



AGENDA
PLANNING COMMISSION
7651 E. Central Park Ave, Bel Aire, KS
February 08, 2024 6:30 PM



I. Call to Order

II. Roll Call

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

III. Pledge of Allegiance

IV. Consent Agenda

A. Approval of Minutes from Previous Meeting
Motion to approve the minutes of January 11, 2024

V. Old Business/New Business

A. Consideration of the reapplication for the business license of 316PDR LLC.

Motion to (recommend / deny / table) (tier two/ tier three) status (with/ without) conditions presented.

Motion ____ Second ____ Vote ____

VI. Next Meeting: March 14, 2024

VII. Current Events

VIII. Adjournment



MINUTES

PLANNING COMMISSION

7651 E. Central Park Ave, Bel Aire, KS
January 11, 2024 6:30 PM



I. Call to Order

II. Roll Call

James Schmidt, John Charleston, Deryk Faber, Edgar Salazar, Paul Matzek, and Phillip Jordan were present. Dee Roths was absent.

Also present were, Planning Commission Secretary and City Engineer, Anne Stephens, City Attorney, Maria Schrock, City Inspector, Keith Price, and Code Enforcement Officer, Garrett Wichman.

III. Pledge of Allegiance

Chairman Schmidt led the Pledge of Allegiance.

IV. Public Comments

Chairman Schmidt opened the public hearing.

Chairman Schmidt allowed the public to make comments or concerns before further discussion of the agenda. First to speak from the public was Tim Sterba and Deanna Sterba, 4642 N Farmstead Ct, shared concerns about the “316 PDR” paintless dent repair business located at 4648 Farmstead Ct. Tim shared his concerns about the noise that comes from the paintless dent repair business that is a constant pounding sound. Deanna shared that she went around the neighborhood with a petition that was created due to the concern that the environment produced is not compatible with the residential neighborhood. Deanna provided the petition to our City Attorney, Maria Schrock, and the petition was signed by sixteen residents in the neighborhood. Deanna did mention that the changes to the business license and code has been much better. They shared that the noise can be heard inside their home if the garage door is closed or not at the address of 4648 Farmstead Ct. Commission had discussion about a decibel reading with in our city code, City Attorney Maria shared that we do have decibel reading within our city code. With that, law enforcement can enforce this by recording on body camera and assign a citation if reasonable. Deanna and Tim have collected videos that will be provided to Maria for review as well. There was no one else from the public to make comments at this time that are not a part of tonight’s agenda.

Chairman Schmidt closed the public hearing.

V. Consent Agenda

A. Approval of Minutes from Previous Meeting, December 14, 2023.

Motion: Commissioner Deryk Faber made a motion to approve the minutes from December

14, 2023. Commissioner Phillip Jordan seconded the motion. ***Motion Carried 6-0***

VI. Old Business/New Business

A. **PUD-23-02 - Amending Zoning Districts in Tierra Verde South Addition PUD to include R-5 and R-6 Zoning.**

Chairman Schmidt opened the hearing.

City Attorney, Maria Schrock shared that this has already been approved by the Planning Commission, nothing about the design, site plan or anything regarding those facts have changed. The only thing that has changed that the original application only had one signature, now today there are two signatures. The reason there are now two signatures is because there are two owners involved. The last time this was seen by the Planning Commission, it had a legal description specific lot in it, which had a different owner and their signature was missing. Today the application has a signature from all lot owners.

Representing agent for Baughman Company, Phil Meyer was present to discuss the amending zoning districts in Tierra Verde South Addition PUD to include R-5 and R-6 Zoning. Phil is agreeance with Maria on her findings.

Also present was Basem Krichati, owner and broker with Superior Reality who owns the parcel development to the north, Basem shared that he is opposed to have apartments next to his lots.

Chairman Schmidt recommended to Phil Myer and Basem Krichati to step aside to have further discussion for clarification on location and we will come back to this after the next item on the agenda.

Chairman Schmidt Closed the hearing at this time.

Action: Commissioner Jordan made a motion to table until we review item B first and come back to item A. Commissioner Charleston seconded the motion. ***Motion Carried 6-0***

B. **Review proposed update to the 2023 Bel Aire Zoning Map**

Chairman Schmidt opened the hearing.

