CITY OF LANSING
Council Chambers
800 1st Terrace
Lansing, KS 66043

COUNCIL AGENDA
Regular Meeting
Thursday, March 7, 2019
7:00 P.M.

WELCOME TO YOUR CITY COUNCIL MEETING

Regular meetings are held on the first and third Thursday of each month at 7 pm and are televised on Cable Television Channel 2 on Monday 7 pm, Tuesday 10 am & 7 pm, Friday 5 pm, Saturday 1 pm and Sunday 7 pm.

Any person wishing to address the City Council, simply proceed to the microphone in front of the dais after the agenda item has been introduced and wait to be recognized by the Mayor. When called upon, please begin by stating your name and address. A time designated "Audience Participation" is listed on the agenda for any matter that does not appear on this agenda. The Mayor will call for audience participation. Please be aware that the city council and staff may not have had advance notice of your topic and that the city council may not be able to provide a decision at the meeting. If you require any special assistance, please notify the City Clerk prior to the meeting.

Call To Order

Pledge of Allegiance

Roll Call

OLD BUSINESS:

1. Approval of Minutes

NEW BUSINESS:

Audience Participation

Presentations

Council Consideration of Agenda Items:

2. Final Development Plan – 400 North Main Street, Lot 3 Commercial Development
3. Executive Session – Consultation with Attorney

Reports:

Department Heads: City Attorney; City Engineer; City Administrator; Councilmembers

Proclamations:

- Flood Safety Awareness Week

Other Items of Interest

Adjournment

AGENDA ITEM

TO:	Tim Vandall, City Administrator TV
THRU:	Sarah Bodensteiner, City Clerk SLB
FROM:	Shantel Scrogin, Assistant City Clerk SS
DATE:	February 27, 2019
SUBJECT:	Approval of Minutes

The Special Meeting Minutes for February 21, 2019 and the Regular Meeting Minutes for February 21, 2019, are enclosed for your review.

Action: Staff recommends a motion to approve the Special Meeting Minutes and Regular Meeting Minutes for February 21, 2019, as presented.

AGENDA ITEM #

CITY OF LANSING
CITY COUNCIL SPECIAL MEETING

SPECIAL MEETING MINUTES
February 21, 2019

Call To Order:
The special meeting of the Lansing City Council was called to order by Mayor Mike Smith at 5:30 p.m.

Roll Call:
Mayor Mike Smith called the roll and indicated which councilmembers were in attendance.

Councilmembers Present:
Ward 1: Dave Trinkle and Gene Kirby
Ward 2: Don Studnicka and Andi Pawlowski
Ward 3: Jesse Garvey and Kerry Brungardt
Ward 4: Tony McNeill

Councilmembers Absent: Gregg Buehler

NEW BUSINESS:

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Regular Council Meeting for February 21, 2019 Changing the meeting start time from 7:00p.m. to 5:35 p.m: Councilmember Pawlowski moved to approve the meeting start time of the regular City Council Meeting for February 21, 2019 from 7:00 p.m. to February 21, 2019 at 5:35 p.m. Councilmember Kirby seconded the motion. The motion was unanimously approved.

ADJOURNMENT: Councilmember Studnicka moved to adjourn. Councilmember Pawlowski seconded the motion. The motion was unanimously approved.

The meeting was adjourned at 5:31 p.m.

ATTEST:

Michael W. Smith, Mayor

Sarah Bodensteiner, City Clerk

CITY OF LANSING
CITY COUNCIL MEETING

REGULAR MEETING MINUTES
February 21, 2019

Call To Order:
The regular meeting of the Lansing City Council was called to order by Mayor Mike Smith at 5:35 p.m.

Roll Call:
Mayor Mike Smith called the roll and indicated which Councilmembers were in attendance.

Councilmembers Present:
Ward 1: Gene Kirby and Dave Trinkle
Ward 2: Andi Pawlowski and Don Studnicka
Ward 3: Jesse Garvey and Kerry Brungardt
Ward 4: Tony McNeill

Councilmembers Absent: Gregg Buehler

OLD BUSINESS:

Approval of Minutes: Councilmember Kirby moved to approve the regular meeting minutes of February 7, 2019, as presented. Councilmember Studnicka seconded the motion. The motion was unanimously approved.

Audience Participation: Mayor Smith called for audience participation and there was none.
Presentations: Police Chief Steve Wayman recognized Officer Gable and Officer Linn for their compassion and professionalism while handling a highly emotional situation that involved the deceased and his family members. Chief Wayman also mentioned that Officer Blackwell was present during this situation as well, but wasn't able to attend the recognition tonight. The mother of the deceased, Sharon Marsch, thanked the Officers for their compassion, patience and service. The father of the deceased also thanked the Officers for all they did that day.

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Request to Advertise – City Project 18-03 Bittersweet Road & Bridge Improvement:
Councilmember Kirby moved to authorize the Public Works Department to prepare contract documents and advertise for the bid Project 18-03: Bittersweet Road and Bridge Improvement Project. Councilmember Trinkle seconded the motion.

- Councilmember Pawlowski stated I have a question. So, we're going to fix the bridge and then pave the road in addition to the CIP. So, this is extra?
    - Public Works Director Jeff Rupp responded this is extra but some of the money is being spent from that fund that would normally be part of the overlay. There was a carry over.
        - Councilmember Pawlowski asked so are you going to try and do it so that the CIP is done so they can do this part, or not.
            - Public Works Director Jeff Rupp replied they will be bid nearly the same time so I mean if there was a contractor that might be bidding on both. But we're handling this completely separate, in fact, our engineering firm is putting it out on a Plan Room also, electronic plans as well as our bid documents. So we don't know how many people we'll get from out of town or what.
                - Councilmember Pawlowski asked because you want this done when school is out.
                - Public Works Director Jeff Rupp stated right, I mean within our confines of our contract there is specific timelines with liquidated damages if we can't get it done.
                - Councilmember Pawlowski replied ok, thanks.

The motion was unanimously approved.

Request to Advertise – City Project 19-01 2019 Capital Improvements Program:
Councilmember Trinkle moved to authorize the Public Works Department to prepare contract documents and

advertise for bids Project 19-01: 2019 Capital Improvements Program. Councilmember Pawlowski seconded the motion.

