



PLANNING COMMISSION MEETING

Tuesday, January 09, 2024 at 7:00 PM
Council Chambers, 520 N. Commercial Ave.

AGENDA

Click here to visit our [Facebook Page](#).

CALL TO ORDER / ROLL CALL

Chair opened the Planning Commission Meeting at _____ (time).

ADDITIONS / DELETIONS TO AGENDA

Motion to approve agenda as presented.

Motion By _____

Second By _____

APPROVAL OF JANUARY 10, 2023 MINUTES

Motion to approve minutes as presented

Motion By _____

Second By _____

1.

PRESENTATIONS / PUBLIC FORUM

During Public Forum, the Planning Commission Chairperson will ask if anyone in the audience would like to address the Planning Commission. A person wishing to make a statement should approach the podium, state their name and address. Each person will have a 3 minute time limit.

NEW BUSINESS

2. The Planning Commission will review the Preliminary and Final Plat for Cardinal Addition. Documents to be reviewed are as follows: Application for Preliminary Plat Approval; Preliminary Plat Map; Contents of Preliminary Plat-Checklist; Report to Planning Commission on Preliminary Plat; Drainage Concept; Utility Concept; Final Plat

Motion to approve Cardinal Addition Preliminary and Final Plats as approved.

Motion By _____

Second By _____

UNFINISHED BUSINESS

ADJOURN

Motion to adjourn the Planning Commission Meeting at _____ PM.

Motion By _____

Second By _____

Contact: Shelia Agee (agee@cityofsedgwick.org, 316-772-5151) | Agenda Published on
MM/DD/20YY at H:MM PM.



DRAFT

PLANNING COMMISSION MEETING

Minutes

Tuesday, January 10, 2023 at 7:00 pm

MEETING LOCATION: 520 N. Commercial Ave

(Council Chambers)

1. CALL TO ORDER / ROLL CALL

Minutes:

CALL TO ORDER / ROLL CALL Chair, Connie Stout, opened the Planning Commission Meeting at 7pm.

Board Members present Connie Stout, Seth Queen, Scott Thomas, Debbie Harrison, Tyler Mosiman, Steve McGinn Board Member absent Clint Brown

Others present: Shelia Agee, Deputy City Clerk; Janice Tobisch, Charisse Bansemer, Nova Bansemer-Fast, Abbigail Bansemer, Danny Bevan_____

2. ADDITIONS / DELETIONS TO AGENDA

Minutes:

Motion by Tyler Mosiman to approve agenda as presented. Second by Debbie Harrison.

Vote results:

Ayes: 4 / Nays: 0

3. APPROVAL OF MINUTES

Minutes of September 29, 2022, Planning Commission Meeting

Minutes:

Motion by Tyler Mosiman to approve minutes as presented.

Second by Steve McGinn.

Vote results:

Ayes: 5 / Nays: 0

4. PRESENTATIONS/PUBLIC FORUM

Minutes:

It is 7:05pm and I call agenda item 1, which is a public hearing on Case No. BZA-CU-2022-11 pursuant to Section 10-108 of the City Zoning Regulations, requesting a conditional use as an exception, to permit the establishment of a certified commercial kitchen to produce local products for residents and others on property zoned as the R-1 Single and Two Family Residential District. Applicant, Charisse Bansemer, owner of Kansas Flavor, LLC, presented information concerning the conditional use permit. Kansas Flavor is in partnership with Serenity Farms, a hot sauce

company, and a local baker. They distribute meats statewide throughout Kansas. Primarily, they are a food sales distributor of seasonings/rubs. Charisse is requesting a conditional use permit to convert garage into commercial kitchen to produce seasonings/rubs. There will be no noise issues. She will hire 1 or 2 employees. No obnoxious smells. Will have 4 ovens. She plans to open meat, cheese, and seasoning store downtown in the future. Two neighbors appeared and after presentation had no questions. All questions were answered through presentation. Danny Bevan and Janise Tobisch approve.

5. NEW BUSINESS

CONDITIONAL USE PERMIT

Minutes:

Motion by Tyler Mosiman: Having considered the evidence at the hearing and determined that the findings of fact in the Conditional Use Report support the conclusions as set out in Section 10-108C of the Zoning Regulations which are necessary for granting a conditional use, I, Tyler Mosiman, move that the Chairperson be authorized to sign a Resolution granting the conditional use for Case No BZA-CU-2022-11 as requested. Second by Scott Thomas. Passed by unanimous vote.

Vote results:

Ayes: 5 / Nays: 0

6. UNFINISHED BUSINESS

7. ADJOURN

Minutes:

Motion by Tyler Mosiman to adjourn Planning Commission meeting at 7:34pm.

Second by Steve McGinn.