First to speak from the public was Gary Jantz, 6200 E 45th St N, asking if the public announcements will be in the Bel Aire Breeze or on our website. Secretary, Anne Stephens responded stating that it will be posted to the city's website and Ark Valley News as the Bel Aire Breeze is not our official newspaper. Gary also asked if the zoning will change from rural residential to R-1 residential. Anne stated that to her knowledge, it has never been rural residential and she asked Keith Price our City Inspector to provide additional input. Keith responded to Gary stating that it has always been indicated as R-1. Carol Russell, 6218 E 45th St N, was also present to share her questions with the Planning Commission. Carol wanted to know the value of having C-2 near residential and

Commissioner Jordan stated that it would bring business.
There was no one else present to speak from the public.

Chairman Schmidt Closed the hearing.

Action: Commissioner Matzek made a motion to recommend the proposed zoning map changes as presented by this Planning Commission. Commissioner Jordan seconded the motion. ***Motion Carried 6-0***

C. **Re-Open Hearing - PUD-23-02 - Amending Zoning Districts in Tierra Verde South Addition PUD to include R-5 and R-6 Zoning.**

Chairman Schmidt re-opened the hearing for PUD-23-02 from “Old Business/New Business A.”.

Representing agent for Baughman Company, Phil Meyer, still present. Phil Meyer has agreed to not place apartments on Reserve A.

Chairman Schmidt closed the hearing.

Commissioner Salazar mentioned that he appreciated the developer taking onto account the opinions of the neighbors. Commissioner Charleston stated that he agreed with Commissioner Salazar regarding the opinion of the neighbors. Commissioner Faber stated that he agrees that they had communication with the surrounding neighbors and it seems to fit with nearby zoning uses, especially with the step down zoning. Commissioner Matzek stated that they met the recommendations from staff. Commissioner Jordan stated that it seems suitable for the property and Chairman Schmidt agreed with Jordan.

Action: Chairman Schmidt made a motion to recommend changing the Tierra Verde South Addition PUD to include R-5 and R-6 multi-family zoning with changes with the amendments that Reserve A, Block 2 is excluded from R-6 uses. Commissioner Jordan seconded. ***Motion Carried 6-0***

VII. Next Meeting: February 8, 2024 at 6:30 PM

Action: Commissioner Salazar made a motion to accept the next meeting date of February 8, 2024 at 6:30 PM. Commissioner Faber seconded the motion. ***Motion Carried 6-0***

VIII. Current Events

Secretary Anne Stephens mentioned to the Planning Commission that on Monday, January 15, 2024, City of Bel Aire will be closed for Martin Luther King Jr.(MLK) Day.

IX. Adjournment

Action: Commissioner Charleston made a motion to adjourn. Commissioner Salazar seconded the motion. *Motion Carried 6-0*

We the undersigned oppose the business license application of "316 PDR" paintless dent repair and any associated vehicle repair business located at 4648 N Farmstead CT, Bel Aire, KS 67220. The environment produced is not compatible with the residential neighborhood we live in.

PRINTED NAME	SIGNATURE	ADDRESS	PHONE (OPTIONAL)
Timothy Staska		4642 N Farmstead CT	316-285-3089
Deanna Sterba		4642 N Farmstead Ct.	316-208-4079
DEBORAH B. York		4658 N. Farmstead Ct	316-210-6442
Sam Edmundson		4640 N. Farmstead Ct	316-841-3282
George Smith		4636 FARMSTEAD	316-214-3850
MARY V. Smith		4636 FARMSTEAD	316-308-0403
Erin Orth		4636 Farmstead	316-796-4412
Linda Holloway		4656 Farmstead	316-733-5954
Carol Lewis		4651 Farmstead	316-644-1180
Carol Dreifort		5933 E. 47th N.	316-209-0562
Kira Voth		4608 Farmstead Ct.	316-619-5943
Jeff Artz		4628 Farmstead Ct	316-204-0954
Joyce Artz		4628 Farmstead Ct	316-204-0506
Gary Jones		4626 Farmstead Ct.	316-833-3296
Kristin L. Jones		4626 Farmstead Ct	316-253-2773
Lora Voth		4608 Farmstead Ct	316-518-7476

City of Bel Aire

STAFF REPORT

DATE: 02/06/2024

TO: Bel Aire Planning Commission
 FROM: Keith Price
 RE: Agenda

STAFF COMMUNICATION	
FOR MEETING OF	2/8/24
CITY COUNCIL	
INFORMATION ONLY	

SUMMARY:

History:

The 2023 license was initially approved conditionally by a previous City of Bel Aire employee using a list refined from a list of conditions and questions provided at the time based on a complaint the business was already operational.

