



CITY OF WESTWOOD, KANSAS

PLANNING COMMISSION MEETING

4700 RAINBOW BLVD. WESTWOOD, KS 66205

Monday, August 04, 2025 at 7:00 PM

AGENDA

Welcome to your Westwood City Council meeting. This meeting may be attended remotely via Zoom:

Access Online: <https://us02web.zoom.us/j/89009964959>

Access by Phone: (312) 626-6799 / **Webinar ID:** 890 0996 4959

[Note: This agenda is subject to changes, additions, or deletions at the discretion of the Governing Body]

REGULAR MEETING AGENDA

I. CALL TO ORDER

II. APPROVAL OF THE AGENDA AND MEETING MINUTES

A. Consider approving the August 4, 2025 Planning Commission meeting agenda

B. Consider approving the July 7, 2025 Planning Commission meeting minutes

III. PRESENTATIONS

A. Receive presentation of proposal from Hunt Midwest & Finkle + Williams for former Westwood View Elementary School site

IV. PUBLIC HEARINGS

A. Consider text amendments to Chapter 16 of the Westwood City Code related to recodification process

V. OLD BUSINESS

VI. NEW BUSINESS

A. Begin annual review of zoning regulations and introduction of text amendments

VII. ANNOUNCEMENTS/PLANNING COMMISSIONER COMMENTS

VIII. STAFF REPORTS

A. Administrative Report (City Administrator Leslie Herring)

B. Public Works Report (Public Works Director John Sullivan)

IX. UPCOMING ITEMS

- A. Conduct annual review of the City's five-year CIP to determine consistency with Westwood's comprehensive plan (September)
- B. Conduct annual review of Westwood's comprehensive plan (September)

X. ADJOURNMENT

UPCOMING MEETINGS

Regular meetings of the Westwood Planning Commission are held at 7:00 PM on the first Monday of each month. The next regular meeting of the Westwood Planning Commission will be held Monday, September 8, 2025, at 7:00 PM at Westwood City Hall or virtually, depending on current public health protocols in place. The City Calendar may be accessed at www.westwoodks.org. To receive further updates and communications, please see or sign up for the following:

Westwood Buzz Email: <https://bit.ly/3wA4DWx>

Facebook: [City of Westwood Kansas-Government](#)
[Westwood, KS Police Department](#)

**City of Westwood, Kansas
Planning Commission Meeting
4700 Rainbow Boulevard
July 7, 2025 – 7:00 PM**

Commissioners Present: Clay Fulghum, Vice Chair
Ann Holliday
David Kelman
Emily Keyser
Scott McCracken
Mark Neibling
Sarah Page, Chair

Commissioners Absent: Kevin Breer
Samantha Kaiser

Staff Present: Leslie Herring, City Administrator
John Sullivan, Public Works Director
Kathryn Dumovich, City Attorney for Planning Commission

Call to Order

Chair Sarah Page called the meeting to order at 7:00 PM on July 7, 2025.

Approval of Agenda and Meeting Minutes

Chair Page called for modifications or discussion of the July 7, 2025 Planning Commission meeting agenda and May 5, 2025 meeting minutes or a motion for approval. Commissioner Kelman moved to approve the agenda and meeting minutes. Commissioner Neibling seconded. Motion passed unanimously.

Public Hearings

Chair Page shared written comments during this time from Susan Minto, 2511 W. 47th Ter., who expresses a desire that Westwood amend its zoning regulations to be “more form based”. Chair Page indicated that staff is creating a process for the Planning Commission to review the zoning regulations in response to provisions that keep coming to Planning Commission for public hearing and determinations.

Presentations – None.

Old Business

Review recodification suggested changes to Chapter 16 of the Westwood City Code

Chair Page asked that City Administrator Herring provide the staff report. City Administrator Herring presented the report included in the meeting packet.

Commissioner Neibling asked how frequently recodification should happen. Herring responded with uncertainty as to best practices related to frequency but noted that recodification likely should occur on a cadence since part of the benefit is to not conflict with state and federal laws adopted since the previous recodification.

Commissioner Neibling noted that the Planning Commission recognizes their intent to review and revise the zoning regulations based on conflicts or questions that have come up in recent public hearings for waivers, but that since that process can and will happen separately in short order, he feels comfortable moving ahead with opening a public hearing at this time to complete recodification.

Commissioner Neibling moved to direct the Secretary to publish notice of public hearing for August 4, 2025 to consider amendments to the City's zoning ordinance. Second by Fulghum. Motion passed unanimously.

New Business

Annual review of the Planning Commission bylaws, per Article 6 Section 4 of the bylaws

Chair Page asked that City Administrator Herring provide the staff report. City Administrator Herring presented the report included in the meeting packet.

Chair Page asked whether there are any amendments recommended by staff or the Planning Commission. None were offered.

Commissioner Fulghum moved to approve the Planning Commission Bylaws following this July 2025 annual review of the Bylaws, in accordance with the provisions of same. Second by Commissioner Kelman. Motion passed unanimously.