Vote results:

Ayes: 5 / Nays: 0

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 City Hall at least **30 days prior** to a regular meeting date of the City Planning Commission.*

Sedgwick City Hall
520 N. Commercial
Sedgwick, KS 67135

EMAIL: janise@cityofsedgwick.org
FAX: (316) 772-5592

AN INCOMPLETE APPLICATION CANNOT BE ACCEPTED.

Name of Subdivision: Cardinal Addition

General location: East side of Commercial Ave, West of AT&SF Railroad,
North of Sedgwick Industrial Park

Name of Landowner: James Sharbutt

Company Name: Sharbutt Homes LLC

Address: 509 E. 1st Street, Sedgwick, KS, 67135

Phone: (316) 806-2943 Email: sharbuttremodeling@gmail.com

Name of (Subdivider) (Agent): Phillip Meyer

Company Name: Baughman Company

Address: 315 S. Ellis, Wichita, KS, 67211

Phone: (316) 262-7271 Email: pmeyer@baughmanco.com

Name of (Engineer) (Land Planner): Baughman Company

Company Name: _____

Address: _____

Phone: _____ Email: _____

Name of Professional Surveyor: Baughman Company

Company Name: _____

Address: _____

Phone: _____ Email: _____

Subdivision Information

- 1. Gross acreage of plat: 2.07 acres
- 2. Total number of lots: 5
- 3. Proposed land use for an (urban-type) (rural-type) subdivision:
 - a. Residential / Single-Family _____
 - b. Residential / Duplex _____
 - c. Residential / Multi-Family _____
 - d. Residential / Manufactured Home _____
 - e. Commercial _____
 - f. Industrial _____
 - g. Other _____
- 4. Predominant minimum lot width: 100 feet
- 5. Predominant minimum lot area: 15,000 square feet
- 6. Existing zoning: R-1 _____ District
- 7. Proposed zoning: R-1 _____ District
- 8. Source of water supply: Municipal _____
- 9. Method of sewage disposal: Municipal _____
- 10. Total lineal feet of new street: 0 feet

<u>Street Name</u>	<u>R-O-W Width</u>	<u>Lineal Feet</u>
a. _____	_____ feet	_____ feet
b. _____	_____ feet	_____ feet
c. _____	_____ feet	_____ feet
d. _____	_____ feet	_____ feet
e. _____	_____ feet	_____ feet

- 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 floodplain area?
 Yes No If Yes, describe:
Approximately 80 percent of proposed subdivision located in FEMA Zone "AE"

City of Sedgwick, Kansas

File S/D- _____

The landowner of the property described in this Application agrees to comply with City Subdivision Regulations and all other related resolutions, policies, and standards of the City, as well as statutes of the State of Kansas. In addition, the undersigned states that he or 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.

Signature: _____ Landowner
Print name: Shorewest Homes LLC
Date: 11/29/23, 2023

Signature: Philip J. Meyer, Agent (if any)
Print name: PHILIP J. MEYER
Date: 11/29/23, 2023

OFFICE USE ONLY

Number of Prints of the Preliminary Plat received: 1
Vicinity map of existing and proposed street system received: Yes No
Statement of proposed improvements and their method of financing and guaranteeing received: Yes No
Preliminary drainage plan, if required, received: Yes No

This application was received by the Subdivision Administrator at 01:46 (am, pm) on December 4, 2023.

It has been checked and found to be complete and accompanied by the required information for submittal, and the fee of \$ 0.

Signature: Kyle Nordick, Subdivision Administrator
Print name: Kyle Nordick
Date: December 4, 2023

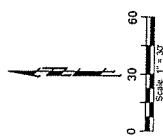
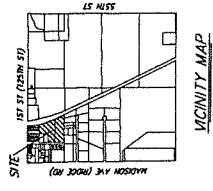
Provide copy to:
• Landowner(s) or Agent(s)

DESIGNATION
 The site will provide detention, as shown, to first developed runoff peak flow to at least existing peak flow rates. The pond located to the east (within the same ownership as the site) will provide detention as well as act as a borrow area for the site. The pond will be moved far enough to the east to provide the detention volume needed to meet detention requirements.

FEMA
 There is FEMA Zone AE covering the majority of this site. A SUDW permit has been approved for it to be placed within the proposed floodplain (LOGOP 1), with Jan 18, 2020. The building pads are expected to be elevated at least 2' above the base flood elevation. The site will be developed in accordance with the applicable setback rules from the floodplain.

CONCRETE
 The site will be graded with a minimum 1% slope east for drainage, and a minimum 0.5% cross slope. A minimum 0.2% to the lowest opening will be maintained in the floodplain areas.