The business was discovered after a complaint was received. The intensity of the work and the clientele appears to be greater than mentioned in the applications based on the recent petition received. A petition received is an indicator that something is going on and it isn't a normal neighborhood housing activity.

Discussion:

The 2023 fall review by the planning commission of the license was a method to review the list of conditions placed on the licenses and set a benchmark going forward to the end of the year for the stakeholders if the determination was favorable to the license holder. The newly requested hours of 8-5 Monday-Saturday changed the original condition of 9-5 Monday-Friday.

The rights of the surrounding property owners in addition to the business owner's rights are the focus of this process. Conditions placed on the license beyond the public offense code or the city zoning code without all the immediate stakeholders having an option to weigh in doesn't give enough information related to the impact.

A usual first line protection for types of accessory uses that homeowners sometimes add to a homestead should be an active HOA.

Conclusion:

The recommendation that a conditional use permit be acquired to continue the business at this household location in 2024 making this a tier 3 business. The impact related to

vibration and sound off property should be taken seriously. The primary use of provide lodging for a family. Not all accessory uses can be allowed. Some require conditions be placed on the accessory use; since the conditions were created by staff, the license was anticipated to having concerns from the start. Conditions placed by the planning commission, if allowed, can be carried to the renewal date, (with any checks and balances written in the agreement now), from year to year.

If the Planning Commission indicates that tier three is required before renewing the license. A public hearing would be required based on Article 5 ZC at the business owner's expense. A comprehensive list related to the concerns and the solutions can be devised within the permit contained in an ordinance. Conditional uses usually are tied to the property, the business use could be terminated if the owners of the property change or an infraction of the agreement has been determined.

If tier two is the decision made, staff would ask to keep the conditions placed in the fall of 2023 at the Planning Commission meeting.

Article 8. Home Occupations, Non-Conforming Uses, Temporary Zoning and Planned Unit Development

18.8.1. Home occupations.

HOME OCCUPATION- A business, profession, occupation, trade, or hobby conducted by a person in a dwelling unit or accessory structure, for financial income or support equal to or greater than \$2500 per year. Home Occupations are always accessory to the use of a dwelling unit as a residence.

PURPOSE AND SCOPE This section is intended to permit the establishment of certain incidental and accessory Home Occupations in residential areas under conditions that will ensure their compatibility with the character of the residential district and subject neighborhood. In order for a home occupation to be lawful, it must comply with Chapter 3 of the City Code, and all standards of this section. A lawful home occupation shall be considered an accessory use and shall remain subordinate to the residential use. These regulations recognize that many types of work can be done in a home with little or no impact upon the surrounding neighborhood.

- A. Authorization Specific to Home Occupations. Any person using a dwelling unit in any zoning district for a Home Occupation is required to have approval of the Planning Commission through the conditional use process unless otherwise specified in this section. Beyond requirements of this section, maintaining all other applicable State and local permits associated with a business or permitted use, shall be standard terms of all Home Occupation authorized within the City.
- B. Exempted: Home Occupations NOT required to register with the City:
 1. No impact home occupations. A home occupation existing within a dwelling that (1) complies with all of the use limitations for the zoning district in which it is located and (2) does not materially change the existing noise, traffic, odor, outdoor external storage or external lighting requirements of the neighborhood in which it operates is not required to be registered with the City. A list of examples of no impact home occupations is included in section 8.03 of this article. The list in section 8.03 is not all –inclusive but intended to provide guidance regarding what is acceptable. Other local, State and federal health and safety regulations may apply depending on the specific facts of the business in question, and be enforced by the City as required.
 2. Hobby generating less than \$2500 per year. A hobby is defined as an activity by the occupant of a dwelling purely for personal enjoyment, amusement or recreation, and compliant with all City ordinances, not garnering more than \$2500 per year in financial income or support. All hobby activities generating more than \$2500 per year in financial income or support shall be considered home occupations and must comply with this regulation.
 3. Hobby automotive repairs. Regardless of financial income amounts generated, all home automotive care hobby activities shall be limited to occupant's vehicles, occupant's immediate family's vehicles, and occasional non-occupant repairs. Non occupant repairs occurring two or less times a calendar year, shall be presumed to be occasional. All automotive care related hobby activities generating more than \$2500 per year in financial income or support shall be considered home occupations and must comply with this regulation.

