will typically only factor in one measure: the total taxable valuation of a property as determined by an appraiser’s office. **The value-per-acre approach uses two metrics: the total taxable valuation of a property and the size of the property.** Metaphorically, this approach is analogous to assessing a vehicle’s fuel efficiency using miles per gallon as opposed to miles per tank. Instead of assessing a vehicle’s fuel efficiency, **we are attempting to assess the financial productivity of each acre within the City.**

The central idea of this approach is that property forms the critical commodity in any community, and infrastructure like roads and utilities are linear expenditures. By looking at a taxable value-per-acre analysis, **we can better understand the economic costs and rewards of a community’s built environment.** For example, we can compare two existing Bel Aire neighborhoods.

Each individual property depicted on Map A-10 Taxable Value Per Acre is associated with a vertical bar representing its individual taxable value per acre. The light blue indicates a taxable value per acre between \$100,001 and \$200,000, and the dark blue indicates a taxable value per acre less than \$50,000. Assuming a similar amount of waterlines, sanitary sewer collection mains, pavement, and drainage facilities are required to serve each neighborhood, we can assume the City’s cost to maintain these services for both neighborhoods is similar. **Where the neighborhoods begin to differentiate is the revenue generated to fund the operation and maintenance of these services.** With a significantly higher taxable value per acre in the Willow Point and Eagle Lake Additions, we might conclude that

the property tax revenue generated in this neighborhood (approximately \$480,000 annually) has a higher probability of meeting the City’s costs in providing public services. With such a low taxable value per acre in the Aurora Park Addition, we might conclude that there is a high probability that the tax revenue generated (approximately \$115,000) is insufficient to cover the City’s costs, **which means that public services in this neighborhood are being subsidized by property tax revenue from elsewhere in the community, or by non-property tax revenue all together.** Although every community is unique in the public services they provide, and the revenue sources that fund these services, this preliminary assessment aims to simply introduce the concept of economic productivity and how this measure can be greatly impacted by the decisions communities make regarding their built environment.

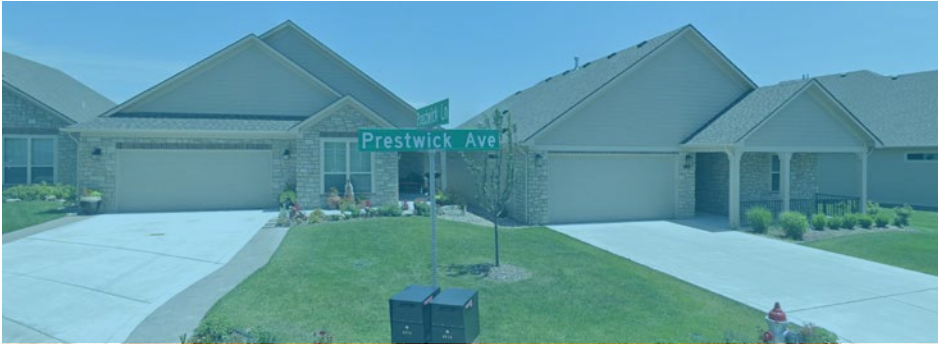
| | # OF PROPERTIES* | TOTAL VALUATION | AVERAGE VALUATION | TOTAL ANNUAL PROPERTY TAX** | AVERAGE ANNUAL PROPERTY TAX |
|---------------------------|------------------|-----------------|-------------------|-----------------------------|-----------------------------|
| Willow Point & Eagle Lake | 425 | \$97,121,760 | \$228,522 | \$480,267 | \$1,130 |
| Aurora Park | 125 | \$23,225,640 | \$185,805 | \$114,851 | \$919 |

*RESIDENTIAL PROPERTIES ONLY

** THIS ANALYSIS UTILIZES THE ADOPTED MILL LEVY AT THE TIME THE ANALYSIS WAS CONDUCTED (43.000). THE CITY’S MILL LEVY FOR 2026 WAS ADOPTED AT 41.000.



Bel Aire Heights Garden Addition. Photo Courtesy of Google Street View.



Courtyards at Elk Creek Addition. Photo Courtesy of Google Street View.

The table below depicts the **top 10 properties** in terms of taxable value per acre. **All ten are single-family condominium units zoned R-5 Garden & Patio Homes, Townhouses, and Condominiums located in the Bel Aire Heights Garden Home Addition near 45th Street and Edgemoor Drive.**

Acknowledging the Bel Aire Heights Garden Addition (pictured at left) is a unique development consisting of taxable lots substantially consisting of only each condominium structure with the remainder of the development held in ownership by the Bel Aire Townhouse Owners' Association, which is not taxed, the following table depicts the top 10 properties in terms of taxable value per acre that are not single-family condominiums. **All the commercial properties are located along the Woodlawn corridor between 37th Street and 45th Street. The five residential properties are zero lot line courtyard style single-family properties zoned R-5B Single-Family / Zero Lot Line Residential within the Courtyards at Elk Creek Addition located near 45th Street and Rock Road (pictured at left).**

| ADDRESS | TYPE | TAXABLE VALUE | SIZE (AC.) | SIZE (SF) | TAXABLE VALUE-PER-ACRE |
|----------------------|-------------|---------------|------------|-----------|------------------------|
| 4831 N. Hedgerow Ct. | Residential | \$238,300 | 0.0379 | 1,651 | \$723,087 |
| 4807 N. Hedgerow Ct. | Residential | \$231,700 | 0.03845 | 1,675 | \$693,004 |
| 4721 N. Hedgerow Ct. | Residential | \$239,200 | 0.0397 | 1,730 | \$692,897 |
| 4711 N. Hedgerow Ct. | Residential | \$255,900 | 0.04354 | 1,897 | \$675,907 |
| 4809 N. Hedgerow Ct. | Residential | \$241,800 | 0.0417 | 1,817 | \$666,835 |
| 4709 N. Hedgerow Ct. | Residential | \$242,300 | 0.04277 | 1,863 | \$651,508 |
| 4703 N. Hedgerow Ct. | Residential | \$245,600 | 0.04379 | 1,908 | \$644,987 |
| 4827 N. Hedgerow Ct. | Residential | \$232,100 | 0.04283 | 1,866 | \$623,208 |
| 4819 N. Hedgerow Ct. | Residential | \$282,000 | 0.05267 | 2,295 | \$615,721 |
| 4805 N. Hedgerow Ct. | Residential | \$240,100 | 0.04576 | 1,994 | \$603,409 |

| ADDRESS | TYPE | TAXABLE VALUE | SIZE (AC.) | SIZE (SF.) | TAXABLE VALUE-PER-ACRE |
|------------------------|-------------|---------------|------------|------------|------------------------|
| 3955 N. Woodlawn Ct. | Commercial | \$547,760 | 0.27902 | 12,154 | \$490,789 |
| 3951 N. Woodlawn Blvd. | Commercial | \$499,530 | 0.31994 | 13,937 | \$390,333 |
| 4100 N. Woodlawn Blvd. | Commercial | \$955,480 | 0.6135 | 26,724 | \$389,356 |
| 3967 N. Woodlawn Ct. | Commercial | \$554,900 | 0.41808 | 18,212 | \$353,581 |
| 4928 N. Prestwick Ave. | Residential | \$405,500 | 0.13453 | 5,860 | \$346,636 |
| 4936 N. Prestwick Ave. | Residential | \$391,300 | 0.13384 | 5,830 | \$336,222 |
| 4979 N. Prestwick Ave. | Residential | \$493,760 | 0.17059 | 7,431 | \$332,862 |
| 3839 N. Woodlawn Blvd. | Commercial | \$423,600 | 0.32801 | 14,289 | \$322,856 |
| 4925 N. Indian Oak St. | Residential | \$394,800 | 0.14435 | 6,288 | \$314,534 |
| 4867 N. Prestwick Ave. | Residential | \$439,900 | 0.16514 | 7,194 | \$305,710 |

Key Findings

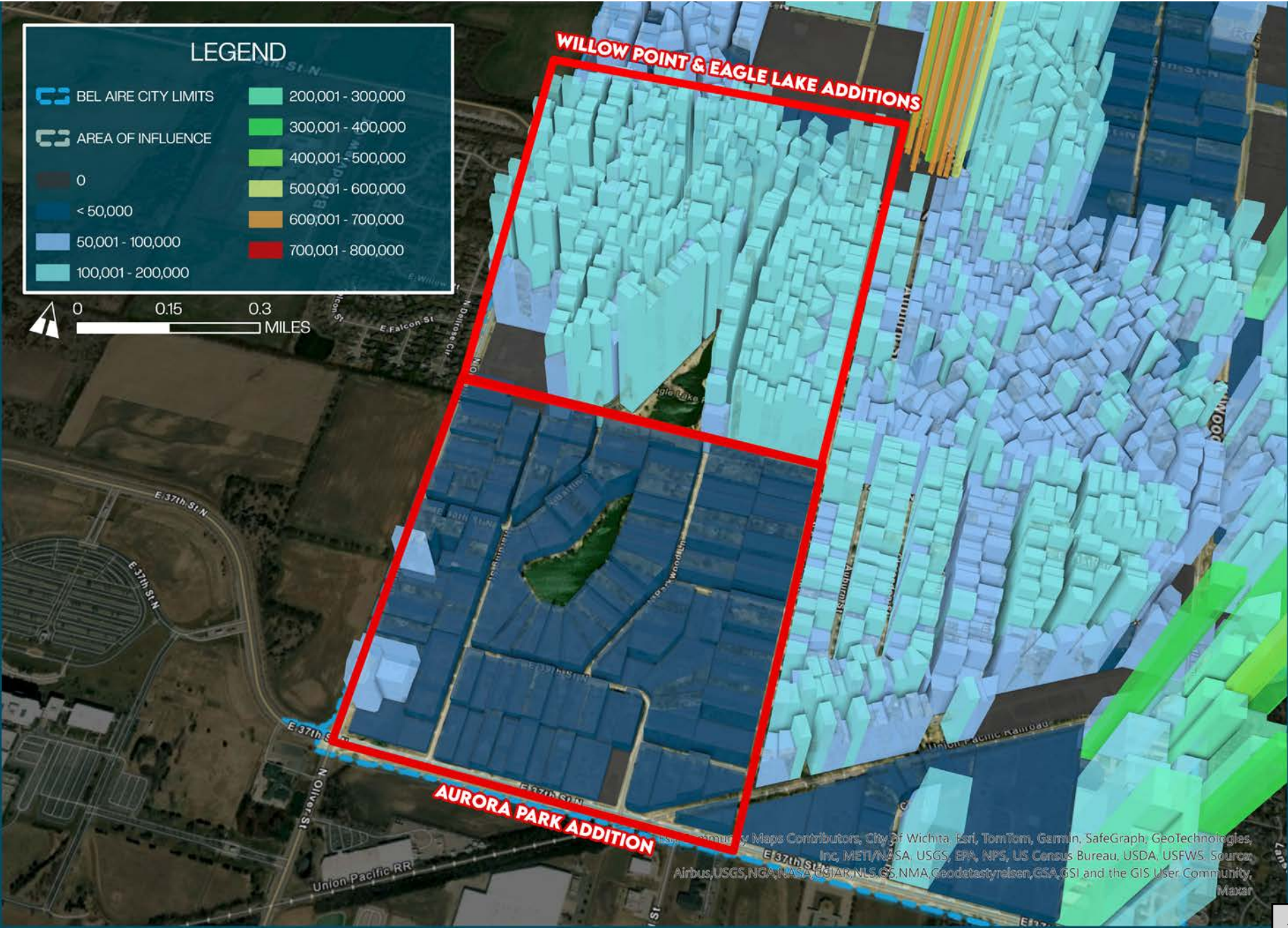
Approximately 431 acres of property within Bel Aire currently generates no property tax revenue, which represents approximately 25.4% of all property in the City. Another 506 acres (29.8%) have a taxable value per acre of less than \$50,000. Together, of the approximately 1,700 acres of property within the current City limits, approximately **55.1% have a taxable value per acre between \$0 - \$50,000.** Generally, the lower the taxable value per acre within a community, **the higher property tax rates need to be to fund public services.** Conversely, other revenue sources such as **public utility rates, sales taxes, and impact fees on new development can be important revenue sources to consider,** ensuring the City has sufficient revenue to meet the level of service expected by residents.

This type of analysis also provides the opportunity for the City to **strategically target project funding** to areas of the City that are its most productive, or in other words, areas of the City that create the most community wealth. The areas of the City that currently produce the most community wealth are **along the Woodlawn corridor between 37th Street and 45th Street and the neighborhoods near Isely Traditional Magnet Elementary School and Northeast Magnet High School.** The

most unproductive areas of the City are represented by undeveloped properties that have public services currently available. Assuming operations and maintenance services are being funded in these areas currently, the City should **prioritize getting these properties into a productive land use** to ensure sufficient revenue generation to continue funding services without subsidizing from other areas of the City, increasing property tax rates, and/or exploring alternate funding sources. **Lastly, development proposals for currently undeveloped properties should be assessed using the taxable value per acre measure** to assess whether the proposed development generates sufficient revenue to account for life-cycle operations and maintenance costs associated with the required public services. Building this capacity to assess development proposals from a “Return on Investment” perspective should be developed.

City of Wichita, Esri, TomTom, USDA, USFWS, Source: Airbus, USGS, NASA, NOAA, NLS, OS, NIMA, Google, Microsoft, OpenStreetMap, and the GIS User Community, Mexico

MAP A-11 - TAXABLE VALUE PER ACRE COMPARISON



PSYCHOGRAPHICS

Psychographics are a way to categorize and describe groups of people based on a blending of factors that contribute to their lifestyle characteristics, especially as they relate to their spending tendencies. This type of categorization considers factors such as spending power, values, interests, social class, geographic location, age, educational attainment, and more. This system provides a way to describe groups of people in ways that consider more than just Census derived demographic, income, and housing data.

The categories, descriptions, and traits indicated in this section are taken from the ESRI developed Tapestry Segmentation system. The top 3 segments for Bel Aire are provided below.

| WORKDAY DRIVE | IN STYLE | COMFORTABLE EMPTY NESTERS |
|---|---|---|
| 51.2% of households | 36.0% of households | 12.2% of households |
| Workday Drive is an affluent, family-oriented market with a country flavor. Residents are partial to new housing away from the bustle of the city but close enough to commute to professional job centers. Life in this suburban wilderness offsets the hectic pace of two working parents with growing children. They favor time-saving devices, like banking online or housekeeping services, and family-oriented pursuits. | In Style denizens embrace an urban lifestyle that includes support of the arts, travel, and extensive reading. They are connected and make full use of the advantages of mobile devices. Professional couples or single households without children, they have the time to focus on their homes and their interests. The population is slightly older and already planning for their retirement. | Residents in this large, growing segment are older, with nearly half of all householders aged 55 or older; many still live in the suburbs where they grew up. Most are professionals working in government, health care, or manufacturing. These Baby Boomers are earning a comfortable living and benefiting from years of prudent investing and saving. Their net worth is well above average. Many are enjoying the transition from child rearing to retirement. They value their health and financial well-being. |
| <ul style="list-style-type: none"> • Education: 40.5% college graduates; more than 72% with some college education. • High labor force participation rate at 71%; two out of three households include two plus workers. • Connected, with a host of wireless devices – anything that enables convenience, like banking, paying bills, or even shopping online. • Well insured and invested in a range of funds, from savings accounts or bonds to stocks. • Carry a higher level of debt, including first and second mortgages and auto loans. | <ul style="list-style-type: none"> • College educated: 48% are graduates; 77% with some college education. • Higher labor force participating rate is at 67% with proportionately more two-worker households. • Median household income of \$73,000 reveals an affluent market with income supplemented by investments and a substantial net worth. • Connected and knowledgeable, they carry smartphones and use many of the features. • Attentive to price, they use coupons, especially mobile coupons. | <ul style="list-style-type: none"> • Education: 36% college graduates; nearly 68% with some college education. • Average labor force participation at 61%. • Most households' income from wages or salaries, but a third also draw income from investments and retirement. • Comfortable Empty Nesters residents physically and financially active. • Prefer eating at home instead of dining out. • Home maintenance a priority among these homeowners. |
| <ul style="list-style-type: none"> • Average Household Size: 2.97 • Median Age: 37.0 • Median Household Income: \$90,500 | <ul style="list-style-type: none"> • Average Household Size: 2.35 • Median Age: 42.0 • Median Household Income: \$73,000 | <ul style="list-style-type: none"> • Average Household Size: 2.52 • Median Age: 48.0 • Median Household Income: \$75,000 |

4A



LifeMode Group: Family Landscapes

Workday Drive

Households: 3,541,300

Average Household Size: 2.97

Median Age: 37.0

Median Household Income: \$90,500

WHO ARE WE?

Workday Drive is an affluent, family-oriented market with a country flavor. Residents are partial to new housing away from the bustle of the city but close enough to commute to professional job centers. Life in this suburban wilderness offsets the hectic pace of two working parents with growing children. They favor time-saving devices, like banking online or housekeeping services, and family-oriented pursuits.

OUR NEIGHBORHOOD

- *Workday Drive* residents prefer the suburban periphery of metropolitan areas.
- Predominantly single family, homes are in newer neighborhoods, 34% built in the 1990s (Index 236), 31% built since 2000.
- Owner-occupied homes have high rate of mortgages at 68% (Index 164) and low rate vacancy at 4%.
- Median home value is \$257,400.
- Most households are married couples with children; average household size is 2.97.
- Most households have two or three vehicles; long travel time to work including a disproportionate number commuting from a different county (Index 132).

SOCIOECONOMIC TRAITS

- Education: 40.5% college graduates; more than 72% with some college education.
- High labor force participation rate at 71%; two out of three households include two plus workers (Index 124).
- Connected, with a host of wireless devices—anything that enables convenience, like banking, paying bills, or even shopping online.
- Well insured and invested in a range of funds, from savings accounts or bonds to stocks.
- Carry a higher level of debt, including first (Index 149) and second mortgages (Index 154) and auto loans (Index 149).



Note: The Index represents the ratio of the segment rate to the US rate multiplied by 100. Consumer preferences are estimated from data by MRI-Simmons.



LifeMode Group: Family Landscapes

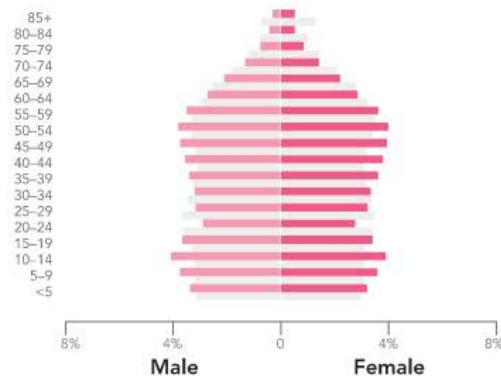
Workday Drive


TAPESTRY
SEGMENTATION
esri.com/tapestry

AGE BY SEX (Esri data)

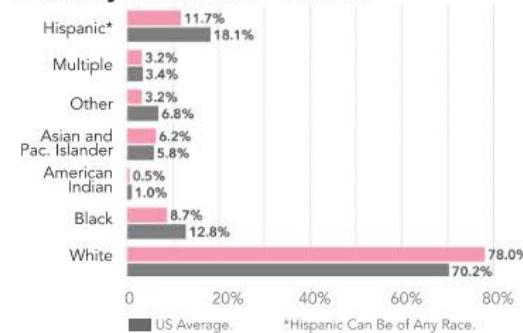
Median Age: 37.0 US: 38.2

■ Indicates US



RACE AND ETHNICITY (Esri data)

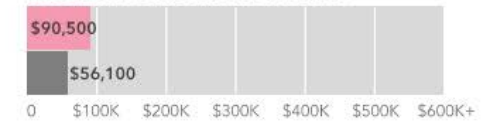
The Diversity Index summarizes racial and ethnic diversity. The index shows the likelihood that two persons, chosen at random from the same area, belong to different race or ethnic groups. The index ranges from 0 (no diversity) to 100 (complete diversity).

Diversity Index: 50.8 US: 64.0


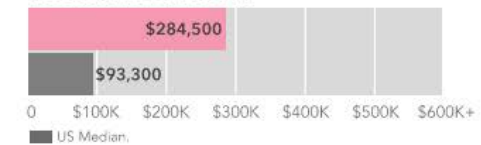
INCOME AND NET WORTH

Net worth measures total household assets (homes, vehicles, investments, etc.) less any debts, secured (e.g., mortgages) or unsecured (credit cards). Household income and net worth are estimated by Esri.

Median Household Income

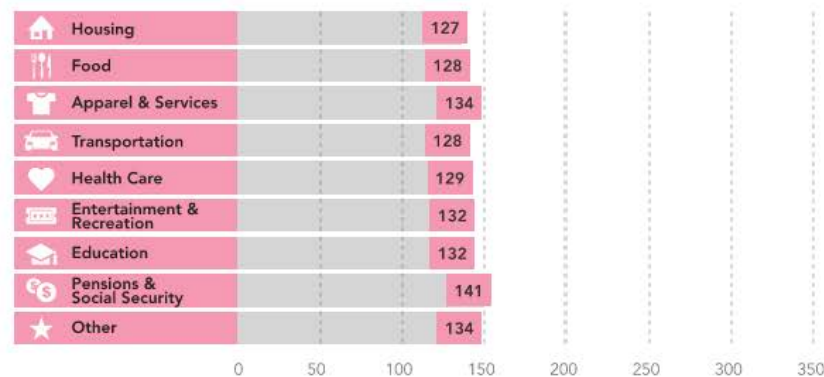


Median Net Worth



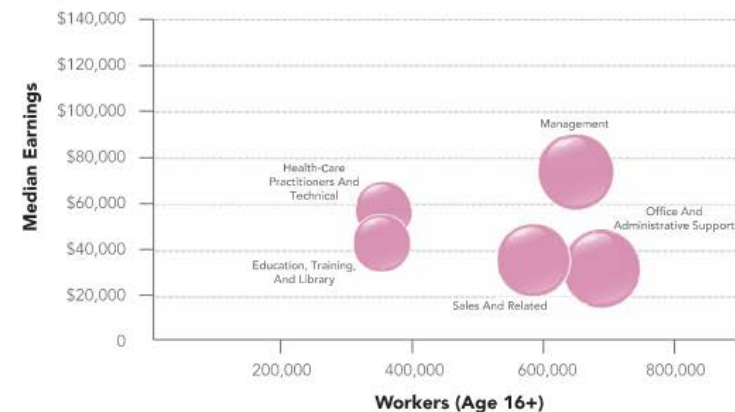
AVERAGE HOUSEHOLD BUDGET INDEX

The index compares the average amount spent in this market's household budgets for housing, food, apparel, etc., to the average amount spent by all US households. An index of 100 is average. An index of 120 shows that average spending by consumers in this market is 20 percent above the national average. Consumer expenditures are estimated by Esri.



OCCUPATION BY EARNINGS

The five occupations with the highest number of workers in the market are displayed by median earnings. Data from the Census Bureau's American Community Survey.



4A LifeMode Group: Family Landscapes Workday Drive



TAPESTRY
SEGMENTATION
esri.com/tapestry

MARKET PROFILE (Consumer preferences are estimated from data by MRI-Simmons.)

- Most households own at least two vehicles; the most popular types are minivans and SUVs.
- Family-oriented purchases and activities dominate, like four plus televisions (Index 154), movie purchases or rentals, children's apparel and toys, and visits to theme parks or zoos.
- Outdoor activities and sports are characteristic of life in the suburban periphery. They attend sporting events, as well as participate in them like bicycling, jogging, golfing, and boating.
- Home maintenance services are frequently contracted, but these families also like their gardens and own the tools for minor upkeep, like lawn mowers, trimmers, and blowers.

HOUSING

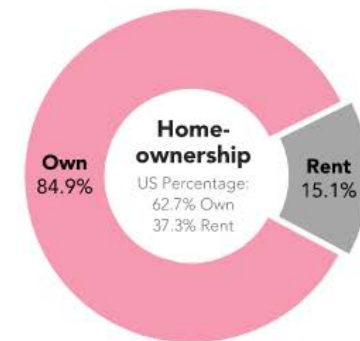
Median home value is displayed for markets that are primarily owner occupied; average rent is shown for renter-occupied markets. Tenure and home value are estimated by Esri. Housing type and average rent are from the Census Bureau's American Community Survey.



Typical Housing:
Single Family

Median Value:
\$257,400

US Median: \$207,300



POPULATION CHARACTERISTICS

Total population, average annual population change since Census 2010, and average density (population per square mile) are displayed for the market relative to the size and change among all Tapestry markets. Data estimated by Esri.



ESRI INDEXES

Esri developed three indexes to display average household wealth, socioeconomic status, and housing affordability for the market relative to US standards.



4A

LifeMode Group: Family Landscapes

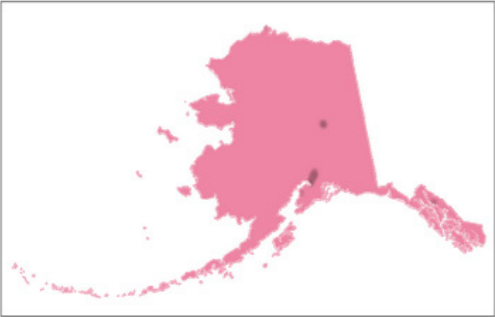
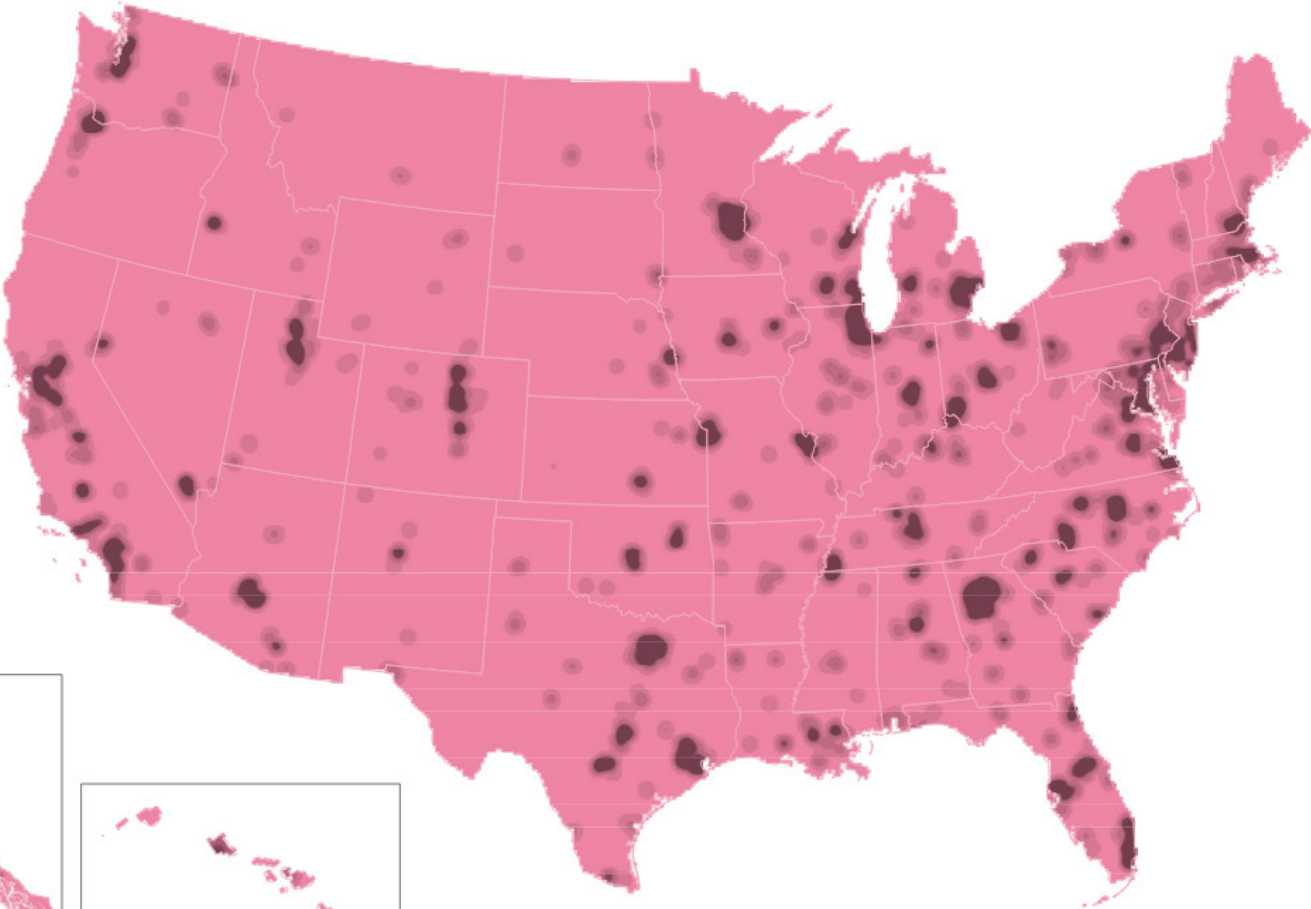
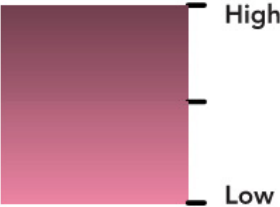
Workday Drive



TAPESTRY
SEGMENTATION
esri.com/tapestry

SEGMENT DENSITY

This map illustrates the density and distribution of the *Workday Drive* Tapestry Segment by households.



Copyright © 2022 Esri. All rights reserved. Esri, the Esri globe logo, The Science of Where, Tapestry, @esri.com, and esri.com are trademarks, service marks, or registered marks of Esri in the United States, the European Community, or certain other jurisdictions. Other companies and products or services mentioned herein may be trademarks, service marks, or registered marks of their respective mark owners.

G2831429

For more information
1-800-447-9778
info@esri.com
esri.com



esri

THE
SCIENCE
OF
WHERE®

5A

LifeMode Group: GenXurban

Comfortable Empty Nesters

Households: 3,024,200

Average Household Size: 2.52

Median Age: 48.0

Median Household Income: \$75,000

WHO ARE WE?

Residents in this large, growing segment are older, with nearly half of all householders aged 55 or older; many still live in the suburbs where they grew up. Most are professionals working in government, health care, or manufacturing. These Baby Boomers are earning a comfortable living and benefitting from years of prudent investing and saving. Their net worth is well above average (Index 314). Many are enjoying the transition from child rearing to retirement. They value their health and financial well-being.

OUR NEIGHBORHOOD

- Married couples, some with children, but most without (Index 149).
- Average household size slightly higher at 2.52.
- Found throughout the suburbs and small towns of metropolitan areas, where most residents own and live in single-family detached homes (Index 142).
- Most homes built between 1950 and 1990 (Index 131).
- Households generally have one or two vehicles.

SOCIOECONOMIC TRAITS

- Education: 36% college graduates; nearly 68% with some college education.
- Average labor force participation at 61%.
- Most households' income from wages or salaries, but a third also draw income from investments (Index 150) and retirement (Index 159).
- *Comfortable Empty Nesters* residents physically and financially active.
- Prefer eating at home instead of dining out.
- Home maintenance a priority among these homeowners.



Note: The Index represents the ratio of the segment rate to the US rate multiplied by 100. Consumer preferences are estimated from data by MRI-Simmons.

5A

LifeMode Group: GenXurban

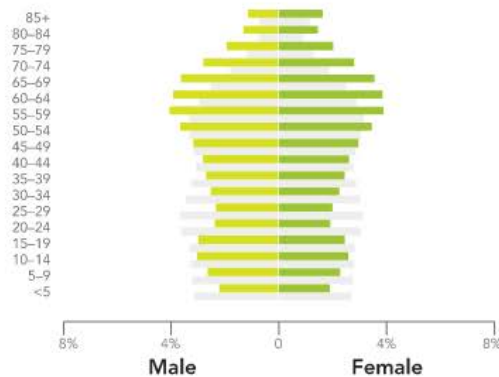
Comfortable Empty Nesters


TAPESTRY
SEGMENTATION
esri.com/tapestry

AGE BY SEX (Esri data)

Median Age: 48.0 US: 38.2

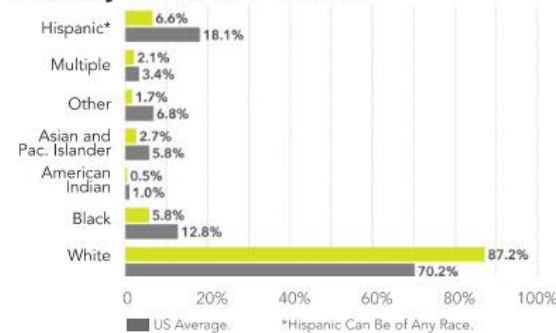
■ Indicates US



RACE AND ETHNICITY (Esri data)

The Diversity Index summarizes racial and ethnic diversity. The index shows the likelihood that two persons, chosen at random from the same area, belong to different race or ethnic groups. The index ranges from 0 (no diversity) to 100 (complete diversity).

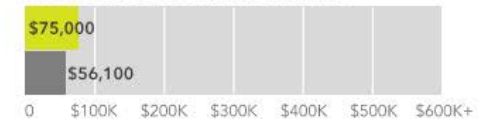
Diversity Index: 33.0 US: 64.0



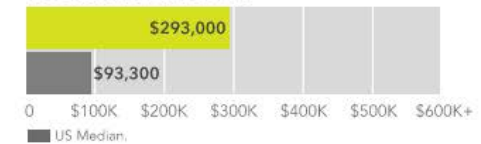
INCOME AND NET WORTH

Net worth measures total household assets (homes, vehicles, investments, etc.) less any debts, secured (e.g., mortgages) or unsecured (credit cards). Household income and net worth are estimated by Esri.

Median Household Income

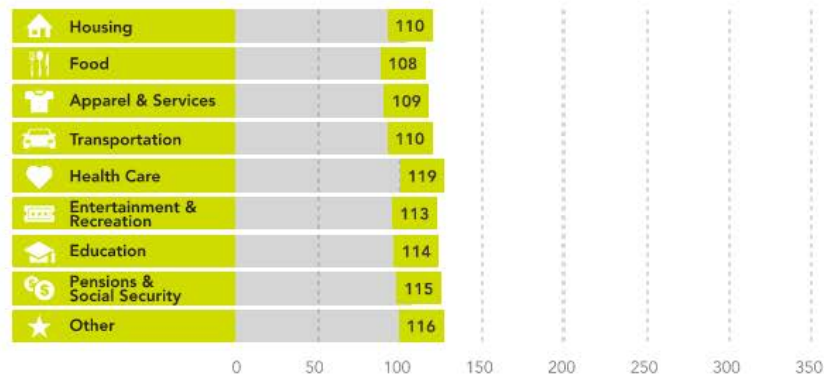


Median Net Worth



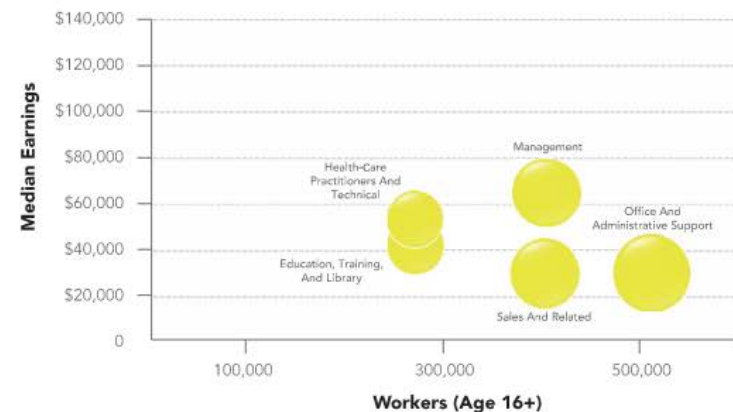
AVERAGE HOUSEHOLD BUDGET INDEX

The index compares the average amount spent in this market's household budgets for housing, food, apparel, etc., to the average amount spent by all US households. An index of 100 is average. An index of 120 shows that average spending by consumers in this market is 20 percent above the national average. Consumer expenditures are estimated by Esri.



OCCUPATION BY EARNINGS

The five occupations with the highest number of workers in the market are displayed by median earnings. Data from the Census Bureau's American Community Survey.



5A

LifeMode Group: GenXurban

Comfortable Empty Nesters


TAPESTRY
SEGMENTATION
esri.com/tapestry

MARKET PROFILE

(Consumer preferences are estimated from data by MRI-Simmons.)

- Residents enjoy listening to sports radio or watching sports on television.
- Physically active, they play golf, ski, ride bicycles, and work out regularly.
- Spending a lot of time online isn't a priority, so most own older home computers.
- Financial portfolio includes stocks, certificates of deposit, mutual funds, and real estate.

HOUSING

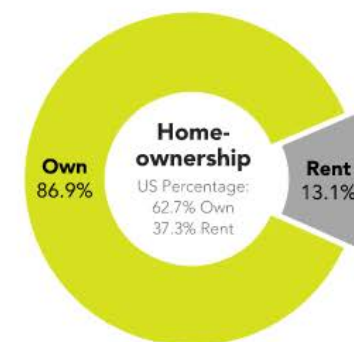
Median home value is displayed for markets that are primarily owner occupied; average rent is shown for renter-occupied markets. Tenure and home value are estimated by Esri. Housing type and average rent are from the Census Bureau's American Community Survey.



Typical Housing:
Single Family

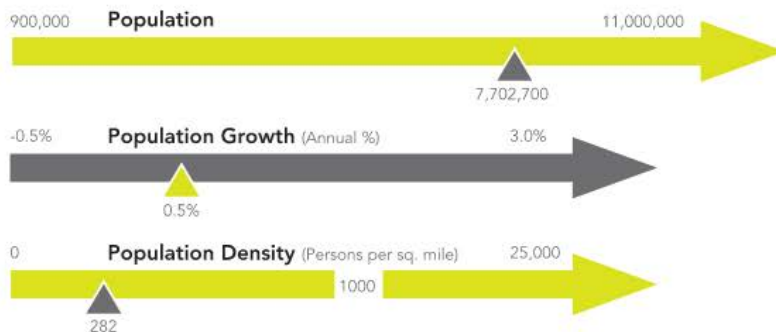
Median Value:
\$203,400

US Median: \$207,300



POPULATION CHARACTERISTICS

Total population, average annual population change since Census 2010, and average density (population per square mile) are displayed for the market relative to the size and change among all Tapestry markets. Data estimated by Esri.



ESRI INDEXES

Esri developed three indexes to display average household wealth, socioeconomic status, and housing affordability for the market relative to US standards.