- Councilmember McNeill stated I have a question on it. Do we have something separate that talks about the curb and gutter repair.
    - Public Works Director Jeff Rupp responded well let me explain something that's on this map that I did want to say. Is that the alternates listed in yellow there, those streets have been taken out of the project for this year unless we have savings from the Bittersweet Bridge and Road Project because those streets basically equate to having to put 4-H into the mix this year. Which is the long street you see on the map here. Because of that emergency work that's got to be done, we've got, that's the reason we've got both these projects on for advertising now even though we really won't start the work until after school is out on both of them. But to answer your immediate question, those streets that are in the yellow they do include curb and sidewalk adjacent to that work. That's one of the reasons why even though they're smaller on, some of the smaller streets on the map, it displaces the monetary value of 4-H.
        - Councilmember Pawlowski asked because of the curb and sidewalk.
            - Public Works Director Jeff Rupp stated because of the curb and sidewalk, extra concrete work included.
- Mayor Smith stated go ahead Andi.
    - Councilmember Pawlowski asked this is all mill and overlay, no chip and seal.
        - Public Works Director Jeff Rupp replied no chip and seal.
            - Councilmember Pawlowski asked have we kind of taken that whole chip and seal theory out.
                - Public Works Director Jeff Rupp responded well there could be an application at sometime but it would come before the City Council to discuss whether we want to do that or not but I don't foresee that in our near future. In fact, that will be last time hopefully we'll ever see it on 4-H.
                - Councilmember Garvey stated good. We don't have dates the last time these roads were approved, do we?
                - Public Works Director Jeff Rupp responded I do have some dates but you'll see that coming up when we do the five year CIP. You'd asked me if any dates were available to put them on there. There's very limited amounts but they'll be on there. But most of these that have all come up have been about 10 years and that's about average for redoing streets.

The motion was unanimously approved.

Approval of Bid – Street, Stormwater, and Sidewalk Repair – 2nd Street and E. Mary Street:
Councilmember Trinkle moved to approve a bid from Frederick Excavating Inc., for the street and stormwater appurtenances, and sidewalk repair of 2nd Street and East Mary in an amount not to exceed $52,541.50. Councilmember Pawlowski seconded the motion.

- Mayor Smith asked any discussion.
    - Councilmember Kirby replied yes.
        - Mayor Smith responded go ahead Gene.
            - Councilmember Kirby stated apparently, I misunderstood, I thought that this was something we were going to take care of. Obviously, I was wrong.
                - Public Works Director Jeff Rupp asked internally.
                - Councilmember Kirby responded yep.
                - Public Works Director Jeff Rupp stated it's really a little bit too big, some sizes of pipe and also from the structures it would have to be built because

some of the structures aren't there. We have to make a special structure that turns the water on the East side of the road where we do the crossing and it's going to take a track hoe.
- Mayor Smith asked but this doesn't have to be engineered.
  - Public Works Director Jeff Rupp no it's just basically, it's maintenance and replacement.
- Mayor Smith replied replacement, ok.
- Councilmember Kirby responded ok.
  - Mayor Smith asked anything else Gene.
- Councilmember Kirby stated no.

The motion was unanimously approved.

Request to Purchase – Public Works Department – Truck Replacement: Councilmember Trinkle moved to approve the purchase of a 2019 Ford Eco Sport 4WD Hatchback from Shawnee Mission Ford in an amount not to exceed $20,495.00. Councilmember Pawlowski seconded the motion. The motion was unanimously approved.

- Councilmember Trinkle stated I have one quick question.
  - Mayor Smith stated go ahead.
    - Councilmember Trinkle asked we're getting away from the blades and stuff on these type of vehicles.
      - Street Superintendent Jeff Focht replied yes.
        - Councilmember Trinkle asked we're not going to have everything bladed like we used to.
          - Street Superintendent Jeff Focht responded the truck I have right now is one that Mark Brown brought to the Council. The one he bought at Ft Leavenworth, it's a 2001. I still have it but it isn't worth putting any money into it. So instead of buying us a new truck, replace it, we thought we'd take Yomi's and replace his.
            - Councilmember Trinkle replied with no blade, we're not put anything on it.
              - Street Superintendent Jeff Focht, replied no sir, no sir.
                - Councilmember Trinkle stated ok, I understand.

Request to Purchase – Public Works Department – Equipment Replacement: Councilmember Brungardt moved to approve the purchase of a John Deere 5065E tractor with cab from Heritage Tractor in an amount not to exceed $39,373.86. Councilmember Trinkle seconded the motion.

- Councilmember Pawlowski asked what do you do with this?
  - Street Superintendent Jeff Focht responded we mow with it and we put a big rotary tiller on it and like when we do a drainage project, we can till it up. We bought that '92 and I think we gave $21,000 for it and it had a little ditch mower on it. I mean the hydraulics are getting weak and I got a price and they said it would be anywhere from $7,000-10,000 to repair the hydraulics. I just don't feel it's worth it for the age of the tractor.
    - Councilmember Pawlowski replied and so, you anticipate this will last.
      - Street Superintendent Jeff Focht responded oh, I, hopefully as long as this one did.
        - Councilmember Pawlowski stated past your retirement right.
          - Street Superintendent Jeff Focht replied yes ma'am.
- Councilmember Garvey asked the portable deck you have know will attach to this machine.

- Street Superintendent Jeff Focht responded yes it will, yeah.
  - Councilmember Pawlowski replied oh it will.
- Councilmember Kirby asked you're going to be able to do everything with this one that you did with the old one.
  - Street Superintendent Jeff Focht replied yes sir, yes sir.
- Mayor Smith asked any other questions, concerns.

The motion was unanimously approved.

Request to Purchase – Wastewater Department – Pickup Truck: Councilmember Brungardt moved to approve the bid from Shawnee Mission Ford for a F250 crew cab 4x4 gasoline pickup truck in an amount not to exceed $36,201. Councilmember Studnicka seconded the motion.