Announcements/Planning Commissioner Comments

Chair Holliday congratulated Herring on completing the recodification effort and acknowledged the time and effort that process takes.

Staff Reports

Administrative Report (City Administrator Leslie Herring)

Herring shared that Planning Commissioners would each receive an email invitation from her to engage in a special project on topics related to interest areas expressed by Planning Commissioners in the past. Planning Commissioners would serve ad hoc in most cases and would be used to guide City administrative work to ensure it meets policy objectives.

- W. 47th Place Complete Streets stakeholder group (Commissioner Kaiser)
- 2024 ICC Building Code adoption (Commissioner Neibling)
- 2025 zoning regulation text amendment recommendation development (accepting expressions of interest from the Body)
- Tree canopy management plan creation (Commissioner Kelman)
- Westwood View RFP Review Committee (Commissioners Fulghum and Holliday)
- Traffic calming on residential streets, Practical Road Safety Assessment (PRSA) (Commissioner Kaiser)

Herring invited questions from Planning Commissioners. Commissioner Neibling asked who is the ultimate decision maker on traffic calming recommendations. Herring responded that for demonstration/pilot traffic calming measures, she – with support and guidance from Public Works Director Sullivan and Police Chief Mansell – would likely be the decision maker. Any permanent improvements needing funded from the Capital Improvement Plan would come to the Planning Commission for review and a finding that they are consistent with the City's comprehensive plan before being adopted by the City Council and implemented. Herring reiterated that any measures under her

leadership would be vetted with the Planning Commission, City Council, and stakeholders living near the measures, which is the role of the Practical Road Safety Assessment (PRSA) facilitated by the State of Kansas.

Public Works Report (Public Works Director John Sullivan)

Sullivan shared that the Mission Rd. Complete Street project is behind due to utility work but should still be on track for full completion by the contract date of October 15 (17), 2025.

Sullivan also shared updates on the following upcoming streets projects:

- the scheduled replacement of the 47th St. & Rainbow intersection (2026)
- the scheduled Complete Streets redesign of 47th Pl. (between Rainbow & State Line) (2026)
- the staff recommendation that repair and replacement of 50th St. from Mission to Belinder be completed in 2026; staff recommended that 50th St. from Belinder to Rainbow wait until the former Westwood View property redevelops and to conduct that work in concert or after.

Commissioner Neibling asked about the method for funding the City’s CIP and inquired into the level of drawing down the City’s reserve funds to pay for projects and referenced the potential need to increase the mill levy (property taxes) to fund projects. Herring stated that each year, the City Council approves transfers from the City’s General Fund to the Capital Improvement Fund (which funds the Capital Improvement Plan). The preliminary FY 2026 budget draws the General Fund reserve balance down to about 22% whereas the target set by the City’s financial policy is 30%.

Commissioner Neibling suggested City communications be clear and strong to notify residents that there is a funding challenge; he doesn’t believe the general public understands the current funding issues the City faces because projects keep getting done at the expense of drawing down reserves. He cautions that method of funding the CIP is unsustainable because reserves are finite.

Commissioner McCracken asked about the City’s exploration of alternate revenue sources so as not to put too much pressure on property taxes. Herring and Sullivan provided an overview of funding sources contributing to the CIP outside of property taxes.

Chair Page encouraged residents attending the meeting to keep themselves informed and to pay attention to conversations happening at City Council meetings. She noted that these issues aren’t new.

Adjournment

Motion by Commissioner Holliday to adjourn the meeting. Second by Commissioner Kelman. Motion passed unanimously. The meeting adjourned at 7:48 PM.

APPROVED: _____
Sarah Page, Chair

ATTEST: _____
Leslie Herring, Secretary

WESTWOOD PLANNING COMMISSION

Staff Report

Meeting Date: August 4, 2025

Staff Contact: Leslie Herring

Presentation: Receive presentation of proposal from Hunt Midwest & Finkle + Williams for former Westwood View Elementary School site

Background/Description of Item

On April 1, 2025, an election was held on whether the City should sell the existing Joe Dennis Park on the corner of 50th & Rainbow Blvd. to enable redevelopment of the site and replacement of the park on the former Westwood View School site. The results were 48% in favor and 52% opposed to the sale of the park. The following week, the City's development partner - Karbank - terminated its purchase agreement with the City, which left the City with no way to fund the purchase of the school site under the current agreement between the City and the School District.

The following table illustrates the process from beginning to end.