5A

LifeMode Group: GenXurban

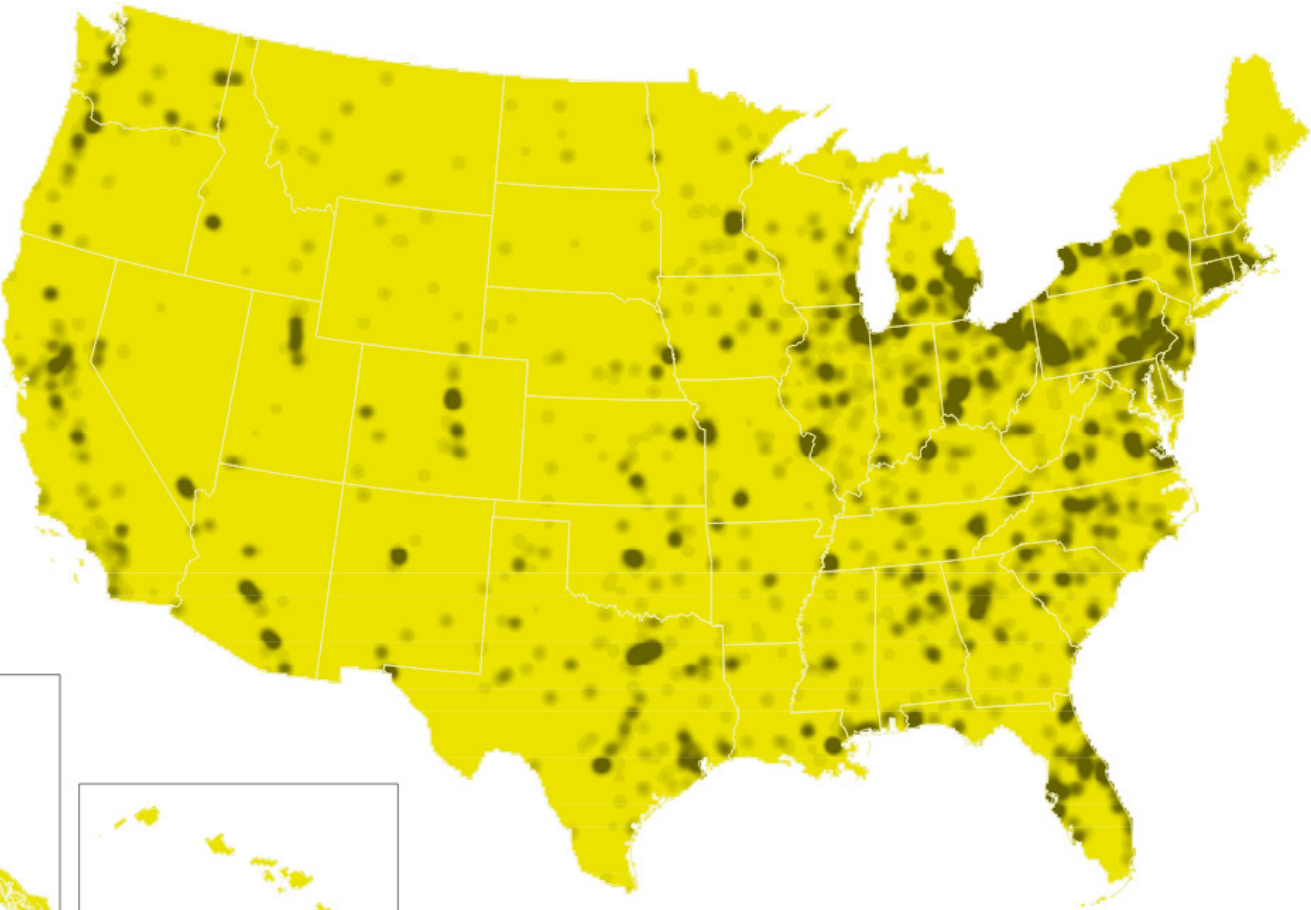
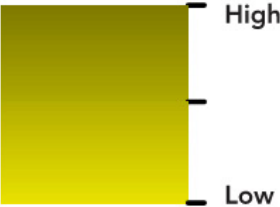
Comfortable Empty Nesters



TAPESTRY
SEGMENTATION
esri.com/tapestry

SEGMENT DENSITY

This map illustrates the density and distribution of the *Comfortable Empty Nesters* Tapestry Segment by households.



Copyright © 2022 Esri. All rights reserved. Esri, the Esri globe logo, The Science of Where, Tapestry, @esri.com, and esri.com are trademarks, service marks, or registered marks of Esri in the United States, the European Community, or certain other jurisdictions. Other companies and products or services mentioned herein may be trademarks, service marks, or registered marks of their respective mark owners.

G2831429

For more information
1-800-447-9778
info@esri.com
esri.com



esri

THE
SCIENCE
OF
WHERE®

5B



LifeMode Group: GenXurban In Style

Households: 2,764,500

Average Household Size: 2.35

Median Age: 42.0

Median Household Income: \$73,000

WHO ARE WE?

In Style denizens embrace an urbane lifestyle that includes support of the arts, travel, and extensive reading. They are connected and make full use of the advantages of mobile devices. Professional couples or single households without children, they have the time to focus on their homes and their interests. The population is slightly older and already planning for their retirement.

OUR NEIGHBORHOOD

- City dwellers of large metropolitan areas.
- Married couples, primarily with no children (Index 112) or single households (Index 109); average household size at 2.35.
- Homeownership average at 68% (Index 108); nearly half, 47%, mortgaged (Index 114).
- Primarily single-family homes, in older neighborhoods (built before 1980), with a mix of townhomes (Index 132) and smaller (5–19 units) apartment buildings (Index 110).
- Median home value at \$243,900.
- Vacant housing units at 8.6%.

SOCIOECONOMIC TRAITS

- College educated: 48% are graduates (Index 155); 77% with some college education.
- Higher labor force participation rate is at 67% (Index 108) with proportionately more two-worker households (Index 110).
- Median household income of \$73,000 reveals an affluent market with income supplemented by investments (Index 142) and a substantial net worth (Index 178).
- Connected and knowledgeable, they carry smartphones and use many of the features.
- Attentive to price, they use coupons, especially mobile coupons.



Note: The Index represents the ratio of the segment rate to the US rate multiplied by 100. Consumer preferences are estimated from data by MRI-Simmons.



LifeMode Group: GenXurban In Style

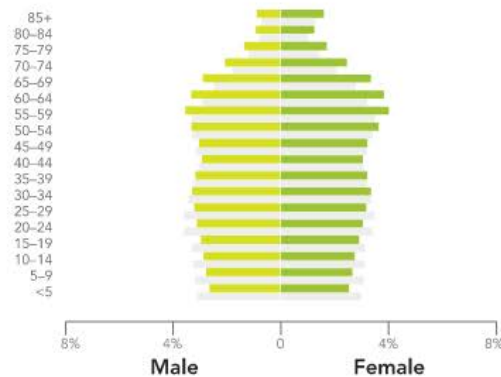


TAPESTRY
SEGMENTATION
esri.com/tapestry

AGE BY SEX (Esri data)

Median Age: 42.0 US: 38.2

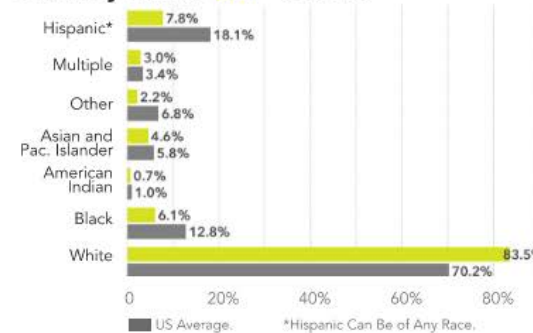
■ Indicates US



RACE AND ETHNICITY (Esri data)

The Diversity Index summarizes racial and ethnic diversity. The index shows the likelihood that two persons, chosen at random from the same area, belong to different race or ethnic groups. The index ranges from 0 (no diversity) to 100 (complete diversity).

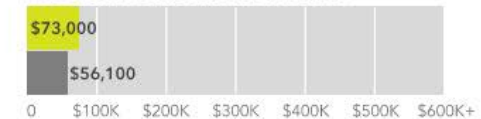
Diversity Index: 39.8 US: 64.0



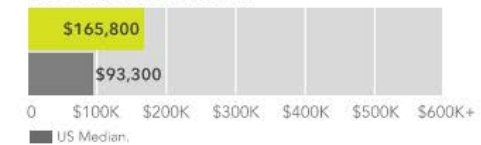
INCOME AND NET WORTH

Net worth measures total household assets (homes, vehicles, investments, etc.) less any debts, secured (e.g., mortgages) or unsecured (credit cards). Household income and net worth are estimated by Esri.

Median Household Income

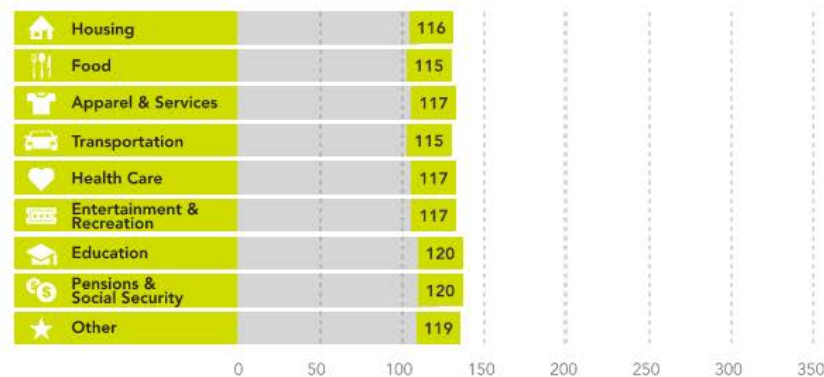


Median Net Worth



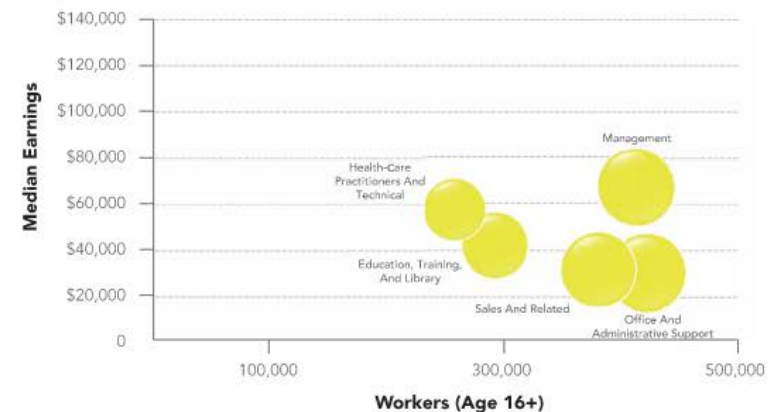
AVERAGE HOUSEHOLD BUDGET INDEX

The index compares the average amount spent in this market's household budgets for housing, food, apparel, etc., to the average amount spent by all US households. An index of 100 is average. An index of 120 shows that average spending by consumers in this market is 20 percent above the national average. Consumer expenditures are estimated by Esri.



OCCUPATION BY EARNINGS

The five occupations with the highest number of workers in the market are displayed by median earnings. Data from the Census Bureau's American Community Survey.





LifeMode Group: GenXurban

In Style


TAPESTRY
SEGMENTATION
esri.com/tapestry

MARKET PROFILE

(Consumer preferences are estimated from data by MRI-Simmons.)

- Partial to late model SUVs: compact SUVs are gaining popularity.
- Homes integral part of their style; invest in home remodeling/maintenance, DIY or contractors; housekeeping hired.
- Prefer organic foods, including growing their own vegetables.
- Financially active, own a variety of investments often managed by a financial planner.
- Meticulous planners, both well insured and well invested in retirement savings.
- Generous with support of various charities and causes.
- Actively support the arts, theater, concerts, and museums.

HOUSING

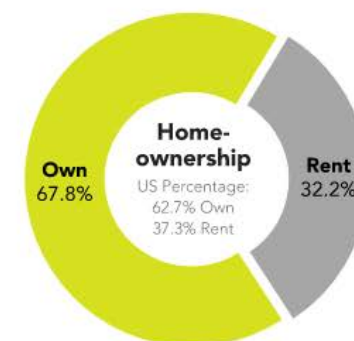
Median home value is displayed for markets that are primarily owner occupied; average rent is shown for renter-occupied markets. Tenure and home value are estimated by Esri. Housing type and average rent are from the Census Bureau's American Community Survey.



Typical Housing:
Single Family

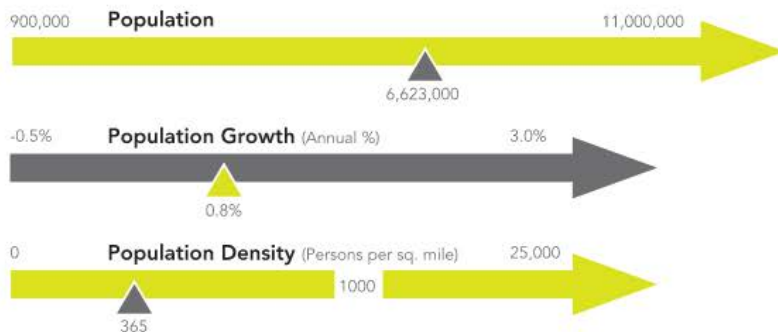
Median Value:
\$243,900

US Median: \$207,300



POPULATION CHARACTERISTICS

Total population, average annual population change since Census 2010, and average density (population per square mile) are displayed for the market relative to the size and change among all Tapestry markets. Data estimated by Esri.



ESRI INDEXES

Esri developed three indexes to display average household wealth, socioeconomic status, and housing affordability for the market relative to US standards.



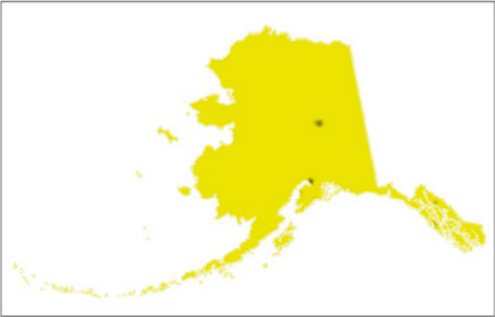
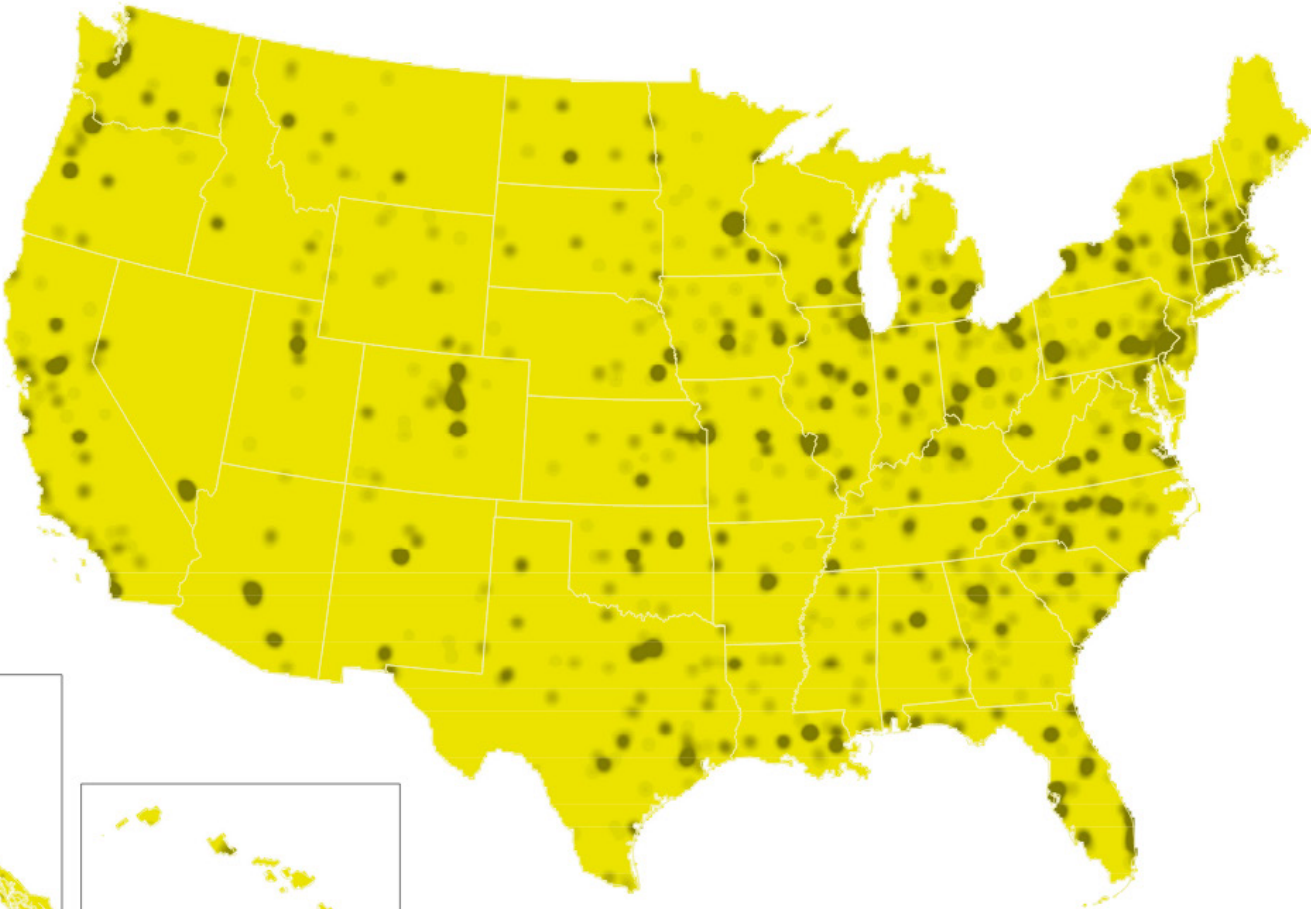
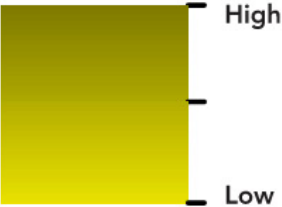


LifeMode Group: GenXurban
In Style



SEGMENT DENSITY

This map illustrates the density and distribution of the *In Style* Tapestry Segment by households.



Copyright © 2022 Esri. All rights reserved. Esri, the Esri globe logo, The Science of Where, Tapestry, @esri.com, and esri.com are trademarks, service marks, or registered marks of Esri in the United States, the European Community, or certain other jurisdictions. Other companies and products or services mentioned herein may be trademarks, service marks, or registered marks of their respective mark owners.

G2831429

For more information
1-800-447-9778
info@esri.com
esri.com



ECONOMIC DEVELOPMENT PROFILE

EMPLOYMENT BY INDUSTRY

Bel Aire residents over the age of 16 and employed are primarily represented in the **educational services, health care, and social assistance industries** – approximately 23.6%. Other primary employment industries include manufacturing, professional, scientific, and management. Compared to the Wichita Metropolitan Statistical Area, a greater share of the Bel Aire population are employed in the professional, scientific, and management industries. While a substantially smaller share of the population are employed in the construction industry.

RETAIL DEMAND BY INDUSTRY

The Spending Potential Index (SPI) compares average local expenditures to U.S. levels. The SPI value for the U.S. is 100. If, for example, the SPI value for a geographic area is 70, this implies that average spending by consumers in the geographic area is likely to be 30 percent less than the U.S. average.

The SPI for the City of Bel Aire for retail trade is 104 and 105 for food services and drinking places. Translated, **this means Bel Aire households are expected to spend 4% more that the average U.S. household on retail trade and 5% more on food services and drinking places.**

Bel Aire households are expected to spend \$24,290 annually in the retail trade sector and \$4,197 annually on food services and drinking places. Wichita Metropolitan Statistical Area households are expected to spend approximately \$5,636 less annually in the retail trade sector than Bel Aire households, and \$1,036 less on food services and drinking places.

The graphic on the following page breaks retail trade and food services/ drinking places into subsectors for more granular analysis.

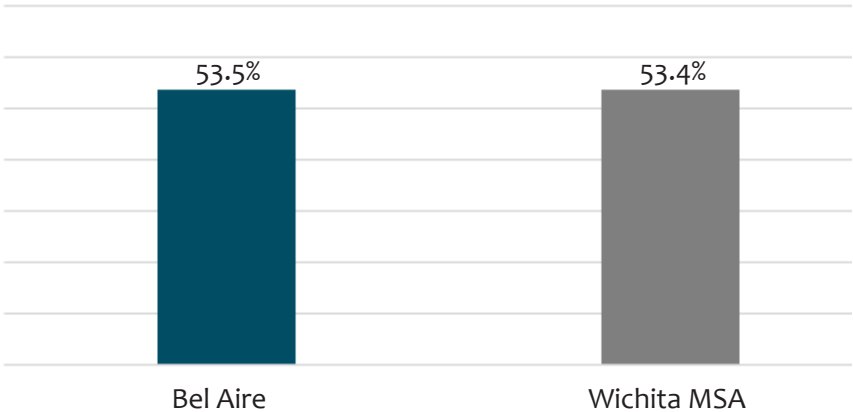
COMMUTE TIME

The percentage of commute times less than 20 minutes is similar to the average Wichita Metropolitan Statistical Area commuter. Approximately **53.5%** of all commutes in Bel Aire are less than 20 minutes compared with 53.4% of the Wichita MSA.

COMMUTE TYPE

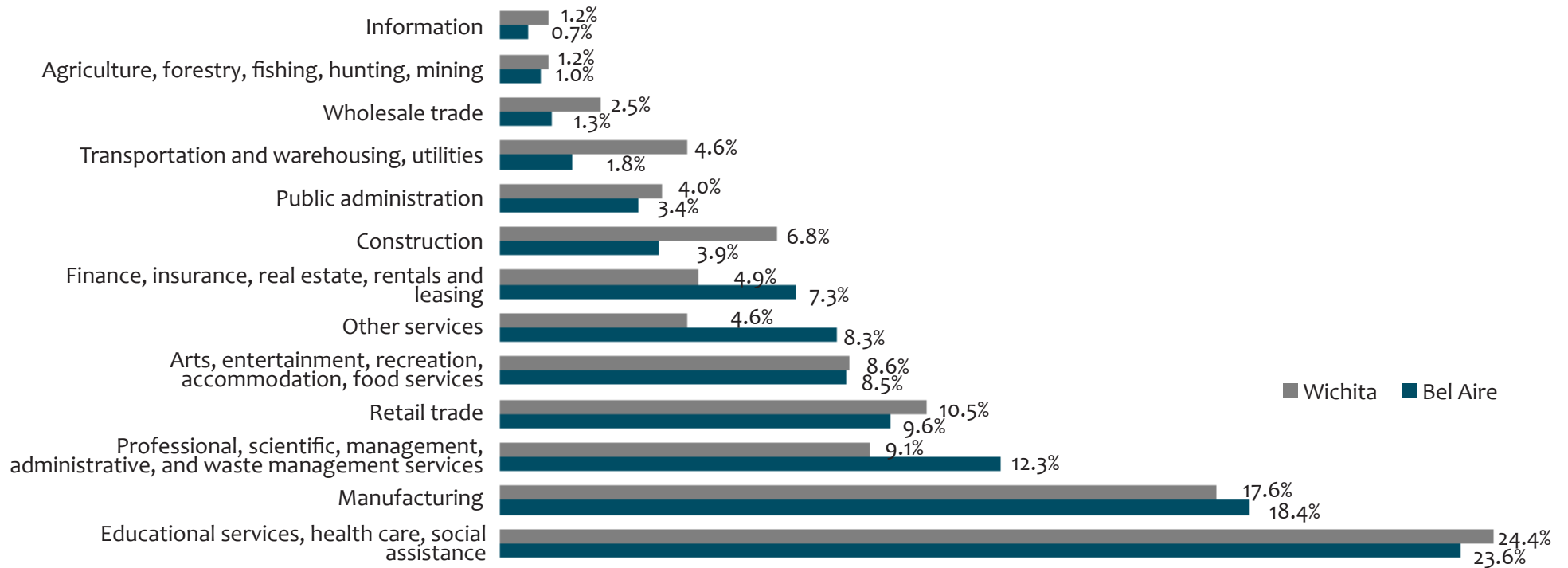
Bel Aire residents that commute to work **predominantly choose to drive alone (80.6%)**. Compared to the Wichita Metropolitan Statistical Area, **more Bel Aire commuters work at home, and less choose active transportation options such as walking and biking.**

COMMUTES LESS THAN 20 MINUTES

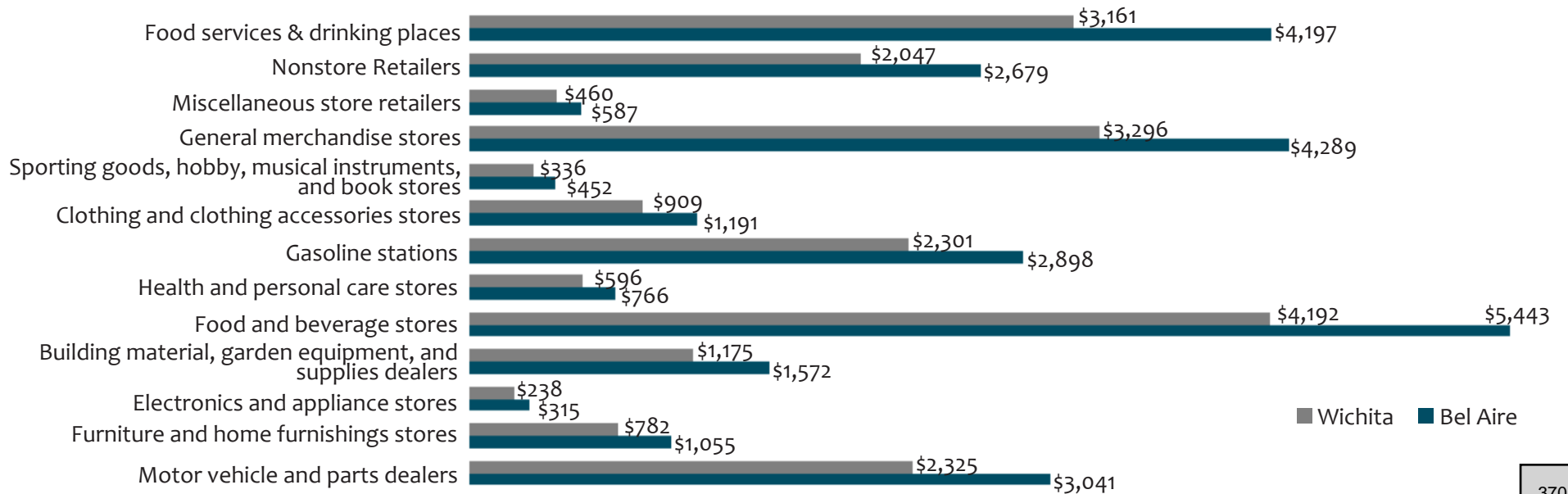


| TYPE | BEL AIRE | WICHITA MSA |
|-----------------------|----------|-------------|
| Drive Alone | 80.6% | 82.2% |
| Carpooled | 7.9% | 8.7% |
| Work at Home | 9.2% | 5.6% |
| Walk | 0.9% | 1.5% |
| Other | 1.2% | 0.9% |
| Public Transportation | 0.0% | 0.5% |
| Bus | 0.0% | 0.4% |
| Motorcycle | 0.0% | 0.2% |
| Taxicab | 0.0% | 0.1% |
| Bicycle | 0.2% | 0.3% |

EMPLOYMENT BY INDUSTRY



RETAIL DEMAND BY INDUSTRY



Key Findings

Over half of Bel Aire residents are employed in education, health care, social assistance, manufacturing, and professional sectors. The notable deviations from the Wichita MSA include more representation in the professional, finance, and real estate sectors. Conversely, less Bel Aire residents are employed in the construction and transportation sectors.

Not surprisingly, based on a comparison of median household incomes between the City, Wichita MSA, and State of Kansas, **the expected annual household spending within the retail trade sector is notably higher in Bel Aire.** The largest deviation by index between the City and the Wichita MSA is in the Building Material, Garden Equipment, Furniture and Home Furnishings, Sporting Goods, Hobby, Musical Instruments, and Book Store industries.

53.5% of Bel Aire's commuters experience a commute less than 20 minutes, which is comparable to the Wichita MSA as a whole. Although the average commute time is comparable, **the City does exhibit less commutes happening by non-vehicular means such as walking and biking. Approximately 9.2% of Bel Aire residents avoid a commute altogether by working at home compared with 5.6% of all Wichita MSA residents.**



APPENDIX B - SUMMARY OF RELEVANT PLANS & STUDIES

This plan builds off of several key documents already established for the City of Bel Aire. Using this information to inform the work herein helps springboard Bel Aire to continue on an informed and congruent path. The following pages summarize several key past plans.



BEL AIRE COMPREHENSIVE DEVELOPMENT PLAN UPDATE 2014-2034

The 2014 Plan established the following vision statement:

"The City of Bel Aire is a safe, family oriented, engaged community with a focus on economics and growth to ensure an independent future for generations to come."

LAND USE GOAL

Land should be developed within the corporate boundaries which continue the high quality of life for the citizens of Bel Aire and to produce efficient and effective delivery of public services to the growing community.

1. Encourage congruent land uses that are compatible and developed in a lowest-impact method to adjacent properties.
2. Establish easy access for all citizens to public services and amenities.
3. Continue to plan and develop greenways and pedestrian systems for creating community connections.
4. Diversify development to broaden the City's tax base with commercial, industrial, and residential development.

CHARACTER DEVELOPMENT & QUALITY OF LIFE GOAL

The City of Bel Aire shall strive to establish its own identity by ensuring a high quality of life for its residents.

1. Develop a visually pleasing community character.
2. Promote community identification and development.
3. Develop open space and parks.
4. Safety/activity in community.

INFRASTRUCTURE & UTILITIES GOAL

The City of Bel Aire must plan for and maintain infrastructure to ensure continued quality growth and preservation of existing resources.

1. Provide convenient access for citizens within the community along the perimeter of Bel Aire to reach other destinations.
2. Maintain a quiet neighborhood community.
3. Use infrastructure design to connect the community.

4. Balance architectural design and aesthetics to a central theme.
5. Ensure long-term planning, construction, and maintenance of utilities and related infrastructure.

ECONOMIC DEVELOPMENT & DIVERSIFICATION GOAL

The City of Bel Aire must support economic development and diversification to ensure a stable and healthy financial growing community.

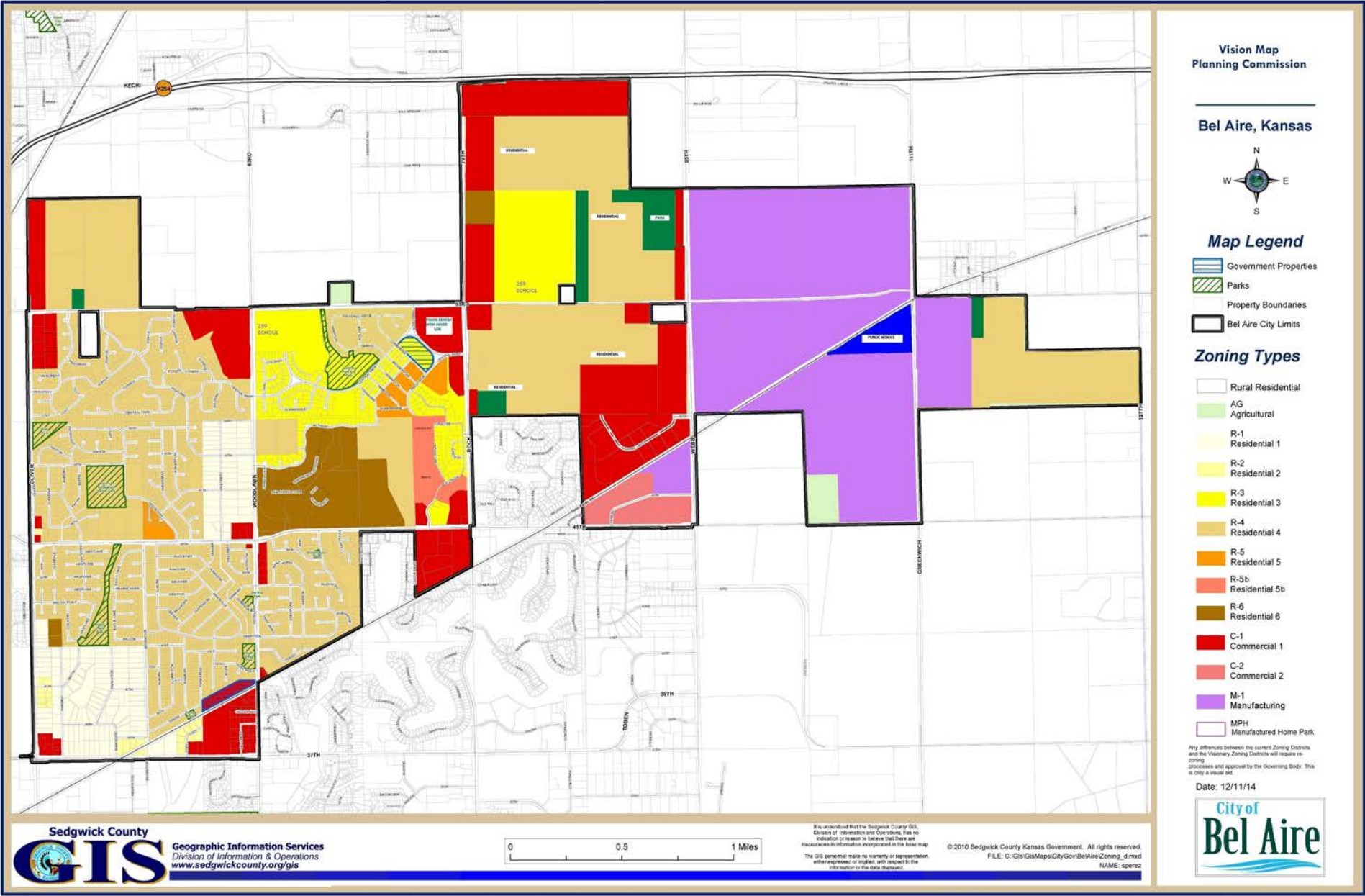
1. Increase the tax base through development.
2. Maximize revenue generated from developments which will provide the most return for the investment and land use.
3. Move from a solely residential community to a full service community with diverse city services.

ZONING CODE & PLANNING PROCESS GOAL

The City of Bel Aire must strive to require excellence in architectural design of facilities with curb appeal from commercial businesses, then ensure a well-maintained, healthy community with quality development through proper zoning, housing, and building codes.

1. Establish appropriate administrative processes and legal procedures to address deteriorating property conditions.
2. Engage citizens in the effort of improving the property conditions in the community by creating a citizen's organization to assist with community education and improvement efforts.
3. Recognize the role of the judicial process for code violations and ensure the intent and goal of improved property conditions is clear to all entities involved in the legal process.
4. Revise the zoning and subdivision codes.

MAP B-1 - 2014 COMPREHENSIVE PLAN FUTURE LAND USE MAP



PROGRESS WITH PRINCIPLES: A MASTER PLAN FOR COMMUNITY GROWTH

This 2018 plan aimed to develop a long-term plan for growth and development through 2035. The plan set forth several strategies:

1. Maximize compatibility between land uses to preserve community character as development occurs.
2. Encourage new development on currently undeveloped, agricultural, and large lot/estate residential properties.
3. Establish situational and locational criteria to guide decision-making when flexibility is needed during the development process.
4. Amend the Bel Aire Zoning Ordinance to encourage mixed-use/local commercial developments.
5. Maintain strict standards for general commercial uses that mitigate negative impacts to lower intensity uses.
6. Review sign regulations and revise as appropriate.
7. Adopt policies and programs that encourage local commercial development in the short-term.
8. Provide for the development of sufficient parks and recreation facilities to meet community needs as Bel Aire grows.
9. Pursue unilateral annexation of properties in Bel Aire's north growth and along K-254 east of existing City boundaries.

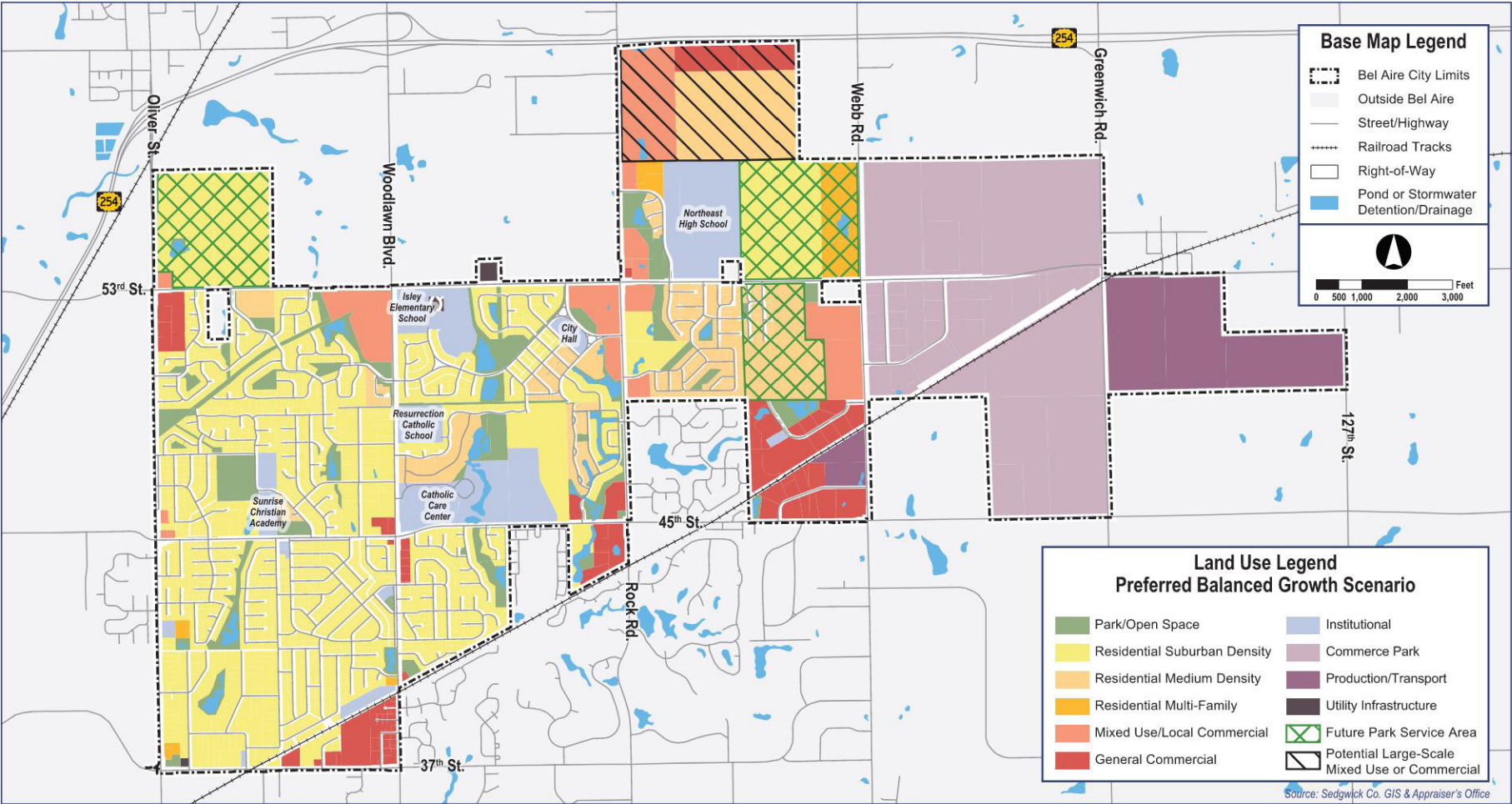


MAP B-2 - 2018 MASTER GROWTH PLAN FUTURE LAND USE MAP



Section 3: Existing & Planned Land Uses

Figure 3.4: Preferred Balanced Growth Scenario Map



3 PARKS MASTER PLAN

Adopted in 2023, this plan was focused on planning for three key community parks: 1) Bel Aire Park, 2) Bel Aire Recreation Complex, and 3) Central Park. The plan was tasked with determining if new or additional amenities might better serve users while providing for “unique and spectacular experiences.”

Central Park is approximately 5 acres and is located near Central Park Avenue between Woodlawn Boulevard and Rock Road. Recommended improvements for Central Park include an estimated \$2,535,000 investment.

Bel Aire Park, known as Fire Station Park, is approximately 1.5 acres and is located on Woodlawn Boulevard between 37th Street and 45th Street. Recommended improvements for Bel Aire Park include an estimated \$950,000 investment.

The Bel Aire Recreation Complex is approximately 18 acres and is located on 48th Street between Oliver Street and Edgemoor Drive. Recommended improvements for the Bel Aire Recreation Complex include an estimated \$3,762,000 investment.



Bel Aire Park

This concept for Bel Aire Park is designed to enhance the experience of area residents. The current park includes a playground, shelter, sand playground, tennis court, and a basketball court. Due to the current conditions and maintenance issues the sand play and the tennis court have been removed in this concept. A new playground with amenities for older children has been added in place of the tennis court. A restroom is included in this concept to better the chances of people spending more time at the park. Parking is also added to this park in order to advance the parks accessibility and safety.



This concept is what the Bel Aire Recreation Complex could be in order to keep up with the needs of the community. The Recreation Building is in need of a remodel, expansion, or both. The playground closest to the building has been expanded for the daycare children. A Multi-Sport Court with tennis and pickleball has been proposed to replace the tennis court that currently exists at Bel Aire Park. A stage and playground are proposed around the existing shelter a to activate this area. The Little League Fields have been converted into a wheel shape to maximize the usability and accessibility of the space.



This concept is designed to activate Central Park without it feeling overcrowded. Currently Central Park offers a nice walking trail with views of the neighborhood and the pond. In order to enhance the experience at Central Park pickleball, shelters, fishing docks, added play elements, a restroom, and additional parking have all been added, making this a park visitors can spend a full day at. This concept also makes this park a source of revenue as the shelters could be rented out or one could be used as a stage for live music. This concept is quite active but still leaves enough flexibility to host different events or do something on your own away from the crowd in the open lawn spaces.