- Councilmember Pawlowski stated I have a question.
  - Wastewater Utility Director Tony Zell replied yes.
    - Councilmember Pawlowski asked how come we only got one bid.
      - Wastewater Utility Director Tony Zell responded I don't know. I've dealt with Danny Zeck Ford for a long time and you know they bid the last truck that we purchased. I know when other departments have got bids, they haven't received a bid from Danny Zeck.
        - Councilmember Pawlowski stated yeah, we didn't get one when we bid the last thing.
          - City Administrator Tim Vandall responded that's when we ended up buying those two Chevrolets. We didn't get anything from them.
            - Wastewater Utility Director Tony Zell replied I mean, I'd love to keep the money local. I even reached out to across state lines to somebody in Missouri and American Equipment which is the bed manufacturer, they contacted me and they even reached out to all four dealerships to say, hey, what do you need from me to make this work. And we only received one bid, so.
              - Councilmember Pawlowski asked are any of these on the state contract.
                - Wastewater Utility Director Tony Zell replied no.
              - Councilmember Pawlowski responded no, so they're off it. So, I just want to make a statement. I'm going to vote for this because I don't have a problem, I mean I understand but when we bought all these, we were buying vehicles like crazy. I mean and it kind of gets in my crawl a little bit that we have a car or truck that we bought in 2005. It only has what 45,000 miles on it that we really didn't need.
            - Wastewater Utility Director Tony Zell replied at the time just to clarify, at the time we needed it based on the premise that the grease trailer that would be used at our headworks, that I'm not sure how many people are familiar with that operation but the idea that the engineer had come up with to have us haul our own grease to the Kansas City rendering facility. It didn't work but in order to haul that trailer, necessitated the purchase of this truck. In addition

to liquidating both of these vehicles, we're also going to be liquidating that trailer because we used it one time in fourteen years.
- Councilmember Pawlowski stated I guess I'm not saying that it's your fault or anything.
  - Wastewater Utility Director Tony Zell responded oh absolutely.
- Councilmember Pawlowski stated I'm just saying that in hindsight I wish that we hadn't done it.
  - Wastewater Utility Director Tony Zell responded as do I. I mean but it what it is.
  - Councilmember Pawlowski it is what it is, I guess.
- Wastewater Utility Director Tony Zell stated live and learn.
  - Mayor Smith stated a lot of these vehicles it seems we buy them out of state but all the maintenance is done local and that is what the people really want. Is to get them in the shop out here. So, alrighty.

The motion was unanimously approved.

Structure Removal Cost Share Application – 1101 North 2nd Street: Councilmember Pawlowski asked can we have discussion.

- Mayor Smith stated go ahead Andi.
  - Councilmember Pawlowski asked so our policy is that we pay half up to $4,000, correct.
    - Community & Economic Development Director Matthew Schmitz replied correct.
      - Councilmember Pawlowski asked so, one would be no and then the other question I had was if this structure is removed, is that lot buildable?
        - Community & Economic Development Director Matthew Schmitz responded we would have to look at setbacks.
          - Councilmember Pawlowski replied because I mean I just want to know that because we don't want the people to find out later.
            - Community & Economic Development Director Matthew Schmitz responded it should be in terms of, yeah, the setbacks work on it if somebody wanted to build something there, but it's currently zoned as B-3.
              - City Inspector Rebecca Savidge stated its zoned commercial but it's 125 by 180.
                - Councilmember Pawlowski asked but the setback is 35.
              - City Inspector Rebecca Savidge stated setbacks are 25 and then 5 in the rear.
            - Councilmember Pawlowski responded I didn't want to just have us take it down and have them say you didn't tell me you couldn't do anything with it when you did that, you know?
          - Community & Economic Development Director Matthew Schmitz responded it's a buildable lot but the problem that you run into is it doesn't front K-7 so I don't know how much interest there would be in that but it would be buildable.
- Councilmember Garvey asked if we do fifty percent of the $4,000 why isn't option number two $2,000 instead of $2,500.
  - City Administrator Tim Vandall replied I think the low bid was $5,000.
    - Community & Economic Development Director Matthew Schmitz replied right.
      - City Administrator Tim Vandall stated so fifty percent was $2,500.
        - Councilmember Garvey responded right but we'll only do fifty percent of four though.

- City Administrator Tim Vandall replied no it was up to four so if the bid was eight, we would do four. If the bid was nine, we would still do four.
    - Councilmember Garvey stated I thought it was fifty percent of the four.
        - Councilmember Pawlowski asked it's not fifty percent.
            - Community & Economic Development Director Matthew Schmitz stated it's fifty percent of the bid up to $4,000.
        - Councilmember Pawlowski asked so if the bid is $5,000.
    - Community & Economic Development Director Matthew Schmitz responded we'll pay $2,500, as Tim stated if it's eight we'll pay $4,000 and that would be the max.
- Councilmember Garvey replied the max.
- Community & Economic Development Director Matthew Schmitz replied right.

- City Administrator Tim Vandall stated I guess one other point of clarification too, we had a lot of luck with this in 2017 but then I think last year I don't think we had any applications in 2018 but we've still been allocating funds for that. We probably need to update the policy that does that but at the same time it's a Council decision anyways which is why we're bringing it before you guys. But we do need to update that policy.

- Councilmember Pawlowski asked anybody want to make a motion.
    - Mayor Smith asked Dave did you have something to say.

Councilmember Studnicka moved to approve $2,500 of removal costs for structure removal assistance at 1101 North 2nd Street. Councilmember Pawlowski seconded the motion. The motion was unanimously approved.

Special Use Permit Request – 515 Valley Drive – More than 4 Animals: Councilmember Trinkle asked everything check okay.

- Animal Control Officer Wendy Burr responded yep, everything was fine. They have plenty of room. No complaints. It's temporary for about a year and half at the most because they took in their niece who is going to school.
    - Councilmember Kirby asked they what.
        - Animal Control Officer Wendy Burr their niece is now living with them who is going to school and she had two dogs. They just have two dogs and cat on their own.

Councilmember McNeill moved to approve the Special Use Permit for more than 4 animals at 515 Valley Drive. Councilmember Brungardt seconded the motion. The motion was approved, with Councilmember Kirby abstaining from the vote.

REPORTS:

Department Heads: Department Heads had nothing to report.
City Attorney: City Attorney had nothing to report.
City Engineer: City Engineer had nothing to report.
City Administrator: City Administrator had nothing to report.
Governing Body: Mayor Smith asked that it be passed along to the guys removing the snow and ice that they are doing a great job. We've been hit hard this year and those guys are out at 1am so please pass along that we really appreciate their hard work.