Milestone	Date
The School Board approved a Fourth Amendment to the Real Estate Purchase Agreement with the City to demolish the school building. The Board also expressed a desire to give the City an opportunity to identify a buyer that aligns with the community's best interests.	May 12
The City received the School District's application for demolition of the site.*	May 16
The City Council unanimously approved the Amendment to the Purchase Agreement and directed City staff to develop a process to request proposals from interested partners for a potential assignment of the City's purchase rights.	May 29
Advertise & Issue RFP	June 11
Community Preferences Survey Period (City administered)	June 11 – June 25
Deadline for Requests for Clarification and Questions on RFP	June 18
Posting of Responses to Requests for Clarification and Questions , and Community Survey Results [for incorporation in proposals]	June 25
RFP Response Deadline	July 9
Review of RFP Responses Completed; Shortlisted Respondents Notified; Invitation to Interview with Review Committee	July 16
Interviews Completed; Questions Addressed; Teams Notified	July 25
RFP Review Committee Recommendation Posted (in Planning Commission August 4 th meeting packet)	July 31

Public Comment on Recommendation Accepted for Council Consideration on August 14 th	July August 14	Item A, Section III, Item
Public Presentation by Selected Respondent at Planning Commission meeting	August 4	
Formal Recommendation to Governing Body; (staff directed to prepare assignment documents; any changes to proposal/input to be incorporated by September 11 meeting)	August 14	
Assignment Action, if any, by City Council	September 11	
Due Diligence Period expires	October 31	
Closing Deadline	November 28	
* Although demolition activities are underway, it will still be likely several weeks before the building is taken down.		

Request for Proposals (RFP) Review Committee Details

On July 8, 2025, the membership of the five-member RFP Review Committee was finalized. Creation of this ad hoc administratively appointed committee occurred under my authority as City Administrator. On July 9th, responses to the RFP were received and routed to the Committee; no responses were received prior to July 9th.

The 5-member Committee was comprised of:

Jeff Harris
(City Council President)

Clay Fulghum
(Planning Commission Vice-Chair)

Jay Corazza
(Westwood Foundation Board Member)

Holly Wimer
(City Councilmember)

Ann Holliday
(Planning Commissioner)

The Committee met on July 11th to deliberate on the RFP submissions, select teams for interviews, and to determine details and format for the interviews. Interviews were conducted on July 21 and 22.

Staff support was provided by both me, as City Administrator, and our Financial Advisor, Columbia Capital. Columbia Capital being represented by both Jeff White and Adam Pope during the process.

RFP Review Committee Consideration of Proposals

Six (6) responses were received and reviewed by the RFP Review Committee. Responses received were submitted by the following team leads:

Box Dev Co

Grata

Molzer

Genesis

Hunt Midwest

TriStar

Four (4) teams were invited to interview with the Review Committee. These teams are highlighted. Ultimately, following interviews and a final cumulative scoring, Hunt Midwest partnered with Finkle + Williams prevailed as the team recommended by the Committee for consideration by the City Council.

The Committee used the following criteria in their evaluation of the teams and proposals:

- ✓ Alignment with City objectives and public interest;
- ✓ Track record of similar projects;
- ✓ Financial feasibility and public benefit;
- ✓ Transparent team structure and experience; and
- ✓ Responsiveness to site and context.

A sampling of the Committee's notes from the review process site several reasons supporting its recommendation of this team to take on the future of this important site in the community:

- "Professionalism"
- "Experienced group"
- "Open"
- "Flexible"
- "Diversity in housing types"
- "Relatively strong financial benefit"
- "Most ready to collaborate with the city and the public"
- "Willingness and ability to adapt to city/community feedback"
- "Best chance to evolve the initial proposal to best meet the various city needs"
- "[They] do not want to build something unpopular with existing residents"
- "Willing to consider different architecture to capture a more 'Westwood' community feel"
- "Hunt Midwest has the financial and organization capacity to give us the *highest* confidence the project will be successful"
- "Hunt Midwest had the best range of [housing] price points to attract the widest ranges of residents"
- "Well established, very strong financially, ready to close on school property and move the project along"

Planning Commission Presentation

Hunt Midwest and Finkle + Williams will present their proposal at the August Planning Commission meeting. Responses and reactions to the presentation will be shared with the City Council ahead of its August 14th meeting, where they will receive their own presentation from the team, who will make its formal request at that time for assignment of the City's right to purchase the former Westwood View site. Assignment action would take place at the City Council's September 11th meeting, if so directed at their August meeting.

ABOUT HUNT MIDWEST

Hunt Midwest is a Kansas City-based, privately held real estate development company with six decades of expertise in multifamily, residential, industrial, self-storage, and senior living communities, with more than \$3 billion of developed projects in multiple geographic markets. Hunt Midwest leverages its reputation, resources, and relationships to create successful real estate solutions.

Hunt Midwest is one of the pillars of the Lamar Hunt Family's holdings, which include interests in real estate, sports/entertainment, energy/natural resources, and private equity. Other marquee brands include the Kansas City Chiefs, Chicago Bulls, FC Dallas, Hunt Southwest, and Trinity Hunt.