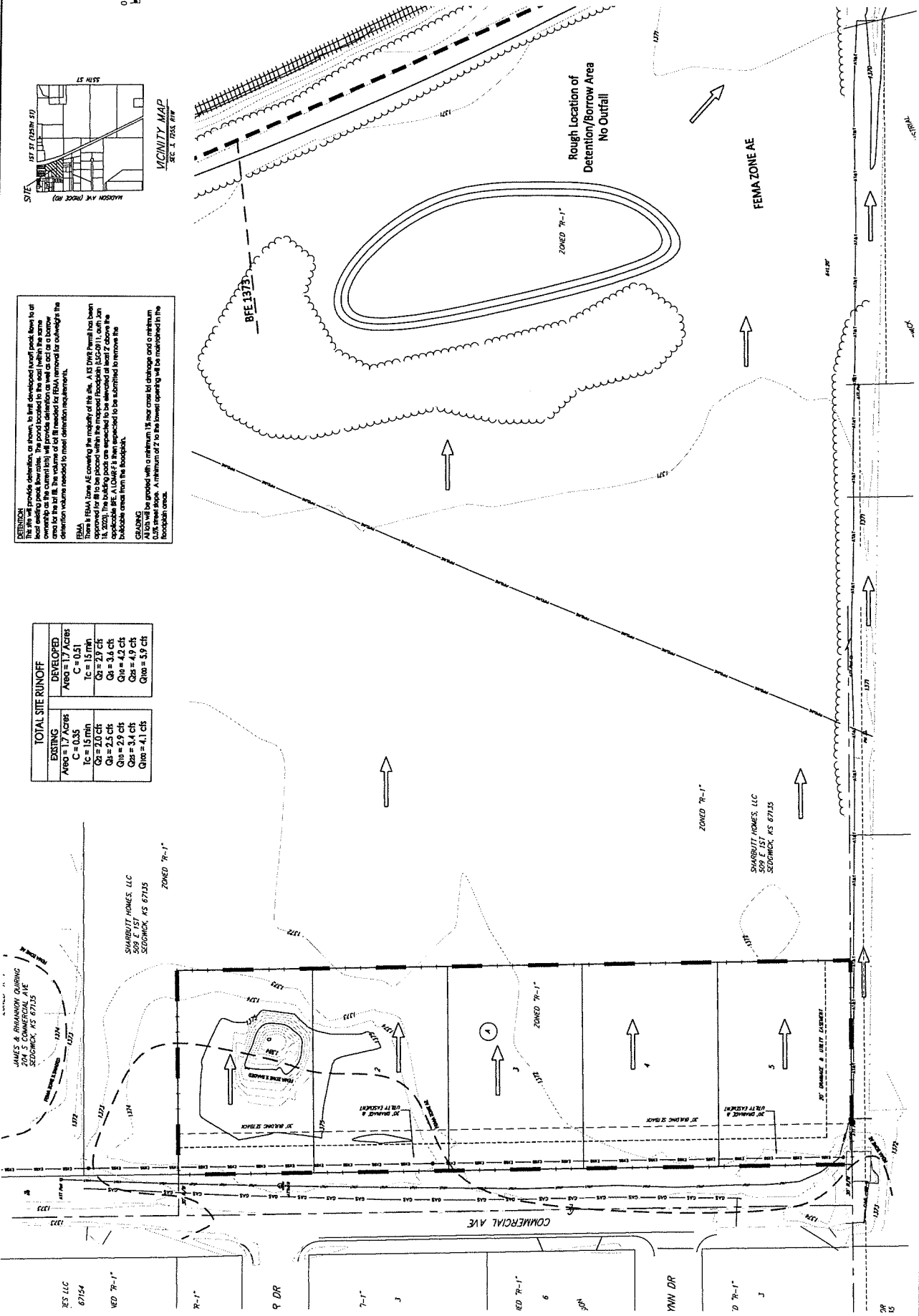
TOTAL SITE RUNOFF	
EXISTING	DEVELOPED
AvgC = 0.35	AvgC = 1.7 ACRES
Tc = 15 min	Tc = 0.51
Q ₂ = 2.0 cfs	Q ₂ = 2.9 cfs
Q ₅ = 2.5 cfs	Q ₅ = 3.4 cfs
Q ₁₀ = 2.9 cfs	Q ₁₀ = 4.2 cfs
Q ₂₅ = 3.4 cfs	Q ₂₅ = 4.9 cfs
Q ₁₀₀ = 4.1 cfs	Q ₁₀₀ = 5.9 cfs