Councilmember Trinkle asked Public Works Director Jeff Rupp if we are going to have issues getting salt as other cities and private contractors have. He also echoed Mayor Smith's sentiments on the guys removing the snow and ice are doing a great job.

- Street Superintendent Jeff Focht stated he's not out, he's still has salt, the system we use is working, and we're making it work.

Councilmember Garvey congratulated Officer Gable and Officer Linn and thanked them for their hard work for the City.

Councilmember McNeill echoed Councilmember Garvey's sentiments and included Officer Blackwell, and said it is always nice to hear and have folks come in to talk about officers doing a great job.

ADJOURNMENT:

Councilmember McNeill moved to adjourn. Councilmember Brungardt seconded the motion. The motion was unanimously approved. The meeting was adjourned at 5:59 p.m.

ATTEST:

Michael W. Smith, Mayor

Sarah Bodensteiner, City Clerk

AGENDA ITEM

TO: Tim Vandall, City Administrator

FROM: Matthew R. Schmitz, Community & Economic Development Director MRS

DATE: March 7, 2019

SUBJECT: Final Development Plan – 400 North Main Street, Lot 3, Fairlane Commercial Development, Lansing, Kansas

Explanation: A final development plan has been submitted by Development Inc. (Jeremy Greenamyre, Agent), property owner, for property currently addressed as 400 North Main Street, Lansing, Kansas, also known as Lot 3, Fairlane Commercial Development. The preliminary development plan was approved at the December 19, 2018, Planning Commission meeting, and subsequently at the January 3, 2019, City Council meeting.

This proposed final development plan will allow for the demolition and replacement of an existing commercial building with a new 11,550 sq. ft. commercial building.

Staff has met with the developer and the engineer regarding this development and have found it to be in compliance with the Main Street Overlay District and the City of Lansing Zoning regulations. The proposed uses of retail businesses align with the current B-3-P Commercial Business Planned Overlay District zoning for the property.

Stormwater detention for this lot is provided in Tract A of the Fairlane Commercial Development, shown on the attached plans.

On the attached checklist, Item 2.b., the plans meet the requirements of this item, with the exception that they were not submitted on mylar, tracing cloth, or similar material, nor did they have ten (10) copies with them. Additionally, on the preliminary development plan, staff did not require the seal be placed on the plans. On the attached final development plan, the plans have been sealed and signed as required by this process.

There is an ongoing property dispute on the southern edge of the property, and during the Planning Commission and City Council meetings where the preliminary development plan was considered, Russ Connel, 18312 Eisenhower Road in Leavenworth, came forward to discuss this item. Mr. Connel did not attend the Planning Commission meeting on the 20th of Feb. where Planning Commission considered this item. Development Inc. has designed the proposed improvements around the disputed area and seeks to move forward with its development outside of the disputed area. Staff agrees with this approach. If the disputed area is found to be Mr. Connel's property, because there are no planned improvements on this area, it would have no effect on the development proposed in this plan.

The Future Land Use Map in the Comprehensive Plan shows this area as Commercial, so this request aligns with the map for this area.

The Planning Commission voted to recommend approval of this final development plan application at its February 20, 2019, meeting with a 5-0 vote. The minutes from that meeting and the submitted final development plan are included for your review.

Staff Recommendation: Approve, approve with conditions, or remand back to the Planning Commission the final development plan for 400 North Main Street, Lot 3, Fairlane Commercial Development.

AGENDA ITEM # 2

CHECKLIST FOR COMPLETENESS

OF

APPLICATION FOR PLANNING COMMISSION

REVIEW AND APPROVAL

OF

MSOD
FINAL DEVELOPMENT PLAN
FOR

LOT 3, FAIRLANE COMMERCIAL DEVELOPMENT

COMPLETED BY: MATTHEW R. SCHMITZ MRS DATE: 2-11-19

COMPLETION OF THIS CHECKLIST IN NO WAY CONSTITUTES AN EVALUATION OF THE MERITS OR ACCURACY OF THE PLANS, DESIGN OR ENGINEERING OF THE FINAL DEVELOPMENT PLAN. THIS STEP IS INTENDED ONLY AS AN ADMINISTRATIVE REVIEW OF THE COMPLETENESS OF THE APPLICATION FOR APPROVAL.

Final Development Plan: The Final Development Plan shall be prepared in the same manner and include the same type of information as the Preliminary Development Plan (updated to show final sizes, dimensions and arrangement) with the following additions:

FINAL DEVELOPMENT PLAN CHECKLIST

Final Development Plan: The Final Development Plan shall be prepared in accordance with the requirements outlined in Article 5.13.j of the Zoning Ordinance except as follows:

		YES	NO
1.	Contour lines shall show finished grading only	☒	☐
2.	The landscaping plan shows the size and type of each tree, shrub and ground cover. The Final Development Plan shall indicate existing and proposed landscaping as follows:		
	a. Provide location, type and sizes of all proposed landscape and screening materials.	☒	☐
	b. Provide a planting schedule including size, quantity, botanical name, common name and any additional comments necessary to describe intent of landscape plan. Original is on mylar, tracing cloth or similar material and has ten (10) copies with it.	☐	☒
3.	Drawings showing the size, appearance and method of illumination for each sign. Building Permits: On final approval of the Final Development Plan by the Governing Body, the applicant shall provide three (3) copies of the approved Final Development Plan to the City.	☒	☐
4.	Architectural elevations shall include more detailed descriptions of materials, colors, opening dimensions, signage, as required by the Community &Economic Development Director or the Planning Commission	☒	☐
5.	Final Plan is drawn at scale of at least 1" = 200'	☒	☐
6.	Size of sheet on which final plat is prepared is at least 36 inches by 24 inches. If more than one sheet required, all are same size and index map is provided.	☒	☐
7.	Material is submitted at least seven (7) days prior to Planning Commission meeting at which it is desired to be considered.	☒	☐

Lansing Planning Commission
Regular Meeting
February 20, 2019

Call to Order – The monthly meeting of the Lansing Planning Commission was called to order at 7:03 p.m. by Vice-Chairman Kirsten Moreland. Also present were Commissioners Nancy McDougal, Marcus Bean, Jerry Gies, and Chad Neidig. Chairman Ron Barry and Commissioner Mike Suozzo were unable to attend. Vice-Chairman Moreland noted there was a quorum present.