Item A, Section III, Item

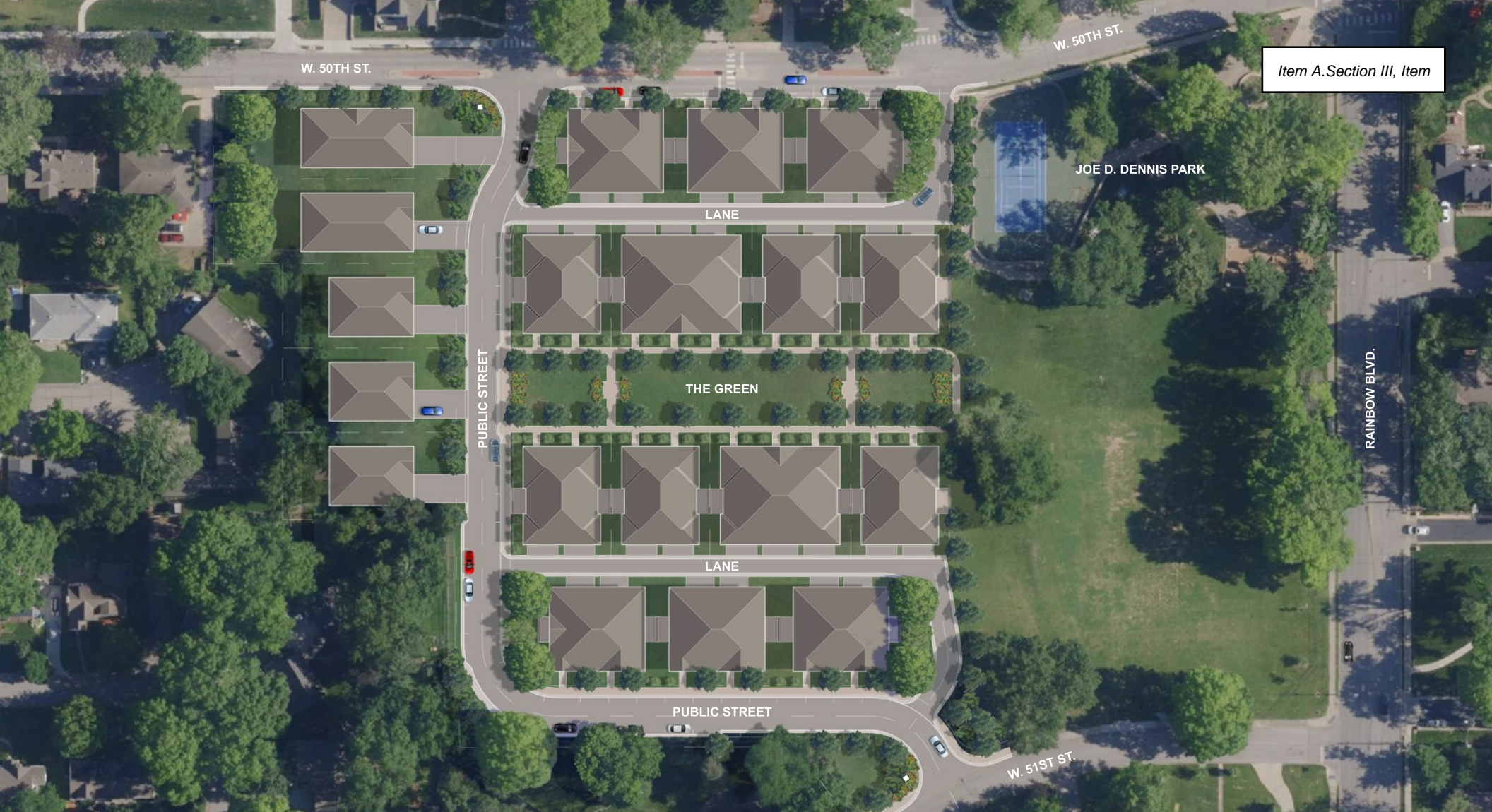


ABOUT FINKLE+WILLIAMS ARCHITECTURE

FINKLE+WILLIAMS Architecture is a 100% employee-owned design firm. As owners, we are all personally invested in delivering exceptional results for our clients and each other.

We believe architecture is for everyone, and when conceived with empathy, thoughtful design can help make the world better.

Since 1998, we have been immersed in helping create inspiring environments. We help organizations optimize their operations, advance innovation, attract and retain difference-makers, develop professional, vocational, and personal skills, strengthen human connections, and improve life balance and well-being.



DESIGN NARRATIVE

Our proposal aims to marry best-in-class, modern construction standards with the historic character and rich landscape of Westwood’s long-established neighborhoods. “The Green,” a pedestrian-focused pocket park, will be the heart of the community. This vibrant space is designed for people to gather and play, offering easy access to Joe D. Dennis Park. Five single family detached homes on the western edge of the property will help integrate 30 semi-attached villas and townhomes into the community surrounding the site. At two stories, the villas and townhomes will align with the surrounding building scale, and a low-traffic public street beautified with enriched landscaping will seamlessly blend into the established neighborhood. The plan will provide an enhanced landscape approach and adhere to the 4.4.2 Westwood Tree Preservation requirements. Supportive lanes between the rows of villas and townhomes will include rear-entry garages, pulling residents’ parked cars and refuse bins out of view off the primary public street.