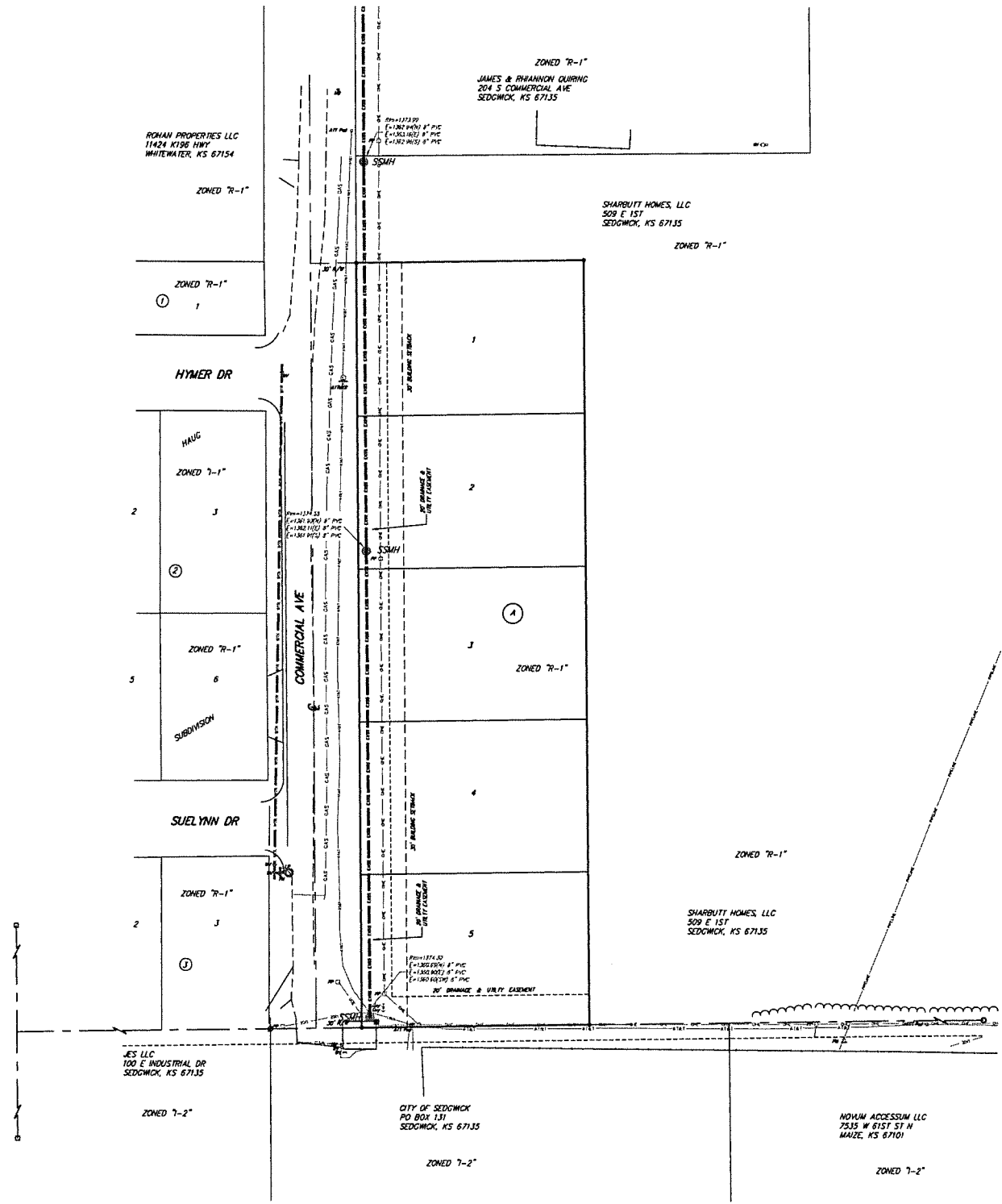
BAUGHMAN COMPANY
 315 Elm St.
 Wichita, KS 67211
 316-262-7271
 BaughmanCo.com

CARDINAL ADDITION DRAINAGE PLAN

PROJECT NUMBER: _____
 DRAWING NO.: DRAWING 04
 DATE: 21 November 2023
 SHEET: 1 OF 1

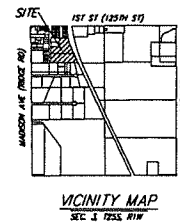
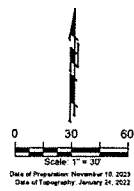


UTILITY PLAN CARDINAL ADDITION SEDGWICK, SEDGWICK COUNTY, KANSAS



LEGEND

	Existing Water Line (8" Unless Noted Otherwise)
	Existing Fire Hydrant
	Existing Sanitary Sewer Line (8" Unless Noted Otherwise)
	Existing Sanitary Sewer Manhole



CARDINAL ADDITION

November 20, 2023
BAUGHMAN COMPANY
 315 E 8th St. Wichita, KS 67211 316-262-7271
 BaughmanCo.com

C:\Users\jcardinal\OneDrive - Cardinal Engineers, Inc.\Desktop\Cardinal Addition - Cardinal Engineers, Inc.\11-21-23\11-21-23\11-21-23\11-21-23\11-21-23.dwg