4. Exempted Generally. Door to door peddlers, vendors operating within the City to a valid temporary use or administrative permit issued by the City are generally exempted. Tax-exempt charitable organizations are generally exempted from the requirement to register as home occupations. Temporary and special event activities such as garage sales, bake sales, lemonade stands, or temporary lawn care operations are generally exempted from the requirement to register as home occupations. Other local, state, and federal health and safety regulations including -- Article 3 of The City of Bel Aire Code-- may apply to the exempted activities described within this paragraph.

Section V, Item A.

C. Home Occupations REQUIRED to register with the City:

A home occupation within a dwelling that (1) complies with all of the use limitations for the district in which it is located and (2) MINIMALLY changes the existing noise, traffic, odor, outdoor external storage or external lighting requirements of the neighborhood as determined by the Zoning Administrator is required to be registered with the City.

Minimal impact for registration purposes shall mean a permitted business with actual or anticipated:

1. Business traffic to or from the residence in excess of five (5) vehicles per day,
2. Requiring external storage used in the home occupation,
3. Businesses having one (1) or more business related signs displayed and visible to the outside,
4. Business having more than two (2) on site employees other than a members of the immediate family permanently occupying such residence.
5. Business raising certain public health, public safety, or public welfare concerns determined to be minimal by the Police Chief or City Zoning Administrator.

A list of examples of MINIMAL impact home occupations is included in section 8.03 of this article. The list in section 8.03 is not all –inclusive but intended to provide guidance regarding what is acceptable. Other local, State and federal health and safety regulations may apply and be enforced by the City as required.

- D. Registration Requirements: Article 3 of the City Code requires persons operating an allowable home occupation that is described in 8.01 (C) and not exempt by 8.01 (B) of this Article to register that home occupation annually and pay to the City Clerk or his or her designee a permit fee for a Business Registration and Permit to Operate certificate. Application requirements for the Business Registration and Permit to Operate certificate are specified in Chapter 3 of the City Code. The registration fee for Business Registration and Permit to Operate certificate shall be set forth in the City fee schedule. Additional information may be required as necessary to enable the Clerk and Zoning Administrator to determine whether such home occupation is in conformance with local ordinances regulating home occupations.
- E. Home Occupations REQUIRED TO HAVE A CONDITIONAL USE PERMIT: Persons operating a home occupation that is not exempt by sections 8.01(B), and exceeds the impact described in 8.01 (C) or that the City Zoning Administrator determines may create a greater public health or safety concerns for neighborhood residents of the City shall be required to obtain a conditional use permit for that home occupation. The process for obtaining a conditional use permit is found in section 5.03 of this Zoning Regulation.
- F. Requesting Review by Planning Commission. Were the City Zoning Administrator determines an applicant shall be required to obtain a conditional use permit, before registering, that applica

may request the planning commission review that determination. If a majority of the commission determines that home occupation should only be required to register, the Planning Commission's determination shall be final.

- G. Conditional Use Permit Home Occupation Registration requirements: Upon approval of a condition use permit, Article 3 of the City Code requires persons approved to operate a home occupation to register that home occupation annually and pay to the City Clerk or his or her designee a permit fee for a Business Registration and Permit to Operate certificate. Application requirements for the Business Registration and Permit to Operate certificate are specified in Chapter 3 of the City Code. The registration fee for Business Registration and Permit to Operate certificate shall be set forth in the City fee schedule. Additional information may be required as necessary to enable the Clerk and Zoning Administrator to determine whether such home occupation is in conformance with local ordinances regulating home occupations.

18.8.2. General standards for all permitted home occupations within the city of Bel Aire.

- A. The following standards shall apply to all Home Occupations unless specifically modified by residential district standards:
1. Hazardous substances are prohibited, except at the, "consumer commodity" level, as that term is defined in 49 C.F.R. Sec. 171.8.
 2. There shall be no outside storage or display of goods or equipment or materials used in the home occupation.
 3. Upon approval of the Zoning Administrator, one non-animated, non-illuminated, accessory identification sign of no more than 2 square feet in area shall be permitted, as approved in writing by the Zoning Administrator. All signs must be in accordance with the Sign Code of the City of Bel Aire.
 4. Zoning Code authorization of a Home Occupation shall in no way be construed to override any restrictive covenant(s) of record, (i.e., Homeowners Association Covenants).
 5. No more than two (2) vehicles which advertise or assist in operation of the business shall be legally parked in the front setback at the Home Occupation at one time.
 6. There shall be no overnight parking of vehicles rated over one (1) ton in the front setback.
 7. No equipment or process shall be used that creates undue noise, vibration, electrical interference, smoke or particulate matter emissions or odors that are detectable to the normal senses off the lot as determined by the Zoning Administrator. In cases of electrical interference, no equipment or process shall be used which creates a visual effect or an audible interference off the premises in any radio or television receiver or transmitter or causes fluctuation in power voltage.