Bel Aire Recreation Complex plan from the 3 Parks Master Plan.

Central Park plan from the 3 Parks Master Plan.

BEL AIRE BICYCLE AND PEDESTRIAN PLAN

In 2018, Bel Aire developed this plan as a response to the 2014 Comprehensive Plan. The plan found that 67% of Bel Aire's streets had no sidewalks. The vision created from this plan was that "Bel Aire will be a community for all ages that promotes equitable and active living opportunities for its residents by providing an enhanced, safe, and connected bicycle and pedestrian network."

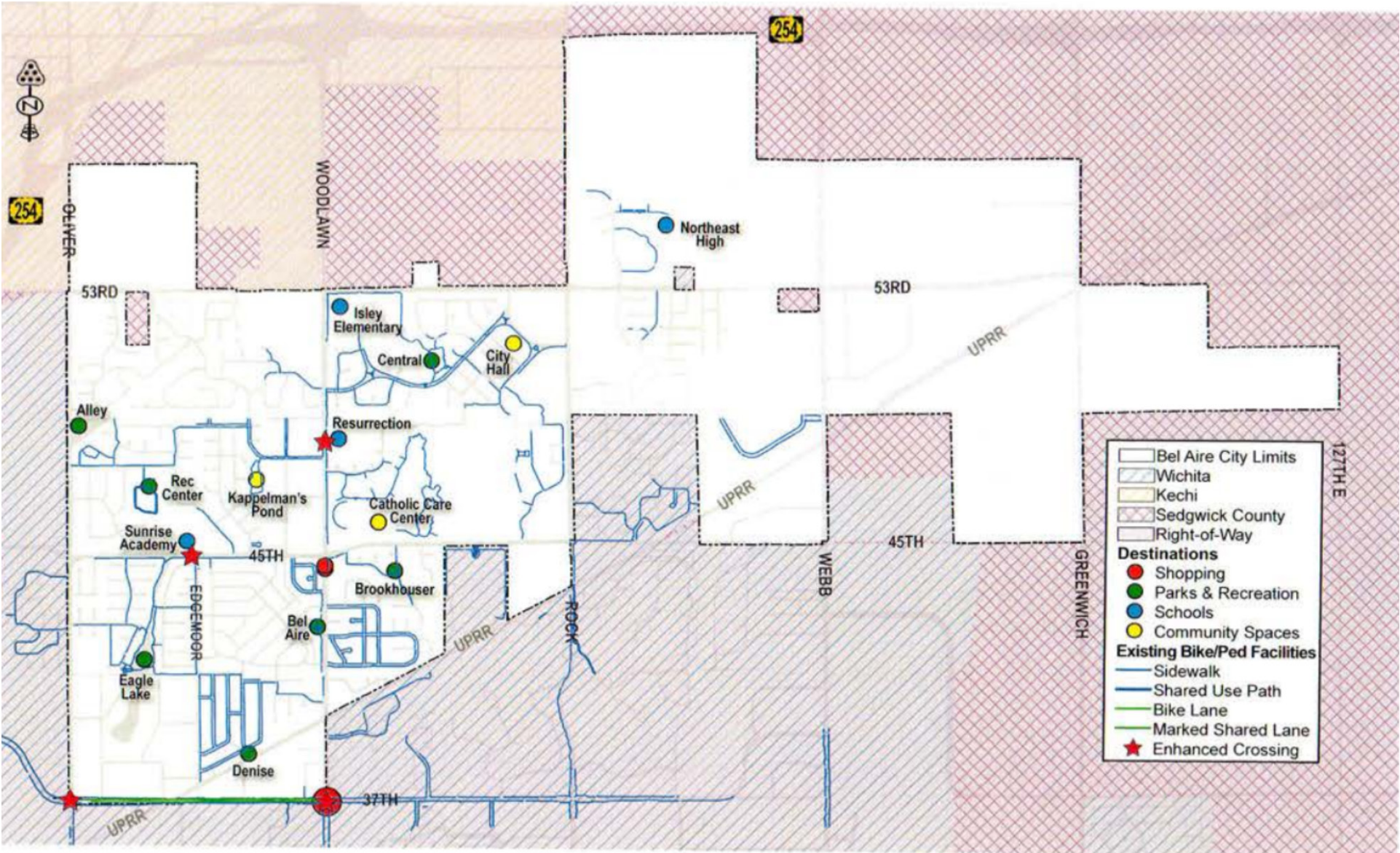
Top priority projects identified were Woodlawn Boulevard from 37th Street to 45th Street and Rock Road from Central Park Avenue to Old Mill Street. The plan also developed several high-priority and lower-priority actions. Some of the high-priority actions were:

- Program local funds for, and construct, short-term capital projects.
- Seek outside funding sources to supplement local funds for near-term capital projects.
- Require the provision of pedestrian and bicycle connections between adjacent neighborhoods and from neighborhoods to the bicycle and pedestrian network during the land development process.
- As development and redevelopment occurs, require the construction of bicycle and pedestrian projects, or portions thereof, consistent with this plan, or require fee-in-lieu of construction.
- When appropriate and feasible, incorporate pathway projects with other City projects, such as street and intersection improvements.

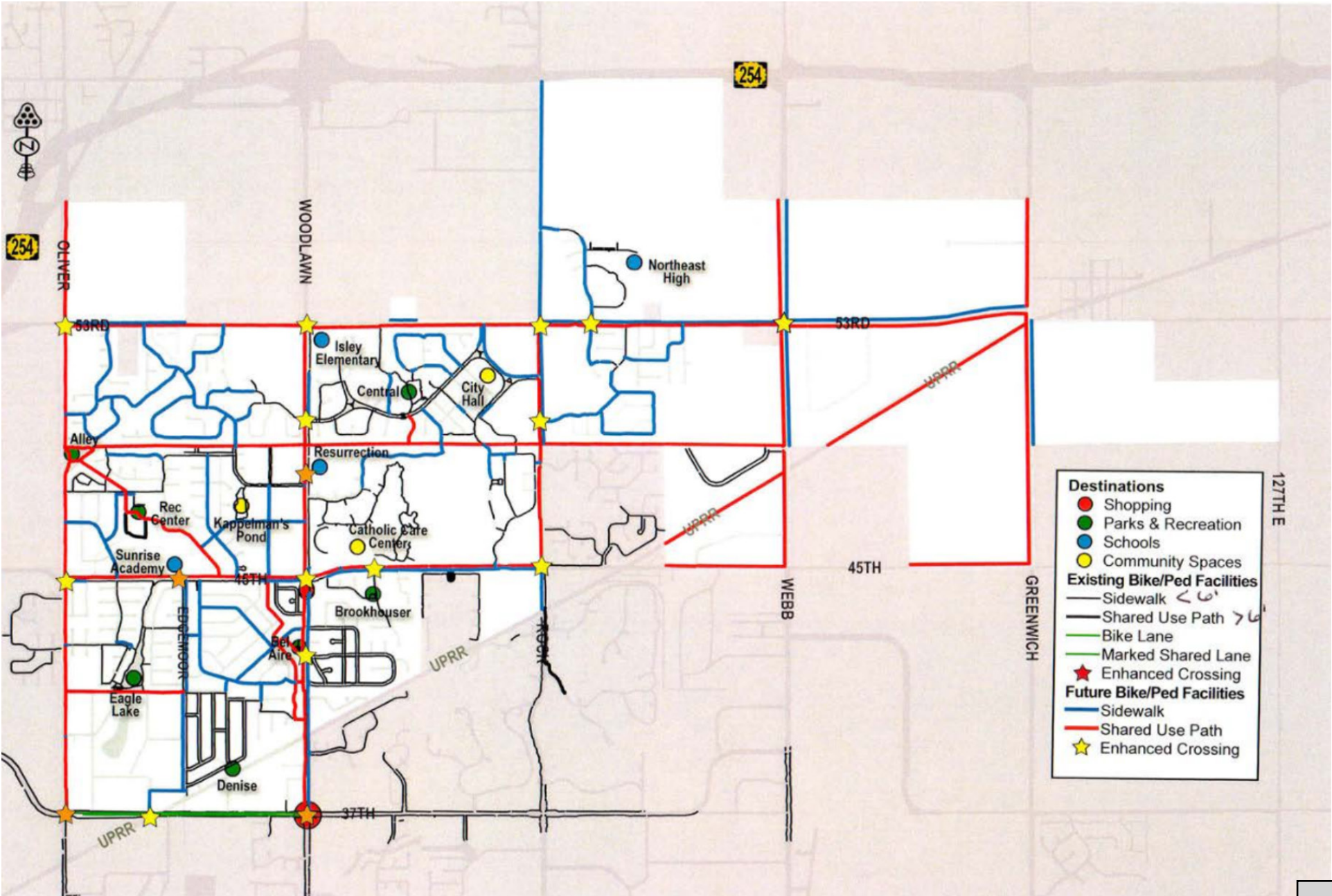
The map on Page B-69 shows the existing (2017) bicycle and pedestrian infrastructure in Bel Aire. The map on Page B-70 shows the future projects identified by the Bicycle and Pedestrian Plan, including near-term, long-term, and projects to be completed along with new development.



MAP B-3 - EXISTING BICYCLE & PEDESTRIAN FACILITIES (2017)



MAP B-4 - BICYCLE & PEDESTRIAN FUTURE PROJECTS



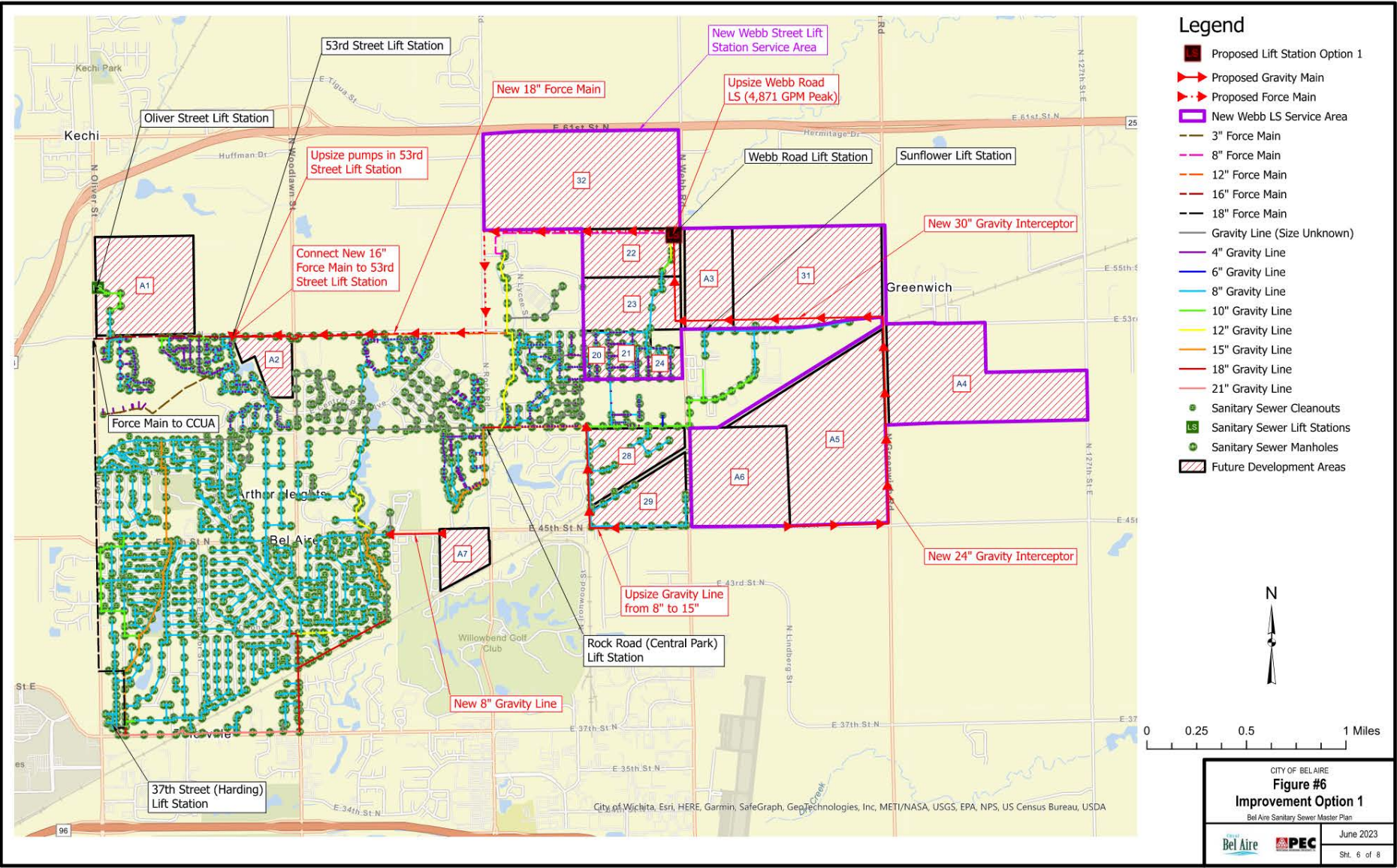
SEWER MASTER PLAN

This 2023 plan developed a working computer model of the City's sanitary sewer collection system and performed a detailed capacity analysis. The primary objective of this plan was to determine sanitary sewer system improvements needed to address current system deficiencies and anticipated future conditions. Average daily flow is 0.59 million gallons per day (MGD), and with a maximum day flow of 1.44 MGD. The plan used three scenarios to project future demand. **Average daily flows ranged from 1.18 to 4.77 MGD, with peak hour flows ranging from 3.55 MGD to 11.78 MGD.**

The plan presented three options on how to serve the City in the future.

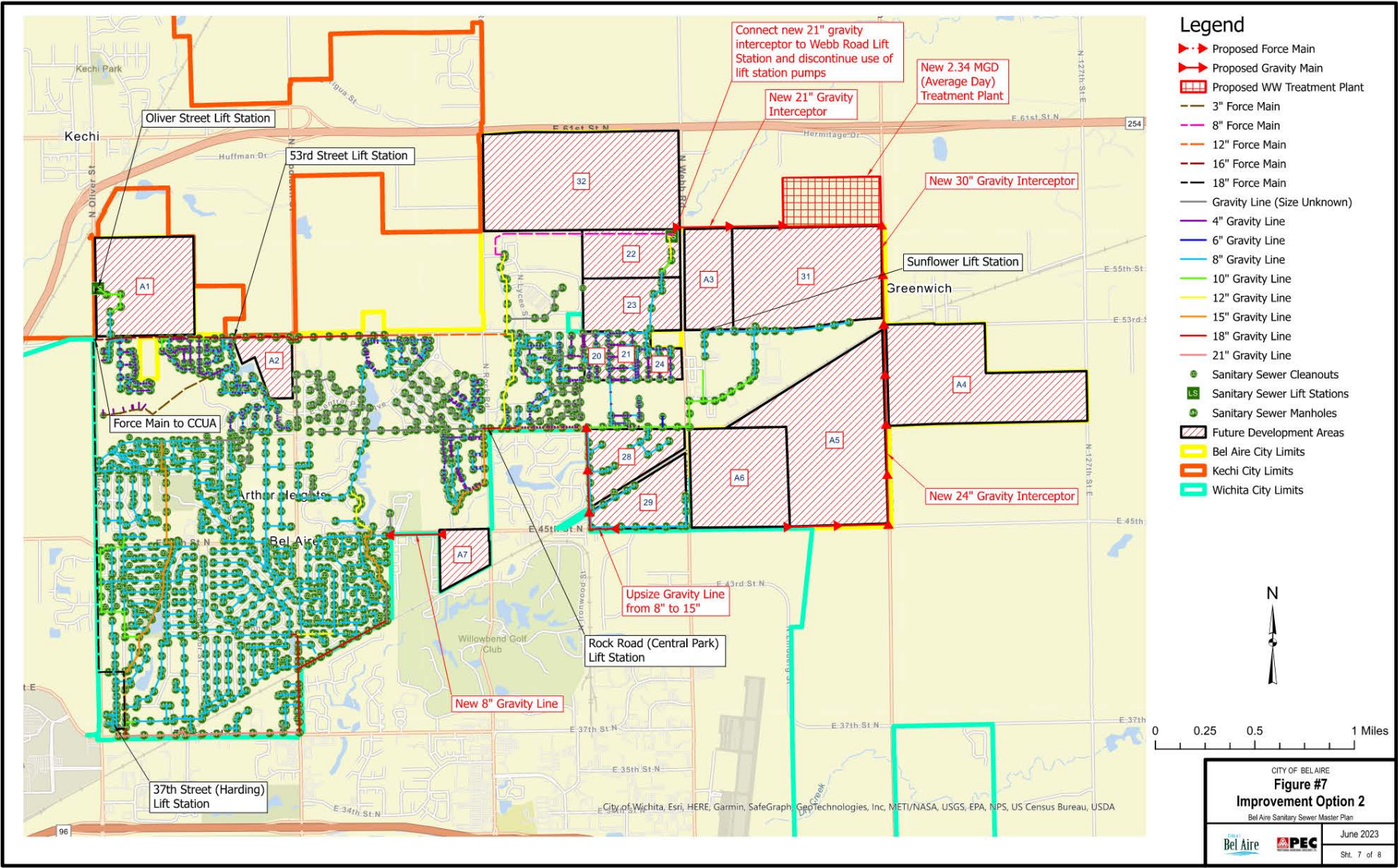
1. Improvements to direct all sanitary sewer flows to the Chisholm Creek Utility Authority (CCUA). This would require new gravity lines and improvements to existing lift stations. CCUA would also need to be expanded to accommodate the increased flows. Conceptual projects costs for this option are \$42,093,900.
2. Construct a new treatment plant with an approximate capacity of 2.1 million gallons per day. The existing flows would continue to go to CCUA, but most future growth areas would be directed to the new treatment plant. Conceptual projects costs for this option are \$38,196,200.
3. Split future development flows between CCUA and a new connection with the City of Wichita's sanitary sewer system. Instead of upgrading CCUA or building a new treatment plant, this option would direct new demand into the City of Wichita's collection and treatment system. The City of Wichita would need to verify its ability and willingness to partner on this option. Conceptual project costs for this option are \$37,824,500.

MAP B-5 - SEWER IMPROVEMENTS: OPTION 1



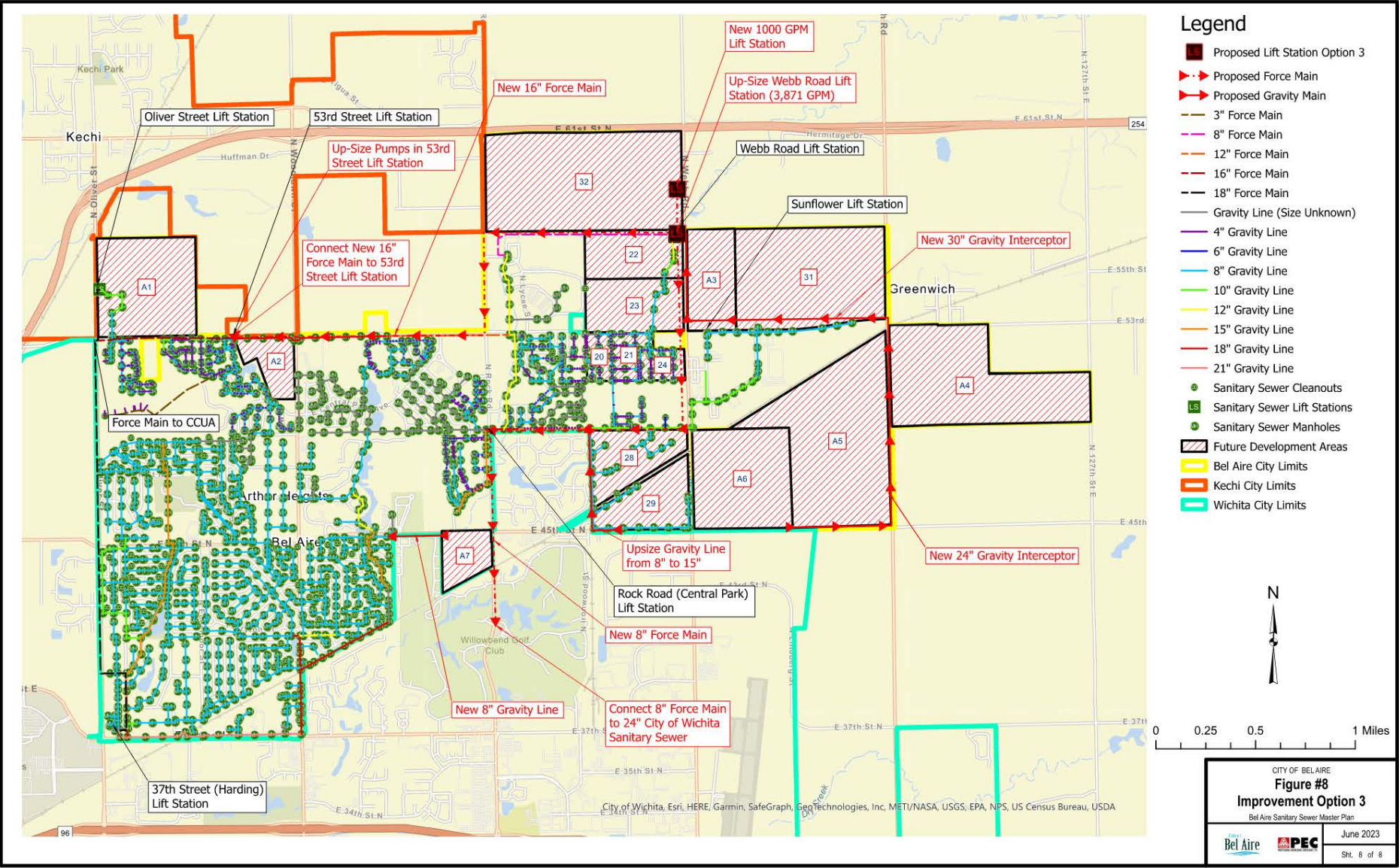
Path: U:\Wichita-City\2022\220925-0000\Muni\GIS\220925-000 BEL AIRE SANITARY SEWER MASTER PLAN FIGURES\220925-000 BEL AIRE SANITARY SEWER MASTER PLAN FIGURES.aprx

MAP B-6 - SEWER IMPROVEMENTS: OPTION 2



Path: U:\Wichita-City\2022\2025\000\Plan\GIS\2025-000 BEL AIRE SANITARY SEWER MASTER PLAN FIGURES\2025-000 BEL AIRE SANITARY SEWER MASTER PLAN FIGURES.aprx

MAP B-7 - SEWER IMPROVEMENTS: OPTION 3



Path: U:\Wichita-City\2022\20225\000\Plan\GIS\20225-000 BEL AIRE SANITARY SEWER MASTER PLAN FIGURES\20225-000 BEL AIRE SANITARY SEWER MASTER PLAN FIGURES.aprx

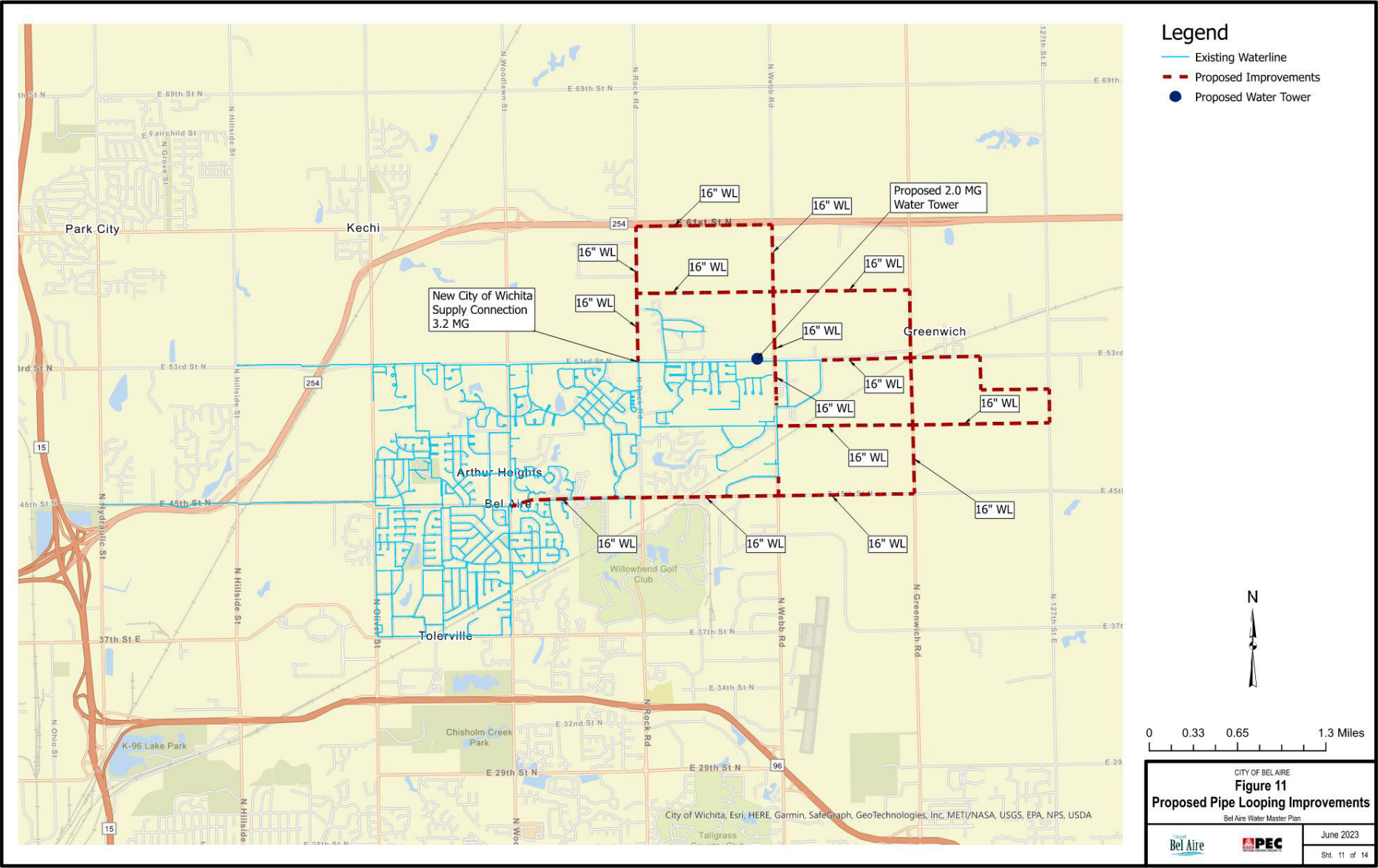
WATER MASTER PLAN

This 2023 plan was aimed at determining what water distribution system improvements the City needed to address existing deficiencies and plan for future growth. At the time of the analysis, average daily demand was 0.80 million gallons per day (MGD). The plan used three scenarios to project future demand. **Average daily demand ranged from 1.52 to 6.25 MGD.**

The plan recommended:

1. Construction of looped waterlines in the north and east portions of the distribution system at an estimated cost of \$20,393,880.
2. Adding 2.0 million gallons of elevated storage at an estimated cost of \$15,966,000.
3. Adding a new 3.2 MGD water supply connection from the City of Wichita at an estimated cost of \$222,300.

MAP B-8 - WATER IMPROVEMENTS



Path: U:\Wichita-Civil\2022\220925\000\Auril\Modelling\220925-000 Bel Aire Water Master Plan Figures\220925-000 Bel Aire Water Master Plan Figures.aprx

WATER AND WASTEWATER OPTIONS ASSESSMENT - PHASE 1

In February of 2024, PEC completed Phase 1 of a water and wastewater assessment for the City of Bel Aire. The study scope focused on supply and treatment of potable water and treatment of wastewater, and was largely precipitated by a potential major industrial user. This study identified several preliminary options across three scenarios for Bel Aire to meet its future needs. Scenario 1 focused projections without the potential new industrial user. Scenario 2 includes the first phase of the potential industrial user, and Scenario 3 includes development areas noted in the 2018 Master Growth Plan as well as both phases of the potential new industrial user. The study found only some options were practical given the anticipated timelines of the potential new industrial development. Phase 2 of this study will be conducted once the potential new industrial user gets further along in the development process, as the project is still awaiting federal funding as of this writing.

PEC recommended Bel Aire further consider connecting its existing potable water distribution system to the Northwest Wichita Water Treatment Plant, the construction of a new Wastewater Treatment Plant, and a new connection to Wichita's wastewater treatment collection system.

Table 3-1 Projected Bel Aire Water Demands

| Scenario | Timeframe | Cumulative ADD (MGD) | Cumulative MDD (MGD) | Cumulative PHD (MGD) |
|----------|-----------|------------------------|-------------------------|--------------------------|
| 1 | 2023-2025 | 1.52 | 3.04 | 4.55 |
| 2 | 2026-2031 | 3.43 – 9.43 (2.23) | 5.67 – 11.67 (4.47) | 7.88 – 13.88 (6.68) |
| 3 | 2032-2043 | 6.25 – 18.25 (3.85) | 10.12 – 22.12 (7.72) | 13.95 – 25.95 (11.55) |

Table 3-2 Projected Bel Aire Wastewater Generation

| Scenario | Timeframe | Cumulative ADD (MGD) | Cumulative MDD (MGD) | Cumulative PHD (MGD) |
|----------|-----------|------------------------|------------------------|--------------------------|
| 1 | 2023-2025 | 1.18 | 2.55 | 3.55 |
| 2 | 2026-2031 | 2.53 – 5.70 (1.89) | 4.71 – 7.88 (4.07) | 6.32 – 9.49 (5.68) |
| 3 | 2032-2043 | 4.77 – 11.12 (3.50) | 8.80 – 15.15 (7.53) | 11.78 – 18.13 (10.51) |

Table 7-2 Wastewater Treatment Options Review

| Wastewater Treatment Options ⁽¹⁾ | Construction Timeframe Requirements | | Flow Requirements (With Suppliers) | | |
|---|-------------------------------------|-------------------|------------------------------------|-------------------------------|-------------------------|
| | Meets Scenario 2? | Meets Scenario 3? | Meets Scenario 2 (7.37 MGD)? | Meets Scenario 3 (14.67 MGD)? | Estimated Flow |
| Existing Wichita Sewer Connection | Yes | Yes | No | No | 1.25 MGD ⁽²⁾ |
| Wichita 24-inch Sewer Connection | Yes | Yes | No | No | 1.92 MGD ⁽²⁾ |
| CCUA WWTP (with expansion) | No | Yes | No | No | 2.1 MGD |
| Bel Aire WWTP | No | Yes | Yes | Yes | 15+ MGD |

(1) The high end of the maximum day flow projections was used to determine if an option meets each scenario.

(2) Requires confirmation from Wichita.

Table 7-1 Water Supply Options Review

| Water Supply Options ⁽¹⁾ | Construction Timeframe Requirements | | Demand Requirements (With Suppliers) | | |
|--|-------------------------------------|-------------------|--------------------------------------|-------------------------------|----------------------------|
| | Meets Scenario 2? | Meets Scenario 3? | Meets Scenario 2 (9.19 MGD)? | Meets Scenario 3 (12.01 MGD)? | Estimated Water Supply |
| Wichita Distribution System Connection | Yes | Yes | No | No | 5.6-7.1 MGD ⁽²⁾ |
| Wichita NWWTP Connection | No | Yes | Yes | Yes | 25+ MGD ⁽³⁾ |
| El Dorado WTP Connection | No | Yes | No | No | 6 MGD ⁽⁴⁾ |
| CCUA WTP (Existing) | N/A | N/A | No | No | 1.75 MGD ⁽⁵⁾ |
| Reuse | N/A | N/A | N/A | N/A | N/A |

(1) Excludes a new Bel Aire WTP due to lack of raw water supply options. The high end of the MDD was used to determine if an option meets each scenario.

(2) Based on preliminary conversations with Wichita, requires confirmation.

(3) Requires confirmation that Wichita is willing to supply this amount based on their projected growth.

(4) Assumes expansion of the WTP; 3MGD could be provided without significant WTP improvements, reducing the construction timeframe.

(5) Does not include possibility of expanding WTP if water rights can be recovered from previous conversion process.

COMMUNITY SURVEY

Wichita State University's Hugo Wall School of Public Affairs Public Policy and Management Center prepared a community survey in 2017. The results of this survey included input from approximately **650 Bel Aire residents** to “infuse public investment decisions with the will of the community framed by the public interest and community wellbeing.”

COMMUNITY SUPPORT FOR PLANNED/CURRENT INVESTMENTS

1. Support for improvements at the 45th Street and Woodlawn Boulevard (87%), 45th Street and Oliver Street (70%), and 45th Street and Oliver Street (62%) intersections.
2. Approximately 84% approve of improving Woodlawn Boulevard to three-lanes between 37th Street and 45th Street.

COMMUNITY SUPPORT FOR INVESTMENTS IN THE FUTURE

1. 87% approve of investments that include aggressively improving neighborhood streets before conditions begin deteriorating.
2. 91% approve of investments that include aggressively improving roads before traffic congestion becomes a problem.
3. 92% approve of infrastructure investment including replacing aging water and sewer lines before disruptions occur.
4. 84% approve of efforts to systematically improve the drainage system to reduce potential flooding damage.

APPROVAL OF HOUSING RELATED INVESTMENT

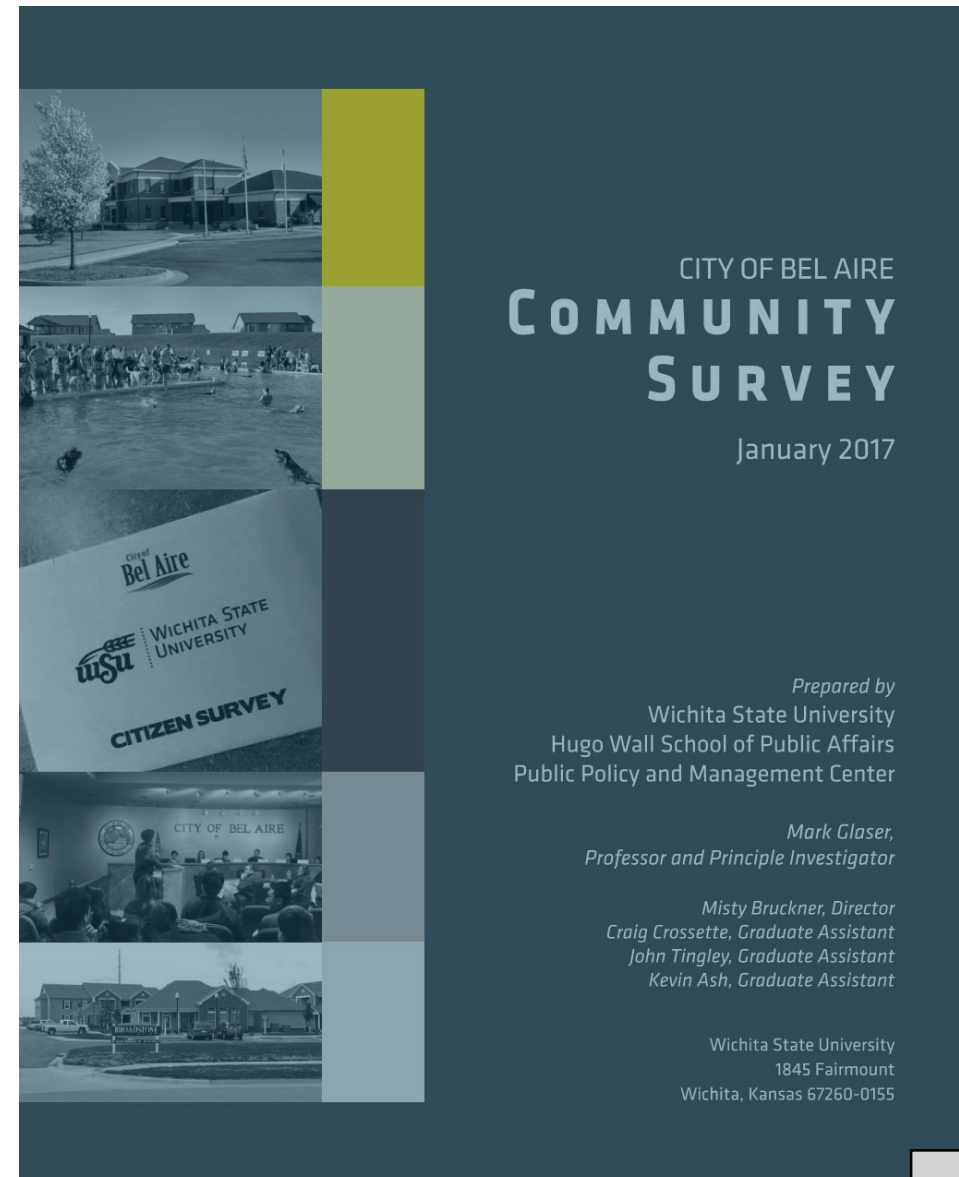
1. 24% approve of housing policies that encourage investment in apartments and duplexes.
2. 63% approve of housing policies that encourage housing for seniors.

PARK & RECREATION INVESTMENTS

1. 35% approve of investing in the development of a dog park.
2. 48% approve of investments in small neighborhood parks.
3. 66% support the development of walking and bicycle paths that connect Bel Aire parks
4. 60% support the development of walking and bicycle paths that connect to Wichita walking and bicycle paths.

CREATION OF TOWN CENTER

1. 64% feel that Bel Aire should not develop a downtown but should encourage the development of pockets of commercial/retail activity at selected intersections in the community.





APPENDIX C - COMMUNITY ENGAGEMENT SUMMARY

The foundation of comprehensive planning is community engagement. Throughout the creation of this plan, the planning team has sought feedback from Bel Aire citizens and community groups using a variety of engagement tools and activities. Comments and conversations from these sessions directly impacted the recommendations seen within this plan. This section discusses the quantitative and qualitative results from the community engagement phase.



OVERVIEW

The PEC planning team collaborated with the general public, community stakeholders, City staff members, and City Leadership to hold public engagement events. Over the course of this plan's development, multiple community engagement activities were held, including a City leadership work session, stakeholder meetings, and a pop-up event, leading to contacts with over seventy (70) citizens.

COMMUNITY ENGAGEMENT EVENTS

- Fall Festival Pop-Up Event (10.21.2023)
- City Leadership Work Session (05.14.2024)
- Stakeholder Session: Bel Aire Utility Advisory Committee (07.24.2024)
- Stakeholder Session: Bel Aire Tree Board (07.29.2024)
- Stakeholder Session: Bel Aire Seniors (08.16.2024)
- Stakeholder Session: Bel Aire Bike Walk (08.22.2024)
- Stakeholder Session: Bel Aire Lions Club (09.18.2024)
- Stakeholder Session: Bel Aire Chamber of Commerce (09.19.2024)
- City Leadership Work Session #2 (02.11.2025)
- City Leadership Work Session #3 (05.13.2025)

Several common themes emerged following the Community Engagement Phase of the Comprehensive Plan process. These themes are summarized on the following pages and represent a synthesis of the information received through the exercises completed during community engagement events.

BUSINESS DIVERSIFICATION

With housing as the primary land use in Bel Aire, an increase in and diversification of commerce is needed for the City to increase its tax base. This will also provide highly desired amenities to the community. One group noted that the City's slogan, "Life's Better on the Edge!" is indicative of the lack of shopping, dining, and entertainment businesses in Bel Aire. With growing senior and child populations, opportunities for entertainment, grocery shopping, and dining in town are of increasing importance. Continued development will be difficult to spur without bringing in more commercial options.

MOBILITY & CONNECTIVITY

A commonly discussed topic was that citizens desire an increase in Bel Aire's transportation infrastructure. Most roads in Bel Aire are two-lane rural sections (open ditches) with little to no pedestrian facilities. Improving roadway capacity and efficiency as development occurs is important, as well as providing multi-use paths for pedestrians and cyclists. Pedestrian connectivity is needed between neighborhoods in town and nearby towns and trails. Citizens are concerned with traffic speeds, especially in neighborhoods. Multi-modal transportation is of increasing importance because there is no public transportation available in Bel Aire currently. It is important to develop incrementally to maintain infrastructure expansion and keep the town cohesive.

