The Planning Commission convened at 7:00 p.m. to meet in regular session with Acting Chair Jeremy Fry presiding. Commissioners Shirley Allenbrand, Barry Sutherland, Ryan Nelson, Chip Corcoran, and Taylor Breen were present. Chair Vakas and Commissioners Ryan Freeman and Marcia Youker were absent.

Recited Pledge of Allegiance.

The Acting Chair made introductory comments. Regarding ex parte communication, the Acting Chair requested that if a commissioner had something to report, they specify the nature of the ex parte communication when item is reached in the agenda.

A motion to approve MN20-0824, the meeting minutes from August 24, 2020, was made by Commissioner Nelson and seconded by Commissioner Allenbrand. The motion passed with a vote of 6-0.
MINUTES
Planning Commission Meeting: September 14, 2020

Application: PR20-0016: Request approval of a preliminary site development plan for Contractors Garage VII containing two (2) lots on approximately 0.42 acres; located at 815 E. Park Street and 111 S. Mahaffie Street.

A motion to approve PR20-0016 was made by Commissioner Nelson and seconded by Commissioner Allenbrand. The motion passed with a vote of 6-0 subject to the following stipulations:

1. A final site development plan must be approved prior to issuance of a building permit.
2. A final plat shall be recorded prior to issuance of building permit.
3. A waiver shall be granted to provide relief from building design and exterior building materials required in UDO 18.15.020 in accordance with attached elevations dated August 21, 2020.
4. A landscape plan sealed by a landscape architect licensed to practice in the state of Kansas for review by the City is required with the final site development plan.
5. Parking lot and building lighting will be reviewed and approved with the final site development plan.
6. A revised parking ratio shall be provided with final site development plans.
7. Exterior ground-mounted or building mounted equipment including but not limited to, mechanical equipment, utilities’ meter banks and coolers must be screened from public view with three (3) sided landscaping or an architectural treatment compatible with the building architecture.
MP20-0018: Request approval of a minor plat for Sunnybrook One containing two (2) lots on approximately 0.25 acres; located at 22050 and 22054 W. 116th Terrace.

A motion to approve MP20-0018 was made by Commissioner Nelson and seconded by Commissioner Allenbrand. The motion passed with a vote of 6-0 subject to the following stipulations:

1. All above ground electrical and/or telephone cabinets must be placed within the interior side or rear building setback yards. However, such utility cabinets may be permitted within front or corner side yards adjacent to street right-of-way if cabinets are screened with landscape materials, subject to UDO 18.30.130.

2. All exterior ground mounted or building mounted electrical, mechanical, or utility equipment must be screened by landscaping or with an architectural treatment compatible to the main building.
| Application: | VAC20-0004: Request approval for vacation of an alley for Contractors Garage VII; located at 815 E. Park Street. |

A motion to continue VAC20-0004 to a future Planning Commission meeting was made by Commissioner Allenbrand and seconded by Commissioner Corcoran. The motion passed with a vote of 6-0.
MINUTES – Other Matters
Planning Commission Meeting:  September 14, 2020

Acting Chair Fry requested information on the upcoming Planning Commission Workshop.

Senior Planner Kim Hollingsworth stated that the Planning Commission Workshop is scheduled for Thursday, September 17, 2020 at 4:00 p.m. over Zoom. The workshop is to consider amendments to the Unified Development Ordinance regarding Residential Keeping of Animals.

There were no other announcements.

Meeting adjourned.