18.8.3. Home occupations permitting process.

Permitted home occupations may include, but are not limited to the following list of occupations: This list is not all inclusive but intended to provide guidance regarding what is acceptable.

TIER ONE NOT REQUIRED TO REGISTER - Examples	TIER TWO REQUIRED TO REGISTER - Examples	TIER THREE CONDITIONAL USE PERMIT REQUIRED *
<ul style="list-style-type: none"> •Administrative offices of business/trade •Arts and crafts activities •Baking/catering •Beauty salon •Clerical/secretarial •Day-time adult care •Direct sales •Floral or interior design •Jewelry, watch, clock repair; engraving; locksmith; •Maid, laundry service •Internet business •Professional or administrative offices (including psychological, lawyer, accountant, engineer, architect or similar) •Photography •Picture framing •Scissors, saw, blade sharpening Small electronics repair •Seamstress, tailoring, 	<p>Occupations similar to those listed in TIER ONE column but additionally having the following actual or anticipated requirements:</p> <ul style="list-style-type: none"> •External storage used for the home occupation •Having one (1) or more business related sign visible from outside. Business related vehicles are excluded from this limitation. Refer to the City Sign Code. •Business traffic to or from the residence in excess of five (5) vehicles per day, •More than two (2) on site employees other than a members of the immediate family permanently occupying such residence. •As determined by the Police Chief or City Zoning Administrator Business raising public health, public safety, or public welfare concerns 	<p>All other home occupations. Generally these are home occupations which may be substantially similar to those allowed in tier one or tier two but anticipated to create a greater impact than typically exists in Bel Aire for those categories of home occupations, or are occupations raising public health, safety, or welfare concerns for residents as determined by the City Zoning Administrator or Chief of Police.</p>

•Tutoring, education or training		
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Section V, Item A.

*Where the City Zoning Administrator determines an applicant shall be required to obtain a conditional use permit, before registering, that applicant may request the planning commission review that determination. If a majority of the planning commission determines that home occupation should only be required to register, the Planning Commission's determination shall be final.

18.8.4. Nonconforming uses.

A. Purpose, Policy and Applicability

1. Definition. Zoning nonconformities are those uses, structures, or lots that came into being lawfully but that no longer conform to one or more requirements of these Regulations.
2. Policy. It is the general policy of the City to allow uses, structures or lots that came into existence legally and in conformance with then-applicable zoning requirements but that do not conform to all of the applicable requirements of this currently adopted Code to continue to exist and be put to productive use, but to bring as many aspects of such use into conformance with the current Code as is reasonably practicable, all subject to the limitations of this section. The limitations of this section are intended to recognize the interests of the property owner in continuing to use the property but to control the expansion of the nonconformity and to control re-establishment of abandoned uses and limit re-establishment of buildings and structures that have been substantially destroyed.
3. No nonconformities created by adoption of these Regulations. No use of a building, structure or property that complied with the zoning ordinance or zoning resolution in effect prior to the effective date of these Regulations shall become or be deemed to have become nonconforming or noncomplying due to adoption of these Regulations. Any use of a building, structure or property and any building, structure or property that complied with the zoning ordinance or zoning resolution in effect prior to the effective date of these Regulations may be rebuilt, repaired or otherwise re-established to the extent that it existed prior to the effective date of these Regulations.
4. Zoning Administrator Discretion/Appeals. Whenever these Regulations shall refer to a percentage of change, lot size, use, etc., the final determination of whether a proposal meets or exceeds such percentage shall be a determination of the Zoning Administrator. Appeals of this, or any, determination of the Zoning Administrator in association with nonconformities shall be to the Board of Zoning Appeals.

B. Definitions. Unless otherwise specifically provided or unless clearly required by the context, the following words and phrases shall have the meaning indicated when used in association with issues of nonconforming use, lot, or structure.