PARKS & RECREATION

The recreation programs available in Bel Aire are a strength in the community, providing activities for all ages. Bel Aire's parks are enjoyed by many community members, and continued maintenance and expansion of parks should be prioritized. Additional parks on the east half of town are needed. Creating amenities and programming within parks, such as lighting, shaded benches, disc golf, etc., should continue. The addition of a dog park is highly favored, as well as an outdoor music venue or other outdoor amenities within the parks. Focusing on improving parks to be accessible for those in wheelchairs and the elderly should be a priority as well.

● INFRASTRUCTURE

Bel Aire's water, sewer, and street infrastructure should be prioritized for maintenance and improvements. Citizens want to see improvements in all areas of infrastructure, but most notably in water supply.

● AMENITIES

Bel Aire should increase amenities that provide for the town's character and decrease the need for citizens to travel to Wichita. This will increase Bel Aire's attractiveness for new businesses, visitors, and residents alike. These could include, but are not limited to, a library, outdoor venue, dog park, farmer's market, and indoor pool.

● IDENTITY & CHARACTER

Bel Aire was identified as safe, friendly, and a great community at every engagement event. This is a strength that should be amplified and marketed. There was consistent back and forth on the desire for Bel Aire to remain a bedroom community, or to grow and become a recognizable city. The "small town feel" was identified as both a strength and a challenge. However, the overwhelming desire for an increase in retail business leads to the conclusion that most citizens are willing to welcome new businesses. The "small town feel" can still be maintained with proper planning and street design.

● HOUSING

There is a split between the desirability of duplexes, however most agreed that high rises would not be appropriate in Bel Aire. While new development continues, it was stressed that older sections of Bel Aire cannot be forgotten when the City plans for maintenance and upgrades. Some groups recognized that the market and the economy are prompting the development of multi-family housing, however others are against it. The challenge will be to encourage the continued development of housing that is welcoming, diverse, and responsive to market demands, while maintaining the preferred physical character of the City.

● COMMUNICATION & TRANSPARENCY

Citizens discussed the importance of communication from the City regarding development projects and other events. Community engagement is appreciated and citizens desire to have their voices put to action. Clear

expectations and project plans can be provided to the citizens, who are ready to be engaged and participate in their community. It was noted that better communication between Bel Aire, the City of Wichita, and USD 259 was also of utmost important improving connectivity.

Additionally, each engagement session attendees were given a response card and individually asked the following questions:

The compilation of all responses can be found in the word clouds below. The larger the word the more frequently it was mentioned. Individual word clouds reflective of only the responses received during individual sessions are included on the following pages.

What are three things that make you proud of Bel Aire?



What are three challenges we face in Bel Aire?



FALL FESTIVAL POP-UP EVENT

On October 21, 2023, PEC hosted a pop-up event at the Fall Festival. Attendees were presented with four paper boards, each with a prompt. They were asked to write in answers to the following prompts:

- What word or phrase would you use to describe Bel Aire today?
- What are Bel Aire's opportunities?
- What are Bel Aire's challenges?
- What word or phrase would you hope to use to describe Bel Aire in 20 years?

RESULTS

In general, the community saw Bel Aire today as friendly, safe, a “picket fence community”, but also as a place growing without direction.

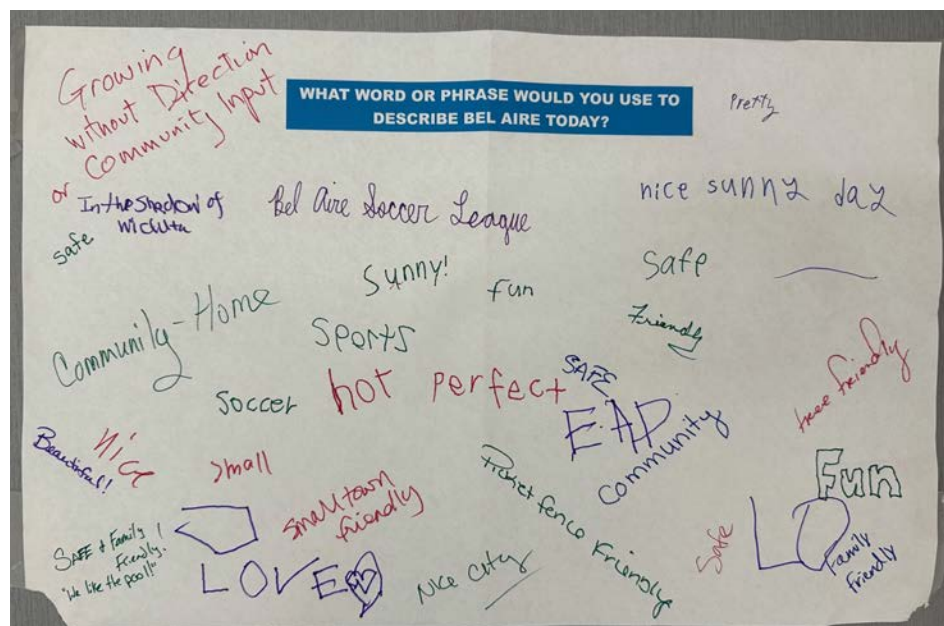
For opportunities, citizens suggested creating more amenities such as green spaces, crosswalks, and neighborhood pools.

Bel Aire's challenges were lack of input from the citizens and lack of transparency, the need to grow in more efficient and sustainable ways for better connectivity, and the need for additional amenities such as a dog park and coffee shop.

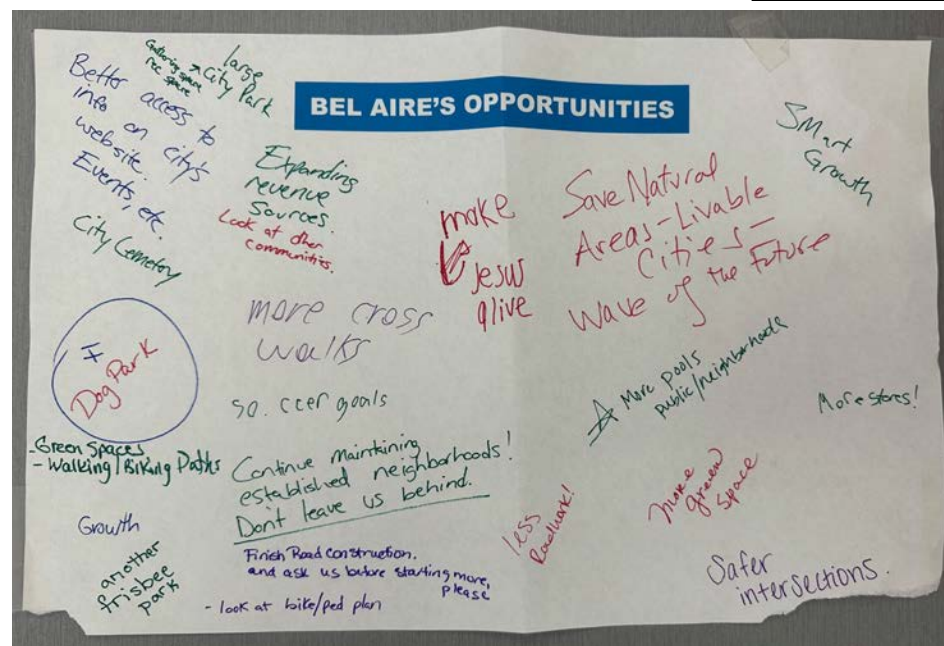
Finally, in 20 years, citizens want to be able to describe Bel Aire as having plenty to do, walkable, bikeable, and accessible to nature, and **“be on the leading edge rather than just lying on the edge!”**.



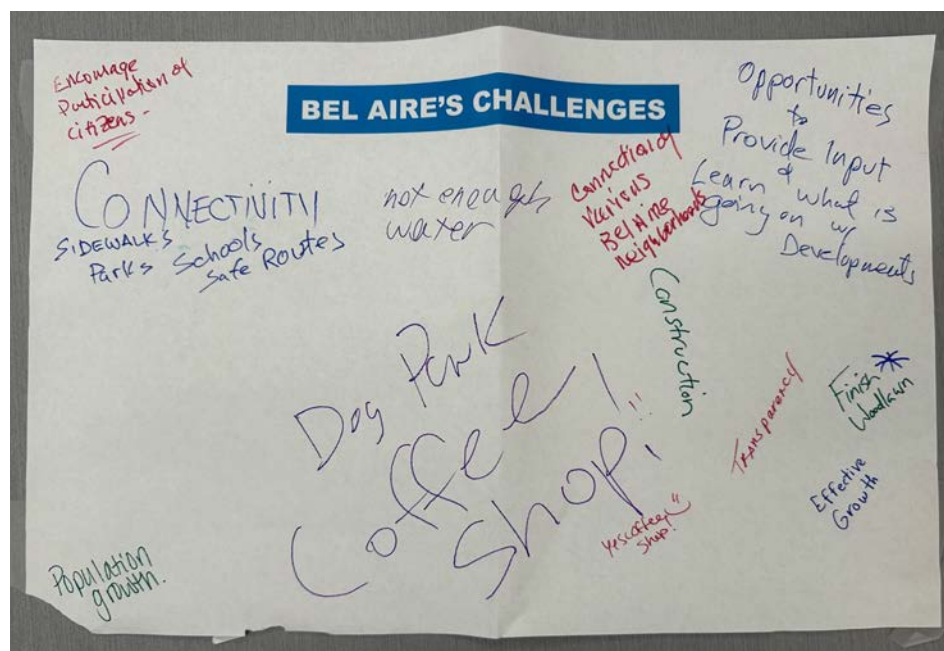
What word or phrase would you use to describe Bel Aire today?



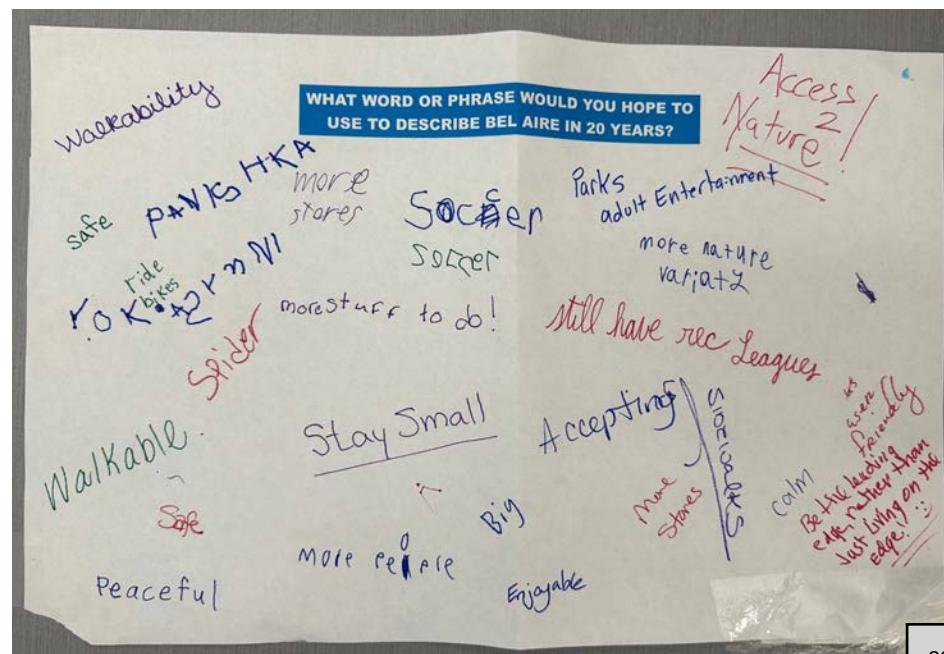
What are Bel Aire's opportunities?



What are Bel Aire's challenges?



What word or phrase would you hope to use to describe Bel Aire in 20 years?



CITY LEADERSHIP WORK SESSION #1

The City Leadership Work Session #1 was held on May 14th, 2024, at Bel Aire City Hall. City leadership consisted of the full City Council and Planning Commission in addition to several City staff members. The session consisted of a presentation and three exercises: Priorities, ACE, and Response Cards.

PRIORITIES

In the first exercise, attendees were asked to envision the 10-year future of Bel Aire. Six community priorities were presented on boards throughout the room and attendees were given three sticky notes of three different colors, each color representing a different priority rank. Using those sticky notes, attendees were to select their top three priorities for the community. The six community priorities are:

- **Housing:** Strong communities feature quality housing, a robust housing market, and provide a diversity of housing types to accommodate buyers and renters at all stages of life.
- **Mobility:** Strong communities provide a transportation system that supports all residents' ability to navigate freely and safely regardless of age, physical ability, and income.
- **Community Image, Character & Identity:** Strong communities embrace what makes them unique, and use these differentiators to create, maintain and progress a cohesive identity.
- **Community Connections:** Strong communities are places where residents feel safe and welcomed, and where neighbors know each other.
- **Parks & Recreation:** Strong communities provide opportunities for all ages to be active, to encourage physical and emotional well-being.
- **Business, Services, and Economic Development:** Strong communities have a business economy that provides essential goods and services for residents and visitors and is an important aspect of the local, regional, and state economy.

| Priority | 1st | 2nd | 3rd | Total |
|--|-----|-----|-----|-------|
| Housing | 0 | 1 | 1 | 2 |
| Mobility | 0 | 2 | 2 | 4 |
| Community Image, Character, & Identity | 2 | 3 | 2 | 7 |
| Community Connections | 3 | 3 | 3 | 9 |
| Parks & Recreation | 2 | 2 | 2 | 6 |
| Business, Services, & Economic Development | 2 | 2 | 6 | 10 |

Three top priorities were identified:

1. **Business, Services, and Economic Development** - Bel Aire should prioritize businesses, services, and economic development. Attendees want Bel Aire to be a strong community with a business economy that prioritizes essential goods and services for residents and visitors.
2. **Community Connections** - Bel Aire should prioritize creating a community where residents feel safe and welcomed and neighbors know each other. Residents should feel connected to the community through events and activities.
3. **Community Image, Character, and Identity** - Bel Aire should foster a strong sense of community where residents feel welcomed.



ACE

In the second activity, attendees were divided into three groups and asked to identify what aspects of the community need to be Amplified (A), Created (C), and Eliminated (E). These answers did not need to correspond to the prioritization exercise responses above.

Amplified: actions that Bel Aire is already doing and should keep doing. Responses were:

- The balance of housing types and increase the diversity of lot sizes within developments
- Infrastructure investment, community events, parks and recreation
- Safety, open spaces and parks, retail businesses

Created: actions that Bel Aire is not doing but should. Responses were:

- Require all developments to install and maintain native grass plantings and green space as a part of all projects
- Emphasize a retail-focused “main street” area
- East side amenities, bike path, restaurants

Eliminated: actions that Bel Aire is currently doing but should stop. Responses were:

- Plantings and green space that requires excessive fertilization and irrigation
- Limit property tax-exempt development
- Strategically assess two-family and multi-family residential development

RESPONSE CARDS

Finally, attendees were given a comment card and individually asked the following questions:

1. What are three things that make you proud of Bel Aire?
2. What are three challenges we face in Bel Aire?

Attendee responses can be found in the word clouds below. The larger the word, the more frequently it was mentioned.

What are three things that make you proud of Bel Aire?



What are three challenges we face in Bel Aire?



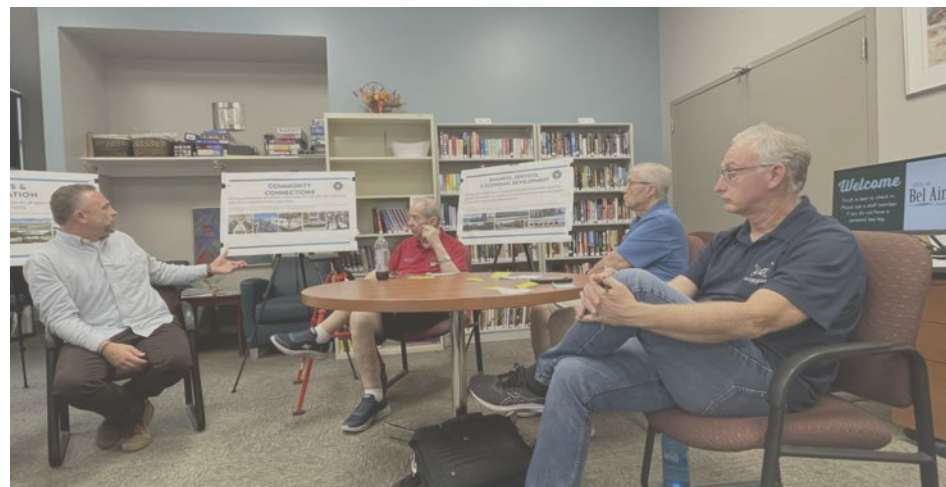
BEL AIRE UTILITY ADVISORY COMMITTEE STAKEHOLDER SESSION

On July 24th, 2023, the Bel Aire Utility Advisory Committee met with PEC staff for a Stakeholder Session. This session consisted of three exercises: Priorities, ACE, and Response Cards.

PRIORITIES

In the first exercise, attendees were asked to envision the 10-year future of Bel Aire. Six community priorities were presented on boards throughout the room and attendees were given three sticky notes of three different colors, each color representing a different priority rank. Using those sticky notes, attendees were to select their top three priorities for the community. The six community priorities are the same as were used in the City Leadership Work Session #1, and are described on page C-89. This session's priorities are listed in the following table:

| Priority | 1st | 2nd | 3rd | Total |
|--|-----|-----|-----|-------|
| Housing | 1 | 1 | 2 | 4 |
| Mobility | 3 | 0 | 0 | 3 |
| Community Image, Character & Identity | 0 | 2 | 0 | 2 |
| Community Connections | 0 | 0 | 1 | 1 |
| Parks & Recreation | 0 | 1 | 1 | 2 |
| Business, Services, & Economic Development | 0 | 0 | 0 | 0 |



Four top priorities were identified:

1. **Housing:** Bel Aire should feature quality, diverse housing types that accommodate buyers and renters at all stages of life.
2. **Mobility:** Bel Aire should provide a transportation system that supports all residents' ability to navigate freely and safely regardless of age, physical ability and income.
3. **Community Image, Character & Identity:** Bel Aire should foster a strong sense of community where residents feel welcomed.
4. **Parks and Recreation:** Bel Aire should provide opportunities for all ages to be active to encourage physical and emotional well-being.

ACE

In the second activity, attendees were divided into three groups and asked to identify what aspects of the community need to be Amplified (A), Created (C), and Eliminated (E). These answers did not need to correspond to the prioritization exercise responses above.

Amplified: actions that Bel Aire is already doing and should keep doing. Responses were:

- Continue providing excellent parks and recreation services
- Sidewalks should continue to be placed throughout Bel Aire
- Preserve the small-town community feel
- Keep future plans at the forefront of all development

Created: actions that Bel Aire is not doing but should. Responses were:

- Create a mobility program that allows all ages to move around
- Be adaptable to changing community needs
- Be transparent regarding City development

Eliminated: actions that Bel Aire is currently doing but should stop. Responses were:

- Focus on keeping the small-town community feel
- Resolve issues surrounding sewer and water
- Reduce high water costs

RESPONSE CARDS

Finally, attendees were given a comment card and asked the following questions:

1. What are three things that make you proud of Bel Aire?
2. What are three challenges we face in Bel Aire?

Attendee responses can be found in the word clouds on the right. The larger the word, the more frequently it was mentioned.

What are three things that make you proud of Bel Aire?



What are three challenges we face in Bel Aire?



BEL AIRE TREE BOARD STAKEHOLDER SESSION

On July 29th, 2024, the Bel Aire Tree Board met with PEC staff for a Stakeholder Session. This session consisted of three exercises: Priorities, ACE, and Response Cards.

PRIORITIES

In the first exercise, attendees were asked to envision the 10-year future of Bel Aire. Six community priorities were presented on boards throughout the room and attendees were given three sticky notes of three different colors, each color representing a different priority rank. Using those sticky notes, attendees were to select their top three priorities for the community. The six community priorities are the same as were used in the City Leadership Work Session #1, and are described on page C-89. This session's priorities are listed in the following table:

| Priority | 1st | 2nd | 3rd | Total |
|--|-----|-----|-----|-------|
| Housing | 0 | 1 | 0 | 1 |
| Mobility | 3 | 2 | 0 | 5 |
| Community Image, Character & Identity | 1 | 0 | 1 | 2 |
| Community Connections | 1 | 0 | 2 | 3 |
| Parks & Recreation | 1 | 2 | 1 | 4 |
| Business, Services, & Economic Development | 0 | 1 | 2 | 3 |

Four top priorities were identified:

- 1. Mobility:** Bel Aire should provide a transportation system that supports all residents' ability to navigate freely and safely regardless of age, physical ability and income.
- 2. Parks and Recreation:** Bel Aire should provide opportunities for all ages to be active to encourage physical and emotional well-being.
- 3. Community Connections:** Bel Aire should strive to be a place where residents feel safe and welcome, and where neighbors know each other.
- 4. Business, Services & Economic Development:** Bel Aire should attempt to have a business economy that provides essential goods and services for residents and visitors and is an important aspect of the local, regional, and state economy.

ACE

In the second activity, attendees were divided into three groups and asked to identify what aspects of the community need to be Amplified (A), Created (C), and Eliminated (E). These answers did not need to correspond to the prioritization exercise responses above.

Amplified: actions that Bel Aire is already doing and should keep doing. Responses were:

- Increase transparency between public and private entities
- Outdoor amenities surrounding recreation
- Current Bel Aire recreation center
- Trees and natural habitat

Created: actions that Bel Aire is not doing but should. Responses were:

- Library

- Indoor pool
- Farmers Market
- Public transportation
- Regulation of chemical sprays

Eliminated: actions that Bel Aire is currently doing but should stop.
Responses were:

- Disconnectedness of neighborhoods
- Invasive species
- Cutting corners on road construction

RESPONSE CARDS

Finally, attendees were given a comment card and asked the following questions:

1. What are three things that make you proud of Bel Aire?
2. What are three challenges we face in Bel Aire?

Attendee responses can be found in the word clouds to the right. The larger the word, the more frequently it was mentioned.

What are three things that make you proud of Bel Aire?



What are three challenges we face in Bel Aire?



BEL AIRE SENIORS STAKEHOLDER SESSION

On August 16, 2024, the Bel Aire Seniors group met with PEC staff for a Stakeholder Session. This session consisted of three exercises: Priorities, ACE, and Response Cards.

PRIORITIES

In the first exercise, attendees were asked to envision the 10-year future of Bel Aire. Six community priorities were presented on boards throughout the room and attendees were given three sticky notes of three different colors, each color representing a different priority rank. Using those sticky notes, attendees were to select their top three priorities for the community. The six community priorities are the same as were used in the City Leadership Work Session #1 engagement session, and are described on page C-89. This session's priorities are listed in the following table:

| Priority | 1st | 2nd | 3rd | Total |
|--|-----|-----|-----|-------|
| Housing | 0 | 0 | 1 | 1 |
| Mobility | 0 | 2 | 1 | 3 |
| Community Image, Character & Identity | 0 | 0 | 0 | 0 |
| Community Connections | 0 | 2 | 1 | 3 |
| Parks & Recreation | 3 | 0 | 0 | 3 |
| Business, Services, & Economic Development | 2 | 1 | 2 | 5 |



Four top priorities were identified:

- Business, Services & Economic Development:** Bel Aire should attempt to have a business economy that provides essential goods and services for residents and visitors and is an important aspect of the local, regional, and state economy.
- Mobility:** Bel Aire should provide a transportation system that supports all residents' ability to navigate freely and safely regardless of age, physical ability and income.
- Community Connections:** Bel Aire should strive to be a place where residents feel safe and welcome, and where neighbors know each other.
- Parks and Recreation:** Bel Aire should provide opportunities for all ages to be active to encourage physical and emotional well-being.

ACE

In the second activity, attendees were divided into three groups and asked to identify what aspects of the community need to be Amplified (A), Created (C), and Eliminated (E). These answers did not need to correspond to the prioritization exercise responses above.

Amplified: actions that Bel Aire is already doing and should keep doing. Responses were:

- Creating amenities in the parks (like lighting, disc golf, benches, etc.)
- Traffic control, especially near the Recreation Center in the mornings
- Innovation in the Police Department. Citizens wish they would have used the Flock Cameras
- More City Council members being active and talking with the community
- Communication from the City to the people on projects
- Walk/bike community & expand sidewalks in town
- Diversity in types of businesses

- Continue putting ‘boring’ land uses out of main parts of town, like storage units
- Continue adding housing options without high rises

Created: actions that Bel Aire is not doing but should. Responses were:

- Transparency from local government
- Follow through after community engagement
- Things for people to do in the City who cannot drive (kids and seniors)
- Restaurant to sit down with your family in Bel Aire
- Something other than houses
- Street design compatibility with land uses

Eliminated: actions that Bel Aire is currently doing but should stop. Responses were:

- City asking for feedback on project ideas and then not listening to citizens
- Roundabouts
- City selling land that was planned for a park
- Lack of action from the City
- “Life’s Better on the Edge!” slogan – it implies Bel Aire has nothing to offer

RESPONSE CARDS

Finally, attendees were given a comment card and asked the following questions, to be answered with 3 single words:

1. What are three things that make you proud of Bel Aire?
2. What are three challenges we face in Bel Aire?

Attendee responses can be found in the word clouds below. The larger the word, the more frequently it was mentioned.

What are three things that make you proud of Bel Aire?



What are three challenges we face in Bel Aire?



BEL AIRE BIKE WALK GROUP STAKEHOLDER SESSION

On August 22, 2024, the Bel Aire Bike Walk group met with PEC staff for a Stakeholder Session. This session consisted of three exercises: Priorities, ACE, and Response Cards.

PRIORITIES

In the first exercise, attendees were asked to envision the 10-year future of Bel Aire. Six community priorities were presented on boards throughout the room and attendees were given three sticky notes of three different colors, each color representing a different priority rank. Using those sticky notes, attendees were to select their top three priorities for the community. The six community priorities are the same as were used in the City Leadership Work Session #1 engagement session, and are described on page C-89. This session's priorities are listed in the following table:

| Priority | 1st | 2nd | 3rd | Total |
|--|-----|-----|-----|-------|
| Housing | 0 | 0 | 0 | 0 |
| Mobility | 7 | 4 | 0 | 11 |
| Community Image, Character & Identity | 1 | 1 | 1 | 3 |
| Community Connections | 1 | 0 | 5 | 6 |
| Parks & Recreation | 0 | 6 | 4 | 10 |
| Business, Services, & Economic Development | 2 | 0 | 1 | 3 |

Three top priorities were identified:

- 1. Mobility:** Bel Aire should provide a transportation system that supports all residents' ability to navigate freely and safely regardless of age, physical ability and income.
- 2. Parks and Recreation:** Bel Aire should provide opportunities for all ages to be active to encourage physical and emotional well-being.
- 3. Community Connections:** Bel Aire should strive to be a place where residents feel safe and welcome, and where neighbors know each other.

ACE

In the second activity, attendees were divided into three groups and asked to identify what aspects of the community need to be Amplified (A), Created (C), and Eliminated (E). These answers did not need to correspond to the prioritization exercise responses above.

Amplified: actions that Bel Aire is already doing and should keep doing. Responses were:

- Walking and biking paths
- Awareness of how to navigate walk/bike paths throughout town
- Lighting, especially in older areas of Bel Aire
- Communication in general, and communication between the City of Wichita and USD 259 in Bel Aire
- Multi-use bike/walk paths, including one that connects to Kechi

Created: actions that Bel Aire is not doing but should. Responses were:

- 254 Interchange
- Traffic garden for kids to learn rules of the road on their bikes

- Bike path between Woodlawn and Rock (under electrical easement)
- Adding shade & green spaces where new benches are being put in
- Research grant writing capabilities to access more funding
- Provide public transportation options
- Dog park
- Park with amphitheater music for entertainment

Eliminated: actions that Bel Aire is currently doing but should stop.
Responses were:

- The City playing real estate developer
- Sidewalks to nowhere / broken sidewalks
- Excessive car speeds
- Developments, new and old, without connected sidewalks
- Unsafe streets to walk on
- Leaving community input out of decisions such as developments, parks, streets, sidewalks, water

RESPONSE CARDS

Finally, attendees were given a comment card and asked the following questions, to be answered with 3 single words:

1. What are three things that make you proud of Bel Aire?
2. What are three challenges we face in Bel Aire?

Attendee responses can be found in the word clouds to the right. The larger the word, the more frequently it was mentioned.

What are three things that make you proud of Bel Aire?



What are three challenges we face in Bel Aire?



BEL AIRE LIONS CLUB STAKEHOLDER SESSION

On September 18, 2024, the Bel Aire Lions Club met with PEC staff for a Stakeholder Session. This session consisted of three exercises: Priorities, ACE, and Response Cards.

PRIORITIES

In the first exercise, attendees were asked to envision the 10-year future of Bel Aire. Six community priorities were presented on boards throughout the room and attendees were given three sticky notes of three different colors, each color representing a different priority rank. Using those sticky notes, attendees were to select their top three priorities for the community. The six community priorities are the same as were used in the City Leadership Work Session #1 engagement session, and are described on page C-89. This session's priorities are listed in the following table:

| Priority | 1st | 2nd | 3rd | Total |
|--|-----|-----|-----|-------|
| Housing | 0 | 4 | 1 | 5 |
| Mobility | 0 | 0 | 1 | 1 |
| Community Image, Character & Identity | 1 | 0 | 0 | 1 |
| Community Connections | 2 | 1 | 1 | 4 |
| Parks & Recreation | 1 | 2 | 2 | 5 |
| Business, Services, & Economic Development | 4 | 1 | 3 | 8 |



Three top priorities were identified:

- 1. Business, Services & Economic Development:** Bel Aire should attempt to have a business economy that provides essential goods and services for residents and visitors and is an important aspect of the local, regional, and state economy.
- 2. Parks and Recreation:** Bel Aire should provide opportunities for all ages to be active to encourage physical and emotional well-being.
- 3. Housing:** Bel Aire should feature quality, diverse housing types that accommodate buyers and renters at all stages of life.

ACE

In the second activity, attendees were divided into three groups and asked to identify what aspects of the community need to be Amplified (A), Created (C), and Eliminated (E). These answers did not need to correspond to the prioritization exercise responses above.

Amplified: actions that Bel Aire is already doing and should keep doing. Responses were:

- Attract more retail restaurants
- More civic & community involvement from residents
- More community events like National Night Out and Fall Fest
- More sidewalks, and more attractive sidewalks
- Pickleball
- Bel Aire is a young community with little past, can be focused on building a future
- Parks and Recreation amenities

Created: actions that Bel Aire is not doing but should. Responses were:

- Involvement from and opportunities to meet new residents

- Reinstate the Special Events Committee to put on parades and other community events
- Accessible, handicap friendly parks and playgrounds
- Local businesses in Bel Aire
- Sports Bar
- Main street
- Sports complex
- Parking
- Gathering place / iconic space to be in Bel Aire
- Community meeting rooms available to reserve and host meetings
- Awareness of Bel Aire as an individual town- hard to tell where it starts and stops
- STAR Bond project or something similar
- Walking path in the disc golf course park

Eliminated: actions that Bel Aire is currently doing but should stop. Responses were:

- Bike lanes
- Decision making at higher levels without proper public education
- Seeing Bel Aire as a bedroom community
- More multi-family developments

RESPONSE CARDS

Finally, attendees were given a comment card and asked the following questions, to be answered with 3 single words:

1. What are three things that make you proud of Bel Aire?
2. What are three challenges we face in Bel Aire?

Attendee responses can be found in the word clouds below. The larger the word, the more frequently it was mentioned.

What are three things that make you proud of Bel Aire?



What are three challenges we face in Bel Aire?



BEL AIRE CHAMBER OF COMMERCE STAKEHOLDER SESSION

On September 19, 2024, the Bel Aire Chamber of Commerce met with PEC staff for a Stakeholder Session. Staff from the Parks & Recreation Department and the Mayor were also present. This session consisted of three exercises: Priorities, ACE, and Response Cards.

PRIORITIES

In the first exercise, attendees were asked to envision the 10-year future of Bel Aire. Six community priorities were presented on boards throughout the room and attendees were given three sticky notes of three different colors, each color representing a different priority rank. Using those sticky notes, attendees were to select their top three priorities for the community. The six community priorities are the same as were used in the City Leadership Work Session #1 engagement session, and are described on page C-89. This session's priorities are listed in the following table:

| Priority | 1st | 2nd | 3rd | Total |
|--|-----|-----|-----|-------|
| Housing | 0 | 1 | 0 | 1 |
| Mobility | 0 | 2 | 2 | 4 |
| Community Image, Character & Identity | 0 | 0 | 0 | 0 |
| Community Connections | 1 | 2 | 1 | 4 |
| Parks & Recreation | 2 | 1 | 3 | 6 |
| Business, Services, & Economic Development | 4 | 1 | 1 | 6 |



Four top priorities were identified:

- 1. Business, Services & Economic Development:** Bel Aire should attempt to have a business economy that provides essential goods and services for residents and visitors and is an important aspect of the local, regional, and state economy.
- 2. Parks and Recreation:** Bel Aire should provide opportunities for all ages to be active to encourage physical and emotional well-being.
- 3. Mobility:** Bel Aire should provide a transportation system that supports all residents' ability to navigate freely and safely regardless of age, physical ability and income.
- 4. Community Connections:** Bel Aire should strive to be a place where residents feel safe and welcome, and where neighbors know each other.

ACE

In the second activity, attendees were divided into three groups and asked to identify what aspects of the community need to be Amplified (A), Created (C), and Eliminated (E). These answers did not need to correspond to the prioritization exercise responses above.

Amplified: actions that Bel Aire is already doing and should keep doing. Responses were:

- Creation of diverse housing market
- Apartment options to attract young workers to work in Bel Aire
- Civic engagement: The Tree Board does monthly walks and some group clean ups that are great and there could be more of them
- Mobility improvements like bike lanes and new sidewalks
- Street improvements
- More parks in Bel Aire, especially on east side of town

- Continue to revisit the Comprehensive Plan in the coming decade

Created: actions that Bel Aire is not doing but should. Responses were:

- Target percentages for how much new housing needs to be multi family vs. single family
- Target percentages for how much more property tax-exempt land use the city can support
- Meeting center to hold community meetings
- Handicap accessible equipment in the parks
- Requirement for park space in every new development
- A way to know you're in Bel Aire – the big rocks aren't enough (flags, flowers, etc.)
- Shift of perception at government level from extraneous costs to investments in the town
- Retail options
- Way to get word out to developers that Bel Aire can support retail
- Ideas to grow if large-scale industrial development doesn't occur

Eliminated: actions that Bel Aire is currently doing but should stop. Responses were:

- There were no elimination comments from this session

RESPONSE CARDS

Finally, attendees were given a comment card and asked the following questions, to be answered with 3 single words:

1. What are three things that make you proud of Bel Aire?
2. What are three challenges we face in Bel Aire?

Attendee responses can be found in the word clouds to the right. The larger the word, the more frequently it was mentioned.

What are three things that make you proud of Bel Aire?



What are three challenges we face in Bel Aire?



CITY LEADERSHIP WORK SESSION #2

The City Leadership Work Session #2 was held on February 11th, 2025, at Bel Aire City Hall. City leadership consisted of the full City Council and Planning Commission in addition to several City staff members. The session consisted of a presentation and two exercises: Value Statements & Goals, and Development Boards.

VALUE STATEMENTS & GOALS

In the first exercise, attendees received a list of draft Value Statements & Goals for the City of Bel Aire. In groups of four-six, they reviewed each line and noted approval or disapproval next to each.



ECONOMIC DEVELOPMENT

BEL AIRE'S NON-RESIDENTIAL ENVIRONMENT WILL ENHANCE THE QUALITY OF LIFE FOR ALL RESIDENTS AND VISITORS ALIKE.

| | | |
|---|-------|---------|
| Review internal regulatory processes to ensure high levels of service for those wishing to do business in Bel Aire. | ★★★★★ | |
| Review and amend adopted regulations to identify inconsistencies, improvements, and revisions. The focus of review should be on the incorporation of modern best practices for non-residential regulation tailored specifically to assist with the implementation of this Plan. | ★★★★ | |
| Support small/local business development. | ★★ | |
| Strengthen relationships and communication with regional development entities. | ★★ | |
| Explore the development of a unique tourism attraction to encourage visitation. | | ☹ ☹ ☹ ☹ |
| Explore a public-facing GIS portal providing access to accurate and relevant zoning and land use information. | ★★★ | ☹ |
| Review and market economic development incentive policies and processes. | ★★★ | |
| Continue to monitor and refine process coordination with the Metropolitan Area Building and Construction Department. | ★★ | ☹ |

TRANSPORTATION

BEL AIRE'S TRANSPORTATION SYSTEM WILL BE SAFE, ENHANCE THE AESTHETIC APPRECIATION OF THE CITY, AND PROVIDE EFFICIENT OPTIONS FOR ALL TRANSPORTATION MODES.

| | | |
|---|------|---|
| Compile transportation system information into a master plan. | ★★★★ | |
| Consider the development and adoption of a Complete Streets Policy and related design guidelines. | ★★★ | |
| Explore a multi-use pathway connection into the Redbud Trail and other regionally significant trail systems. | ★★ | ☹ |
| Explore public transportation options between Bel Aire and the surrounding communities. | ★★ | |
| Develop a continual physical and operational assessment process for the existing transportation system inclusive of non-vehicular assets. | ★★ | |
| Consider crash reduction and mitigation in all transportation system projects – both vehicular and pedestrian. | ★★★ | |
| Assess additional funding/revenue sources for transportation system improvements and maintenance. | ★★★★ | |
| Ensure that the City's desired land use goals are coordinated with transportation system improvements. | ★★★★ | |

PARKS & RECREATION

BEL AIRE'S PARKS & RECREATION SYSTEM WILL PROVIDE FIRST CLASS SPACES AND PROGRAMMING FOR ALL AGES AND ABILITIES.

| | | |
|--|---------|-----|
| Establish a Park, Recreation, and Trails Advisory Board. | ★ ★ ★ | ☹ |
| Consider Developing a performance measure to assess public park availability for each resident, and plan improvements/additions based on the assessment. | ★ ★ ★ | ☹ ☹ |
| Assess public dedication policies and regulations during development proposals related to parks, recreation, and open space. | ★ ★ ★ ★ | |
| Assess additional funding/revenue sources for parks and recreation system improvements and maintenance. | ★ ★ ★ | |
| Monitor operation and maintenance budgets and staffing levels as parks and recreation assets/programs are added and/or improved. | ★ ★ ★ ★ | |
| Audit existing spaces, facilities, equipment, and programs to ensure adequate accessibility for all ability levels | ★ ★ | |

COMMUNITY IDENTITY & CHARACTER

BEL AIRE'S BUILT ENVIRONMENT WILL COMMUNICATE A DISTINCT IDENTITY TO CREATE COHESION, INCREASE COMMUNITY PRIDE, AND ATTRACT RESIDENTS, BUSINESSES, AND VISITORS.

| | | |
|--|---------|---|
| Evaluate placemaking initiatives for projects of all scales. | ★ | ☹ |
| Encourage unique and differentiating right-of-way treatments along key corridors to enhance Bel Aire's sense of place. | ★ ★ | ☹ |
| Continue to develop and enhance signature events. | ★ ★ ★ ★ | |
| Encourage civic participation with community clean up days, community walks, etc. | ★ ★ ★ ★ | |
| Assess the City's marketing strategy and assets to ensure they align with the City's identity and goals. | ★ ★ ★ ★ | |
| Consider overlay districts and/or design guidelines within key corridors. | ★ ★ ★ | ☹ |
| Consider cohesive enhancements at identified major gateways into the City. | ★ | ☹ |

GROWTH & INVESTMENT

BEL AIRE WILL CONCENTRATE ON SUSTAINABLE GROWTH THROUGH SMART INVESTMENTS AND COMMUNITY COMMUNICATION.

| | | |
|---|---------|-----|
| Develop and maintain a structured Capital Improvement Program, including a public-facing utility for the public to monitor progress. | ★ ★ ★ | ☹ |
| Explore a public-facing GIS portal providing accurate utility and transportation information. | ★ ★ | ☹ |
| Review and plan for improvements set forth in the utility master plans adopted by the City. | ★ ★ ★ ★ | |
| Review smart growth principles, including a “return on investment” perspective, when considering infrastructure improvements/extensions and land use decisions. | ★ ★ ★ | |
| Continue to assess and participate in regional issues related to water supply/ treatment and sanitary sewer treatment. | ★ ★ ★ ★ | |
| Enhance efforts to ensure citizens are aware of public decision-making processes. | ★ ★ ★ | |
| Explore recurring community surveys to measure and track community sentiment and assess level of service experiences. | ★ | ☹ ☹ |
| Foster relationships with USD 259 and USD 375 with the goal of considering Bel Aire for additional school sites. | ★ | ☹ |

HOUSING

BEL AIRE WILL BE A DESTINATION OF CHOICE FOR PEOPLE AT ALL STAGES OF LIFE.