Approval of Minutes – January 16, 2019, Regular Meeting – Commissioner McDougal made a motion to approve the minutes of the January 16, 2019, regular meeting, seconded by Commissioner Bean. The motion passed, with Commissioner Neidig and Commissioner Gies abstaining.

Old Business – none

New Business: 1. Main Street Overlay District Final Development Plan for Lot 3, Fairlane Commercial Development, 400 North Main Street. Vice-Chairman Moreland stated that an application was submitted by Jeremy Greenamyre of Development, Inc. for a final development plan in compliance with the Main Street Overlay District for Lot 3, Fairlane Commercial Development, 400 North Main Street, Lansing, Kansas.

Vice-Chairman Moreland asked if there were any questions or comments regarding the checklist. Since there were none, she entertained a motion to approve the checklist as a finding of fact for the Main Street Overlay District Final Development Plan for Lot 3, Fairlane Development, 400 North Main Street. Commissioner Gies made a motion to approve the checklist, seconded by Commissioner McDougal and the motion was unanimously approved.

Vice-Chairman Moreland next stated a motion was needed to recommend to the City Council approval, approval with conditions, or disapproval the Main Street Overlay District Final Development Plan for Lot 3, Fairlane Commercial Development, 400 North Main Street, and asked if there were any questions. Since there were none, Commissioner McDougal made a motion to recommend approval, seconded by Commissioner Bean.

Community and Economic Development Director Matthew Schmitz stated that before a vote was taken, he wanted to state that City Engineer Matt Harding had given feedback about the curb radius going out on Santa Fe Street. He stated it is shown on the plans at 15′ and asked Matt Henderson of mhs, project engineer; and Mr. Greenamyre if they are going to modify that to 20′ or 25′. Mr. Henderson stated they were going to try to do 25′ and Mr. Greenamyre said they would do whatever the city asked. Mr. Harding stated it would make for a wider turning motion.

Vice-Chairman Moreland asked if this means the Commission needs to approve with conditions and Mr. Schmitz stated it was to their discretion. Commissioner Gies recommended saying "to the satisfaction of staff", so Commissioner McDougal amended her motion to include "to the satisfaction of the staff on the radius". Commissioner Bean, who had seconded the original motion, agreed to the amendment. The motion passed unanimously.

Mr. Schmitz stated this would go before the City Council at its March 7 meeting.

Notices and Communications – Vice-Chairman Moreland asked about the Unified Development Ordinance (UDO) work session and Mr. Schmitz stated the Council's feedback was related to the R-3 zoning district and the modifications to that and what would be impacted, as well as the Comprehensive Plan. Mr. Schmitz stated he would recommend looking at the Comprehensive Plan as the next step once the UDO is approved to help make them work together. He also stated he wants to have a consultant to help with the review of the Comprehensive Plan.

Reports – Commission and Staff Members – Mr. Schmitz stated he wanted to let the Commission know what will be considered at the March Planning Commission meeting. He stated there would be a public hearing and then a formal recommendation regarding the UDO, a conditional use permit for the Main Street Auto Body and Tow at 212 North Main Street, and a preliminary development plan in compliance with the Main Street Overlay District for 1205 North Main Street.

At this time, Mr. Schmitz had a question for City Attorney Greg Robinson. He stated the authorized agent acting on behalf of the property owner for the preliminary development plan was not going to be able to attend the meeting, but would be sending the engineer for the project in his place, and how staff should handle the paperwork for that. Mr. Robinson said to have the name of the person who will actually be attending the meeting added to the agent authorization form and that would work.

Adjournment – Commissioner Neidig made a motion to adjourn, seconded by Commissioner Bean and approved by acclamation. The meeting adjourned at 7:22 p.m.

Respectfully submitted,

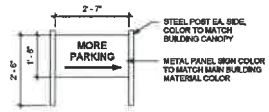
Cynthia Tripp, secretary

Reviewed by,

Matthew R. Schmitz, Community and Economic Development Director MRS

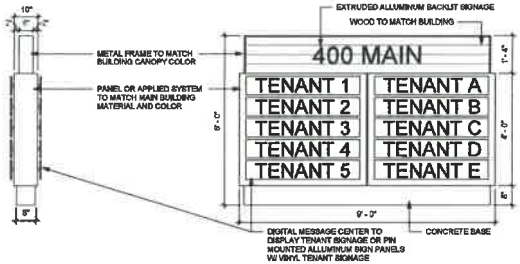
LANSING RETAIL

HIVE



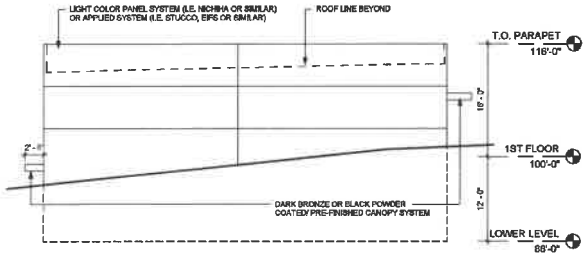
6 DIRECTIONAL SIGNAGE

1/2" = 1'-0"



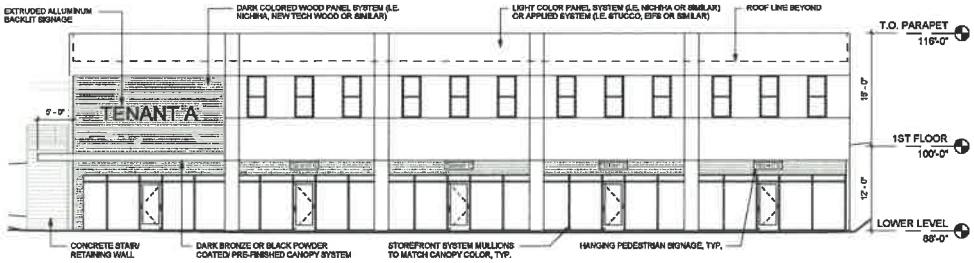
5 MONUMENT SIGN FACE & SIDE ELEVATIONS

1/2" = 1'-0"