1. Cost. The total cost of alteration or repair shall mean the fair market value of the materials, services and labor necessary to accomplish such renovation, repair or restoration. No person may seek to avoid the intent of this Article by doing such work incrementally.
2. Dimensional Nonconformity. A nonconforming situation that occurs when the height, size or minimum floor area of a structure, or the relationship between an existing

From: [City of Bel-Aire](#)
To: [Melissa Krehbiel](#)
Subject: Transaction Submitted-City of Bel-Aire: 68735
Date: Monday, January 8, 2024 8:24:46 PM

Confirmation #: 68735

Date: 01/08/2024

Time: 08:24 pm CST

Status: Transaction Submitted

**Billing Address (Use
Credit Card Mailing
Address):**

Damon Herrington
 316 PDR LLC
 4648 FARMSTEAD CT
 BEL AIRE, KS 67220

Ph#: 3169258577
316pdr@gmail.com

Comments/Special Instructions:

I would like to have the hours be 8:00 a.m. - 5:00 p.m. Monday through Saturday.

Item	Description	Amount
Payment	<u>Business License Renewal</u> License No: 4863 Business Type: Home Bus Name: 316 PDR LLC Address: City: State: KS Zip: Bus Phone: Bus Email: <u>Mailing Address</u> Mailing Address: 4648 FARMSTEAD CT Mailing City: BEL AIRE Mailing State: KS Mailing Zip: 67220 <u>Contact Information</u> Contact Name: Damon Herrington Contact Phone: 316-925-8577 Contact Cell: 316-925-8577	35.00
Subtotal:		35.00
Fee/Discount Cost:		0.00
Total Charged to Credit Card *****5774:		\$35.00

Your business license renewal for the City of Bel Aire has been received. Your payment will be applied the next business day.
 If you have any questions, you may contact us at (316) 744-2451 ext. 132.
 City of Bel Aire



City of Bel Aire
7651 E Central Park Ave
Bel Aire, Kansas 67226
316-744-2451



2023 BUSINESS LICENSE

316 PDR, LLC
4648 Farmstead Ct
Bel Aire, KS 67220

License # 4863 Fee: \$ 35.00 Date Issued: 08/28/2023 Expiration: 12/31/2023

Authorized By: 

City Inspector, Keith Price



City Clerk, Melissa Krehbiel

This license must be posted conspicuously in the place of business. This license is issued pursuant to the requirements of Chapter 3, Article 4 of the City of Bel Aire City Code and certifies that at the time of issuance the above referenced business was in compliance with all codes, ordinances and resolutions of the City of Bel Aire to the best of the City's knowledge and belief. Violation of any of the provisions of the City Code regulating business operation may result in restriction or revocation of the license.

Print

New License Application - Home / General Business - Submission #4863

Date Submitted: 8/2/2023

New License Application - Home / General Business

Home Business - \$35 Annual Fee

General Business - \$50 Annual Fee

Application Date*

8/2/2023

Application Type*

☒ Home☐ General

Business Information

Business Name*

316 PDR LLC

Business Tax ID#*

87-3154474

Mailing Address*

4648 FARMSTEAD CT

City*

BELAIRE

State*

KS

Zip Code*

67220

Business Phone Number*

3169258577

Business Fax Number

316 PDR LLC

Business Email Address

316pdr@gmail.com

Business Owner Information

Name*

Damon Herrington

Address*

4648 FARMSTEAD CT

City*

BELAIRE

State*

KS

Zip Code*

67220

Home Phone Number*

3169258577

Cellular Phone Number*

3169258577

Additional Business Owner

Name

Address

City

State

Zip Code

Home Phone Number

Cellular Phone Number

Notice

[Choose File](#) No file chosen

For additional business owners beyond the fields provided, please attach a document containing the same information as the "Business Owner" fields:

Name, Address, City, State, Zip Code, and Phone contact information.

If you have any questions, please contact the City of Bel Aire at 316-744-2451, ext. 120.

Emergency Contact

This information will be used by the Police Department in the event of an emergency.

Same as Business Owner*

- ☒ Yes
☐ No

Contact Name

Home Phone Number

Cellular Phone Number

If you selected no, please add an emergency contact.