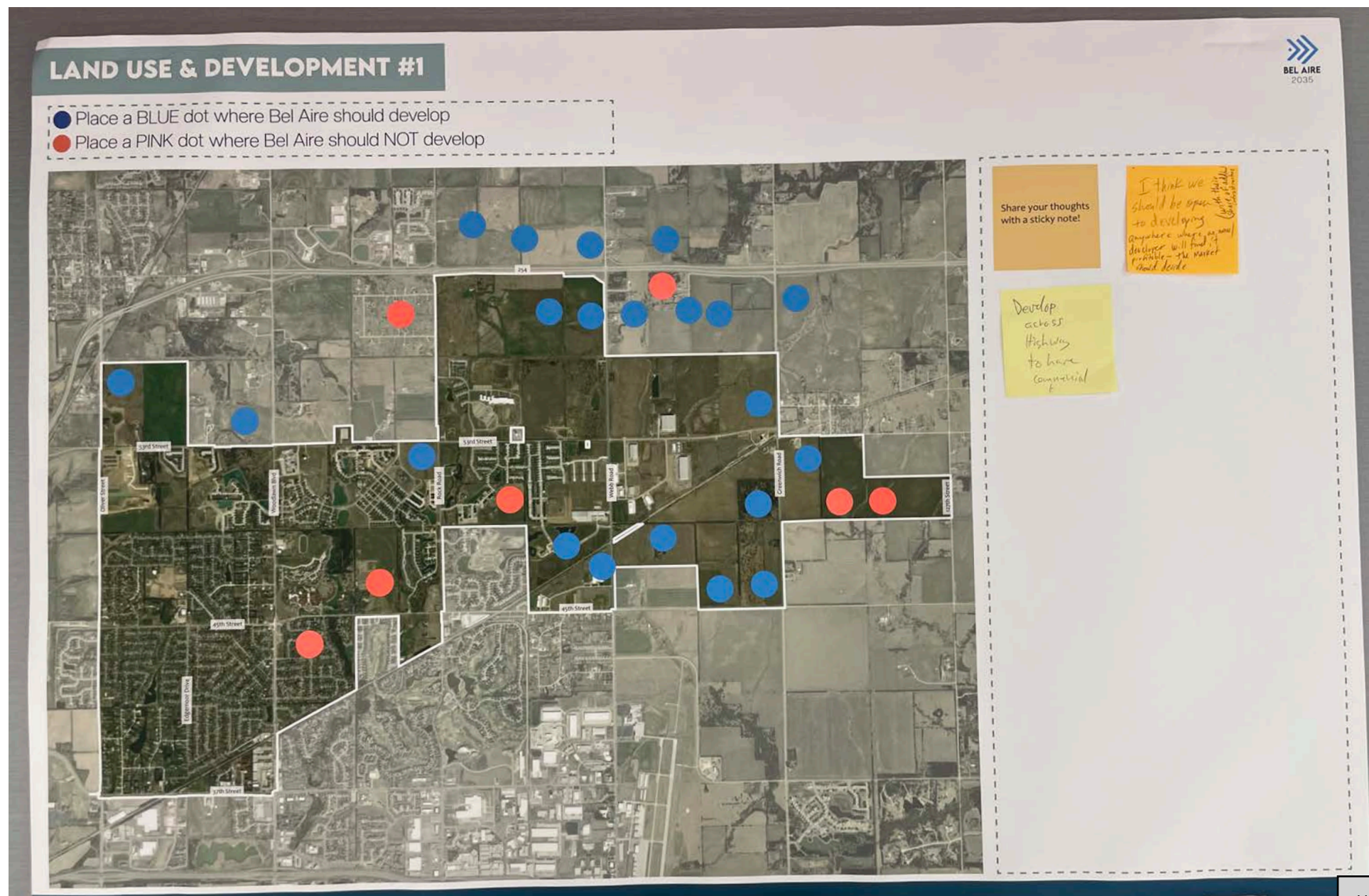
| | | |
|---|------|---|
| Assess and overhaul internal regulatory processes to ensure high levels of service for those wishing to do develop housing in Bel Aire. | ★★★★ | |
| Review and amend adopted regulations to identify inconsistencies, improvements, and revisions. The focus of review should be on the incorporation of modern best practices for housing regulation tailored specifically to assist with the implementation of this Plan. | ★★★ | |
| Promote multiple housing types and densities of housing to ensure residents at all stages of life can remain in Bel Aire. | ★★★★ | |
| Support the maintenance and redevelopment of underutilized and/or deteriorating existing neighborhoods. | ★★★ | |
| Foster the creation of a local and incremental development community that is responsive to local housing needs. | ★ | ☹ |

Attendees were asked to place orange dots near their place of residence and green dots near their place of work.



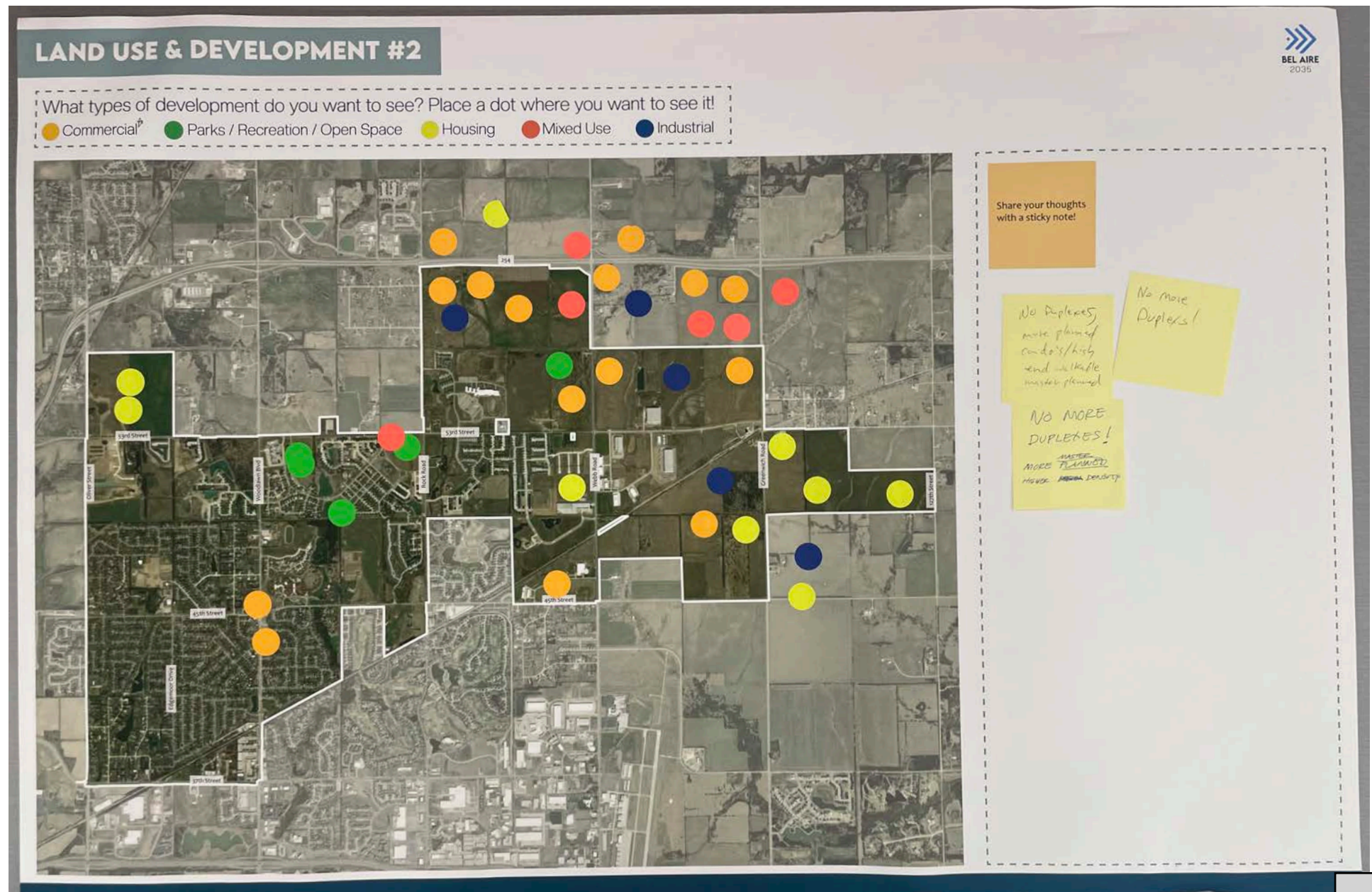
LAND USE & DEVELOPMENT - BOARD 1

Attendees were asked to place blue dots in areas Bel Aire should grow, and pink dots where Bel Aire should not grow.



LAND USE & DEVELOPMENT - BOARD 2


Attendees were asked which types of developments they wanted to see in Bel Aire and told to place colored dots in the applicable location.



LAND USE & DEVELOPMENT - BOARD #3

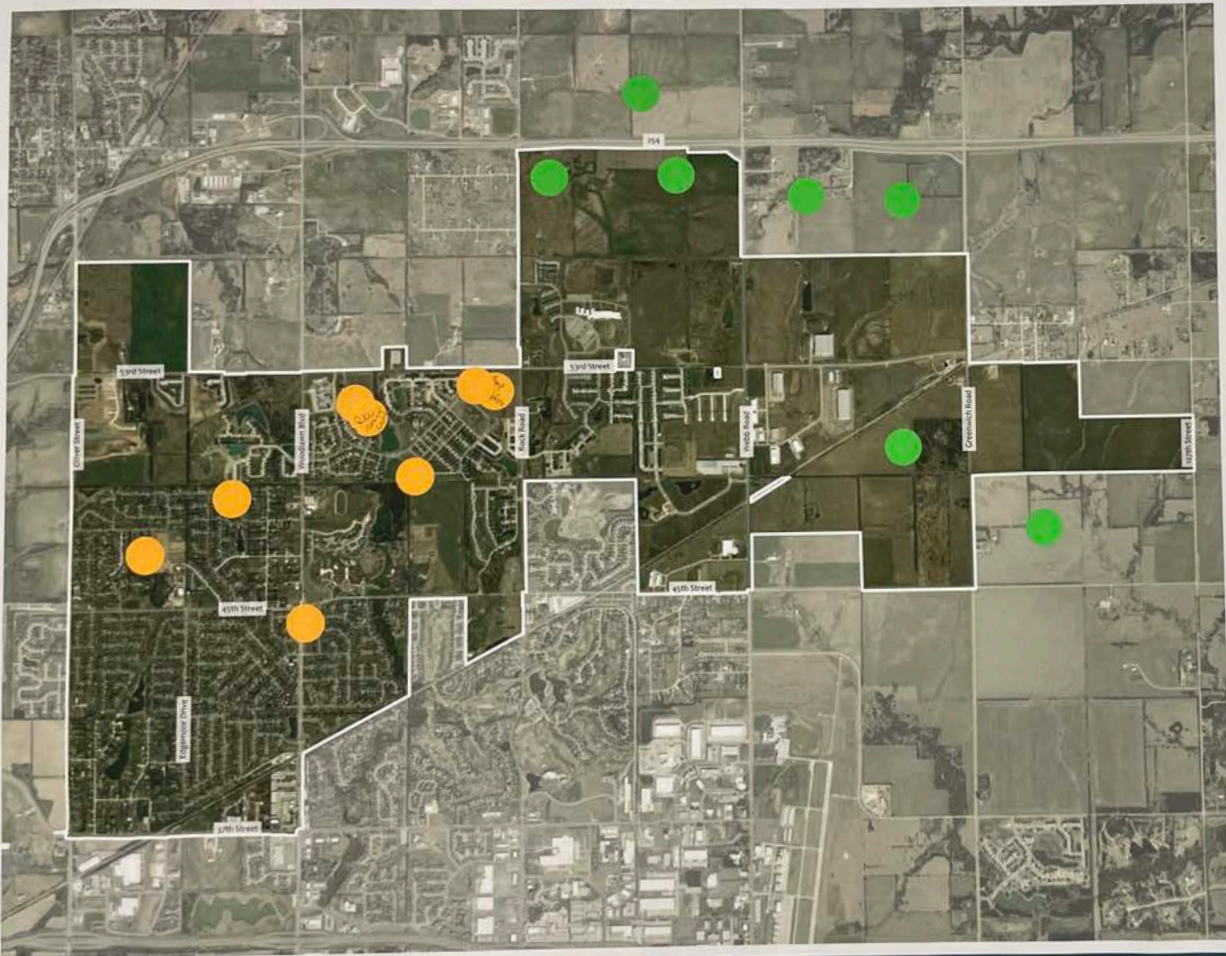
For the final land use board, attendees were asked to indicate where infill vs. greenfield development should take place.

LAND USE & DEVELOPMENT #3



Where should Bel Aire focus on greenfield vs. infill or redevelopment? Place stickers where you want to see each, and use sticky notes to leave explanations.

● Infill and Redevelopment
 ● Greenfield Development



Infill / Redevelopment

Infill and redevelopment differs from "greenfield" or new development by focusing on reusing existing buildings and revitalizing areas of town. Vacant or run down buildings are usually targeted, and can be transformed to provide vibrant community spaces. A benefit is utilities are often already present, lowering initial costs. This type of development helps preserve agricultural land and other green spaces, and is often kinder to the environment, while using land that already exists in the city boundary.

Greenfield Development

Greenfield development exists on land that is completely vacant. Developers are given a clean slate to build new buildings, but must figure out how to get utilities to this new part of town, which is often expensive. This development type can be more harmful for the environment, but provides more creative opportunity for developers or large projects. Because it happens on empty land, this development type often extends the boundary of the city.

Share your thoughts with a sticky note!

Any thoughts / changes across from City Hall

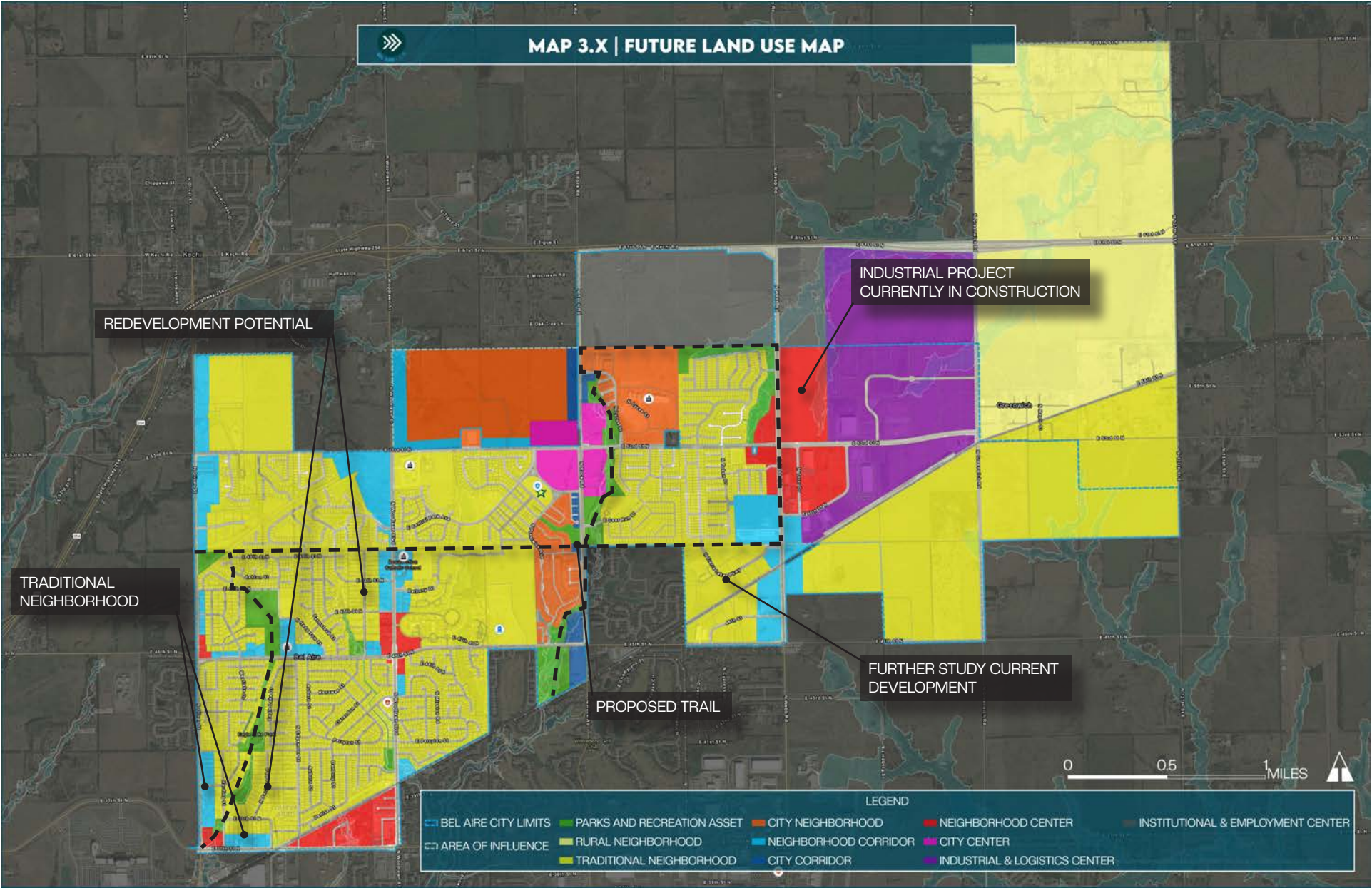
Potential next site for Bel Aire New Community Center. See map for site location.

CITY LEADERSHIP WORK SESSION #3

The City Council, Planning Commission, and Staff were invited for a final engagement evening during a regular City Council work session on Tuesday, May 13th, 2025 at Bel Aire City Hall. The meeting was recorded and lived streamed on the city's YouTube page and Facebook.

The City Council was all in attendance, however only one planning commissioner was present as well as two staff members. In this meeting, participants were presented with hard copies of the proposed future land use map and were given the chance to provide feedback. That feedback is shown on the map on the following page.







From: Mayor Jim Benage

To: City Staff- Ted Henry, Maria Schrock, and Paula Downs

Re: Report on Draft Comprehensive Plan

Date: Sent via email on September 5, 2025

Purpose: Provide detailed review of concerns with the comprehensive plan.

Detailed Items:

1. Page 7 – Under Planning Process, the first paragraph does NOT have an ending Month/Year.
2. Page 15 – Under Goals, the first goal is to establish a Park, Recreation and Trails Advisory Board. Due to challenges in filling board positions, we may consider utilizing existing boards, such as the Tree Board.
3. Page 17 – Under Goals, the first goal is to develop and maintain a structured CIP. Currently we have a CIP program, but maybe we can enhance the public facing document.
4. Page 24 – Does this reflect development that may occur? Agree that these are within area of influence, but it may be unlikely it will develop as represented. May need to review.
5. Page 27 – On the south side of the RR tracks, the area east of ½ mile east of Rock and RR tracks to 119th. This area may be in the Bel Aire Industrial Park or the Sunflower Commerce Park and may not be neighborhood of any type. Is this in conflict with current zoning shown on page A-7?
6. Appendix A-3 – Key Finding (blue box) statement related to residential uses. It appears development has not occurred because Bel Aire as not done a good job of marketing itself, which we are working on. Suggest saying something like a marketing opportunity exist with the current demographics of Bel Aire needing more retail services.
7. Appendix A-8 – Under Public Facilities this notes hospital and health service along Webb Road. Need to remove the health services listed and add Wesley at 2610 N. Woodlawn which is “a 99-bed hospital offering emergency care, cardiac, orthopedic and bariatric services in northeast Wichita. Part of Wesley Healthcare, it provides advanced treatments, high quality care and a personal touch.”
8. Appendix A-10 – Should add the Skyview Park to the map. The developer reserved land for this park.
9. Appendix A-11 – May need to review the placement of a park in the area north of 53rd along the east side of Rock Road. A park might not be appropriate in that area.

10. Appendix A-15 – The traffic counts listed may not be the current numbers. Garver did a recent study of 45th and 53rd Streets between Oliver and Woodlawn. KDOT funded studies of the intersections of 53rd and Woodlawn and 53rd and Rock Road. USD259 did a study of 53rd and Woodlawn. Bel Aire has the ability to do additional traffic counts if needed.
11. Appendix A-21 – The middle paragraph talks about 2022 Census data. We should be using available current data.
12. Appendix A-22 – Review population data and use available current data. Chart may contain incorrect information.
13. Appendix A-25 — Review household income data. Currently using 2022 data and need to use available current data.
14. Appendix A-26 — Review median household income, different number between A-26 and A-25. Need to use available current data.
15. Appendix A-27 – Review data and use current data related to housing units.
16. Appendix A-28 – Does not reflect current approved Mill Levy. Need to update reference.
17. Appendix B-4 — Master Plan is referenced as being a 2018 plan. Verify and correct if needed.

STAFF REPORT

DATE: 08/27/2025

TO: Bel Aire City Council

FROM: Paula Downs

RE: Bel Aire 2035 Comprehensive Plan

STAFF COMMUNICATION

| | |
|------------------|----------|
| FOR MEETING OF | 9/2/2025 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

SUMMARY: Bel Aire 2035 Comprehensive Plan

The city placed notification on the City of Bel Aire's website as required by city code. The affidavit of publication is provided. The comprehensive plan required notification of public hearing which was made on July 24, 2025.

Planning Commission approved the Comprehensive Plan Resolution at their August 14, 2025, meeting. The draft meeting minutes provide details of the discussion. Meeting minutes are included in the agenda packet.

Background:

In 2023, the City initiated a project to create a new comprehensive plan that describes a vision and framework for the community's development over the next 10 years. The document will serve as a roadmap for adopting new policies and initiatives that achieve its identified vision. The comprehensive plan will assist the City Council in making well-informed decisions regarding land use and capital improvements.

The plan will complement zoning regulations, development codes, capital improvement programs and other city processes.

August 14, 2025- Planning Commission Meeting

The Planning Commission were provided a brief overview of the planning process and overall organization of the planning document.

Planning Process:

Phase 1: Community Assessment

The first phase included a review of previous planning documents and policies, land use conditions, demographic trends, and local development opportunities and constraints.

Phase 2: Community Engagement

Although identified as a specific phase of the planning process, community engagement was carried out throughout the entire project calendar. A series of stakeholder group events and listening sessions, pop-up community events, and City leadership engagement were prioritized to ensure the planning vision created is reflective of diverse community voices.

Phase 3: Planning

Following the community assessment and initial phases of the community engagement process, considerable time and effort were invested to establish a community vision. Once the vision was identified, the planning team worked to develop community goals, policies, and strategies through continued analysis and community dialogue.

Phase 4: Refine, Adopt, & Implement

During this phase, the final review of the plan occurred, followed by the official plan adoption process.

Plan Organization:

The Bel Aire 2035 Comprehensive Plan is organized into three sections and three appendices.

Section 1: Section explains how the Plan came to be, why it is necessary, and how it should be integrated into daily decisions. Of interest is the Community History visual.

Section 2: Describes the value statements and goals for the plan. Value Statements are as follows:

- a. Bel Aire's Non-Residential Environment Will Enhance the Quality of Life for All Residents and Visitors Alike. Value includes seven (7) goals.
- b. Bel Aire's transportation system will be safe, enhance the aesthetic appreciation of the City, and provide efficient options for all transportation modes. Value includes nine (9) goals.
- c. Bel Aire's parks and recreation system will provide first class spaces and programming for all ages and abilities. Value includes six (6) goals.
- d. Bel Aire's built environment will communicate a distinct identity to create cohesion, increase community pride, and attract residents, businesses, and visitors. Value includes eight (8) goals.
- e. Bel Aire will concentrate on sustainable growth through smart investments and community communication. Value includes eight (8) goals.
- f. Bel Aire will be a destination of choice for people at all stages of life. Value has six (6) goals.

Section 3: Provides the Plan's recommendations related to future land use and the built environment. This section delivers recommendations to guide Bel Aire as the City works to achieve this Plan's vision.

The Appendices cover detailed background information that was considered comprehensively to form the Plan. Appendix A is an in-depth assessment of the community that includes a snapshot of where the City is now. Appendix B summarizes relevant plans and studies that were evaluated during the development of the plan. Appendix C is a full recap of the community engagement events and findings.

The Planning Commission asked several questions and made comments about the plan which Lance Onstott, PEC, answered and responded to:

1. Does the comprehensive plan go across 254? The land use does in certain areas- place types are predicted through the city's area of influence or the extraterritorial jurisdiction. Rural neighborhood is housing that doesn't require public utilities such as a farm, five-acre subdivision, etc.
2. What are the two or three things that are different between our previous plan and this plan? What two or three ways were you surprised at the input that maybe went in a different direction from the previous plan? Previous plan was in 2018- Master Growth Plan- it only looked at future land use and it didn't have any value statements. Major difference it used the traditional way of looking at land use such as single-family residential, etc. Development patterns were similar between the plans. Water and sewer plans were developed ahead of the comprehensive plan so that information could be used to assess costs of service and return on investment as the city continues to grow. The community had a desire for different modes of transportation-they want to safely move around our community without a vehicle. The city has good potential for off street trails utilizing the floodplain areas as pathways. Any future option for a rail to trail option could be utilized in the future if changes occur in the use of the railroad tracks. Trains will continue to use the tracks in the foreseeable future.
3. Commission felt the plan was well put together graphically and it is user friendly so it can be used.
4. Anything surprise you when meeting with the various groups? Alternative transportation was surprising across all groups. It not surprising to hear that there was confusion about the identity of the city. People expressed the need for grocery stores and restaurants, but don't really want to grow. Many people want the small-town feel, but also the large city services. City will need to navigate these needs.
5. Is the City lacking in services? Land use was analyzed, and the City is 90% primarily residential. 0.8% of land use in Bel Aire is currently commercial use.
6. Comprehensive plan will help the city make decision on what and how to develop in the future. The plan is a 10-year plan
7. Was there any discussion about working with or looking at the plans from Metropolitan Area Planning Commission (MAPC)? This wasn't assessed in detail but did look at where they are projecting employment and housing areas. Looked at Wichita Area

Metropolitan Planning Organization's (WAMPO) transportation plan to influence the plan.

8. Does Wichita have any plans for East of Bel Aire? Unknown currently. Generally, they will face the need for services in that area.
9. It is surprising that Bel Aire has a high rate of not-for-profit land uses in the City.
10. Some concern that when the Commission reviews a case, preliminary plat and final plat we may ask for a reduction in lots to allow for green space, which the Commission doesn't have the authority to do that, so there is no enforcement.
11. If it shows up on the master plan for more green space, how does that get implemented or steered that way? One way is to review zoning and subdivision regulations, building codes and policies around funding developments to steer towards implementing this vision. Developers and designers are always looking at the codes, so the city needs to ensure that codes reflect what we want to see happen. The other way is how we encourage development patterns through policies- City might want to participate in funding developments in a different way if they utilize the comprehensive plan vision.

During the public hearing two Kechi residents spoke. They lived in a neighborhood on North Rock Road. One citizen asked what the Comprehensive Plan covers, and Lance Onstott responded that the plan only covers what is in Bel Aire. The other citizen commented that when talking about (city) identity that people are starting to call Bel Aire "duplex city" and they believe that Bel Aire has enough duplexes.

The Planning Commission moved to adopt the Resolution to Adopt the Bel Aire 20235 Comprehensive Plan as presented and recommend that the Governing Body approve the Plan by publication of an Ordinance per K.S.A. 12-747(b).

City Council Review:

The City Council has been involved in community engagement events and provided input into the plan. Current discussion is to provide any modifications to the plan you feel is appropriate.

Staff Recommendation:

Staff recommend that the comprehensive plan be approved with any appropriate modifications identified by the City Council.



MINUTES PLANNING COMMISSION 7651 E. Central Park Ave, Bel Aire, KS August 14, 2025, 6:30 PM



I. Call to Order: Chairman Phillip Jordan called the meeting to order at 6:30

II. Roll Call

Chairman Phillip Jordan and Commissioners Dee Roths, Paul Matzek and Brian Stuart were present. Commissioners Derek Faber and Brian Mackey were absent. Quorum was present.

Also present were Paula Downs, Secretary and Maria Schrock City Attorney.

III. Pledge of Allegiance to the American Flag

Chairman Phillip Jordan led the pledge of allegiance.

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting.

No updates or changes were requested.

Motion: Commissioner Matzek moved to approve the meeting minutes of the June 12, 2025, meeting. Commissioner Stuart seconded the motion. *Motion carried 4-0.*

V. Announcements: No announcements were made by staff.

VI. Old Business/New Business

A. Public Hearing on the Consideration of a Resolution to Adopt the Bel Aire 2035 Comprehensive Plan

Paula Downs, Secretary provided background information on the Comprehensive Plan to support Lance Onstott, PEC who will provide a more detailed presentation of the Comprehensive Plan.

The plan was initiated in 2023 through a long and thoughtful process that involved several workshops that included Planning Commission members. The plan was developed in four phases: Community Assessment; Community Engagement; Planning and Refine, Adopt & Implement. The draft document was developed from engagement and other information gathering that took place over the last year. The plan document is organized into three sections with appendices. Sections included: section one is a current visual representation of

the community; section two lays out six value statements and goals for each one; and section three includes plans and recommendations for future land use for the built environment. The final section of the plan are appendixes that provide details on the activities that occurred during the planning process.

The plan has good foundational information about the community, and it has set out design standards. It shows how we will look at the city moving forward and the engagement process that took place to prepare the plan.

Lance Onstott, PEC stated that state statute requires that the comprehensive plan have a public hearing, and the agenda item tonight is for the Planning Commission to approve and adopt the plan, by Resolution, for governing body approval by ordinance.

Lance provided highlights of the plan and its purpose:

- The comprehensive plan should represent the vision of the community for the next 10 years and be a record of the community's shared goals and desires. The plan is not an agreement on everything but reflects common themes so that the City can make informed decisions.
- The Appendices show what has happened in Bel Aire in the last 20 years: demographics, market-based land use, development patterns, and what is happening now and what is projected for the future.
- The plan primarily addresses the built environment or the physical part of the City.
- The City will use the comprehensive plan to make decisions on planning and zoning cases, budgets, staffing, and public safety.
- As things change the plan may need to be updated and by statute it will be reviewed every year.
- The plan was developed in stages starting with developing the community assessment on past and current information. The second phase was the engagement of the community, city leadership, and city staff. The final stage is the final draft plan being reviewed and approved.
- Three different "teams" were engaged in preparing this plan. The core team were staff that met regularly to review and provide comments on the plan. City leadership included the City Council and the Planning Commission in workshops to engage in the development of the plan. Stakeholders provided feedback during fall festival, workshops, focus groups and interviews. There should be no surprises in the plan.

Lance stated that the three primary sections of the plan include: introduction; value Statements/Goals; and land Use Framework. In addition, the appendices are good references on how the plan was developed. This section lists; resources, community engagement details, census and other data sources, and other City plans. All notes and summary information for the community engagement activities are also included. Those details support the information contained in the other sections of the plan.

Lance stated that the values statements and goals were developed from the overarching themes that were heard during the engagement activities. For each value statement there are goals which are those things that are measurable to make sure we are making progress on the plan. There are six value statements:

- Economic Development- *Bel Aire's Non-Residential Environment Will Enhance The Quality Of Life For All Residents And Visitors Alike*
- Transportation- *Bel Aire's Transportation System Will Be Safe, Enhance The Aesthetic Appreciation of the City, and Provide Efficient Options For All Transportation Modes.*
- Parks and Recreation- *Bel Aire's Parks And Recreation System Will Provide First Class Spaces And Programming For All Ages And Abilities.*
- Community Identity and Character- *Bel Aire's Built Environment Will Communicate A Distinct Identity To Create Cohesion, Increase Community Pride, And Attract Residents, Businesses, And Visitors*
- Growth & Investment- *Bel Aire Will Concentrate On Sustainable Growth Through Smart Investments And Community Communication.*
- Housing- *Bel Aire Will Be A Destination Of Choice For People At All Stages Of Life.*
- Every decision made should be influenced by the value statements. If there is a policy change or a re-zoning application that is not furthering one of the value statements then it needs to be critically looked at. It organizes your decision making and staff recommendations and it will serve as a guide for private investment.

Lance discussed the Future Land-Use Map which shows where residential and commercial uses are in the City. The first level of assessment before projecting future growth patterns is to establish four key elements to create places. We want to create an identifiable space designed around the uses for that space. The four building blocks are: green spaces- designed park, programmed park, natural preserve; complete neighbors; corridors; and centers.

In addition to the building blocks there are place types. Place Types will represent each one of those building block key elements. There are ten place types used in the city. For each place type these elements are included: description, including a narrative of the place type to be used in a staff report; types of land uses that are appropriate in each place type; utilized existing zoning districts to determine where each district could be compatible with each place type; and images to further communicate what the place types are looking to do.

Lance highlighted three example place types. One place type is a traditional neighborhood. There are no place types in the plan that are exclusively single family or multi-family residential place types. The goal is to see various place elements like homes, churches, or a corner store to create a complete neighborhood environment. This is predominately the place type that the city's future land use map is using. Another place type is a neighborhood corridor which is based on based on the transportation corridor. The goal is to build corridors or streets to complement the neighborhood. There may be something that the neighborhood

might need to quickly access like the corner store, bank or restaurant- these elements would be within the corridor. It is not an area that would have a mall. Centers are another place type. The corridor place type is going to buffer the neighborhood place type from a Center. Multiple centers in our place types - neighborhood center is typically at the intersection of multiple neighborhood corridors or hubs of activity. Scale changes with city neighborhoods, corridors and centers which may be denser with more activity.

Lance explained that the comprehensive plan gives guidance to private sector development so that they can determine if their development is compatible with the place type identified in the development area.

Lance clarified that the neighborhood traditional place type is the most common type in the city and can be seen on the map in light yellow; corridors are largely located along the arterial roadways; purple areas are for industrial or institutional areas, and the Rock Road corridor isolates higher uses.

The Planning Commission had several questions about the Comprehensive Plan:

- Does the comprehensive plan go across 254? The land use does in certain areas- place types are predicted through the city's area of influence or the extraterritorial jurisdiction. Rural neighborhood is housing that doesn't require public utilities such as a farm, five-acre subdivision, etc.
- What are the two or three things that are different between our previous plan and this plan? What two or three ways were you surprised at the input that maybe went in a different direction from the previous plan? Previous plan was in 2018- Master Growth Plan- it only looked at future land use and it didn't have any value statements. Major difference it used the traditional way of looking at land use such as single-family residential, etc. Development patterns were similar between the plans. Water and sewer plans were developed ahead of the comprehensive plan so that information could be used to assess costs of service and return on investment as the city continues to grow. The community had a desire for different modes of transportation-they want to safely move around our community without a vehicle. The city has good potential for off street trails utilizing the floodplain areas as pathways. Any future option for a rail to trail option could be utilized in the future if changes occur in the use of the railroad tracks. Trains will continue to use the tracks in the foreseeable future.
- Commission felt the plan was well put together graphically and it is user friendly so it can be used.
- Anything surprise you when meeting with the various groups? Alternative transportation was surprising across all groups. It not surprising to hear that there was confusion about the identity of the city. People expressed the need for grocery stores and restaurants, but don't really want to grow. Many people want the small-town feel, but also the large city services. City will need to navigate these needs.

- Is the City lacking in services? Land use was analyzed, and the City is 90% primarily residential. 0.8% of land use in Bel Aire is currently commercial use.
- Comprehensive plan will help the city make decision on what and how to develop in the future. The plan is a 10-year plan
- Was there any discussion about working with or looking at the plans from Metropolitan Area Planning Commission (MAPC)? This wasn't assessed in detail but did look at where they are projecting employment and housing areas. Looked at Wichita Area Metropolitan Planning Organization's (WAMPO) transportation plan to influence the plan.
- Does Wichita have any plans for East of Bel Aire? Unknown currently. Generally, they will face the need for services in that area.
- It is surprising that Bel Aire has a high rate of not-for-profit land uses in the City.
- Some concern that when the Commission reviews a case, preliminary plat and final plat we may ask for a reduction in lots to allow for green space, which the Commission doesn't have the authority to do that, so there is no enforcement.
- If it shows up on the master plan for more green space, how does that get implemented or steered that way? One way is to review zoning and subdivision regulations, building codes and policies around funding developments to steer towards implementing this vision. Developers and designers are always looking at the codes, so the city needs to ensure that codes reflect what we want to see happen. The other way is how we encourage development patterns through policies- City might want to participate in funding developments in a different way if they utilize the comprehensive plan vision.

Commissioner Jordan opened the Public Hearing:

- Donnis McPhaul- 7901 E. Oaktree Lane, Kechi, KS 67067. On the land use map in the orange area- what is the street running east/west? There is no street on the top of the orange area. Rock road area says city neighborhood- where does it stop the city neighborhood north between 254 and 53rd St.? Where does the orange area stop? The area extends Northwest Magnet anything above that is outside of Bel Aire's jurisdiction. The Comprehensive Plan covers only what is in Bel Aire.
- Jerry Hamilton, 7200 E. Oak Tree Ln. Kechi, KS- When you talk about your identity people are starting to call Bel Aire "Duplex City". Stated that he believes that Bel Aire has enough duplexes.

Commissioner Jordan closed the Public Hearing

Commission Discussion- Steering development is outside what the Planning Commission can control, and this is what the City Council can determine. Codes could assist as the Planning Commission hears cases. When the Secretary provides a staff report, one of the criteria in the "Golden Factors" is how the case is evaluated against the comprehensive plan. The Planning Commission will see comments both on how the case fits and how it doesn't fit within the comprehensive plan. This is one of several criteria the case is evaluated against.

Motion: Commissioner Matzek moved to adopt the Resolution to Adopt the Bel Aire 2035 Comprehensive Plan as presented and recommend that the Governing Body approve the Plan by publication of an Ordinance per K.S.A. 12-747(b). Commissioner Roths seconded the motion. *Motion carried 4-0.*

B. Consideration of an Ordinance to Amend the Bylaws of the Planning Commission

Paula Downs, Secretary stated that the Commission has seen the Bylaws a few times and all suggestions have been included in the document. The bylaws were shared with Mayor Benage, and he had a few suggestions that were changed in the document.

The following changes were made:

- Removed language on line 35- “such removal and” – only appointments will require the consent of the City Council.
- Line 42 - Added language for appointment- Policies and Procedures for Appointment and Removal of Members of the Planning Commission shall be in accordance with Ordinance 357.
- Line 178- update language-.....reasonable notice as to date, time, place, manner and purpose for the meeting shall be given by the chairperson to the Secretary at least five (5) business days before the meeting by hand delivery.
- Line 181- Commission members and the Governing Body shall be notified by the Secretary (vs. Chairperson), including all persons designated to receive agendas on a regular basis.
- City of Bel Aire official city newspaper is the city website.
- Language was added that said the Planning Commission will review every three years, but changes can be made at any time should updates need to be made.

City Attorney stated that the Planning Commission will approve a resolution per statute and not an ordinance as stated in the motion language.

Motion: Chairman Jordan moved to Adopt the Resolution to Amend the Bylaws of the Planning Commission As Presented and recommend that the Governing Body Approve the Amended Bylaws. Commissioner Matzek seconded the motion. *Motion carried 4-0.*

C. Public Hearing on ZON-25-01: Zone change request in the City from a Neighborhood Commercial, Office and Retail District “C-1” to a Planned Unit Development Residential District “R-PUD” to create the Lycee Addition R-PUD, generally located at the East side of Rock Road and ¼ mile North of 53rd Street North, Bel Aire, Sedgwick County, Kansas

Chairman Jordan read the case checklist:

- Disqualification Declared & Quorum Determined- Chairman Jordan “let the record reflect that no one was disqualified”.

- Chairman Jordan declared that proper notification was given.
- Ex parte communication- Chairman Jordan “let the record reflect no ex parte communication was received prior to the agenda item”.