WESTWOOD PLANNING COMMISSION

Staff Report

Meeting Date: August 4, 2025

Staff Contact: Leslie Herring, City Administrator

Public Hearing: Consider text amendments to Chapter 16 of the Westwood City Code related to recodification process

BACKGROUND

Recodification is the process by which all adopted ordinances (and modern, current State and Federal laws, where applicable) are integrated into a City's Codebook so that the Codebook reflects the current and comprehensive laws of the City.

- In January 2023, CivicPlus (which acquired MuniCode) embarked on a recodification of the Westwood Municipal Code. City staff provided access to all necessary City materials and CivicPlus went to work reviewing and preparing the Code for public, searchable online access.
- In February 2024, City staff received the Code sections for review and from there worked with CivicPlus staff, the City Attorney, and the Governing Body and Planning Commission to review and tweak the City Code to prepare it for final review and adoption.
- In July 2024, the Planning Commission reviewed and provided input and changes to the Zoning Ordinance (Chapter 16 of the City Code)
- In October 2024, the City role in review of the Code sections concluded and CivicPlus began finalizing the Code for consideration and adoption by the Governing Body.
- In June 2025, CivicPlus provided the final Code document and ordinance for adoption of the recodification. Once CivicPlus receives the Council-approved ordinance, they will publish the online searchable City Code on the City's website.

STAFF COMMENTS

The intent of recodification is housekeeping, to ensure consistency and legality of the code provisions and to address any confusion or conflicting elements of the code.

The following is a summary of the notable edits to the Zoning Ordinance, advanced by Planning Commission in July 2024 and affirmed in July 2025:

- a. 4.3.2(K) – clarifying process for applicants who want to build within 5-foot setback.
- b. 4.3.2 Table – Cleaning up references to side yard setbacks.
- c. 4.3.12 – Cleaning up to be consistent with RV parking regulations in 14-217, which also covers this topic.

[The Zoning Ordinance changes can be viewed via this link to the Planning Commission July 2024 meeting packet.](#) A clean version of the draft for adoption is included in the [July 7, 2025 meeting packet, available via this link.](#) The only change from what was presented at that time is to the side yard setbacks established in 4.3.2, which are currently five foot (5') and will remain at that distance. Section 4.3.2 as attached to this staff report reflects the current code version for hearing and adoption.

STAFF RECOMMENDATION

The Planning Commission should conduct a public hearing on the text amendments to the zoning regulation as presented and make a recommendation to the City Council for consideration of adoption.

Although there is interest from the Planning Commission to make more substantive changes to the zoning ordinance relative to recent cases and matters, that review process is beginning tonight as New Business, separate from this recodification. Any additional changes to the Zoning Ordinance can be achieved via the text amendment process and recommended to the City Council for adoption by ordinance once the Planning Commission determines what amendments it would like to recommend for consideration.

Suggested Motion

I move to recommend to the Westwood City Council the text amendments, as presented, to the Westwood zoning regulations, Article 16 of the Westwood City Code, to be adopted by ordinance.

4.3.2 Single-Family Primary Structure Requirements

- A. Residential lots are described and defined in WCC 4.1.2 and are reaffirmed herein by reference. For lots which have front footage lying on a curve or arc (such as may occur on a lot on a cul-de-sac) or which otherwise are not rectangular and have a front width which is narrower than the width at the back property line, the width shall be measured along the front building line of the primary structure for purposes of determining the lot category.
- B. The primary structure of all residences in R-1(A), R1-(B), R1-(C), and R1-(D) shall be a maximum of two stories in height. Residences in R-1(E) shall be a maximum of 2 1/2 stories.
- C. For all residential tracts in R-1(A) and R-1(E), the total lot coverage of all structures, including, but not limited to, all primary and accessory structures, shall not exceed 40 percent of the area of the lot. For R-1(B), R-1(C), and R-1(D) lots, the total lot coverage of all structures, including, but not limited to, all primary and accessory structures, shall not exceed 35 percent of the area of the lot. However, in calculating lot coverage, decks which are at least 30 inches high, measured from the ground, shall be calculated at 50 percent of the area they encompass. Thus, a deck having an area of 100 square feet shall count as 50 square feet for purposes of calculating total lot coverage. Decks lower than 30 inches in height are not counted toward lot coverage.
- D. Primary structures shall have at least 60 percent of their front facade on the front yard build-to line.
- E. The vertical surface of any building elevation shall not exceed more than 600 square feet or 25 feet measured horizontally without incorporating architectural relief. Architectural relief shall be defined as a building element or elements that breaks up a wall plane and occurs cumulatively over at least 25 percent of the wall plane requiring relief.
1. Examples may include dormers, projecting primary entrance features, projections or recessions in the building face (either horizontal or vertical), columns, chimneys, arches, eaves, alternating roof pitches, and/or by other architectural means.
 2. Windows, doors, and changes of material do not constitute architectural relief.
- F. Window openings shall match or exceed the existing percentage of wall-to-window openings of the existing house or the construction of adjacent properties for new homes. The requirements of this provision, however, shall not apply to the first floor of attached garages.
- G. Front setback encroachments for all residences shall be no greater than four

feet into the front yard setback. See WCC 4.3.3.E.

