

**MINUTES-REGULAR MEETING
MAIZE CITY PLANNING COMMISSION AND
BOARD OF ZONING APPEALS
THURSDAY, DECEMBER 6, 2018**

The Maize City Planning Commission was called to order at 7:00 p.m., on Thursday, December 6, 2018, for a Regular Meeting with *Bryan Aubuchon*, presiding. The following Planning Commission members present were *Mike Burks*, , *Bryant Wilks*, *Andy Sciolaro*, *Mike Strelow* and *Bryan Aubuchon*. Not present was *Dennis Downes*. Also present were *Sue Villarreal*, Recording Secretary; *Kim Edgington*, Planning Administrator *Bill McKinley*, City Engineer, *Richard LaMunyon*, City Administrator and *Kris Rose*, Baughman Company.

APPROVAL OF AGENDA

MOTION: *Wilks* moved to approve the agenda as presented.
Burks seconded the motion.
Motion carried unanimously.

APPROVAL OF MINUTES

MOTION: *Burks* moved to approve the minutes of October 4, 2018.
Strelow seconded the motion.
Motion carried unanimously.

S/D 03-018 FINAL PLAT OF NICKS ADDITION

Rose was present to answer questions from the commissioners.

Edgington stated that the plat was similar to the preliminary plat previously approved. The fire department has approved the divided entrance and a second entrance will not be required.

MOTION: *Burks* moved to approve S/D 03-018 Nicks Addition Final Plat subject to the following staff comments:

- A. City water and sewer services are not currently available to serve the site but will be in place when subject property is developed.
- B. If improvements are guaranteed by petition, a notarized certificate listing the petitions shall be submitted to the City Clerk for recording.
- C. City Engineer needs to comment on the status of the Drainage Plan for the plat.
- D. Area within Reserve tracts shall be dedicated to a lot owner's association. This dedication shall also be accompanied by detailed information on the permanent preservation, protection and maintenance of the Reserve areas.
- E. The design and construction of detention areas shall be approved by Groundwater Management District #2.
- F. This property is in Area X on the FEMA flood map, not in the floodplain.
- G. The Applicant is reminded that a platting binder is required with the final plat. Approval of this plat will be subject to submittal of this binder and any relevant conditions found by such a review.

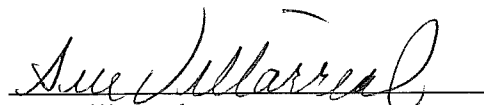
- H. The applicant shall install or guarantee the installation of all utilities and facilities which are applicable (water service and fire hydrants required for fire protection shall be as per the direction and approval of the Chief of the Sedgwick County Fire Department.)
- I. The applicant's engineer is advised that the Register of Deeds is requiring the name(s) of the notary public, who acknowledges the signatures on this plat, to be printed beneath the notary's signature.
- J. To receive mail delivery without delay, and to avoid unnecessary expense, the applicant is advised of the necessity to meet with the U.S. Postal Service Growth Management Coordinator (Phone 316-946-4556) prior to development of the plat so that the type of delivery, and the tentative mailbox locations can be determined.
- K. The applicant is advised that various State and Federal requirements (specifically but not limited to the Army Corps of Engineers, Kanopolis Project Office, Rt. 1, Box 317, Valley Center, KS 67147) for the control of soil and wind erosion and the protection of wetlands may impact how this site can be developed. It is the applicant's responsibility to contact all appropriate agencies to determine any such requirements.
- L. The owner of the subdivision should note that any construction that results in earthwork activities that will disturb one (1) acre or more of ground cover requires a Federal/State NPDES Storm Water Discharge Permit from the Kansas Department of Health and Environment in Topeka. Also, for projects located within the City of Maize, erosion and sediment control devices must be used on ALL projects.
- M. Perimeter closure computations shall be submitted with the final plat tracing.
- N. Recording of the plat within thirty (30) days after approval by the City Council.
- O. The applicant is reminded that a flash drive shall be submitted with the final plat tracing to the City of Maize detailing this plat in digital format in a .pdf version, or sent via e-mail to dlemen@cityofmaize.org. This will be used by the County GIS Department.

Strelow seconded the motion.
Motion carried unanimously.

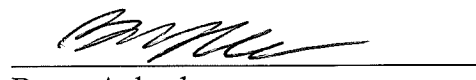
ADJOURNMENT:

MOTION: With no further business before the Planning Commission,
Burks moved to adjourn.
Strelow seconded the motion.
Motion carried unanimously.

Meeting adjourned at 7:22 pm.



Sue Villarreal
Recording Secretary



Bryan Aubuchon
Chairman