Paula Downs, Secretary, stated that the case was before Planning Commission previously and the overview of each time the case appeared at the Planning Commission and City Council is set out in the staff report. The final plat for Lycee appeared at the February 2022 Planning Commission meeting with a Planned Unit Development (PUD) agreement and updated site plan. Lycee appeared at the April 5, 2022, City Council meeting and the final plat, PUD and development agreements were approved.

Previous change in zoning had not been formally approved in the proper manner- a zoning case should have been filed and an Ordinance developed and approved. The change in zoning needed to be an R-PUD which addresses the change in zoning and provides for an R-PUD Preliminary Plat document with PUD language vs. a separate PUD Agreement.

The PUD agreement sets out Parcel 1, the commercial lot and Parcel 2, the R-6 residential lots. The general provisions set out how the area will be developed, and they have set out the relief from code they are seeking. On pages 3-4 of the staff report it sets out zoning relief they are seeking. It will have what the code requires and what the case is asking for. The applicant will further define the development and answer questions.

The staff report also includes the review criteria that staff are recommending with the key review criteria (Golden Factors) of 2, 5, 7, 8 and that the case be approved with conditions listed in review criteria 10.

Phil Meyer, Baughman & Company, owner’s representative and Craig Sharp, applicant. Reviewed the R-PUD plat text. Mr. Meyer set out the following items to ensure the Planning Commission is clear on what they are asking for:

- Maximum lot coverage for Parcel 2 is currently at 65%. Might want to make it 70% in case a sidewalk or something is required to be added. City zoning code sets the maximum lot coverage at 30%.
- Site plan discussion for parcel 2:
 - Lot 1 Units:
 - garage is in the back
 - front doors face Rock Road
 - This housing is different from the previous plan from Greg Hiser
 - Lot 2 Units:
 - front doors face west
 - Garage and driveway up front
 - Lot 3:
 - No garages

- PUD Agreement #5- Uses within the parcels:
 - Uses for the parcel have not changed
 - C-2 and C-1 uses that include restaurant, food, etc. This hasn't changed
 - Greg Hiser owns this lot and wants to continue along those lines. His idea was to build a wine bar.
 - Greg Hiser's vision for housing on parcel 2 was single. professionals, however, the current plan is not directed this way.
- PUD Agreement #7- Lighting
 - Multiple units being built
 - Don't want light poles
 - Will use the buildings to light up areas
 - Will require parking lot poles relief. Lighting will be on the buildings- garages to light up the parking lots
- PUD Agreement #9- Landscaping
 - Asking for a waiver from landscaping
 - Parcel 1- will have two (2) street trees along Rock Rd. With power lines and the pipeline, it is difficult to install landscaping- have a very small landscape window.
 - Parcel 2- will have five (5) street trees on Lycee and Rock Rd. seven (7) street trees with eight (8) ornamentals inside the interior of front door and parking areas. Asking for a waiver for other items listed in code.
- PUD Agreement #12- Parking
 - Parking will be based on the multi-family designation- two (2) spaces per living unit like the property to the East.
 - The site offers 2.7 spaces per unit.
 - This is viewed as multi-family because it is multiple units on one lot.
- Units:
 - Clarification: the site will have two (2) duplexes, and the rest are four-plexes. The prior plan were all duplexes.
 - Each unit is either two (2) or three (3) bedrooms
 - Four-plexes:
 - Lots 1 & 2 there is a tri-plex and two four-plexes.
 - Lot 3- is a quad-plex where the units are stacked- exterior steps for two (2) units on top and two (2) units on bottom.
 - There are no basements in the units.
 - Lots 1 and 2 are single units' side-by-side
 - Grass will be in the open units. Along Rock Rd., in front of the units could do more landscaping on the East, but there is a nice hedgerow and there are utilities in the easement
 - Greg Hiser still wants to do a wine bar on parcel 1- very small lot size of building and parking lot is very limited.

Applicant shared that the main difference now and before are the update of the unit styles and the three-plex and four-plex. There are now three (3) different types of units. Applicant confirmed that he will continue to own the units.

The Planning Commission had concerns about the lighting for the site would come from building mounted fixtures which could shine light into units across from each other's windows. To prevent that, lighting is on the building would need to be aimed a different way. Commission asked applicant what kind of light will be shining on the unit across from each building. The applicant stated that building lighting can be angled and shaded so light can be controlled where it goes. Applicant stated that they can get better lighting on the building than on poles. Lighting will be placed on the ends of building, and they don't face windows, and they will all have garage lights and porch lights on the units. Heights and angles of lighting can be well controlled. Commission acknowledged that the 29th and Greenwich apartments have building lights and no poles and the complex is well-lit. Applicant shared that poles add more clutter to the site.

Planning Commission discussed the lot coverage percentage for the site. Applicant explained that parcel 1 has all the pipeline area in it. Commission discussed that if you take the whole PUD area (parcels 1 and 2), you won't be at a high lot coverage percentage- it would be approximately 43%. The Secretary stated that each lot is calculated individually or per parcel. The Secretary stated that the R-6 zoning district doesn't set out anything different lot coverage percentages between single-family and multi-family units. Lot coverage is calculation includes total lot size minus structures and pavement. Commission suggested that they might need to consider the entire area related to lot coverage

Commission stated that the site appears to be like an apartment complex that is broken up but done well.

Applicant confirmed that the square footage of the east units are 1170 s.f. and the rest of the units are in the 1450 s.f. range. Units in the middle have a one car garage and units on Rock Rd. have two-car garages. Updates on the R-PUD Preliminary Plat have been corrected and parcel 2 is 72,030 s.f. which creates the 65% lot coverage.

Chairman Jordan opened the public hearing:

- Carla Hamilton, 7200 E. Oak Tree Ln Kechi, KS- Comprehensive plan map was on the screen and Ms. Hamilton asked about the "orange" area-
 - Went from duplex to apartments now and we'll probably have playground and other stuff- is that right. Developer responded and stated there would be no playground
 - Don't know what it looks like- so is this Section 8 housing- is that what it is? Developer answered "no".
 - Do you have pictures of the development?- Developer didn't have pictures

- What about the traffic on Rock Road- with school and existing apartment complex and with more apartments- are there any considerations on what is going to happen? Commission stated that the area is suited for this type of development. Development doesn't empty onto Rock Road directly
- Donnis McPhaul, 7901 E. Oak Tree Ln, Kechi, KS 67067
 - Where is this development in relation to Apartments? Development is West of the apartments.
 - How many tri-plexes and four-plexes are there? There are eight (8) four-plexes and two (2) three-plexes.
 - Where is the wine bar? Wine Bar location is on Rock Road North of the housing development.
 - Where is entrance to development? Entrance is off Lycee and not Rock Road.
- Jerry Hamilton, 7200 Oak Tree Ln, Kechi KS.
 - Is there a difference between single-family vs. multi-family zoning districts? Bel Aire has several types of zoning districts in the city.
 - Mr. Hamilton would like to see single family homes along Rock Rd.
 - There is an abundance of duplexes
 - It would be good to have single family homes around the school

Chairman Jordan closed the Public Hearing

With regards to written communications Chairman Jordan stated, "let the record reflect no written communications have been received".

Applicant had no final comments but did share that the price range of leasing the units are \$1450 - \$1600. The units are an urban feel, and they are also bigger than duplexes.

Commissioner Matzek stated that he was concerned about the nearby single family large lots with this development be near. He asked what the status of Integra is, and it was confirmed by the Secretary that there was currently no status on that project. Commissioner Matzek has concerns about Rock Road traffic with the higher density development. He further stated that commercial use is 0.8% in the City and this development is now taking away additional parcels for commercial development with this development getting closer to the City Center concept on our comprehensive plan.

Commissioner Roths stated that this is an upgrade, and this is a different style. It will influence other development to not just build duplexes. More cutting-edge type development.

Commissioners cited, from the staff report, Golden Factors: 1, 3, 6, 2, 5, 10 as criteria to support the case. There are conditions recommended by staff for landscaping and trash enclosures. Planning Commission would need to use motion language #2 "approved with modifications" to include recommendations listed within #10 of the staff report.

Chairman Jordan stated that the case will be forwarded to the Governing Body with the Planning Commission recommendation and a written summary of the hearing for consideration at their regular meeting on Tuesday, September 2, 2025. He further stated that protest petitions against the case may be received by the City Clerk for 14 days after tonight, August 28, 2025, at 4:30 p.m.

Motion: Commissioner Roths moved, 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 Neighborhood Commercial, Office and Retail District “C-1” to a Planned Unit Development Residential District “R-PUD” in ZON-25-01 be approved with modifications, based on findings: recommendation #10 listed in staff report, as recorded in the summary of this hearing. Chairman Phillip Jordan seconded the motion. ***Motion carried 4-0.***

D. Overview of Zoning Case Script

Maria Schrock, City Attorney, provided an overview of the Zoning Case Checklist.

Primary and crucial duty of PC is holding the public hearing. The hearing is not only provided to hear public comments, but also to satisfy Kansas statutes. When holding a public hearing it is important to be consistent each time. All elements included in the “script” or checklist is to ensure that we address each element of the state statute and that everyone in the room is informed of key items. The benefit of the checklist reminds us to let the record show that commissioners did not disqualify themselves. When we close the public hearing we are reflecting in the minutes that there is no further discussion from the public and it can be reflected in the minutes. This announcement about closing the hearing then lets the public know no additional comments can be made and the minutes are clear. The minutes of the meeting are forwarded to the governing body, and they are required to go back to the minutes and the minutes capture everything including all comments. They are the total record of everything that occurred, and all elements considered by the Commission to make good decisions. The checklist helps make sure that everything is included in the minutes and that they are a fair and accurate depiction of what occurred at the meeting. The checklist is 3 pages and includes all the required elements and in what order for the public hearing. It is not required that the chairperson go through the checklist, any Commissioner can read the checklist especially if there are multiple items that require the checklist on an agenda.

Lawsuits can be filed and having this checklist read into the minutes helps create a record of what happened during the meeting. Checklist makes sure we follow the statutes, especially for the public hearing. We are expanding the depth of the minutes and creating more detailed information about what happened during the meeting. Moving forward the Commission meeting minutes will be more in depth moving. This is a checklist and not a script because we don’t want to give any indication that the Commission is being told how to vote or how to deliberate. This checklist doesn’t contain any information related to that.

Commission asked if they have to use the Golden Factors? The statute does not require the use of the Golden Factors. A case came through that provided a list of factors- state supreme case encouraged planning commissions to use these factors and add additional factors that may be unique to your community. The factors provide a consistent list of things we consider to be fair to every applicant so there is no appearance of being discriminatory or arbitrary. Not required but encouraged. Factors are a way for Commissioners to share their thinking about why they voted yes or no on a case.

Commission asked if they are we protected as Commissioners from lawsuits? The Planning Commission gets authority from Kansas statutes which is to abide by the zoning regulations and subdivision regulations that show that you are making decisions based on specific regulations. If a commissioner or the commission says that “I’m not going to abide by the regulations” that would indicate that they are operating outside the scope of their authority. Providing rationale of a decision is all that is required when making decisions on deviations from the codes.

Action: No action required; for discussion and review only.

E. Overview of Voting on Planning Commission Minutes

Maria Schrock, City Attorney, provided an overview of voting on Planning Commission minutes.

When you receive the agenda packet go through the minutes and confirm that it appears to be a fair and accurate depiction of what occurred during the meeting. Feel free to take notes during the meeting and compare them to the draft minutes and provide any updates. By voting to approve the minutes, the Commission is saying we’ve reviewed them, and they accurately reflect what occurred during the meeting. Minutes will be relied upon for actions. The Chairman, Vice Chairman or the Senior Commissioner may be the person signing the minutes after any given meeting. Commission is encouraged to keep notes and compare them to ensure accuracy.

Commission requested minutes to be provided earlier than the following month to recall and ensure their accuracy. Secretary will provide minutes within 10 days after the meeting. Commissioners then could provide updates prior to the next meeting via emails.

Action: No action required; for discussion and review only.

VII. Approval of the Next Meeting Date.

Commissioner Stuart will not be in attendance for the next meeting

Motion: Chairman Jordan moved to approve the date of the next meeting: September 11, 2025, at 6:30 p.m. Commissioner Matzek seconded the motion. ***Motion carried 4-0.***

VIII. Current Events

A. Upcoming Agenda Items:

Secretary shared that on September 2nd an Ordinance appointing the Planning Commission as the Board of Zoning Appeals will be on the City Council's agenda.

That approval will then result in bylaws being developed and shared with the Planning Commission. Bylaws will closely resemble the PC Bylaws.

1. Board of Zoning Appeals Bylaws
2. Board of Zoning Appeals- Types of Cases

B. Upcoming Events:

1. August 30 – Tree Board Park Clean-up | Alley Park 8-10 a.m.
2. September 1 – City Offices Closed for Labor Day
3. September 27 – Tree Board Park Clean-up | Bel Aire Rec Center 8-10 a.m.
4. October 4 – Fall Curbside Clean-Up

IX. Adjournment

Motion: Commissioner Roths moved to adjourn. Commissioner Matzek seconded the motion.
Motion carried 4-0.

STAFF REPORT

DATE: 08/08/2025

TO: Bel Aire Planning Commission

FROM: Paula Downs

RE: Bel Aire 2035 Comprehensive Plan

STAFF COMMUNICATION

| | |
|------------------|-----------|
| FOR MEETING OF | 8/14/2025 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

SUMMARY: Bel Aire 2035 Comprehensive Plan

Background:

The city placed notification on the City of Bel Aire's website as required by city code. The affidavit of publication is provided. The comprehensive plan required notification of public hearing which was made on July 24, 2025.

In 2023, the City initiated a project to create a new comprehensive plan that describes a vision and framework for the community's development over the next 10 years. The document will serve as a roadmap for adopting new policies and initiatives that achieve its identified vision. The comprehensive plan will assist the City Council in making well-informed decisions regarding land use and capital improvements.

The plan will complement zoning regulations, development codes, capital improvement programs and other city processes.

Planning Process:

Phase 1: Community Assessment

The first phase included a review of previous planning documents and policies, land use conditions, demographic trends, and local development opportunities and constraints.

Phase 2: Community Engagement

Although identified as a specific phase of the planning process, community engagement was carried out throughout the entire project calendar.

A series of stakeholder group events and listening sessions, pop-up community events, and City leadership engagement were prioritized to ensure the planning vision created is reflective of diverse community voices.

Phase 3: Planning

Following the community assessment and initial phases of the community engagement process, considerable time and effort were invested to establish a community vision. Once the vision was identified, the planning team worked to develop community goals, policies, and strategies through continued analysis and community dialogue.

Phase 4: Refine, Adopt, & Implement

During this phase, the final review of the plan occurred, followed by the official plan adoption process.

Plan Organization:

The Bel Aire 2035 Comprehensive Plan is organized into three sections and three appendices.

Section 1: Section explains how the Plan came to be, why it is necessary, and how it should be integrated into daily decisions. Of interest is the Community History visual.

Section 2: Describes the value statements and goals for the Plan. Value Statements are as follows:

- a. Bel Aire's Non-Residential Environment Will Enhance the Quality of Life for All Residents and Visitors Alike. Value includes seven (7) goals.
- b. Bel Aire's transportation system will be safe, enhance the aesthetic appreciation of the City, and provide efficient options for all transportation modes. Value includes nine (9) goals.
- c. Bel Aire's parks and recreation system will provide first class spaces and programming for all ages and abilities. Value includes six (6) goals.
- d. Bel Aire's built environment will communicate a distinct identity to create cohesion, increase community pride, and attract residents, businesses, and visitors. Value includes eight (8) goals.
- e. Bel Aire will concentrate on sustainable growth through smart investments and community communication. Value includes eight (8) goals.
- f. Bel Aire will be a destination of choice for people at all stages of life. Value has six (6) goals.

Section 3: Provides the Plan's recommendations related to future land use and the built environment. This section delivers recommendations to guide Bel Aire as the City works to achieve this Plan's vision.

The **Appendices** cover detailed background information that was considered comprehensively to form the Plan.

Appendix A: An in-depth assessment of the community that includes a snapshot of where the City is now. It includes information on:

- Existing land use
- Existing Zoning
- Community facilities and services
- Parks and open space
- Transportation and mobility
- Environmental features
- Utilities
- Demographics
- Housing characteristics
- Property valuations
- Population characteristics; and
- Economic development profile.

Appendix B: Summaries of relevant plans and studies including:

- Comprehensive Development Plan Update 2014 – 2035
- Master Plan for Community Growth
- Parks Master Plan
- Bicycle and Pedestrian Plan
- Sewer Master Plan
- Water Master Plan
- Water and Wastewater Options Assessment- Phase 1; and
- Community Survey

Appendix C: A full recap of the community engagement events and findings

- Fall Festival Pop-Up Event (10.21.2023)
- City Leadership Work Session (05.14.2024)
- Stakeholder Session: Bel Aire Utility Advisory Committee (07.24.2024)
- Stakeholder Session: Bel Aire Tree Board (07.29.2024)
- Stakeholder Session: Bel Aire Seniors (08.16.2024)
- Stakeholder Session: Bel Aire Bike Walk (08.22.2024)
- Stakeholder Session: Bel Aire Lions Club (09.18.2024)
- Stakeholder Session: Bel Aire Chamber of Commerce (09.19.2024)
- City Leadership Work Session #2 (02.11.2025)
- City Leadership Work Session #3 (05.13.2025)

Planning Commission Review:

Planning Commission has been involved in community engagement events and provided input into the plan. Current discussion is to provide any modifications to the plan you feel is appropriate.

Staff Recommendation:

Staff recommend that the comprehensive plan be approved with any appropriate modifications identified by the Planning Commission.

(Notification Posted on the City of Bel Aire Website, the designated official City newspaper for the City of Bel Aire on July 24, 2025)

OFFICIAL NOTICE OF PUBLIC HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on August 14, 2025, the City of Bel Aire Planning Commission will consider the Bel Aire 2035 Comprehensive Plan in the order placed on the agenda after 6:30 p.m. in the City Council Chamber at City Hall in Bel Aire, Kansas:

Pursuant to Kansas Statute 12-747, the City of Bel Aire will hold a public hearing to discuss and receive input on the proposed Bel Aire 2035 Comprehensive Plan. This plan outlines the long-term vision for the growth and development of our community.

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning and Sub- Division regulations, would be effectuated by city code. The public hearing may be recessed and continued from time to time without notice.

DATED this 23 day of July 2025.

/s/ Paula L. Downs
Bel Aire Planning Commission Secretary



AFFIDAVIT OF PUBLICATION

State of Kansas, Sedgwick County, ss:

Melissa Krehbiel, City Clerk

Being first duly sworn, deposes and says:

That I, Melissa Krehbiel, City Clerk of the City of Bel Aire, Kansas, has published the attached notice on the City of Bel Aire website, www.belaireks.gov, which website is designated as the official City newspaper for the City of Bel Aire, Kansas by Charter Ordinance No. 25, effective August 6, 2024.

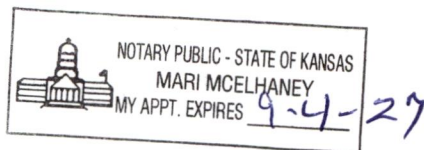
That the attached Notice of Public Hearing- Bel Aire 2035 Comprehensive Plan is a true copy thereof and was published on such website beginning on the 24th day of July, 2025.

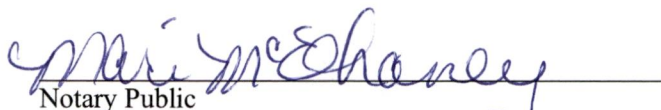


Signature

SUBSCRIBED AND SWORN to before me this 29th day of July 2025.

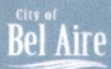
(seal)





Notary Public

City of Bel Aire
Melissa Krehbiel – City Clerk
7651 East Central Park Avenue, Bel Aire, Kansas 67226
316-744-2451
www.belaireks.gov



Search in document



Public hearing 2025.08.14

(Notification
Posted on the
City of Bel Aire
Website, the
designated
official City
newspaper for
the City of Bel
Aire on July 24,
2025)

1

↑ ↓ 1 / 1 🔍 ⌂ ⌂ 200% View Images :

(Notification Posted on the City of Bel Aire Website, the designated official City newspaper for the City of Bel Aire on July 24, 2025)

OFFICIAL NOTICE OF PUBLIC HEARING

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED:

Notice is Hereby Given that on August 14, 2025, the City of Bel Aire Planning Commission will consider the Bel Aire 2035 Comprehensive Plan in the order placed on the agenda after 6:30 p.m. in the City Council Chamber at City Hall in Bel Aire, Kansas:

Pursuant to Kansas Statute 12-747, the City of Bel Aire will hold a public hearing to discuss and receive input on the proposed Bel Aire 2035 Comprehensive Plan. This plan outlines the long-term vision for the growth and development of our community.

You may appear at this time either in person or by agent or attorney, if you so desire, and be heard on the matter. After hearing the views and wishes of all the persons interested in the case, the Planning Commission may close the hearing and consider a recommendation to the Governing Body, which, if approved under the City Zoning and Sub-Division regulations, would be effectuated by city code. The public hearing may be recessed and continued from time to time without notice.

DATED this _23_____ day of July 2025.

/s/ Paula L. Downs
Bel Aire Planning Commission Secretary

City of Bel Aire

STAFF REPORT**DATE: 11/24/2025**

TO: Bel Aire City Council Meeting
FROM: Paula Downs
RE: BZA Bylaws

STAFF COMMUNICATION

| | |
|------------------|------------|
| FOR MEETING OF | 12/02/2025 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

SUMMARY:**Board of Zoning Appeals Bylaws****Background:**

At the October 9, 2025, Planning Commission meeting the Planning Commission/Board of Zoning Appeals was provided with draft Board of Zoning Appeals (BZA) Bylaws. This was the initial introduction of the Bylaws.

The BZA Bylaws closely mimic the approved Planning Commission Bylaws with modification in language to reflect what was specifically needed for the Board of Zoning Appeals.

November 13, 2025- Board of Zoning Appeals Meeting:

The Secretary received feedback from the Board of Zoning Appeals members on the draft BZA Bylaws document. Below are the suggestions that were received and the italicized text is the staff response for each item for BZA review:

Article I: Creation and Membership

1. Membership Minimum (Section 2): Since the Bylaws specify a Planning Commission of seven members, should we consider adding language to address how the BZA would manage its business if the Commission's membership happened to fall below seven for an extended time?
 - o *If the Planning Commission member number changes, then the Planning Commission Bylaws and BZA Bylaws would need to be changed. Currently the information is accurate, and no changes are required.*
 - o *The BZA can discuss this and request the change be added. If approved, the Planning Commission Bylaws would need to be amended.*
2. Attendance Consistency (Section 3): To make sure the attendance rule is perfectly clear, perhaps we can clarify the reference to "three consecutive regular meetings" by specifying it means "regular BZA/Commission meetings." This small change would ensure consistency across the members' dual roles.

- *The current language reflects what is included in the Planning Commission Bylaws as recommended by the Planning Commission. Because the Planning Commission serves at the Board of Zoning Appeals, the same attendance requirements apply. The language is accurate, and no changes are needed.*
 - *The BZA can discuss this and request the change be added. If approved, the Planning Commission Bylaws would need to be amended.*
3. Conflict of Interest Cross-Reference (Section 4): This section is excellent, and to make it even easier to implement in a meeting, we could add a quick cross-reference here, reminding members that a disqualified vote also means the person is not counted for quorum on that specific item (as detailed in Article III, Section 6).
- *Section 4 provides language related to what happens should a BZA member have a conflict of interest.*
 - *For clarification, the separation of language makes it easy to review the “quorum” requirements contained in (Article III, Section 6).*
 - *For clarity and any future updates, it is helpful to keep language contained in its own sections so it can easily be referred to.*
 - *No changes were made to Section 4.*
 - *The BZA can discuss this and request the change be added. If approved, the Planning Commission Bylaws would need to be amended.*

Article II: Officers and Duties

1. High-Priority Note on Record Retention (Section 3.3a): The Bylaws state that the meeting recording is deleted once the minutes are approved. Suggest rewording this: to be fully compliant and legally sound, should it be adjusted by replacing "deleted" with something that aligns with the City's official records retention schedule; perhaps stating that the recording is "disposed of in accordance with the City's official records retention policy."
- *The detailed meeting minutes are developed to create a record of what occurred during a meeting.*
 - *At this time, we are not required to keep the audio recording of the meeting.*
 - *The BZA can discuss this and request the change. If approved, the Planning Commission Bylaws would need to be amended.*
2. Election Month (Section 2): The draft states that officer elections are held at the regular Commission meeting in October. Since elections were not conducted this year in October, could we clarify if the intended month should be revised to November, or if the Governing Body needs to adopt a special motion to ensure the timing is set moving forward?
- *Elections not occurring in October was an oversight.*
 - *Moving forward, the Planning Commission will conduct elections at their October meeting as set out in the Planning Commission Bylaws and BZA Bylaws.*

Ideas for Long-Term Strength and Efficiency

1. Simple Definitions Section: To improve readability, especially for new members, we could begin with a very brief Article I, Section 1: Definitions. This would clearly establish terms like BZA, Commission, Governing Body, and especially the Senior Commissioner, right at the top.
- *This item can be discussed by the BZA and if requested it can be drafted and included.*
 - *A definitions section would also need to be discussed and included in the Planning Commission Bylaws.*
 - *This can be done at a future date after research and development.*

2. Future-Proofing the Procedures

- a. Electronic/Remote Meeting Flexibility: Thinking ahead, it might be beneficial to add a section discussing the possibility of electronic or remote participation for meetings. This would ensure the Bylaws are prepared for emergencies or future practices, provided we keep it compliant with the Kansas Open Meetings Act.
 - o *This topic can be a future topic that would need to be discussed, reviewed by the City, and implemented by both the Planning Commission and BZA.*
 - o *Both Bylaw documents would need to reflect the process and requirements related to electronic/remote meeting participation.*
- b. Parliamentary Procedure Training (Article IV, Section 5): The section on Robert's Rules is comprehensive, but since specific motions (like "Point of Order") are rarely used, perhaps we could include a suggestion for annual training for BZA/Commission members on parliamentary basics. This would promote confidence and even more efficient meeting management.
 - o *Parliamentary Procedure training can be added to the annual training schedule.*
 - o *This request is not required to be part of the Bylaws unless requested and approved by the BZA.*
 - o *This request would be required to be added to the Planning Commission Bylaws document.*

The Board of Zoning Appeals reviewed each item and Commission/Board Member Faber was satisfied with the staff comments and the final Bylaw document as presented. The Board of Zoning Appeals approved the Board of Zoning Appeals Bylaws 5-0.

Current Discussion:

The Board of Zoning Appeals reviewed the Bylaws and provided comments prior to the meeting. Staff reviewed and provided comments in the staff report for the November 13, 2025, meeting. After review of the comments the Board of Zoning Appeals approved the Resolution establishing Bylaws for the conduct of business by the Board of Zoning appeals.

Staff recommends approval of the Ordinance.

(Published at www.belaireks.gov on _____, December, 2025.)

RESOLUTION NO. _____

A RESOLUTION ESTABLISHING BYLAWS FOR THE
CONDUCT OF BUSINESS BY THE BOARD OF ZONING
APPEALS OF THE CITY OF BEL AIRE, KANSAS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BEL AIRE, KANSAS:

ARTICLE 1 – CREATION, MEMBERSHIP, AUTHORITY AND DUTIES

SECTION 1. CREATION. Pursuant to City ordinance and state law the Bel Aire City Board of Zoning Appeals, (hereinafter referred to as the “BZA”) was established by Ordinance No. 746 which was published on September 4, 2025.

SECTION 2. MEMBERSHIP. The Planning Commission (hereinafter referred to as the “Commission”), which consists of seven members, shall serve as the BZA pursuant to K.S.A. 12-759(g), as amended.

SECTION 3. ATTENDANCE. Regular attendance is an important responsibility for membership. Maintaining a quorum for voting purposes is especially important. Any member that absences themselves for three consecutive regular meetings or misses a total of five meetings during a calendar year, the Secretary will provide written notice to the City Manager, and the Mayor who may elect to remove the member.

SECTION 4. CONFLICT OF INTEREST. Members of the BZA shall be aware at all times of their responsibility to the citizenry of the City of Bel Aire and to the residents of the surrounding Planning Area and shall refrain from any recommendation or action that would benefit individuals or special interest groups rather than serve the best interest of the entire community. In furtherance of this responsibility, members shall refrain from recommending or acting on any matter before the BZA in which they have, either directly or indirectly, any financial interest or use their influence or position to show favoritism that could lead to the development of a clientele at a later date.

If a member is asked if they have a conflict of interest on a matter before the BZA, that member shall publicly announce the conflict and excuse themselves from the meeting room until the matter has been addressed by the remaining BZA members. If there is a question or a real or perceived conflict of interest, the affected member should contact the Secretary and City Attorney for an interpretation of the situation prior to the meeting.

A member is automatically disqualified when they or their spouse own property in the notification area of a variance case.

SECTION 5. AUTHORITY. The BZA shall discharge such duties, perform such functions and exercise such jurisdiction as are delegated to it from time to time by the Zoning Regulations of the City.

SECTION 6. COMPENSATION. Members of the BZA shall serve without compensation for their services; however, the members may request reimbursement for their out-of-pocket expenses including travel when related to attendance at external conferences and/or meetings subject to approval of the Governing Body.

ARTICLE II -- OFFICERS, ELECTIONS AND DUTIES

SECTION 1. OFFICERS. The officers of the BZA shall consist of a Chairperson, Vice-Chairperson and Secretary. The Chairperson and Vice Chairperson shall be members of the Commission. The Secretary shall be the City of Bel Aire Zoning Administrator and shall provide duties in support of the BZA (K.S.A. 12-745).

SECTION 2. ELECTIONS. At the regular Commission meeting in October of each year, the officers shall be nominated and those persons receiving the highest number of votes shall be deemed elected. The officers hold the elected role for both the Commission and BZA concurrently, for one year. Officers shall take office at the next regular scheduled meeting of the Commission and BZA. Officers may serve for more than one term.

SECTION 3. DUTIES. The duties of the officers shall be:

1. The Chairperson shall preside over all meetings of the BZA. In the absence of the Chairperson, the Vice-Chairperson shall preside. In the absence of both the Chairperson and the Vice-Chairperson, the Senior Commissioner (the person serving the longest period of time on the Commission) shall act in the manner and capacity of the Chairperson. The Chairperson shall sign all minutes and other official papers and documents to indicate that they have been approved by the BZA. The Chairperson shall represent the BZA at all meetings with other groups unless another member is designated to perform that function.
2. The Vice-Chairperson shall act in the manner and capacity as the Chairperson in the absence of the Chairperson.
3. The Secretary, or their designee, shall perform the following duties:
 - a. Prepare the minutes of each BZA meeting and submit them to the BZA for approval. BZA meetings are recorded and once the BZA has approved the minutes the recording is deleted. When the Secretary attests to the approved minutes the Secretary is attesting that the votes of the members are accurate from that specific meeting.
 - b. Maintain the official minutes as approved and signed by the Chairperson and the Secretary or their designees and post minutes to the City of Bel Aire website or such other repository as may be established from time to time;

- c. Prepare and distribute agendas for each BZA meeting in coordination with-the
Chairperson.

ARTICLE III – MEETINGS

SECTION 1. REGULAR MEETINGS. Regular meetings of the BZA will be in conjunction with the Planning Commission on the second Thursday of every month, unless changed by the BZA. All meetings shall be held in the Council Room of City Hall beginning at 6:30 p.m.; provided, however, that the BZA may vote to adopt another hour, date, or place of meeting. Any such change shall be published for the convenience of persons having business before the BZA.

SECTION 2. SPECIAL MEETINGS. Special meetings may be called by the Chairperson or in the Chairperson's absence by the Vice-Chairperson or Senior Commissioner upon written request of any three members of the Commission. When a special meeting is called, reasonable notice as to date, time, place, manner and purpose for the meeting shall be given by the Chairperson at least 24 hours before the meeting by mail, hand delivery or telephone. The announcement of a special meeting at a regular meeting shall constitute notice to those persons present. BZA members and the Governing Body shall be notified by the Chairperson including all persons designated to receive agendas on a regular basis. (See Article III, Section 7 on Agendas.). No items other than those identified in the notice shall be considered at a special meeting.

SECTION 3. ADJOURNED MEETINGS. If the business before the BZA is not completed, the BZA by motion may adjourn the meeting or a specific agenda item to a specified date, time and place until the matters on the original agenda or the specified item are acted upon. When such a motion is made known to those persons in attendance, no further notice need be given.

SECTION 4. OPEN MEETINGS AND CLOSED SESSIONS. Pursuant to the Kansas Open Meetings Act, all meetings of the BZA except for executive sessions are open to the public. Closed sessions, if deemed necessary, may be held in accordance with the provisions of the Kansas Open Meeting Act. The motion to recess for a closed/executive session shall be placed in the minutes and include (a) a statement describing the subjects to be discussed; (b) the statutory justification for closing the meeting; and (c) the time and place at which the open meeting will resume, all in accordance with the Kansas Open Meetings Act, K.S.A. 75-4317 *et seq.* In such closed sessions, no binding vote or action may be taken.

SECTION 5. WORKSHOP SESSIONS. The BZA may meet at a regular or special meeting in a workshop session for a general discussion on one or more topics or for a training session; however, the Kansas Open Meetings Act applies, and no binding action may be taken. While regular minutes are not required, a record of attendance and a summary of the subject(s) discussed should be made.

SECTION 6. QUORUM. A quorum for the conduct of business shall be four members. In the absence of a quorum at any meeting the presiding officer after consultation with the members present may announce the meeting will not take place. The presiding officer will wait ten (10) minutes and then make the announcement. The Secretary will note which BZA members were present and note that no action was taken on any of the agenda items. In addition, the Secretary will note anyone present at the meeting and specifically what agenda item(s) they were present for.

If there is a loss of a quorum during a meeting, the presiding officer after consultation with those members present, may adjourn the meeting to a specified date, time and place or similarly table any unheard an agenda item. When such information is made known to those persons in attendance, no further notice needs to be given. The Secretary will note which BZA members left the meeting and note that no action was taken on any of the agenda items yet to be heard. In addition, the Secretary will note anyone present at the meeting and specifically what agenda item(s) they were present for.

Members abstaining from voting may be counted when determining whether a quorum is present; however, members having a conflict of interest or who are disqualified from voting may not be counted as part of the quorum for the item where they have a conflict of interest or are otherwise disqualified from voting.

If a majority of BZA members have a conflict of interest on a specific agenda item, they will request that the Governing Body hear the item in a public hearing format. The agenda item will require renotification to all required individuals.

SECTION 7. AGENDAS. The Secretary shall oversee the preparation of an agenda of all matters to come before the meeting and to have it posted on the City of Bel Aire website with the link shared, via email, to the BZA members in advance of the meeting. Copies of the agenda shall be posted to the City of Bel Aire website, or such other repository as may be established from time to time and be furnished to each party having an item on the agenda and to any person requesting an agenda or a notice of the date, time and place of a regular or special meeting of the BZA under the Kansas Open Meetings Act. K.S.A. 75-4318 (b) and(d). Any member of the BZA may place items on the agenda by advising the Secretary, or their designee, no later than noon on the seventh day preceding the next regular meeting. If the number of applications received creates an unduly long BZA meeting, the Secretary may carry over such items on a first-come, first-served basis to the next BZA meeting unless already advertised for public hearing.

SECTION 8 RECORDING OF MEETINGS. The Secretary or their designee shall keep complete records of all proceedings of the BZA. The Secretary or their designee shall prepare and maintain permanent minutes to be available for public view. Minutes shall be posted on the City of Bel Aire website or may be furnished to all persons or bodies making such a request to the Secretary or City Clerk. The Secretary or City Clerk may make such charges as are necessary to recover the cost of making such copies.

ARTICLE IV – CONDUCT OF MEETINGS

SECTION 1. ORDER OF BUSINESS. The general order of business shall be as follows unless otherwise decided by the Commission:

- a. Call to Order
- b. Roll call
- c. Consent Agenda
- d. Approval of the Agenda
- e. Approval of the minutes
- f. Announcements
- g. Old and New Business
- h. Public hearings
- i. Adjournment.

Off-agenda items may be added to the agenda and scheduled items may be removed from the agenda at the beginning of a regular meeting by motion approved by a majority of the Commission members present and voting. No items may be added to the agenda of the special meeting.

SECTION 2. APPEARANCE BEFORE THE COMMISSION. When a public forum or public hearing is held, applicants and petitioners or their representatives and members of the community at large or individuals or their representative who feel that they will be affected by any action of the BZA may appear to present views and statements either for or against agenda items. Personal appearance before the BZA is recommended; however, written communication may be submitted to the BZA. The BZA may at their discretion to table postpone items coming before the BZA if the applicant or petitioner is not present and has not submitted written communication.

SECTION 3. ACTIONS. In all formal matters, the BZA shall act by motion unless an ordinance or resolution is required by law or governmental regulations. All notices required by law to be given by publication including those for public hearings shall be published in the officially designated city newspaper. Substantive motions before the BZA shall be restated by the presiding officer before a vote is taken. Every motion on a substantive matter shall set forth reasons based on the discussion. Action shall be taken on each agenda item presented at the conclusion of discussion of that item.

SECTION 4. VOTING. Unless otherwise provided by state law or by ordinance of the City, the BZA shall act by a majority vote of the members present and voting. A record of all proceedings of the BZA shall be kept. Voting shall be by individual voice “Aye” or “Nay” ballot, written ballot or show of hands; shall be tallied and the results determined by the presiding officer. In the event of a tie or a divided vote, see Article IV, Section 5 paragraph 8 and 9.

SECTION 5. PARLIAMENTARY PROCEDURE. All meetings of the BZA shall be conducted in accordance with the current edition of Robert's Rules of Order-except insofar as modified by these Bylaws and procedures adopted by the BZA, unless otherwise required by state law:

1. A second shall be required for all motions.
2. The presiding officer shall have the right to make motions and to second motions without vacating the chair.
3. Substitute motions may be made for prime motions provided that substitute motions are voted on before the prime motion. Substitute motions shall be made only once and shall be debatable only if the prime motions were debatable. A substitute motion may be made without the consent of the maker of the prime motion.
4. Motions to reconsider any items shall be made by one of the members voting in favor of the item to be reconsidered. Motions to reconsider shall only be considered at the same meeting at which the item was decided.
5. If participation from the floor (audience) is repetitious; or when the course of business due to the number of matters to be considered and/or number of people requesting to be heard will not reasonably permit further participation, the presiding officer may reduce their speaking time to five minutes or something less. Those persons speaking on a given item from the floor should first be recognized and then address their remarks to the presiding officer. Each member of the BZA may speak to an issue as many times as may be desired.
6. The presiding officer shall have the right to vote. If the officer chooses not to vote, he or she shall automatically be considered to have abstained from voting.
7. When a divided vote occurs, the presiding officer shall call for a roll-call vote. The Secretary shall enter into the minutes the result by name of all roll-call votes.
8. Any member abstaining or remaining silent on a vote shall be considered to have voted with the majority vote of those who voted; provided that, such member does not have a conflict of interest or bias in the matter that would otherwise disqualify them from voting. In the event of an equally divided vote, the vote of a member abstaining or remaining silent is not to be counted. Members who do abstain or remain silent on a vote are still counted as present in determining a quorum.
9. Members shall automatically be disqualified from voting when they or their spouse own property in the area of notification for a zoning application. Such abstention shall not prevent them from signing a protest petition or appearing before the Commission to speak on the zoning application. When a member is disqualified from voting, they cannot be counted as present for the quorum.
10. Subject to these provisions, the presiding officer shall decide all points of order and procedure, unless it is overruled by a majority vote of the entire membership of the BZA.

ARTICLE V – HEARING PROCEDURES

SECTION 1. INTENT AND PURPOSE. It is the intent of the BZA to hold fair and impartial hearings on all matters requiring a public hearing at which adequate legal notice has been given to all concerned parties. The purpose of such hearings is to make it clear that decisions are based on the relevant evidence presented and that well organized hearings and procedures will lead to legally defensible decisions which are not arbitrary, discriminatory or unreasonable. To ensure fairness, the hearing room should be able to accommodate all persons wishing to attend and to enable them to properly hear the proceeding.