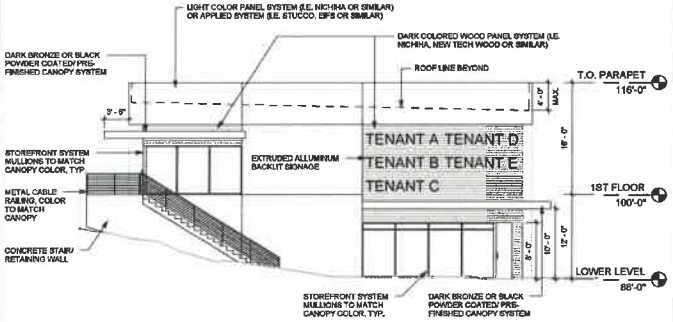
4 NORTH ELEVATION

1/8" = 1'-0"



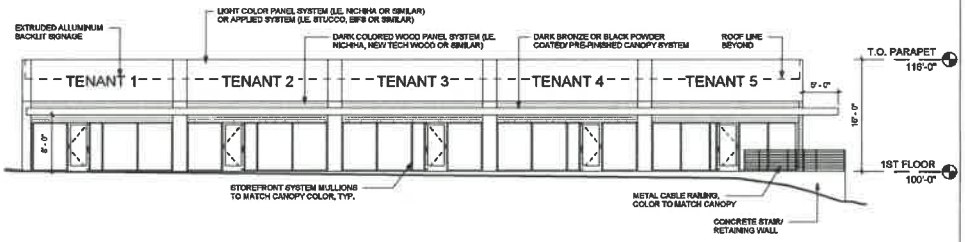
3 EAST ELEVATION

1/8" = 1'-0"



2 SOUTH ELEVATION

1/8" = 1'-0"



1 WEST ELEVATION

1/8" = 1'-0"

HIVE

LANSING RETAIL BUILDING

409 N. MAIN ST.
LANSING, KS 66043

HIVE DESIGN COLLABORATIVE, INC.
1617 WALNUT STREET, KANSAS CITY, MO 64108
816.561.8383

COPYRIGHT © 2017
HIVE DESIGN COLLABORATIVE, INC.

seal/signature

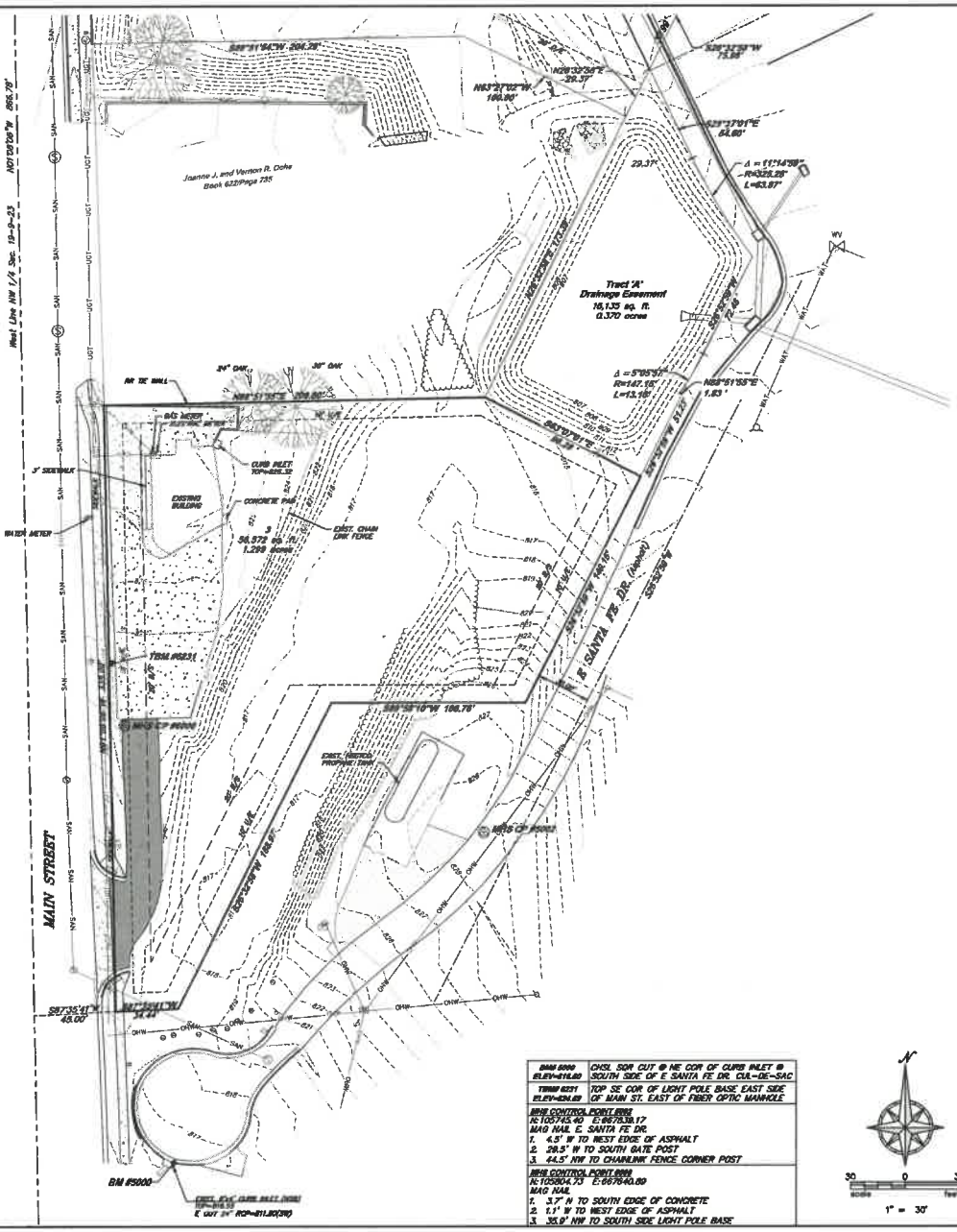
project number	2018-034
date	12/27/18
issued for	FINAL DEV. PLAN

rev	date	description

ELEVATIONS

sheet number

A100



BM# 5000 ELEV=818.80	CHSL SQR CUT @ NE COR OF CURB INLET @ SOUTH SIDE OF E SANTA FE DR. CUL-DE-SAC
TBM# 6231 ELEV=824.89	TOP SE COR OF LIGHT POLE BASE EAST SIDE OF MAIN ST. EAST OF FIBER OPTIC MANHOLE
BM# CONTROL POINT 8000 N:105743.40 E:6679339.17 MAG NAIL E. SANTA FE DR. 1. 4.5' W TO WEST EDGE OF ASPHALT 2. 29.5' W TO SOUTH GATE POST 3. 44.5' NW TO CHAINLINK FENCE CORNER POST	
BM# CONTROL POINT 8000 N:105804.73 E:6679440.89 MAG NAIL 1. 3.7' N TO SOUTH EDGE OF CONCRETE 2. 1.1' W TO WEST EDGE OF ASPHALT 3. 35.9' NW TO SOUTH SIDE LIGHT POLE BASE	