Description of Business

Days of Operation*

Hours of Operation*

 —

Total Number of Employees*

Brief Description of Business Activities*

I'm a mobile Paintless Dent Repair Technician. I service dealerships in and around the Wichita KS area. I do most of my work at the dealerships. The only time I bring a vehicle home is when it has hail damage or when I know that it's going to take more than four hours to do. I only bring one vehicle at a time to my house at a time. This doesn't happen very often, maybe two or three times a month, if that. I don't use any chemicals. I only use tools to push the dents. Noise wise, I sometime need to tap/hammer down the dents to make them smooth. I have no employees, it is only me. My business is insured.

Business Income*

The business income is, or is expected to be, more than \$2,500 per year.

- ☒ Yes
☐ No

Signs

A business related sign is currently installed or will be installed at the business address.

- ☐ Yes
☒ No

Traffic

Business related traffic of more than 5 vehicles per day is expected at the business address.

- ☐ Yes ☒ No

External Storage

There will be external storage of business related materials / products at the business address.

- ☐ Yes ☒ No

Hazardous Substances*

Hazardous, combustible or flammable substances will be stored or used at the business address. (Hazardous substances are prohibited, except at the, "consumer commodity" level, as that term is defined in 49 C.F.R. Sec. 171.8.)

☐ Yes☒ No**Hazardous Substances List**

Choose File No file chosen

Attach list.

Day Care for Children*

This business is a home day care for children.

☐ Yes☒ No**Day Care License**

Choose File No file chosen

Attach a current State of Kansas issued day care license for the business address.

Food Handling License

Choose File No file chosen

Attach a current food handling license for all employees, if required.

I understand that:

The submission of an application for registration and permit to operate will constitute permission, from applicant or their representatives, for inspection of the premises and/or business site by the Code Enforcement Officer or his/her designee for the express purpose of determining that the applicant has complied with the current incorporated Building Code, National Electrical Code, and all other relevant regulations of the city. Any business which the Chief of Police determines will overwhelm the City's law enforcement department, either through the actual operation of such business or collateral effects directly associated with such business, will be denied a permit to operate until such business enters into an agreement with the City to underwrite all reasonable law enforcement costs brought about by the operation of such business. Such agreement will be subject to review and approval of the governing body. Any permit secured shall not be transferable. Failure to comply with all applicable codes, ordinances and regulations may result in the denial, revocation and/or restriction of the business license.

Business Chamber Information

Indicate if you would like information on joining the Bel Aire Business Chamber. Annual Dues Apply.

☐ Yes☒ No**Electronic Signature***

Damon Herrington

Date*

8/2/2023

Date Received

mm/dd/yyyy

Receipt Number**City Zoning Administrator recommendation:**☒ Approve☐ Reject**Reviewed by City Zoning Administrator. Signature & Date**

Gay Ch

Chief of Police recommendation:☒ Approve☐ Reject**Reviewed by Chief of Police. Signature & Date:**

Samuel B. Anthony

w/conditions on attachment

Reject: Reason for Rejection**Date Issued / Denied**

mm/dd/yyyy

Issue: Assigned License Number



Conditions to be placed on 316 PDR LLC*

4648 Farmstead Ct
Bel Aire, KS 67220

1. Business hours are to be observed from 8:00AM to 5:00PM Monday through Saturday.
2. All noise making activity is to be performed in the garage to minimize sound pollution.
3. One vehicle to be repaired is the maximum amount of vehicles allowed on the premises for the business at any time.

**Failure to adhere to these conditions may result in the revocation of the business license that is being approved.*

Zoning Administrator

A handwritten signature in blue ink that reads "Jay Cook".

Jay Cook

Chief of Police

A handwritten signature in black ink that reads "Darrell Atteberry".

Darrell Atteberry

CONFIRMATION PAGE



[Return to City of Bel-Aire](#)

If you have any questions, email
us at: cityhall@belaireks.gov.

eCity | Transactions

Confirmation #: 61505

Date: 08/28/2023

Time: 09:54 am CST

Status: Transaction Submitted

**Billing Address (Use
Credit Card Mailing
Address):**

316pdr@gmail.com

Damon Herrington
N/A
N/A, KS 67220

Item	Description	Amount
Payment	Miscellaneous Fees First Name: Damon Last Name: Herrington Address: N/A City: N/A State: KS Zip: 67220 Description: 316 PDR LLC General Business License 2023	50.00
Subtotal:		50.00
Fee/Discount Cost (Miscellaneous):		0.00
Total Charged to Credit Card *****1670:		\$50.00