- H. The maximum height of the primary structure shall be 35 feet.
- I. With respect to lots which have existing primary or accessory structures less than five feet from a side property line, such existing primary or accessory structure's existing wall may be extended further along the property line provided that a distance of ten feet is maintained between the structure and any extension thereof and any structure on any adjacent lot.
- J. Notwithstanding the above, any construction within such a five-foot setback shall require that any future construction of a structure on the adjacent lot be not less than ten feet away from the new construction. Thus, for example, and not by way of limitation, an extension on one lot that is four feet off the side yard property line would necessitate that any later construction on the adjacent lot be at least six feet off of its side yard.
- K. A permit for construction of a non-conforming primary or accessory structure in the setback will not be granted until the applicant obtains the following in writing signed by the adjacent property owner:
1. A statement advising the adjacent neighbor of the nature of the project or construction under consideration;
 2. An acknowledgement by said adjacent neighbor that that property owner may not build any closer than ten feet to the proposed project or construction in the future;
 3. A statement that said adjacent property owner consent to said project or construction; and
 4. This writing shall be acknowledged before a notary public and said notarized acknowledgement shall be filed with the county office of records and tax administration, and proof of said filing provided to the city before any building permit shall issue.
- L. Except as set forth in WCC 4.3.3, lot exceptions below, specific requirements for each residential zoning district are as follows:
1. R-1(A):
 - a. Lots shall be less than 50 feet in width;
 - b. Minimum setbacks are established at:
 - (1) 20 feet for the front yard;
 - (2) Seven feet for a second-story side yard;
 - (3) 15 feet for the rear yard;
 - (4) 15 feet for the side yard on corner lots;

- (5) Five feet for first story side yard;
 - (6) Other first-story side yard setbacks as set forth in subsection I of this section;
- c. The maximum lot width coverage at front yard setback shall be 80 percent;
 - d. The maximum eave height above the first floor shall not be greater than half the width of the lot as measured at the curb along the front property line;
 - e. The maximum stories of the primary structure shall be two.
2. R-1(B):
- a. Lots shall be at least 50 feet and less than 65 feet in width and have a minimum area of 5,500 square feet;
 - b. Minimum setbacks are established at:
 - (1) 35 feet for the front yard;
 - (2) Seven feet for a second-story side yard;
 - (3) 15 feet for the rear yard;
 - (4) 15 feet for the side yard on corner lots;
 - (5) Five feet for first story side yard;
 - (6) Other first-story side yard setbacks as set forth in subsection H of this section;
 - c. The maximum lot width coverage at front yard setback shall be 80 percent;
 - d. The maximum eave height above the first floor shall not exceed 23 feet;
 - e. The maximum stories of the primary structure shall be two.
3. R-1(C):
- a. Lots shall be at least 65 feet and less than 75 feet in width and have a minimum area of 7,020 square feet;
 - b. Minimum setbacks are established at:
 - (1) 35 feet for the front yard;
 - (2) Seven feet for a second-story side yard;

- (3) The greater of 15 feet or 20 percent of depth of lot for the rear yard;
 - (4) 15 feet for the side yard on corner lots;
 - (5) Five feet for first story side yard;
 - (6) Other first-story side yard setbacks as set forth in subsection H of this section;
- c. The maximum lot width coverage at front yard setback shall be 70 percent;
 - d. The maximum eave height above the first floor shall not exceed 23 feet;
 - e. The maximum stories of the primary structure shall be two.
4. R-1(D):
- a. Lots shall be at least 75 feet width and have a minimum area of 9,000 square feet;
 - b. Minimum setbacks are established at:
 - (1) 35 feet for the front yard, seven feet for a second-story side yard;
 - (2) The greater of 15 feet or 20 percent of depth of lot for the rear yard;
 - (3) 15 feet for the side yard on corner lots;
 - (4) Five feet for first story side yard;
 - (5) Other first-story side yard setbacks as set forth in subsection H of this section;
 - c. The maximum lot width coverage at front yard setback shall be 70 percent;
 - d. The maximum eave height above the first floor shall not exceed 23 feet;
 - e. The maximum height of the primary structure shall be 35 feet;
 - f. The maximum stories of the primary structure shall be two.
5. R-1(E):
- a. Lots shall be less than 50 feet in width;
 - b. Minimum setbacks are established at:

- (1) 20 feet for the front yard;
 - (2) Five feet for a second-story side yard, seven feet for the third-story;
 - (3) 15 feet for the rear yard but five feet for a detached garage in the rear yard;
 - (4) 15 feet for the side yard on corner lots;
 - (5) Five feet for first story side yard;
 - (6) Other first-story side yard setbacks as set forth in subsection H of this section;
- c. The maximum lot width coverage at front yard setback shall be 70 percent;
 - d. The maximum eave height above the first floor shall not exceed 23 feet;
 - e. The maximum stories of the primary structure shall be 2 1/2;
 - f. The total square footage of the one-half story above the second story shall not exceed 50 percent of the total square footage of the second story.