N

30 0 30
scale feet

1" = 30'

PREPARED FOR:
Development INC
2500 2nd Street
Leavenworth, KS 66043

PREPARED BY:

McAFEE HENDERSON SOLUTIONS, INC.
Civil Engineering ✦ Land Surveying
10700 College Blvd., Suite 202 Lenexa, KS 66219
Ph. (913) 888-4847 Fax (913) 393-9666

MATTHEW D. HENDERSON
LICENSED
17227
KANSAS
PROFESSIONAL ENGINEER

Digitally signed by matthew henderson
Date: 2019.02.12 07:44:46-06'00'

LIST OF DRAWINGS

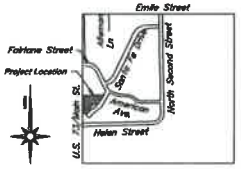
01	EXISTING CONDITIONS
02	DIMENSION PLAN
03	GRADING & DRAINAGE PLAN
04	LANDSCAPE PLAN
A100	ARCHITECTURAL ELEVATIONS

LEGAL DESCRIPTION:
LOT 3, FAIRLANE COMMERCIAL DEVELOPMENT,
A SUBDIVISION IN LANSING, LEAVENWORTH COUNTY, KANSAS

LEGEND

- CENTER LINE
- GAS LINE
- OVERHEAD WIRE LINE
- SANITARY SEWER LINE
- UNDERGROUND ELECTRICAL LINE
- UNDERGROUND TELEPHONE LINE
- WATER LINE
- FENCE LINE
- TREE LINE
- ASPHALT
- CONCRETE
- GRAVEL
- DECIDUOUS TREE SIZES VAR. DIA.
- CONIFEROUS TREE SIZES VAR. DIA.
- SIGN
- TRASH CONTAINER
- LIGHT POLE
- ELECTRICAL BOX
- FIRE HYDRANT
- WATER METER
- TELEPHONE BOX
- GUY ANCHOR
- POWER POLE
- LARGE ROCK

Project Vicinity Map

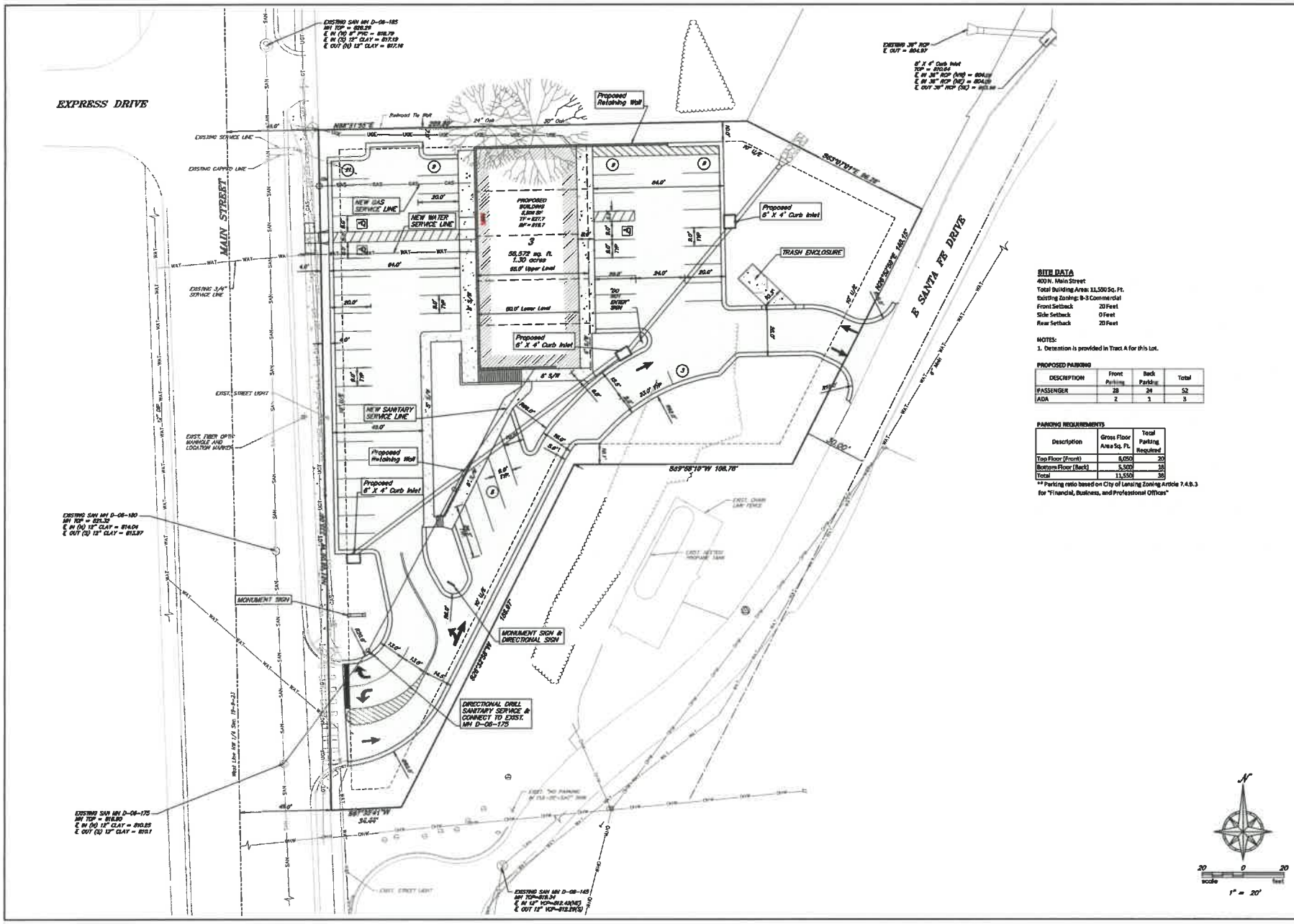


Northwest Quarter Section 19-9-23
Leavenworth County, Kansas

McAFEE HENDERSON SOLUTIONS, INC.
Civil Engineering ✦ Land Surveying
10700 College Blvd., Suite 202 Lenexa, KS 66219
Ph. (913) 888-4847 Fax (913) 393-9666