Ex parte contacts, i.e., those contacts in the forms of verbal or written communications outside of a hearing are discouraged. BZA members should (a) come to a hearing favoring neither side; (b) have no personal interest in the outcome other than that shared by the community-at-large; (c) treat both sides fairly and impartially; and (d) base their decision solely on the facts presented as evidence before the BZA. Any facts determined by personal investigation should be reported to the BZA at the hearing as *ex parte* information.

SECTION 2. ORDER OF PROCEEDINGS FOR PUBLIC HEARINGS. Proceedings requiring public hearings are considered quasi-judicial proceedings. The latter includes the procedural due process elements of notice and opportunity to be heard in a fair, open and impartial manner. According to K.S.A. 12-757, the BZA must create an accurate written summary of the proceedings for appeals, variances, exceptions and similar matters. This summary should include the evidence presented, findings of fact, and the factors considered in reaching a decision to recommend approval or denial. Additionally, the minutes should reflect the BZA's recommendations and the reasons for those recommendations. The following order of proceedings shall be used for all such public hearings:

1. Determination that a quorum is present.
2. Determination that proper notice has been given.
3. Report of *ex parte* contacts with Commission members.
4. Introduction of application or appeal by staff.
5. Presentation by applicant shall be limited to five minutes unless such time is extended by the commission.
6. BZA and staff question applicant.
7. Public comments on proposed application. Each presenter shall speak no more than once per issue and shall be limited to five minutes unless such time is extended by the BZA.
8. Receipt of written communications or petitions.
9. Applicant presents closing comments, which shall be limited to five minutes unless such time is extended by the BZA.
10. Staff presents closing comments.
11. Public portion of the hearing closed by the presiding officer.
12. BZA deliberations.

13. Review findings and factors on which recommendation is based.

14. Motion for approval, disapproval or modification of the application or to table the agenda item to a specific date, time and place.

While no further public comments will be received after the hearing is closed, the BZA may question any participant at any time during the proceedings.

ARTICLE VII – AMENDMENTS TO BYLAWS

SECTION 1. AMENDMENTS. The BZA may, by a majority vote of the entire membership thereof, and upon approval by the Governing Body of the City, amend these Bylaws or any provisions or sections thereof, at any time when the same is not in conflict or in contradiction of any of the laws of the State of Kansas or ordinances of the City of Bel Aire, Kansas. The BZA shall review the Bylaws, no less than every three (3) years to ensure timely and appropriate updates are made if necessary.

Notices of the proposed amendments shall be furnished by the Secretary to all members of the BZA and the Governing Body not less than seven calendar days prior to the meeting at which such amendments are to be considered. A current copy of the Bylaws of the BZA and such amendments thereto as may from time to time be adopted, shall be maintained by the Secretary and filed with the City Clerk

SECTION 2. ADOPTED. The above and foregoing Bylaws are hereby adopted as the Bylaws of the City of Bel Aire City BZA and recommended for approval of the Governing Body of the City of Bel Aire, Kansas.

SECTION 3. SEVERABILITY.

In the event that any portion or section of this resolution is determined to be invalid, illegal or unconstitutional by a court of competent jurisdiction, such decision shall in no manner affect the remaining portions or sections of this resolution which shall remain in full force and effect.

SECTION 4. EFFECTIVE DATE

This resolution shall take effect and be in force from and after its publication in the official city newspaper.

SECTION 5. REPEALER

All other resolutions, ordinances, parts of other resolutions or ordinances in conflict herewith are repealed. However, any section of an existing resolution or ordinance not in conflict herewith is not repealed and remains in full force and effect.

[Remainder of this page intentionally left blank]

ADOPTED by the Board of Zoning Appeals of the City of Bel Aire, Kansas, on the 13th day of November, 2025.

SIGNED by the Presiding Officer on the 13th day of November, 2025.

CITY OF BEL AIRE, KANSAS

Phillip Jordan, Chairperson

ATTEST:

Paula L. Downs, Secretary

APPROVED AS TO FORM ONLY:

Maria A. Schrock, City Attorney

PASSED AND APPROVED by the Governing Body of the City of Bel Aire, Kansas, on the 2nd day of December, 2025.

SIGNED by the Mayor on the _____ day of December, 2025.

CITY OF BEL AIRE, KANSAS

Jim Benage, Mayor

ATTEST:

Melissa Krehbiel, City Clerk

APPROVED AS TO FORM ONLY:

Maria A. Schrock, City Attorney

City of Bel Aire

STAFF REPORT

DATE: 11/06/2025

TO: Bel Aire Planning Commission
 FROM: Paula Downs
 RE: BZA Bylaws

STAFF COMMUNICATION

| | |
|------------------|------------|
| FOR MEETING OF | 11/13/2025 |
| | |
| CITY COUNCIL | |
| INFORMATION ONLY | |

SUMMARY:**Board of Zoning Appeals Bylaws****Background:**

At the October 9, 2025, Planning Commission meeting the Planning Commission/Board of Zoning Appeals was provided with draft Board of Zoning Appeals (BZA) Bylaws. This was the initial introduction of the Bylaws.

The BZA Bylaws closely mimic the approved Planning Commission Bylaws with modification in language to reflect what was specifically needed for the Board of Zoning Appeals.

Current Discussion:

The Secretary received feedback from the Planning Commissioners on the draft BZA Bylaws document. Below are the suggestions that were received and the italicized text is the staff response for each item for BZA review:

Article I: Creation and Membership

- Membership Minimum (Section 2): Since the Bylaws specify a Planning Commission of seven members, should we consider adding language to address how the BZA would manage its business if the Commission's membership happened to fall below seven for an extended time?
 - If the Planning Commission member number changes, then the Planning Commission Bylaws and BZA Bylaws would need to be changed. Currently the information is accurate, and no changes are required.*
 - The BZA can discuss this and request the change be added. If approved, the Planning Commission Bylaws would need to be amended.*
- Attendance Consistency (Section 3): To make sure the attendance rule is perfectly clear, perhaps we can clarify the reference to "three consecutive regular meetings" by specifying it means "regular BZA/Commission meetings." This small change would ensure consistency across the members' dual roles.

- *The current language reflects what is included in the Planning Commission Bylaws as recommended by the Planning Commission. Because the Planning Commission serves at the Board of Zoning Appeals, the same attendance requirements apply. The language is accurate, and no changes are needed.*
 - *The BZA can discuss this and request the change be added. If approved, the Planning Commission Bylaws would need to be amended.*
3. Conflict of Interest Cross-Reference (Section 4): This section is excellent, and to make it even easier to implement in a meeting, we could add a quick cross-reference here, reminding members that a disqualified vote also means the person is not counted for quorum on that specific item (as detailed in Article III, Section 6).
- *Section 4 provides language related to what happens should a BZA member have a conflict of interest.*
 - *For clarification, the separation of language makes it easy to review the "quorum" requirements contained in (Article III, Section 6).*
 - *For clarity and any future updates, it is helpful to keep language contained in its own sections so it can easily be referred to.*
 - *No changes were made to Section 4.*
 - *The BZA can discuss this and request the change be added. If approved, the Planning Commission Bylaws would need to be amended.*

Article II: Officers and Duties

1. High-Priority Note on Record Retention (Section 3.3a): The Bylaws state that the meeting recording is deleted once the minutes are approved. Suggest rewording this: to be fully compliant and legally sound, should it be adjusted by replacing "deleted" with something that aligns with the City's official records retention schedule; perhaps stating that the recording is "disposed of in accordance with the City's official records retention policy."
 - *The detailed meeting minutes are developed to create a record of what occurred during a meeting.*
 - *At this time, we are not required to keep the audio recording of the meeting.*
 - *The BZA can discuss this and request the change. If approved, the Planning Commission Bylaws would need to be amended.*
2. Election Month (Section 2): The draft states that officer elections are held at the regular Commission meeting in October. Since elections were not conducted this year in October, could we clarify if the intended month should be revised to November, or if the Governing Body needs to adopt a special motion to ensure the timing is set moving forward?
 - *Elections not occurring in October was an oversight.*
 - *Moving forward, the Planning Commission will conduct elections at their October meeting as set out in the Planning Commission Bylaws and BZA Bylaws.*

Ideas for Long-Term Strength and Efficiency

1. Simple Definitions Section: To improve readability, especially for new members, we could begin with a very brief Article I, Section 1: Definitions. This would clearly establish terms like BZA, Commission, Governing Body, and especially the Senior Commissioner, right at the top.
 - *This item can be discussed by the BZA and if requested it can be drafted and included.*
 - *A definitions section would also need to be discussed and included in the Planning Commission Bylaws.*
 - *This can be done at a future date after research and development.*

2. Future-Proofing the Procedures

- a. Electronic/Remote Meeting Flexibility: Thinking ahead, it might be beneficial to add a section discussing the possibility of electronic or remote participation for meetings. This would ensure the Bylaws are prepared for emergencies or future practices, provided we keep it compliant with the Kansas Open Meetings Act.
 - *This topic can be a future topic that would need to be discussed, reviewed by the City, and implemented by both the Planning Commission and BZA.*
 - *Both Bylaw documents would need to reflect the process and requirements related to electronic/remote meeting participation.*
- b. Parliamentary Procedure Training (Article IV, Section 5): The section on Robert's Rules is comprehensive, but since specific motions (like "Point of Order") are rarely used, perhaps we could include a suggestion for annual training for BZA/Commission members on parliamentary basics. This would promote confidence and even more efficient meeting management.
 - *Parliamentary Procedure training can be added to the annual training schedule.*
 - *This request is not required to be part of the Bylaws unless requested and approved by the BZA.*
 - *This request would be required to be added to the Planning Commission Bylaws document.*

Recommendations of permanent staff

Staff recommend approval of the BZA Bylaws pending the outcome of BZA review.

(Published at www.belaireks.gov on November, _____, 2025.)

RESOLUTION NO. _____

A RESOLUTION ESTABLISHING BYLAWS FOR THE
CONDUCT OF BUSINESS BY THE BOARD OF ZONING
APPEALS OF THE CITY OF BEL AIRE, KANSAS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF BEL AIRE, KANSAS:

ARTICLE 1 – CREATION, MEMBERSHIP, AUTHORITY AND DUTIES

SECTION 1. CREATION. Pursuant to City ordinance and state law the Bel Aire City Board of Zoning Appeals, (hereinafter referred to as the “BZA”) was established by Ordinance No. 746 which was published on September 4, 2025. This is a test line.

SECTION 2. MEMBERSHIP. The Planning Commission (hereinafter referred to as the “Commission”), which consists of seven members, shall serve as the BZA pursuant to K.S.A. 12-759(g), as amended.

SECTION 3. ATTENDANCE. Regular attendance is an important responsibility for membership. Maintaining a quorum for voting purposes is especially important. Any member that absences themselves for three consecutive regular meetings or misses a total of five meetings during a calendar year, the Secretary will provide written notice to the City Manager, and the Mayor who may elect to remove the member.

SECTION 4. CONFLICT OF INTEREST. Members of the BZA shall be aware at all times of their responsibility to the citizenry of the City of Bel Aire and to the residents of the surrounding Planning Area and shall refrain from any recommendation or action that would benefit individuals or special interest groups rather than serve the best interest of the entire community. In furtherance of this responsibility, members shall refrain from recommending or acting on any matter before the BZA in which they have, either directly or indirectly, any financial interest or use their influence or position to show favoritism that could lead to the development of a clientele at a later date.

If a member is asked if they have a conflict of interest on a matter before the BZA, that member shall publicly announce the conflict and excuse themselves from the meeting room until the matter has been addressed by the remaining BZA members. If there is a question or a real or perceived conflict of interest, the affected member should contact the Secretary and City Attorney for an interpretation of the situation prior to the meeting.

A member is automatically disqualified when they or their spouse own property in the notification area of a variance case.

SECTION 5. AUTHORITY. The BZA shall discharge such duties, perform such functions and exercise such jurisdiction as are delegated to it from time to time by the Zoning Regulations of the City.

SECTION 6. COMPENSATION. Members of the BZA shall serve without compensation for their services; however, the members may request reimbursement for their out-of-pocket expenses including travel when related to attendance at external conferences and/or meetings subject to approval of the Governing Body.

ARTICLE II -- OFFICERS, ELECTIONS AND DUTIES

SECTION 1. OFFICERS. The officers of the BZA shall consist of a Chairperson, Vice-Chairperson and Secretary. The Chairperson and Vice Chairperson shall be members of the Commission. The Secretary shall be the City of Bel Aire Zoning Administrator and shall provide duties in support of the BZA (K.S.A. 12-745).

SECTION 2. ELECTIONS. At the regular Commission meeting in October of each year, the officers shall be nominated and those persons receiving the highest number of votes shall be deemed elected. The officers hold the elected role for both the Commission and BZA concurrently, for one year. Officers shall take office at the next regular scheduled meeting of the Commission and BZA. Officers may serve for more than one term.

SECTION 3. DUTIES. The duties of the officers shall be:

1. The Chairperson shall preside over all meetings of the BZA. In the absence of the Chairperson, the Vice-Chairperson shall preside. In the absence of both the Chairperson and the Vice-Chairperson, the Senior Commissioner (the person serving the longest period of time on the Commission) shall act in the manner and capacity of the Chairperson. The Chairperson shall sign all minutes and other official papers and documents to indicate that they have been approved by the BZA. The Chairperson shall represent the BZA at all meetings with other groups unless another member is designated to perform that function.
2. The Vice-Chairperson shall act in the manner and capacity as the Chairperson in the absence of the Chairperson.
3. The Secretary, or their designee, shall perform the following duties:
 - a. Prepare the minutes of each BZA meeting and submit them to the BZA for approval. BZA meetings are recorded and once the BZA has approved the minutes the recording is deleted. When the Secretary attests to the approved minutes the Secretary is attesting that the votes of the members are accurate from that specific meeting.
 - b. Maintain the official minutes as approved and signed by the Chairperson and the Secretary or their designees and post minutes to the City of Bel Aire website or such other repository as may be established from time to time;

- c. Prepare and distribute agendas for each BZA meeting in coordination with-the Chairperson.

ARTICLE III – MEETINGS

SECTION 1. REGULAR MEETINGS. Regular meetings of the BZA will be in conjunction with the Planning Commission on the second Thursday of every month, unless changed by the BZA. All meetings shall be held in the Council Room of City Hall beginning at 6:30 p.m.; provided, however, that the BZA may vote to adopt another hour, date, or place of meeting. Any such change shall be published for the convenience of persons having business before the BZA.

SECTION 2. SPECIAL MEETINGS. Special meetings may be called by the Chairperson or in the Chairperson's absence by the Vice-Chairperson or Senior Commissioner upon written request of any three members of the Commission. When a special meeting is called, reasonable notice as to date, time, place, manner and purpose for the meeting shall be given by the Chairperson at least 24 hours before the meeting by mail, hand delivery or telephone. The announcement of a special meeting at a regular meeting shall constitute notice to those persons present. BZA members and the Governing Body shall be notified by the Chairperson including all persons designated to receive agendas on a regular basis. (See Article III, Section 7 on Agendas.). No items other than those identified in the notice shall be considered at a special meeting.

SECTION 3. ADJOURNED MEETINGS. If the business before the BZA is not completed, the BZA by motion may adjourn the meeting or a specific agenda item to a specified date, time and place until the matters on the original agenda or the specified item are acted upon. When such a motion is made known to those persons in attendance, no further notice need be given.

SECTION 4. OPEN MEETINGS AND CLOSED SESSIONS. Pursuant to the Kansas Open Meetings Act, all meetings of the BZA except for executive sessions are open to the public. Closed sessions, if deemed necessary, may be held in accordance with the provisions of the Kansas Open Meeting Act. The motion to recess for a closed/executive session shall be placed in the minutes and include (a) a statement describing the subjects to be discussed; (b) the statutory justification for closing the meeting; and (c) the time and place at which the open meeting will resume, all in accordance with the Kansas Open Meetings Act, K.S.A. 75-4317 *et seq.* In such closed sessions, no binding vote or action may be taken.

SECTION 5. WORKSHOP SESSIONS. The BZA may meet at a regular or special meeting in a workshop session for a general discussion on one or more topics or for a training session; however, the Kansas Open Meetings Act applies, and no binding action may be taken. While regular minutes are not required, a record of attendance and a summary of the subject(s) discussed should be made.

SECTION 6. QUORUM. A quorum for the conduct of business shall be four members. In the absence of a quorum at any meeting the presiding officer after consultation with the members present may announce the meeting will not take place. The presiding officer will wait ten (10) minutes and then make the announcement. The Secretary will note which BZA members were present and note that no action was taken on any of the agenda items. In addition, the Secretary will note anyone present at the meeting and specifically what agenda item(s) they were present for.

If there is a loss of a quorum during a meeting, the presiding officer after consultation with those members present, may adjourn the meeting to a specified date, time and place or similarly table any unheard an agenda item. When such information is made known to those persons in attendance, no further notice needs to be given. The Secretary will note which BZA members left the meeting and note that no action was taken on any of the agenda items yet to be heard. In addition, the Secretary will note anyone present at the meeting and specifically what agenda item(s) they were present for.

Members abstaining from voting may be counted when determining whether a quorum is present; however, members having a conflict of interest or who are disqualified from voting may not be counted as part of the quorum for the item where they have a conflict of interest or are otherwise disqualified from voting.

If a majority of BZA members have a conflict of interest on a specific agenda item, they will request that the Governing Body hear the item in a public hearing format. The agenda item will require renotification to all required individuals.

SECTION 7. AGENDAS. The Secretary shall oversee the preparation of an agenda of all matters to come before the meeting and to have it posted on the City of Bel Aire website with the link shared, via email, to the BZA members in advance of the meeting. Copies of the agenda shall be posted to the City of Bel Aire website, or such other repository as may be established from time to time and be furnished to each party having an item on the agenda and to any person requesting an agenda or a notice of the date, time and place of a regular or special meeting of the BZA under the Kansas Open Meetings Act. K.S.A. 75-4318 (b) and(d). Any member of the BZA may place items on the agenda by advising the Secretary, or their designee, no later than noon on the seventh day preceding the next regular meeting. If the number of applications received creates an unduly long BZA meeting, the Secretary may carry over such items on a first-come, first-served basis to the next BZA meeting unless already advertised for public hearing.

SECTION 8 RECORDING OF MEETINGS. The Secretary or their designee shall keep complete records of all proceedings of the BZA. The Secretary or their designee shall prepare and maintain permanent minutes to be available for public view. Minutes shall be posted on the City of Bel Aire website or may be furnished to all persons or bodies making such a request to the Secretary or City Clerk. The Secretary or City Clerk may make such charges as are necessary to recover the cost of making such copies.

ARTICLE IV – CONDUCT OF MEETINGS

SECTION 1. ORDER OF BUSINESS. The general order of business shall be as follows unless otherwise decided by the Commission:

- a. Call to Order
- b. Roll call
- c. Consent Agenda
- d. Approval of the Agenda
- e. Approval of the minutes
- f. Announcements
- g. Old and New Business
- h. Public hearings
- i. Adjournment.

Off-agenda items may be added to the agenda and scheduled items may be removed from the agenda at the beginning of a regular meeting by motion approved by a majority of the Commission members present and voting. No items may be added to the agenda of the special meeting.

SECTION 2. APPEARANCE BEFORE THE COMMISSION. When a public forum or public hearing is held, applicants and petitioners or their representatives and members of the community at large or individuals or their representative who feel that they will be affected by any action of the BZA may appear to present views and statements either for or against agenda items. Personal appearance before the BZA is recommended; however, written communication may be submitted to the BZA. The BZA may at their discretion to table postpone items coming before the BZA if the applicant or petitioner is not present and has not submitted written communication.

SECTION 3. ACTIONS. In all formal matters, the BZA shall act by motion unless an ordinance or resolution is required by law or governmental regulations. All notices required by law to be given by publication including those for public hearings shall be published in the officially designated city newspaper. Substantive motions before the BZA shall be restated by the presiding officer before a vote is taken. Every motion on a substantive matter shall set forth reasons based on the discussion. Action shall be taken on each agenda item presented at the conclusion of discussion of that item.

SECTION 4. VOTING. Unless otherwise provided by state law or by ordinance of the City, the BZA shall act by a majority vote of the members present and voting. A record of all proceedings of the BZA shall be kept. Voting shall be by individual voice “Aye” or “Nay” ballot, written ballot or show of hands; shall be tallied and the results determined by the presiding officer. In the event of a tie or a divided vote, see Article IV, Section 5 paragraph 8 and 9.

SECTION 5. PARLIAMENTARY PROCEDURE. All meetings of the BZA shall be conducted in accordance with the current edition of Robert's Rules of Order except insofar as modified by these Bylaws and procedures adopted by the BZA, unless otherwise required by state law:

1. A second shall be required for all motions.
2. The presiding officer shall have the right to make motions and to second motions without vacating the chair.
3. Substitute motions may be made for prime motions provided that substitute motions are voted on before the prime motion. Substitute motions shall be made only once and shall be debatable only if the prime motions were debatable. A substitute motion may be made without the consent of the maker of the prime motion.
4. Motions to reconsider any items shall be made by one of the members voting in favor of the item to be reconsidered. Motions to reconsider shall only be considered at the same meeting at which the item was decided.
5. If participation from the floor (audience) is repetitious; or when the course of business due to the number of matters to be considered and/or number of people requesting to be heard will not reasonably permit further participation, the presiding officer may reduce their speaking time to five minutes or something less. Those persons speaking on a given item from the floor should first be recognized and then address their remarks to the presiding officer. Each member of the BZA may speak to an issue as many times as may be desired.
6. The presiding officer shall have the right to vote. If the officer chooses not to vote, he or she shall automatically be considered to have abstained from voting.
7. When a divided vote occurs, the presiding officer shall call for a roll-call vote. The Secretary shall enter into the minutes the result by name of all roll-call votes.
8. Any member abstaining or remaining silent on a vote shall be considered to have voted with the majority vote of those who voted; provided that, such member does not have a conflict of interest or bias in the matter that would otherwise disqualify them from voting. In the event of an equally divided vote, the vote of a member abstaining or remaining silent is not to be counted. Members who do abstain or remain silent on a vote are still counted as present in determining a quorum.
9. Members shall automatically be disqualified from voting when they or their spouse own property in the area of notification for a variance case. Such abstention shall not prevent them from appearing before the BZA to speak on the variance case. When a member is disqualified from voting, they cannot be counted as present for the quorum.

10. Subject to these provisions, the presiding officer shall decide all points of order and procedure, unless it is overruled by a majority vote of the entire membership of the BZA.

ARTICLE V – HEARING PROCEDURES

SECTION 1. INTENT AND PURPOSE. It is the intent of the BZA to hold fair and impartial hearings on all matters requiring a public hearing at which adequate legal notice has been given to all concerned parties. The purpose of such hearings is to make it clear that decisions are based on the relevant evidence presented and that well organized hearings and procedures will lead to legally defensible decisions which are not arbitrary, discriminatory or unreasonable. To ensure fairness, the hearing room should be able to accommodate all persons wishing to attend and to enable them to properly hear the proceeding.

Ex parte contacts, i.e., those contacts in the forms of verbal or written communications outside of a hearing are discouraged. BZA members should (a) come to a hearing favoring neither side; (b) have no personal interest in the outcome other than that shared by the community-at-large; (c) treat both sides fairly and impartially; and (d) base their decision solely on the facts presented as evidence before the BZA. Any facts determined by personal investigation should be reported to the BZA at the hearing as *ex parte* information.

SECTION 2. ORDER OF PROCEEDINGS FOR PUBLIC HEARINGS. Proceedings requiring public hearings are considered quasi-judicial proceedings. The latter includes the procedural due process elements of notice and opportunity to be heard in a fair, open and impartial manner. According to K.S.A. 12-757, the BZA must create an accurate written summary of the proceedings for appeals, variances, exceptions and similar matters. This summary should include the evidence presented, findings of fact, and the factors considered in reaching a decision to recommend approval or denial. Additionally, the minutes should reflect the BZA's recommendations and the reasons for those recommendations. The following order of proceedings shall be used for all such public hearings:

1. Determination that a quorum is present.
2. Determination that proper notice has been given.
3. Report of *ex parte* contacts with Commission members.
4. Introduction of application or appeal by staff.
5. Presentation by applicant shall be limited to five minutes unless such time is extended by the commission.
6. BZA and staff question applicant.

7. Public comments on proposed application. Each presenter shall speak no more than once per issue and shall be limited to five minutes unless such time is extended by the BZA.
8. Receipt of written communications or petitions.
9. Applicant presents closing comments, which shall be limited to five minutes unless such time is extended by the BZA.
10. Staff presents closing comments.
11. Public portion of the hearing closed by the presiding officer.
12. BZA deliberations.
13. Review findings and factors on which recommendation is based.
14. Motion for approval, disapproval or modification of the application or to table the agenda item to a specific date, time and place.

While no further public comments will be received after the hearing is closed, the BZA may question any participant at any time during the proceedings.

ARTICLE VII – AMENDMENTS TO BYLAWS

SECTION 1. AMENDMENTS. The BZA may, by a majority vote of the entire membership thereof, and upon approval by the Governing Body of the City, amend these Bylaws or any provisions or sections thereof, at any time when the same is not in conflict or in contradiction of any of the laws of the State of Kansas or ordinances of the City of Bel Aire, Kansas. The BZA shall review the Bylaws, no less than every three (3) years to ensure timely and appropriate updates are made if necessary.

Notices of the proposed amendments shall be furnished by the Secretary to all members of the BZA and the Governing Body not less than seven calendar days prior to the meeting at which such amendments are to be considered. A current copy of the Bylaws of the BZA and such amendments thereto as may from time to time be adopted, shall be maintained by the Secretary and filed with the City Clerk

SECTION 2. ADOPTED. The above and foregoing Bylaws are hereby adopted as the Bylaws of the City of Bel Aire City BZA and recommended for approval of the Governing Body of the City of Bel Aire, Kansas.

SECTION 3. SEVERABILITY.

In the event that any portion or section of this resolution is determined to be invalid, illegal or unconstitutional by a court of competent jurisdiction, such decision shall in no manner affect the remaining portions or sections of this resolution which shall remain in full force and effect.

SECTION 4. EFFECTIVE DATE

This resolution shall take effect and be in force from and after its publication in the official city newspaper.

SECTION 5. REPEALER

All other resolutions, ordinances, parts of other resolutions or ordinances in conflict herewith are repealed. However, any section of an existing resolution or ordinance not in conflict herewith is not repealed and remains in full force and effect.

ADOPTED by the Board of Zoning Appeals of the City of Bel Aire, Kansas, on the 13th day of November, 2025.

SIGNED by the Presiding Officer on the 13th day of November, 2025.

CITY OF BEL AIRE, KANSAS

Phillip Jordan, Chairperson

ATTEST:

Paula L. Downs, Secretary

APPROVED AS TO FORM ONLY:

Maria A. Schrock, City Attorney

PASSED AND APPROVED by the Governing Body of the City of Bel Aire, Kansas, on the _____ day of _____, 2025.

SIGNED by the Mayor on the _____ day of _____, 2025.

CITY OF BEL AIRE, KANSAS

Jim Benage, Mayor

ATTEST:

Melissa Krehbiel, City Clerk

APPROVED AS TO FORM ONLY:

Maria A. Schrock, City Attorney

AGREEMENT FOR SENIOR CENTERS

by and between:

**SEDGWICK COUNTY, KANSAS
and
CITY OF BEL AIRE
Bel Aire Senior Center**

This Agreement made and entered into this ____ day of _____, 2025, by and between Sedgwick County, Kansas (“County”) and City of Bel Aire (“Contractor”).

WITNESSETH:

WHEREAS, County wishes to make available certain senior centers to older adult residents of Sedgwick County; and

WHEREAS, County desires to engage Contractor to provide said services; and

WHEREAS, County and Contractor desire to state the terms and conditions under which Contractor will provide said services.

NOW, THEREFORE, in consideration of the mutual covenants, conditions and promises contained herein, the parties hereto agree as follows:

SECTION 1: SCOPE OF SERVICES

1.1 Purpose and Scope of Work. Contractor shall provide senior centers to eligible Sedgwick County participants, as those participants are defined herein. The parties agree that time is of the essence in Contractor’s performance of this Agreement.

1.2 Term. This Agreement shall be for the period commencing January 1, 2026 and ending December 15, 2026. Notwithstanding the foregoing, this Agreement may continue on a month-to-month basis for a reasonable time after December 15, 2026, if: (a) both parties agree to continue operating under the terms and provisions of this Agreement while actively negotiating an agreement for FY 2027 and (b) funds are available for the 2027 program year.

SECTION 2: CONTRACTOR’S REPRESENTATIONS AND WARRANTIES

Contractor represents and warrants the following:

- a. Any funds provided for services under this Agreement which are unexpended upon termination of this Agreement will be returned to County.
- b. Its records used in the preparation of all reports are subject to review by County to ensure the accuracy and validity of the information reported.
- c. This Agreement will be evaluated by County in terms of obtaining goals and objectives.

- d. It shall provide written notice to the Director of the Sedgwick County Department of Aging & Disabilities if it is unable to provide the required quantity or quality of services.
- e. It shall submit required eligible participant data reports and demographics reports by the 10th day of the month semi-annually (i.e. July and January). These semi-annual reports will include the information as set forth in Exhibit C, which is attached hereto and incorporated as if fully set forth herein.
- f. All applicable records will be maintained by Contractor on such forms, as the Director of the Sedgwick County Department of Aging & Disabilities shall designate. Contractors who do not submit required reports in accordance with this paragraph will not be sent payments by the County until they are deemed in compliance with the requirements of this Agreement.
- g. To provide the Sedgwick County Department of Aging & Disabilities a copy of its Organizational Chart. This will be submitted at the beginning of the Contract year. Updated copies will be submitted promptly if changes occur during the duration of this Agreement.
- h. To provide the Sedgwick County Department of Aging & Disabilities a list of its Board of Directors, which is to include each member's name, address and phone number. This should be submitted at the beginning of the contract year. Updated copies will be submitted promptly if changes occur during the duration of this Agreement.
- i. To provide a smoke free building. In the event that Contractor does not provide a building, which is smoke free in accordance with this paragraph, no payment will be sent by County until Contractor is deemed compliant with the requirements of this paragraph.
- j. Attendance is required at the quarterly Senior Center Summit meetings. Notice of the meeting times and places will be provided by the Sedgwick County Department of Aging & Disabilities.
- k. An eligible participant in this program is:
 - i. a resident of Sedgwick County, Kansas; and
 - ii. fifty-five (55) years of age or older.

SECTION 3: COMPENSATION AND BILLING

3.1 Compensation. Payments made to Contractor pursuant to the terms of this Agreement shall be on a reimbursement basis of:

| | |
|-------------------|--------------------|
| Salaries/Benefits | \$18,000.00 |
| TOTAL | \$18,000.00 |

County and Contractor agree that under no circumstances shall the total compensation paid to Contractor under this Agreement exceed EIGHTEEN THOUSAND DOLLARS (\$18,000.00). This reimbursement shall be the sole compensation rendered to Contractor hereunder.

3.2 Invoicing and Billing. Contractor agrees that billings and payments under this Contract shall be processed in accordance with established budgeting, purchasing and accounting procedures of Sedgwick County, Kansas. Subject to the maximum amount of compensation prescribed in Paragraph 3.1, Contractor

shall submit billing for services provided to the County by the 10th day of each month or on a quarterly basis. Payment to Contractor shall be made within 30 days following receipt of Contractor's billing. Billings submitted after the 10th of the month may be rolled over to the next billing cycle. Line item billings must include documentation to support the invoice request. Payments shall be made to Contractor only for items and services provided to support the contract purpose and if such items are those that are authorized by Paragraph 3.1. The County reserves the right to disallow reimbursement for any item or service billed by Contractor if the County believes that any item or service was not provided to support the contract purpose.

Properly submitted invoices and/or billing statements will be paid within thirty (30) calendar days of receipt by County. All invoices must be submitted on or before December 18, 2026. County will not honor any requests for reimbursement compensation received after this date.

3.3 Non-Supplanting Existing Funds. Grant funds made available under County mill levy grants and administered under this Agreement will not be used to supplant existing funds and/or funding sources, but will rather be used to increase the amounts of those other funding sources.

3.4 Reprogramming of Funds. In the event the amount of funds County actually receives from the mill levy is less than anticipated, or in the event that no funds are available to County for funding this Agreement, Contractor understands and agrees that County may decrease the total compensation and reimbursement to be paid hereunder, or may suspend or terminate this Agreement without penalty.

SECTION 4: CONTRACTOR'S PERSONNEL

4.1 Qualified Personnel. Contractor has, or shall secure at its own expense, personnel who are fully qualified in accordance with all applicable state and federal laws to provide the services as described herein. Such personnel shall not be Sedgwick County Department of Aging & Disabilities employees or have any other contractual relationship with the Sedgwick County Department of Aging & Disabilities. All of Contractor's personnel engaged, directly or indirectly, in the provision of services shall meet the requirements of this Agreement, all applicable federal laws, and all applicable laws of the State of Kansas.

4.2 Minimum Wage. Contractor shall comply with the minimum wage and maximum hour provisions of the Fair Labor Standards Act (29 U.S.C. § 201 *et seq.*).

4.3 Employee Conflict of Interest. Contractor shall establish written safeguards to prevent its employees from using their position with Contractor for a purpose that is, or gives rise to the perception that it is, motivated by a desire for private gain for themselves or others (particularly those with whom they have family, business, or other ties).

Contractor shall submit written notice to County in the event Contractor becomes aware that:

- a. an employee of the Department of Aging & Disabilities is also be an employee of Contractor at the time this Agreement is executed;
- b. an employee of Contractor seeks additional/alternate employment with the Department of Aging & Disabilities during the term of this Agreement; or
- c. an employee of the Department of Aging & Disabilities seeks additional/alternate employment with Contractor during the term of this Agreement.

The Department of Aging & Disabilities shall have the sole discretion to determine what actions need to be taken to resolve the conflict. The Department of Aging & Disabilities may immediately terminate this Agreement without any further liability to Contractor if Contractor fails to adhere to the Department of Aging & Disabilities' decision.

4.4 Interest of Contractor. Contractor covenants and warrants that it presently has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of program services pursuant to this Agreement.

4.5 Interest of Public Officials and Others. No County officer or employee, or any member of its governing body or other public official, shall have any interest, direct or indirect, in this Agreement or the proceeds thereof.

4.6 Advisory Council Members. *[reserved]*

4.7 Gratuities and Favors. Contractor shall not directly or indirectly offer to any of County's officers, employees, or agents anything having monetary value exceeding \$50.00 including, but not limited to, gratuities and favors.

4.8 Participant Safeguards. Persons convicted of the following types of crimes during the consecutive ten (10) year period immediately preceding execution of this Agreement or, at any time during the pendency of this Agreement, are restricted as follows:

- a. persons convicted of any felony, drug or drug-related offense, crime of falsehood or dishonesty, or crime against another person are prohibited from performing services, administering this Agreement, or handling any funds conveyed hereunder;
- b. persons convicted of any crimes of moral turpitude, including without limitation, sex offenses and crimes against children are prohibited from performing services or otherwise interacting in any way with persons served pursuant to this Agreement; and
- c. persons convicted of a serious driving offense, including without limitation, driving under the influence of alcohol or a controlled substance, are prohibited from operating a vehicle in which a person served pursuant to this Agreement is a passenger. For purposes of this section, "serious traffic offense" shall not include any offense deemed a "traffic infraction" under K.S.A. §§ 8- 2116 and 8-2118.
- d. The terms "convicted" and "conviction" shall include: (i) convictions from any federal, state, local, military or other court of competent jurisdiction; (ii) nolo contendere ("no contest") pleas; and (iii) being placed into a diversion or deferred judgment program in lieu of prosecution.
- e. Any issues concerning the interpretation of this Section 4.8 or its application to an individual shall be referred to the Director of the Sedgwick County Department of Aging & Disabilities. The Director's decision shall be final for purposes of compliance with this Agreement.

SECTION 5: RECORDS, REPORTS, INSPECTIONS AND AUDITS

5.1 Internal Review and Corrective Action. Internal review and corrective action shall be carried out pursuant to the Department of Aging & Disabilities' Policies and Procedures Manual. An individual who feels that she or he has been treated in an unfair or discriminatory manner by employees, contractors or providers should contact County within sixty (60) days of the occurrence. An incident report will be completed and forwarded to the Director of the Sedgwick County Department of Aging & Disabilities for review. The Director will issue a timely written response to the individual, addressing his or her concern and detailing any actions taken to correct the inappropriate treatment. The decision by the Director is considered to be the final action on the issue. Identities of individuals filing a grievance shall be kept confidential to the extent possible.

5.2 Notice of Action-Including Notice of Appeal Rights. To the extent permitted by law, Contractor shall retain the right to appeal any final order or decision rendered at the administrative agency level which adversely affects the Contractor's interests, pursuant to the Kansas Act for Judicial Review and Civil Enforcement of Agency Actions (K.S.A. 77-601 *et seq.*).

5.3 County Audit. County may request an audit for all funds received by Contractor from County as part of this Agreement. Any such audit shall be performed in accordance with the provisions of this Agreement. The audit shall cover Contractor's Accounting Information and other financial records which apply to this Agreement only. A copy of the audit requested by County shall be provided to the Department of Aging & Disabilities & Disabilities within twenty (20) days after receipt thereof. The audit may be requested by County at any time throughout the duration of this Agreement.

5.4 Audits by State or Federal Agencies. Contractor shall assist County in any audit or review of the program which might be performed by the Kansas Division of Legislative Post Audit or by any other local, state or federal agency by making persons or entities, documents, and copies of documents subject to Contractor's control available for the auditors or their representatives.

5.5 Documentation of Costs. All costs incurred by Contractor for which Contractor purports to be entitled to reimbursement shall be supported by properly executed payrolls, time records, invoices, contracts, vouchers or other official documentation (hereinafter collectively referred to as "Expense Information") evidencing in proper detail the nature and propriety of the costs charged to the County.

5.6 Reports. During the term of this Agreement, Contractor shall furnish to County, in such form as County may require and upon County's request, such statements, records, reports, data and information pertaining to matters covered by this Agreement.

In addition, Contractor shall use the MySeniorCenter database platform to track membership, attendance, activities, reports, and any other information related to the program requirements of Sedgwick County Department of Aging & Disabilities as outlined in this Agreement. County shall pay the cost of Contractor's MySeniorCenter database. At County's request, Contractor shall provide County with "administrator" access to Contractor's MySeniorCenter database, and such access shall include membership, attendance, activities, reports, and any other information related to the program requirements of Sedgwick County Department of Aging & Disabilities as outlined in this Agreement.

Payments to Contractor may be withheld by County if Contractor fails to provide all required reports in a timely, complete and accurate manner. Any payments withheld pursuant to this Section 5.6 shall be submitted to Contractor when all requested reports are furnished to County in an acceptable form. All records and

information used in preparation of reports are subject to review by County to ensure the accuracy and validity of the information reported.

Without limiting the foregoing, Contractor shall report the following information to the Department of Aging & Disabilities on a semi-annual basis no later than the tenth (10th) day of July 2026 and January 2027:

- a. an unduplicated count of program customers served; and
- b. such other data necessary to evaluate the program's effectiveness and efficiency.

5.7 Retention of Records. Unless otherwise specified in this Agreement, Contractor agrees to preserve and make available at reasonable times all of its books, documents, papers, records and other evidence involving transactions related to this Agreement for a period of five (5) years from the date of expiration or termination of this Agreement.

Matters involving litigation shall be kept for one (1) year following termination of litigation, including all appeals, if the litigation exceeds five (5) years.

5.8 Access to Records. At any time during which records are retained by Contractor pursuant to Section 5.7 herein, Contractor shall make any and all of its records, books, papers, documents and data available to County (or an authorized representative of a State agency with statutory oversight authority) for the purposes of:

- a. assisting in litigation or pending litigation; or
- b. any audits or examinations reasonably deemed necessary by the Department of Aging & Disabilities.

SECTION 6 :SUSPENSION & TERMINATION

6.1 Suspension of Services. County may, in its sole discretion, indefinitely suspend Contractor's performance of services pursuant to this Agreement by providing a two (2) day notice to Contractor. Contractor shall resume performance of services within three (3) days after receipt of notice from County.