M. The chart below is provided to assist property owners for single-family primary structures, however subsections A through I of this section shall prevail in the event of any question of interpretation or ambiguity with respect to said chart.

Chart 4.3.2. Single-Family Primary Structure Requirements

<i>Primary Structure Requirements</i>	<i>R-1(A)</i>	<i>R-1(B)</i>	<i>R-1(C)</i>	<i>R-1(D)</i>	<i>R-1(E)</i>
Lot width minimum		50'	65'	75'	
Lot width maximum	< 50'	< 65'	< 75'		< 50'
Lot size minimum		5,500 sq. ft.	7,020 sq. ft.	9,000 sq. ft.	
Maximum lot coverage including accessory structures (deck calculated at 50 percent)	40%	35%			40%
Minimum setbacks:					

Front yard build-to line (see WCC 4.2.3.d)	20'	35'			20'
First story side yard setbacks (see WCC 4.3.2.1)	5'	5'	5'	5'	5'
Corner lots side yard**	15'				15'
Rear yard	15'	greater of 15' or 20% of lot depth		15', detached garage at 5'	
Maximum lot width coverage at front yard setback	80%		70%		80%
Front setback encroachments:					
Open stoops, open porches & raised doorways	4' into the front yard setback				
Maximum eave height above first floor	< 1/2 lot width	23'			
Maximum height of primary structure	35'				
Maximum stories of primary structure	2	2		2 1/2*	
Continuous wall limits	Not to exceed more than 600 square feet or 25' horizontally without incorporating architectural relief. See WCC 4.3.2 E				
Attached garages	The front wall of front-facing attached garages shall be located entirely behind the front wall of the primary building (2.3.520). Front porches or colonnades shall not constitute the front wall of the dwelling for this review.				

*New home builds should see division 4.4 of this article for special considerations.

*The total square feet of the top one-half story shall not exceed 50 percent of the area of the second story.

**Corner lots side yard diagramed in the definition of the term "yard, street side" in WCC 2.3.

(Code 2008, ch. 16, § 4.3.2; Ord. No. 1024, § 28, 2-10-2022)

The Legal Record

1701 E. Cedar St., Ste. 111
Olathe, KS 66062-1775
(913) 780-5790

ATTN: LESLIE HERRING
CITY OF WESTWOOD
4700 RAINBOW BLVD
WESTWOOD KS 66205-1831

First published in The Legal Record, Tuesday, July 15, 2025.
CITY OF WESTWOOD, KANSAS
NOTICE OF PUBLIC HEARING

The Planning Commission of the City of Westwood, Kansas will hold a public hearing on Monday, August 4, 2025, at 7:00 PM at Westwood City Hall located at 4700 Rainbow Boulevard. Details for attending the meeting and speaking during the public hearing can be found at www.westwoodks.org or by calling 913-362-1550. Written comments may also be submitted ahead of the public hearing to info@westwoodks.org. The subject of the public hearing is:

Revisions to Existing Zoning Regulations

The Planning Commission will consider proposed amendments to the City of Westwood Zoning Ordinance as part of the recodification of the Westwood Municipal Code. Updates are generally clerical in nature with the intent to update language to modern standards and to resolve discrepancies within Code chapters.

A copy of the proposed amendments is available at City Hall, 4700 Rainbow Blvd., Westwood, KS 66205.

/s/ Leslie Herring, City Administrator
7/15

Proof of Publication

STATE OF KANSAS, JOHNSON COUNTY, SS;
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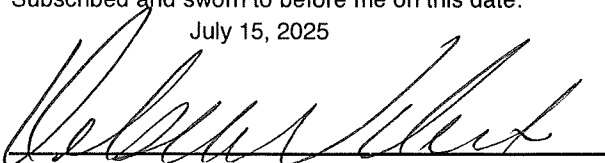
HEARING - REVISION TO EXISTING ZONING REGULATIONS
7/15/25

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WESTWOOD PLANNING COMMISSION

Staff Report

Meeting Date: August 4, 2025

Staff Contact: Leslie Herring, City Administrator

New Business Item – Begin annual review of zoning regulations and introduction of text amendments

Background

Throughout the year, the Planning Commission has identified several areas in the zoning regulations that either conflict with one another, are commonly requested be waived by applicants for building permits, or which constitute possible conflicts between the letter and the spirit of the zoning regulations. Although most of the cases coming before the Planning Commission are for waivers from the zoning regulations pertaining to new home builds, there are also other sections of the Zoning Ordinance identified by staff, Planning Commissioners, and City Councilmembers outside of new infill housing that should be considered for updating, especially following current regional and local conversations about housing product availability and environmental sustainability. Conversations about proposed amendments to the zoning regulations have been a topic at several meetings during public hearings.

Conducting an annual review of the zoning regulations is an established goal of the Planning Commission and is included in the Planning Commission’s annual work plan adopted at the beginning of each year. The 2 ½ year-long City Code recodification process has complicated conducting this annual review until now, since the zoning regulations are housed in Article 16 of the City Code. The recodification effort is concluding this month, with formal adoption anticipated to occur at the City Council’s August 14th regular meeting and final review and recommendation from Planning Commission occurring tonight.

Staff Comments

The following provisions of the zoning regulations are flagged for review and possible revision based on recent permit applications. The Planning Commission should review this list and determine whether additional provisions should be added to the list for review.

Article Two: Definitions

- 2.3.275 – Façade ([linked here](#))
 - Action recommended: Clarify whether “façade” includes the roofline for a covered porch.
- 23.660 – Story, Half ([linked here](#))
 - Action recommended: Determine whether this definition should be revised to include recent trends in architecture; whether usable open rooftop areas constitute a floor. (citation: [WE 2025-02, March 3, 2025](#))

Article Four: Residential Zoning District

- 4.3.2.D – Minimum façade situated on build-to line ([linked here](#))
 - Action recommended:
 - Clarify whether minimum façade on built to line is a line is calculated using the line along the façade or the vertical plane (surface area); consider adding a diagrammatic illustration (citation: [WE 2024-04, January 6, 2025](#))
 - Clarify whether the build-to line has a width (i.e. +/- 1’)

- Clarify whether stem walls (garbage can screening) can be included in calculation of façade
- 4.3.2.G & 4.3.3.E – Front yard setback encroachments ([linked here](#) and [linked here](#))
 - Action recommended: Consider increasing allowable encroachments for open front porches (citation: [WE 2025-01, March 3, 2025](#))
- 4.3.2.J.1, 2, & 5 – Residential lots with less than 65’ of frontage at the right-of-way ([linked here](#))
 - Action recommended:
 - Review regulations against houses built and waivers sought to determine whether revisions should be made to more closely align with the existing character of the street
 - Consider eliminating existing prohibition on platting new lots in these residential categories, under 65’ of lot frontage at the right-of-way ([1.5.1.I linked here](#); [4.3.3.A linked here](#))
- 4.3.6.F – Attached garage regulations ([linked here](#))
 - Action recommended:
 - Clarify whether this applies to subgrade garages (citation: [WE 2025-02, March 3, 2025](#))
 - Clarify whether the front wall of the primary building is synonymous with façade or whether a new definition should be added; also determine whether the wall has a width (i.e. +/- 1’) (citation: [WE 2025-02, March 3, 2025](#))
- 4.3.7.A & 4.3.9 – Building & fencing materials ([linked here](#) and [linked here](#))
 - Action recommended: Review to determine whether list should be updated to include additional modern materials? (i.e. appearance of wood)
- 4.3.10.A.3 – Impervious area maximum for driveways ([linked here](#))
 - Action recommended: Clarify whether this provision applies only to impervious drive and sidewalk area for multiple curb cut properties or whether it also applies only to lots with multiple curb cuts (circle drives) or all lots with driveways.
- 4.3.10.G – Side entry garages ([linked here](#))
 - Action recommended: Determine whether section should be revised to respond to increasing number of side entry garages and accommodating larger vehicles. (citation: [WE 2023-03, July 10, 2023](#))
- 4.4.2 – Tree preservation ([linked here](#))
 - Action recommended:
 - Consider clarifying whether tree health determination must be made by a licensed arborist.
 - Consider requiring demolition permit application be submitted – but not necessarily approved – prior to disruption of any tree roots for utility disconnections required for permit issuance

Article Seven: Commercial Overlay Districts ([linked here](#))

- Action recommended: Review each district and determine whether revisions are desired to more closely align with the City’s comprehensive plan

Article Nine: Signs ([linked here](#))

- Action recommended:
 - Clarify whether window decals and window painted signs and artwork should be included in the temporary sign or window sign categories.

City staff recommends the Planning Commission consider taking the following approach with this regular review of the zoning regulations:

1. Review this list of staff-identified zoning regulation provisions (August 4);
2. Share opinions and discuss amongst yourselves as an appointed body responses to the points where action is recommended (August 4);
3. Determine if items should be added or removed from this list (August 4);
4. Allow the City Administrator/Planning Commission Secretary to work with a couple Planning Commissioners and a City Council member or two as well as City staff to draft recommendations for amendments (throughout September);
5. Receive draft recommendations for amendments from work group and determine whether amendments are acceptable and ready to set for public hearing, or whether additional work on the proposed amendments should be conducted (September 8);
6. Set a public hearing on the text amendments to the zoning regulations (September 8 or October 6)
7. Hold the public hearing at a future Planning Commission meeting; make recommendation for City Council consideration for adoption (October 6 or November 3).