6.2 Termination.

A. Termination for Cause. In the event of any breach of the terms or conditions of this Agreement by Contractor, or in the event of any proceedings by or against Contractor in bankruptcy or insolvency or for appointment of receiver or trustee or any general assignment for the benefit of creditors, County may, in addition to any other remedy provided it by law or in equity or other right reserved to it elsewhere in this Agreement, without any liability to Contractor on account thereof, by written notice, terminate immediately all or any part of this Agreement, procure the goods, equipment and/or services provided for herein elsewhere, on such terms and under such conditions as are reasonable in the sole discretion of County, and Contractor shall be liable to pay to County any excess cost or other damages caused by Contractor as a result thereof.

B. Termination for Convenience. County shall have the right to terminate this Agreement for convenience in whole, or from time to time, in part, upon thirty (30) days' written notice. Upon receipt of such termination notice, Contractor shall not incur any new obligations and shall cancel as many outstanding obligations as reasonably possible. In such event, County's maximum liability shall be limited to payment for goods or equipment delivered and accepted and/or services rendered.

C. Reduction in Funds. It is understood that funding may cease or be reduced at any time. In the event that adequate funds are not available to meet the obligations hereunder, either party reserves the right to terminate this Agreement upon thirty (30) days' written notice.

SECTION 7: MISCELLANEOUS

7.1 Contractual Relationship. It is agreed that the legal relationship between Contractor and County is of a contractual nature. Both parties assert and believe that Contractor is acting as an independent contractor in providing the goods and services and performing the duties required by County hereunder. Contractor is at all times acting as an independent contractor and not as an officer, agent, or employee of County. As an independent contractor, Contractor, or employees of Contractor, will not be within the protection or coverage of County's workers' compensation insurance, nor shall Contractor, or employees of Contractor, be entitled to any current or future benefits provided to employees of County. Further, County shall not be responsible for the withholding of social security, federal, and/or state income tax, or unemployment compensation from payments made by County to Contractor.

7.2 Authority to Contract. Contractor assures it possesses legal authority to contract these services; that resolution, motion or similar action has been duly adopted or passed as an official act of Contractor's governing body, authorizing the signing of this Agreement, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of Contractor to act in connection with the application and to provide such additional information as may be required.

7.3 Notification. Notifications required pursuant to this Agreement shall be made in writing and mailed to the addresses shown below. Such notification shall be deemed complete upon mailing.

County: Sedgwick County Department of Aging & Disabilities
 Attn: Contract Notification
 271 West 3rd St. North, Suite 500
 Wichita, Kansas 67202

and

Sedgwick County Counselor's Office
 Attn: Contract Notification
 100 North Broadway, Suite 650
 Wichita, Kansas 67202

Contractor: City of Bel Aire
 Attn: Contract Notification
 7651 East Central Park Ave.
 Bel Aire, Kansas 67226

7.4 Hold Harmless. Contractor shall indemnify County, and its elected and appointed officials, officers, managers, members, employees and agents, against any and all loss or damage to the extent such loss and/or damage arises out of Contractor's negligence and/or willful, wanton or reckless conduct in the provision of

goods and equipment or performance of services under this Agreement. This indemnification shall not be affected by other portions of the Agreement relating to insurance requirements.

7.5 Liability Insurance. Contractor agrees to maintain the following minimum limits of insurance coverage throughout the term of this Agreement:

| | |
|--|----------------------------------|
| Workers' Compensation Applicable State Statutory Employer's Liability | |
| Employer's Liability Insurance: | \$100,000.00 |
| Contractor's Liability Insurance: Form of insurance shall be by a Comprehensive General Liability and Comprehensive Automobile Liability | |
| Bodily Injury: Each occurrence Aggregate | \$500,000.00 \$500,000.00 |
| Property Damage: Each occurrence Aggregate | \$500,000.00 \$500,000.00 |
| Personal Injury: Each person aggregate General aggregate | \$500,000.00 \$500,000.00 |
| Automobile Liability – Owned, Non-Owned, and Hired: Bodily injury each person Bodily injury each occurrence | \$500,000.00 \$500,000.00 |

Liability insurance coverage indicated above must be considered as primary and not as excess insurance. Contractor shall furnish a certificate evidencing such coverage, with County listed as an additional insured, except for professional liability, workers' compensation and employer's liability. Certificate shall be provided with bid/proposal submittals. Certificate shall remain in force during the duration of the project/services and will not be canceled, reduced, modified, limited, or restricted until thirty (30) days after County receives written notice of such change. All insurance must be with an insurance company with a minimum BEST rating of A- and licensed to do business in the State of Kansas. It is the responsibility of Contractor to require that any and all approved subcontractors meet the minimum insurance requirements. Contractor shall obtain the above referenced certificate(s) of insurance, and in accordance with this Agreement, provide copies of such certificates to County.

7.6 Entire Agreement. This Agreement and the documents incorporated herein contain all the terms and conditions agreed upon by both parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto. Any agreement not contained herein shall not be binding on either party, nor shall it be of any force or effect.

7.7 Assignment. Neither this Agreement nor any rights or obligations created by it shall be assigned or otherwise transferred by either party without the prior written consent of the other. Any attempted assignment without such consent shall be null and void.

7.8 Amendments. Neither this Agreement nor any rights or obligations created by it shall be amended by either party without the prior written consent of the other. Any attempted amendment without such consent shall be null and void.

7.9 Subcontracting. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of County. In the event subcontracting is approved by County, Contractor shall remain totally responsible for all actions and work performed by its subcontractors. All approved subcontracts must conform to applicable requirements set forth in this Agreement and in its appendices, exhibits and amendments, if any.

7.10 Severability Clause. In the event that any provision of this Agreement is held to be unenforceable, the remaining provisions shall continue in full force and effect.

7.11 Waiver. Waiver of any breach of any provision in this Agreement shall not be a waiver of any prior or subsequent breach. Any waiver shall be in writing and any forbearance or indulgence in any other form or manner by County shall not constitute a waiver.

7.12 Force Majeure. Contractor shall not be held liable if the failure to perform under this Agreement arises out of causes beyond the control of Contractor. Causes may include, but are not limited to, acts of nature, fires, tornadoes, quarantine, strikes other than by Contractor's employees, and freight embargoes.

7.13 Order of Preference. Any conflict to the provisions of this Agreement and the documents incorporated by reference shall be determined by the following priority order:

- a. Sedgwick County Mandatory Contractual Provisions Attachment (Exhibit A)
- b. Sedgwick County Mandatory Independent Contractor Addendum (Exhibit B)
- c. Program Goals and Objectives (Exhibit C)
- d. This Agreement document

7.14 Environmental Protection. Contractor shall abide by all federal, state and local laws, rules and regulations regarding the protection of the environment. Contractor shall report any violations to the applicable governmental agency. A violation of applicable laws, rules or regulations may result in termination of this Agreement for cause.

7.15 Nondiscrimination and Workplace Safety. Contractor agrees to abide by all federal, state and local laws, rules and regulations prohibiting discrimination in employment and controlling workplace safety. Any violation of applicable laws, rules or regulations may result in termination of this Agreement for cause.

7.16 Confidentiality. Both parties will comply with the provisions of State and federal regulations in regard to confidentiality of eligible participant records.

7.17 Required Certifications. If Contractor is organized as a business entity of any sort, it shall furnish evidence of good standing in the form of a certificate signed by the Kansas Secretary of State. If Contractor is not officially organized in Kansas, it shall furnish evidence of authority to transact business in Kansas in

the form of a certificate signed by the Kansas Secretary of State. The applicable certificate shall be provided to County on or before execution of this Agreement.

7.18 Certificate of Tax Clearance. Annually, Contractor shall provide County with a certificate of tax clearance from the State of Kansas certifying Contractor has paid all state taxes. The statement of tax clearance must be provided before contract renewal/initiation and be dated no more than thirty (30) days prior to beginning date of the contract term.

7.19 Open Meetings. By accepting funding from County, Contractor agrees that all administrative meetings at which the management or distribution of such funding is a topic will be open to County officials and/or employees.

7.20 Publicity. Contractor shall not publicize in any manner whatsoever its participation in this Agreement, or the program services provided hereunder, without prior written consent of the County. County's support of program services shall be conspicuously acknowledged in all publicity releases.

7.21 Signs/Decals. Contractor agrees to allow County, upon County's request, to place signs and/or decals on Contractor's premises, the precise location of which shall be agreed upon by both parties. Such signs and/or decals shall state "A portion of the funding for this program is provided by the Board of Sedgwick County Commissioners."

7.22 Publication of Contract Results. If this Agreement results in a book or other material that may be copyrighted, the author is free to copyright the work. However, County reserves a royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, all such copyrighted material and all material which can be copyrighted.

7.23 Documentation of Originality or Source. All published and/or written reports submitted under this Agreement, or in conjunction with any thirty-party agreements hereunder, will be originally developed material unless specifically provided for otherwise. Material not originally developed that is included in published material and/or written reports shall identify the source in either the body of the publication and/or written report or in a footnote, regardless of whether the material is use verbatim or in an extensive paraphrase format. All published material and written reports shall give notice that funds were provided by a grant from Sedgwick County.

7.24 Drug Free Work Place Act of 1988 (49 CFR Part 32). Contractor is required to provide a drug-free workplace and comply with the Drug Free Work Place Act of 1988 as prescribed in 49 CFR Part 32.

7.25 Incorporation of Documents. Exhibit A (Sedgwick County Mandatory Contractual Provisions Attachment), Exhibit B (Sedgwick County Mandatory Independent Contractor Addendum) and Exhibit C (Program Goals and Objectives) are attached hereto and are made a part hereof as if fully set forth herein.

[remainder of this page intentionally left blank]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

SEDGWICK COUNTY, KANSAS

CITY OF BEL AIRE

Ryan Baty, Chairman
Commissioner, First District

Jim Benage
Mayor

APPROVED AS TO FORM ONLY:

APPROVED AS TO FORM ONLY:

Adrienn F. Clark
Assistant County Counselor

Maria A. Schrock
City Attorney

ATTESTED TO:

ATTESTED TO:

Kelly B. Arnold
County Clerk

Melissa Krehbiel
City Clerk

EXHIBIT A
SEDGWICK COUNTY MANDATORY CONTRACTUAL PROVISIONS ATTACHMENT

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the Agreement in which this attachment is incorporated.
2. **Choice of Law:** This Agreement shall be interpreted under and governed by the laws of the State of Kansas. The parties agree that any dispute or cause of action that arises in connection with this Agreement will be brought before a court of competent jurisdiction in Sedgwick County, Kansas.
3. **Termination Due To Lack of Funding Appropriation:** If, in the judgment of the Chief Financial Officer, sufficient funds are not appropriated to continue the function performed in this Agreement and for the payment of the charges hereunder, County may terminate this Agreement at the end of its current fiscal year. County agrees to give written notice of termination to Contractor at least thirty (30) days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided for in the Agreement, except that such notice shall not be required prior to ninety (90) days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided to County under the Agreement. County will pay to Contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any related equipment. Upon termination of the Agreement by County, title to any such equipment shall revert to Contractor at the end of County's current fiscal year. The termination of the Agreement pursuant to this paragraph shall not cause any penalty to be charged to the County or the Contractor.
4. **Disclaimer of Liability:** County shall not hold harmless or indemnify any contractor beyond that liability incurred under the Kansas Tort Claims Act (K.S.A. 75-6101 *et seq.*).
5. **Acceptance of Agreement:** This Agreement shall not be considered accepted, approved, or otherwise effective until the statutorily required approvals and certifications have been given.
6. **Arbitration, Damages, Jury Trial and Warranties:** Notwithstanding any language to the contrary, no interpretation shall be allowed to find the County has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of a contingency. Notwithstanding any language to the contrary, no interpretation shall be allowed to find the County has consented to a jury trial to resolve any disputes that may arise hereunder. Contractor waives its right to a jury trial to resolve any disputes that may arise hereunder. No provision of any Agreement and/or this Contractual Provisions Attachment will be given effect which attempts to exclude, modify, disclaim, or otherwise attempt to limit implied warranties of merchantability and fitness for a particular purpose.
7. **Representative's Authority to Contract:** By signing this Agreement, the representative of the Contractor thereby represents that such person is duly authorized by the Contractor to execute this Agreement on behalf of the Contractor and that the Contractor agrees to be bound by the provisions thereof.
8. **Federal, State, and Local Taxes:** Unless otherwise specified, the proposal price shall include all applicable federal, state, and local taxes. Contractor shall pay all taxes lawfully imposed on it with respect to any product or service delivered in accordance with this Agreement. County is exempt from state sales or use taxes and federal excise taxes for direct purchases. These taxes shall not be included in the Agreement. Upon request, County shall provide to the Contractor a certificate of tax exemption.

County makes no representation as to the exemption from liability of any tax imposed by any governmental entity on the Contractor.

9. **Insurance:** County shall not be required to purchase any insurance against loss or damage to any personal property to which this Agreement relates, nor shall this Agreement require the County to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 *et seq.*), Contractor shall bear the risk of any loss or damage to any personal property to which Contractor holds title.
10. **Conflict of Interest:** Contractor shall not knowingly employ, during the period of this Agreement or any extensions to it, any professional personnel who are also in the employ of the County and providing services involving this Agreement or services similar in nature to the scope of this Agreement to the County. Furthermore, Contractor shall not knowingly employ, during the period of this Agreement or any extensions to it, any County employee who has participated in the making of this Agreement until at least two years after his/her termination of employment with the County.
11. **Confidentiality.** County and Contractor, to the extent applicable, must comply with all the requirements of the Kansas Open Records Act (K.S.A. 45-215 *et seq.*) in providing services and/or goods under this Agreement and the production of records. In addition, Contractor may have access to private or confidential data maintained by County to the extent necessary to carry out its responsibilities under this Agreement and shall maintain such information securely and confidentially. Contractor shall accept full responsibility for providing adequate supervision and training to its agents and employees to ensure compliance with applicable laws. No private or confidential data collected, maintained, or used in the course of performance of this Agreement shall be disseminated by either party except as authorized by statute, either during the period of the Agreement or thereafter. Contractor must agree to return any or all data furnished by the County promptly at the request of County in whatever form it is maintained by Contractor. Upon the termination or expiration of this Agreement, Contractor shall not use any of such data or any material derived from the data for any purpose and, where so instructed by County, shall destroy or render such data or material unreadable.
12. **Cash Basis and Budget Laws:** The right of the County to enter into this Agreement is subject to the provisions of the Cash Basis Law (K.S.A. 10-1112 and 10-1113), the Budget Law (K.S.A. 79-2935), and all other laws of the State of Kansas. This Agreement shall be construed and interpreted so as to ensure that the County shall at all times stay in conformity with such laws, and as a condition of this Agreement, the County reserves the right to unilaterally sever, modify, or terminate this Agreement at any time if, in the opinion of its legal counsel, the Agreement may be deemed to violate the terms of such laws.
13. **Anti-Discrimination Clause:** Contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 *et seq.*), the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 *et seq.*), and the applicable provisions of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs and activities; (b) to include in all solicitations or advertisements for employees the phrase "equal opportunity employer;" (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the Contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the Agreement may be cancelled, terminated, or suspended, in whole or in part, by County, without penalty thereto; and (f) if it is determined that the Contractor has violated applicable provisions of the ADA, such violation shall constitute a breach of the Agreement and the Agreement may be cancelled, terminated, or suspended, in whole or in part, by County, without penalty thereto.

Parties to this Agreement understand that the provisions of this paragraph 13 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees

during the term of this Agreement or whose contracts with the County cumulatively total \$5,000 or less during the County's fiscal year.

14. **Suspension/Debarment:** Contractor acknowledges that as part of the Code of Federal Regulations (2 C.F.R. Part 180) a person or entity that is debarred or suspended in the System for Award Management (SAM) shall be excluded from federal financial and nonfinancial assistance and benefits under federal programs and activities. All non-federal entities, including Sedgwick County, must determine whether the Contractor has been excluded from the system and any federal funding received or to be received by the County in relation to this Agreement prohibits the County from contracting with any Contractor that has been so listed. In the event the Contractor is debarred or suspended under the SAM, the Contractor shall notify the County in writing of such determination within five (5) business days as set forth in the Notice provision of this Agreement. County shall have the right, in its sole discretion, to declare the Agreement terminated for breach upon receipt of the written notice. Contractor shall be responsible for determining whether any sub-contractor performing any work for Contractor pursuant to this Agreement has been debarred or suspended under the SAM and to notify County within the same five (5) business days, with the County reserving the same right to terminate for breach as set forth herein.
15. **HIPAA Compliance:** Contractor agrees to comply with the requirements of the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191 (codified at 45 C.F.R. Parts 160 and 164), as amended ("HIPAA"); privacy and security regulations promulgated by the United States Department of Health and Human Services ("DHHS"); title XIII, Subtitle D of the American Recovery and Reinvestment Act of 2009, Pub. L. No. 111-5, as amended ("HITECH Act"); the Genetic Information Nondiscrimination Act of 2008 ("GINA"); provisions regarding Confidentiality of Alcohol and Drug Abuse Patient Records (codified at 42 C.F.R. Part 2), as amended (collectively referred to as "HIPAA"), to the extent that the Contractor uses, discloses, or has access to protected health information as defined by HIPAA. Under the final Omnibus Rule effective March 2013, Contractor may be required to enter into a Business Associate Agreement pursuant to HIPAA.
16. **Compliance with Law:** Contractor shall comply with all applicable local, state, and federal laws and regulations in carrying out this Agreement, regardless of whether said local, state, and federal laws are specifically referenced in the Agreement to which this attached is incorporated.
17. **Tax Set-Off:** If, at any time prior to or during the term of any executed agreement, Contractor is delinquent in the payment of real and/or personal property taxes to Sedgwick County, and the delinquency exists at the time payment is due under the Agreement, County will offset said delinquent taxes by the amount of the payment due under the Agreement and will continue to do so until the delinquency is satisfied, pursuant to K.S.A. 79-2012.
18. **Inapplicability to Municipal Contractors:** The following provisions found in this Sedgwick County Mandatory Contractual Provisions Attachment shall be inapplicable if the contractor is a Kansas county, incorporated city, township, or improvement district: 8, 10, and 17.
19. **Safety Recall Notices:** Throughout the term of the Agreement and at all times thereafter, Contractor must immediately notify County of any and all safety recall notices of products, goods, and services Contractor has provided to County. In addition, Contractor shall remedy the recalled defect(s), at no cost to County, by: (1) providing products, goods, or services reasonably equal to or better than the quality of the products, goods, or services without accounting for the recalled defect(s); or (2) providing compensation to County in an amount not less than the original cost of the products, goods, or services less a reasonable amount for depreciation. This Section 19 survives expiration or termination of the Agreement.
20. **Generative AI:** Contractor shall disclose any use of Generative AI which processes, involves, has access or exposure to, impacts, or potentially impacts the County or County data, systems, goods, services, or

products. In addition to the foregoing, Contractor shall specifically identify when Generative AI is intended for use to draft reports containing recommendations that involve engineering judgment or propose decisions, actions, or inactions that involve or rely upon professional engineering knowledge or experience. For purposes of this section, Generative AI is artificial intelligence capable of generating text, images, or other media, using generative models. In the event of any such disclosure, County may, in its sole discretion, deny the use of the Generative AI in performance of the Agreement or terminate this Agreement immediately and without any liability or duty beyond that compensation for goods or services already provided.

In addition, Contractor shall not expose or input any confidential County data, records, processes, or other types of information into Generative AI. Confidential data shall constitute Personal Health Information, medical records, legal or privileged records, personnel records, similarly sensitive records, or other types of data or records identified as confidential by County.

21. **Breach of System:** To the extent Contractor accesses, maintains, retains, modifies, records, stores, destroys, or otherwise holds, uses, or discloses County records or data, it shall, following the discovery of a breach or compromise of Contractor's system or of County information, immediately notify the County of such breach or compromise. Such notice shall include the County data or records that have been, or is reasonably believed by the Contractor to have been, used, accessed, acquired, or disclosed. Contractor shall provide County with any other available information that County reasonably requests or could be used to protect County's own system and data. Within five (5) days of the incident, Contractor shall provide County, in writing, a plan containing remedial steps being taken to address the compromised or potentially compromised data and future plans to prevent recurrence of the same or similar breach. If such remediation plan is acceptable to County IT, Contractor shall immediately implement the plan. In the event the remediation plan is not acceptable to County IT, both parties shall negotiate, in good faith, for Contractor to provide security protection for the County and/or individuals potentially impacted by the breach.

[remainder of page intentionally left blank]

EXHIBIT B
SEDGWICK COUNTY MANDATORY INDEPENDENT CONTRACTOR ADDENDUM

1. This Agreement shall satisfy all tax and other governmentally imposed responsibilities including, but not limited to, payment of: state, federal, and social security taxes; unemployment taxes; workers' compensation; and self-employment taxes. No federal, state, or local taxes of any kind shall be withheld or paid by County.
2. The parties agree that as an independent contractor, Contractor is not entitled to the following benefits from County: (a) unemployment insurance benefits; (b) workers' compensation coverage; or (c) health insurance coverage. Contractor may only receive such coverages if provided by Contractor or an entity other than County. Subject to the foregoing, Contractor hereby waives and discharges any claim, demand, or action against County's workers' compensation insurance and/or health insurance and further agrees to indemnify County for any such claims related to Contractor's operations or the performance of services by Contractor hereunder.
3. The parties hereby acknowledge and agree that County will not: (a) require Contractor to work exclusively for County; (b) establish a quality standard for Contractor, except that County may provide plans and specifications regarding the work but will not oversee the actual work or instruct Contractor as to how the work is to be performed; (c) pay to Contractor a salary or hourly rate, but rather will pay to Contractor a fixed or contract rate; (d) provide more than minimal training for Contractor; (e) provide tools or benefits to Contractor (materials and equipment may be supplied, however); (f) dictate the time of Contractor's performance; (g) pay Contractor personally, when possible; instead, County will make all checks payable to the trade or business name under which Contractor does business; and (h) combine its business operations in any way with Contractor's business, but will instead maintain such operations as separate and distinct.
4. Contractor does not have the authority to act for County, to bind County in any respect whatsoever, or to incur debts or liabilities in the name of or on behalf of County.
5. Unless given express written consent by County, Contractor agrees not to bring any other party (including but not limited to employees, agents, subcontractors, sub-subcontractors, and vendors) onto the project site.
6. If Contractor is given written permission to have other parties on the site, and Contractor engages any other party which may be deemed to be an employee of Contractor, Contractor will be required to provide the appropriate workers' compensation insurance coverage as required by this Agreement.
7. Contractor has and hereby retains control of and supervision over the performance of Contractor's obligations hereunder and, if Contractor is given written permission to have other parties on site and the Contractor provides the appropriate coverage, the Contractor agrees to retain control over any persons employed by Contractor for performing the services hereunder and take full and complete responsibility for any liability created by or from any actions or individuals brought to the project by Contractor.
8. County will not provide training or instruction to Contractor regarding the performance of services hereunder.
9. Contractor will not receive benefits of any type from County.
10. Contractor represents that it is engaged in providing similar services to the general public and is not required to work exclusively for County.
11. All services are to be performed solely at the risk of Contractor and Contractor shall take all precautions necessary for the proper and sole performance thereof.
12. No workers' compensation insurance shall be obtained by County covering Contractor. Contractor shall comply with the workers' compensation laws pertaining to Contractor.
13. Contractor will not combine its business operations in any way with County's business operations and each party shall maintain their operations as separate and distinct.

EXHIBIT C

PROGRAM GOALS AND OBJECTIVES

A senior center is a community focal point where eligible participants come together for services and activities, which enhance the dignity, support the independence, and encourage the involvement of eligible participants in and with the community. As part of a comprehensive community strategy to meet the needs of eligible participants, **senior center** programs take place within and emanate from a facility. The senior center will be open four (4) to six (6) hours per day, five (5) days per week.

A. GOALS.

1. The senior center will be required to provide assistance in fulfilling the social, educational, recreational, physical and emotional needs of eligible participants through the development, planning, and coordination of activities.
2. The senior center will be required to provide information and assistance to eligible participants regarding services including, but not limited to:
 - a. Adult Day Services
 - b. Case Management
 - c. Chore/Minor Home Repair
 - d. Commodities
 - e. Employment
 - f. Forms Assistance - Entitlement/Social Security/Medicaid
 - g. Housing Assistance/Referrals/Matches
 - h. In-home Services – Respite/Homemaker/Attendance Care
including: program literature, resources from the director
 - i. Legal Assistance
 - j. Nutrition - Congregate/Homebound
 - k. Shopping and Errand Assistance
 - l. Support Groups
 - m. Translation/Interpretation
 - n. Transportation
 - o. Wellness Screenings
3. The senior center will be required to provide coordinated comprehensive and appealing programs in the area of social participation and education as outlined in the *Baseline*, *Special Events/Projects* and *Education* sections.
4. The senior center shall work to mobilize interest, skills and abilities of senior center participants in order for them to assist other elders within the community.
5. The senior center shall serve as a catalyst in bringing senior center participants together with services that will meet their various needs.

B. OBJECTIVES.

The senior center is a meeting and gathering point designed to give eligible participants a place for fellowship, a place to experience a sense of belonging, and a place to obtain information to enrich their lives. Eligible participants should be given the opportunity to plan, or assist in the planning, of senior center activities. They should also be encouraged by the senior center to become involved in community activities.

The senior center will be required to provide the following:

- 1) *BASELINE ACTIVITIES*, which shall be selected from a list, which is standard for all senior centers. Baseline activities are senior center activities that occur on a regular basis (daily, weekly, monthly, and/or quarterly). Baseline activities are to be specified through a description with projected outcomes (i.e. average number of participants). The senior center will be required to provide a minimum of seven (7) Baseline activities from the following:
 - a) Crafts
 - b) Exercise
 - c) Games
 - d) Potluck/Meals (not including congregate meals)
 - e) Social/Support Groups
- 2) *SPECIAL EVENTS/PROJECTS* are activities, which require the planning, and/or coordination of the senior center director. These activities are to be specified through a description with projected outcomes. The senior center will be required to provide a minimum of ten (10) Special Events/Projects per year. Examples include:
 - a) Community Charities
 - b) Fundraising
 - c) Intergenerational Programs
 - d) Dinner Events with Programs
 - e) Musical Events
- 3) *EDUCATIONAL* activities are those, which require the planning and/or coordination of the senior center director. These activities are to be specified through a description with projected outcomes. The senior center will be required to provide a minimum of thirty-five (35) Educational activities per year. At least eight of the 35 activities must include a program on each of the following programs: an evidence-based program, caregiver, mental health, health promotion/disease prevention, fall prevention, medication management, elder abuse and a program on public benefits. Examples of other activities include:
 - a) Community Education
 - b) Education Services
 - c) Health Presentations/Workshops
 - d) Advocacy Opportunities
 - e) Retirement Planning
 - f) Volunteer Services and Opportunities
 - g) Educational Tours and Cultural Enrichment

- 4) The senior center will employ at least a half time director to plan, coordinate, and schedule activities. As part of the Director's regular job duties, the senior center director is expected to:
 - a) Create/Provide an entry point for aging services.
 - b) Be informed of Aging & Disabilities services available within the community.
 - c) Schedule activities, presentations, and events; Develop and set-up programs; link with the community, other senior centers, and participants to create opportunities for the senior center, including:
 - * Advocacy
 - * Counseling
 - * Information and Assistance on services, which includes those, listed in Exhibit C, Section A.2.) (also includes program literature and resources).
 - * Outreach, which must include contact with someone to assist in service connection (home visits, telephone, etc.).
 - d) Provide the specified number of activities for each category.
 - e) Work to increase senior center membership, and membership participation in activities, and submit an annual measurement of senior center membership growth.
 - f) In an effort to expand services and activities and be a focal point in your community; work to strengthen your volunteer base by recruiting at least two percent (2%) of your membership to serve as volunteers to serve other members in need including temporary assistance in home, yard work, carpooling, bookkeeping, a calling tree, Medicare counseling, etc. By doing this, volunteers could sign up with the Sedgwick County Department of Aging & Disabilities Volunteer Program to receive the benefits through this program. Benefits include: accidental medical, volunteer liability and auto liability insurance; background checks; support; recognition events; and monthly newsletter.
 - g) Require participation by a senior center representative in the four (4) Senior Summit meetings which will be held to focus on objectives, review program updates and changes in aging services, share working models and strategically plan a common vision for Sedgwick County's Senior Center network. Arrangements need to be coordinated with the Program Manager to excuse absences, which may be made up by attending a monthly Aging Network meeting.
 - h) Maintain the MySeniorCenter database to track membership, attendance, activities, reports and any other information related to the program requirements.
 - i) Require senior center staff or a volunteer to be SHICK trained and provide SHICK counseling to senior center participants as needed.
- 5) The senior center will have adequate space for the following:
 - a) Social and companionship activities; and
 - b) Separate privacy area for the purpose of counseling or meetings.

- 6) The senior center should work to recruit volunteers to expand the services and activities with an emphasis on additional senior center "Goals and Objectives" which expand senior center programs and roles in the community.
- 7) The senior center should expend the funds as outlined in the budget to accomplish the goals of the program.

NOTE: ANY ACTIVITY THAT IS INTRODUCED AS A NEW ACTIVITY WILL BE COUNTED AS A NEW ACTIVITY. WHEN THAT ACTIVITY BECOMES A REGULAR ACTIVITY, IT THEN WILL BECOME A PART OF THE BASELINE CATEGORY.

SEDGWICK COUNTY DEPARTMENT OF AGING & DISABILITIES & DISABILITIES WILL OFFER TECHNICAL ASSISTANCE TO SENIOR CENTERS UPON REQUEST IN AN EFFORT TO MAXIMIZE EACH SENIOR CENTER'S POTENTIAL FOR IMPLEMENTING SUCCESSFUL NEW PROGRAMS.

C. OUTCOMES:

1. Seventy-five percent (75%) of participants will express that through their involvement with the senior center they have increased their level of activity and increased or changed their knowledge, skills or behavior.

Specific Senior Center Goals, Objectives & Outcomes

Goal:

Increase participation in exercise/health-based programming.

Objective:

Add two variations per month to exercise/health-based programming (e.g. updated line dance music, provide health snacks to share).

Outcome:

Attendance at these programs will increase by 10% in 2025.

Goal:

Increase participation in baseline programming.

Objective:

Make two advertisements available per month at special events highlighting baseline activities (e.g. flyers, calendars).

Outcome:

Attendance at these programs will increase by ten percent (10%) in 2026.



Bel Aire Utility Advisory Committee **Meeting Notes**
Wednesday, October 15, 2025, 3:00 pm – 4:30 pm, City Hall Community Room

- 1) Call to Order Meeting called to order at 3:00 pm
- 2) Roll Call: ___x_Dan Broyles, ___x_Terry Ercolani, ___Antonio Kitt, ___x_Bill Moss
Also in attendance: Ted Henry, Jim Benage, Princess Fonseca, Nick Bishop
- 3) Approval of today's meeting agenda Agenda approved with one addition—visit with Herschel West from Waste Connections (see addition below). Bill motion, Dan second; approved.
- 4) Approval of September 10 meeting minutes. None approved (meeting notes should be available next month).
- 5) New business:
 - A) Discussion with Herschel West of Waste Connections (added October 15, 2025)
Herschel answered questions from UAC members. Comments: no additional plans to add to recycling list (used oil won't be added due to spill issues and plastic bags/film won't be added as it makes the automatic sorting equipment inoperative); trash should be bagged before going into the bins and recyclables should be loose in the bins; no plans to offer a smaller bin than current size. Waste Connections and City request this information from Bel Aire citizens for contract negotiation: 1) Are we happy with trash services? 2) Curbside pickup...once or twice per year? 3) Summertime garbage pickup start one hour earlier? Pro: trash pickup employees avoid more afternoon heat, con: trash truck noise starts an hour earlier.
 - B) Discuss Fall Curbside Cleanup and Fall Fest
Curbside cleanup...no issues, happy with the service. Fall Fest...Waste Connections providing portable restrooms for the coming weekend event.
 - C) Baseline water plan: discuss what should be in the 2026 Water Conservation Plan
 - a. New baseline
 - i. Rolling average basis (suggested: two-year rolling average)
 - ii. Pre-restrictions basis
 - iii. Criteria: per-capita water usage—100 gallons/day/person (this seems reasonable)
 - b. Wichita water supplier permanent restrictions (three-day/week restriction on water spray irrigation)
 - D) Alternate water plan: discuss request from the City at last meeting
 - a. Consider a second approach for 2026 Water Conservation Plan—Bel Aire to self-manage water conservation instead of adopting waster supplier restrictions
 - b. Proposal: show that Bel Aire can identify proper goals, monitor the goals, and achieve goals
 - c. City has provided 8 years of water usage data and 8 years of rainfall data has been obtained along with population data; will review how we can use this to predict and manage water use.
UAC presented a draft presentation of an alternate water conservation plan. Generally well-received. Will need to make further changes: add bullets for smart meters; address what happens when we revert to Stage 1 Permanent Restrictions; need to identify trigger tolerances (such as, two-year rolling average); how often is usage checked (assume once per month, but can do more)
 - E) October 2025 "Did You Know?"
Suggested: trash should be bagged before going into the bins and recyclables should be loose in the bins. Nick Bishop may write this for UAC.
- 6) Round table introductions and discussion of individual comments, suggestions, and concerns. None.
- 7) Next UAC activity: UAC meeting November 12

8) Old, Continuing, and Future Business: 2025 event schedule

9) Rainfall, year-to-date (through 9/30/2025)

| Location | Inches | Deviation from Average |
|--------------------|--------|------------------------|
| Bel Aire | 34.0 | +3.2 |
| Eisenhower Airport | 35.8 | +5.9 |

10) Calendar:

- ~~January 2025 — 2025 MWCP final draft review by UAC~~
- ~~February 2025 — 2025 MWCP to be voted on and approved by UAC~~
- ~~March 2025 — 2025 MWCP to be voted on at Bel Aire City Council Meeting~~
- ~~May 17, 2025 — Spring Curbside Clean-up~~
- ~~October 4, 2025 — Fall Curbside Clean-up~~

11) As may arise

12) Adjournment **Motion to adjourn at 4:45 pm; Bill motion, Dan second; approved. Meeting adjourned.**

MANAGER'S REPORT

DATE: November 26, 2025
TO: Mayor Benage and City Council
FROM: Ted Henry, City Manager
RE: December 2, 2025 Agenda



Consent Agenda (Item VI)

The consent agenda contains the Minutes of the November 18th City Council meeting, as well as several appointments. Mayor Benage has selected Shome “Sean” Brata to fill Seat 3 on the Utility Advisory Committee (UAC), which was formerly occupied by Art Tenbrink. If confirmed, Mr. Brata’s term will be for three years, ending on August 1, 2028. For the Chisholm Creek Utility Authority (CCUA), Mayor Benage has appointed Council Member-Elect Mike Proctor to serve as an Alternate Commissioner. Mike would replace former Council Member Tom Schmitz, who requested to step down from CCUA. Mayor Benage also selected Greg Davied and himself to serve as Commissioners for CCUA. If confirmed, the terms of the CCUA appointees (Mike, Greg, and Jim) will begin on 12/02/2025 and end on 12/07/2027.

Appropriations Ordinance (Item VII)

This appropriation ordinance encompasses 11/12/2025 through 11/25/2025 expenses and one payroll cycle. Expenditures amounted to \$2,478,489.39. Of the reported expenses, \$1,066,886.35 are infrastructure costs for new developments. These costs are paid through special assessments.

Oath of Office for New Council Members and Roll Call of Council (Item VIII and IX)

Newly Elected Council Members Brandon McIntosh and Mike Proctor will take the Oath of Office and then take their seats with the Council. After everyone is seated, the City Clerk will call the roll.

Approve Notice & Date of Hearing for 2025 Budget Amendment (Item A)

On November 18th, Staff reviewed the process for amending the Budget with the City Council. As a first step in the process, the Council may consider approving a Notice of Public Hearing and set a date to hold a public hearing. A staff report and the draft Notice are included in your packet.

Per state legislation, local units of government are allowed to amend their annual budget if needed. The amended budget must balance any proposed increase in spending with new revenue from sources other than property taxes. Some common reasons for budget amendments include:

- Increases in unexpected expenditures in the current fiscal year, for example, street maintenance.
- Additional approved projects or grants that were not in the current fiscal year budget.

- To record transfers from one fund to another that were not originally budgeted.
- Grant programs that were awarded after the current fiscal year budget was adopted.

Additional property taxes cannot be levied during the amendment process. K.S.A. 79-2929a outlines the process a city must follow if a budget amendment is needed. Similar to the budget adoption process, an amendment requires public notice, hearing, and adoption by the governing body; followed by submitting the amendment to the County Clerk and filing it with the State of Kansas. The budget amendment process will balance all increased spending with new revenue from sources other than property taxes. In the City's case, all additional revenue sources will come from unencumbered fund balances and transfers from other funds.

Barry Smith, Director of Finance, will be available at the meeting to review the process and answer any questions.

Ordinance Approving Vacation, VAC-25-03 (Item B)

A Public Hearing was held by the Planning Commission on November 13, 2025 regarding this vacation request. Prior to the public hearing, on October 23, 2025, Notice of Public Hearing was published on the City's website and mailed to property owners within 200 feet of the subject property. The agent for the applicant spoke at the hearing; no others requested to speak. Following the public hearing, the Planning Commission reviewed the criteria and decided that they were satisfied and had no concerns about the following:

1. that notice of petition to vacate and notice of the public hearing have been given in accordance with state law.
2. that no private rights will be injured or endangered if the vacation is granted
3. that the public will suffer no loss or inconvenience if the vacation is granted
4. Commission confirmed that the vacation should be granted

Based on these four criteria, the Commission voted to recommend to the City Council that the request for vacation (VAC-25-03) be approved. The Ordinance to approve the Vacation request now comes before the City Council for consideration. As this is a zoning matter, the Council will need to hold a hearing; Mayor Benage will lead the hearing. Following the hearing, the Council will need to discuss the Planning Commission's recommendation. If the Council chooses to accept the recommendation, the Motion must include findings of fact based on the zoning criteria. Maria has provided example Motions in the agenda. For reference, the following documents have been included in your packet:

1. Ordinance for VAC-25-03
2. VAC-25-03 Lycee Addition Staff Report 11-24-25
3. Planning Commission Draft Meeting Minutes 11-13-25
4. Final Vacation Packet 11-05-25 (documents reviewed by Planning Commission)

Community Development Director Paula Downs and City Attorney Maria Schrock will be available for questions.

Ordinance Approving 2035 Comprehensive Plan

In 2023, the City initiated a project to create a new comprehensive plan. Professional Engineering Consultants (PEC) were retained to gather community feedback and draft the plan. The comprehensive plan will assist the City Council in making well-informed decisions regarding land use and capital improvements over the next 10 years. The Planning Commission approved the Comprehensive Plan Resolution on August 14th. On September 2nd, the City Council voted to return the Plan to the Commission in order to make certain revisions. PEC made the revisions and Planning Commission voted on November 13th to recommend approval of the revised plan to City Council. Now, the Council may consider the Commission's latest recommendation; Maria has provided the three options for Motions in your packet. A draft Ordinance, staff report, and Planning Commission Draft Meeting Minutes 11-13-25 are included in the packet. If the recommendation is accepted, the Council may adopt the Ordinance. Paula, Maria, and PEC staff will be available for questions.

Resolution Establishing Bylaws of Board of Zoning Appeals

On September 2nd, the City Council adopted Ordinance No. 746, designating the Planning Commission as the Board of Zoning Appeals (BZA). Staff then drafted By-Laws which were reviewed and approved by the Board on November 13th. Now the Ordinance to adopt the By-Laws comes before City Council for consideration. A staff report, draft Resolution, and Planning Commission Draft Meeting Minutes 11-13-25 are included in your packet. Paula and Maria will be available for questions.

Funding Agreement With Sedgwick County For Senior Center

The City has been awarded \$18,000.00 from Sedgwick County to fund the Bel Aire Senior Center for 2026. This is the same amount of funding the Senior Center received last year. The County grant helps cover part of the expenses for senior programming in Bel Aire. The City Attorney has reviewed the agreement and applied the changes that council requested last year related to small gratuities of \$50 or less. Staff recommend approval of the agreement.

Executive Session (XIV)

Currently, there is no need for an executive session.

Discussion And Future Issues – City Council Workshop, December 9th (Item XV)

The next workshop is scheduled for December 9th at 7:00 p.m.