LOT 3, FAIRLANE COMMERCIAL
FINAL DEVELOPMENT PLAN
EXISTING CONDITIONS

Date:	1/17/19
Designed:	SJS
Drawn:	BRE
Checked:	MDH
Approved:	MDH
Proj. No.	2018-041
Sheet No:	01



SITE DATA

400 N. Main Street
Total Building Area: 11,550 Sq. Ft.
Existing Zoning: B-3 Commercial

Front Setback	20 Feet
Side Setback	0 Feet
Rear Setback	20 Feet

NOTES:
1. Detention is provided in Tract A for this Lot.

PROPOSED PARKING

DESCRIPTION	Front Parking	Back Parking	Total
PASSENGER	28	24	52
ADA	2	1	3

PARKING REQUIREMENTS

Description	Gross Floor Area Sq. Ft.	Total Parking Required
Top Floor (Front)	6,050	20
Bottom Floor (Back)	5,500	18
Total	11,550	38

** Parking ratio based on City of Lansing Zoning Article 7.4.B.3 for "Financial, Business, and Professional Offices"

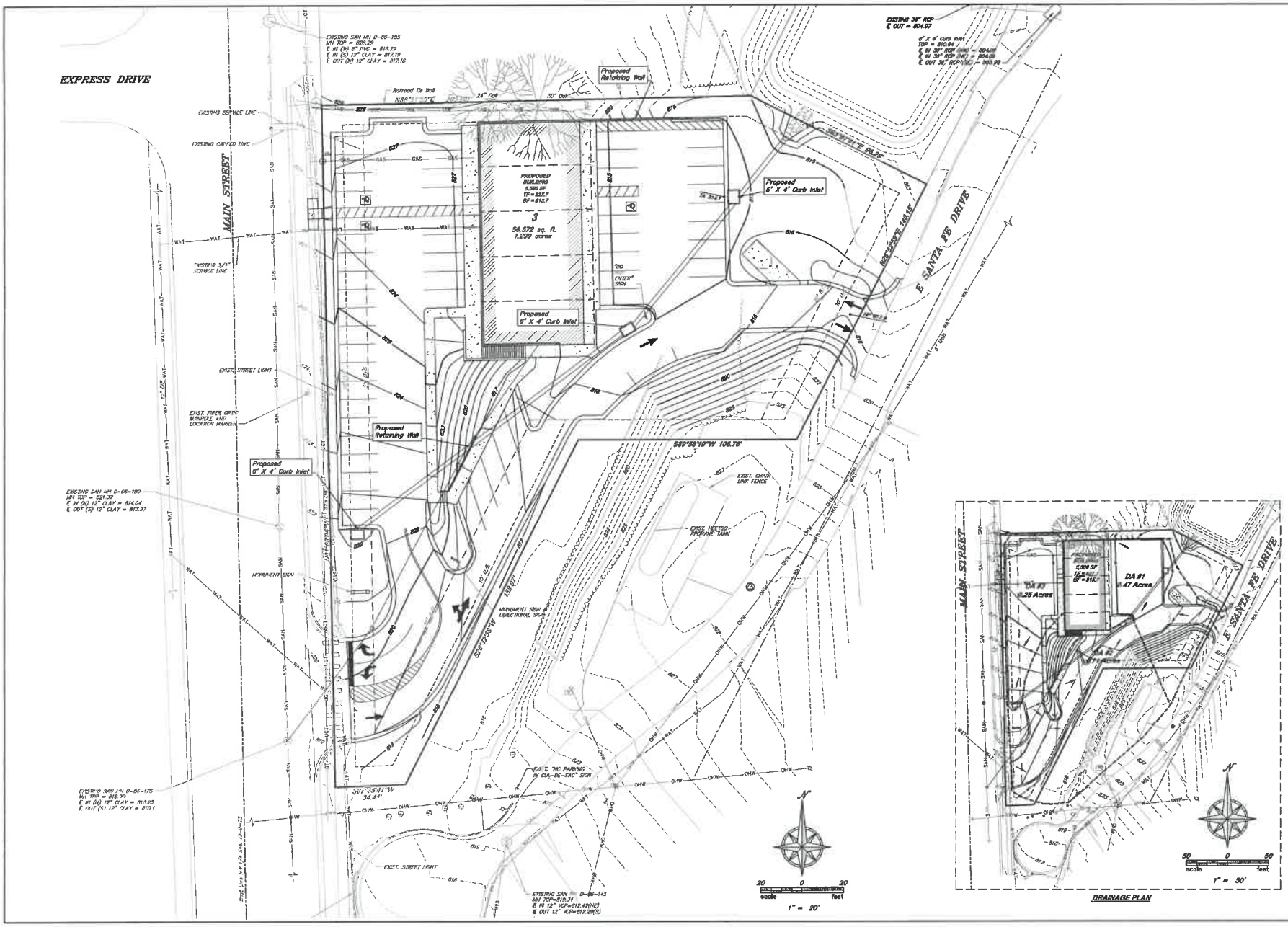
McAFEE HENDERSON SOLUTIONS, INC.
Civil Engineering & Land Surveying
1980 Dobie Road, Suite 1, Okemos, MI 48864
Ph: (517) 349-9200 Fax: (517) 349-3043
www.mhs-pc.com

mhs

No.	Date	Revisions
1		
2		
3		
4		
5		
6		

LOT 3, FAIRLANE COMMERCIAL
FINAL DEVELOPMENT PLAN
DIMENSION PLAN

Date:	11/19/18
Designed:	SJS
Drawn:	BCE
Checked:	MEH
Approved:	MEH
Proj. No.	2018-041
Sheet No:	02



DRAINAGE PLAN

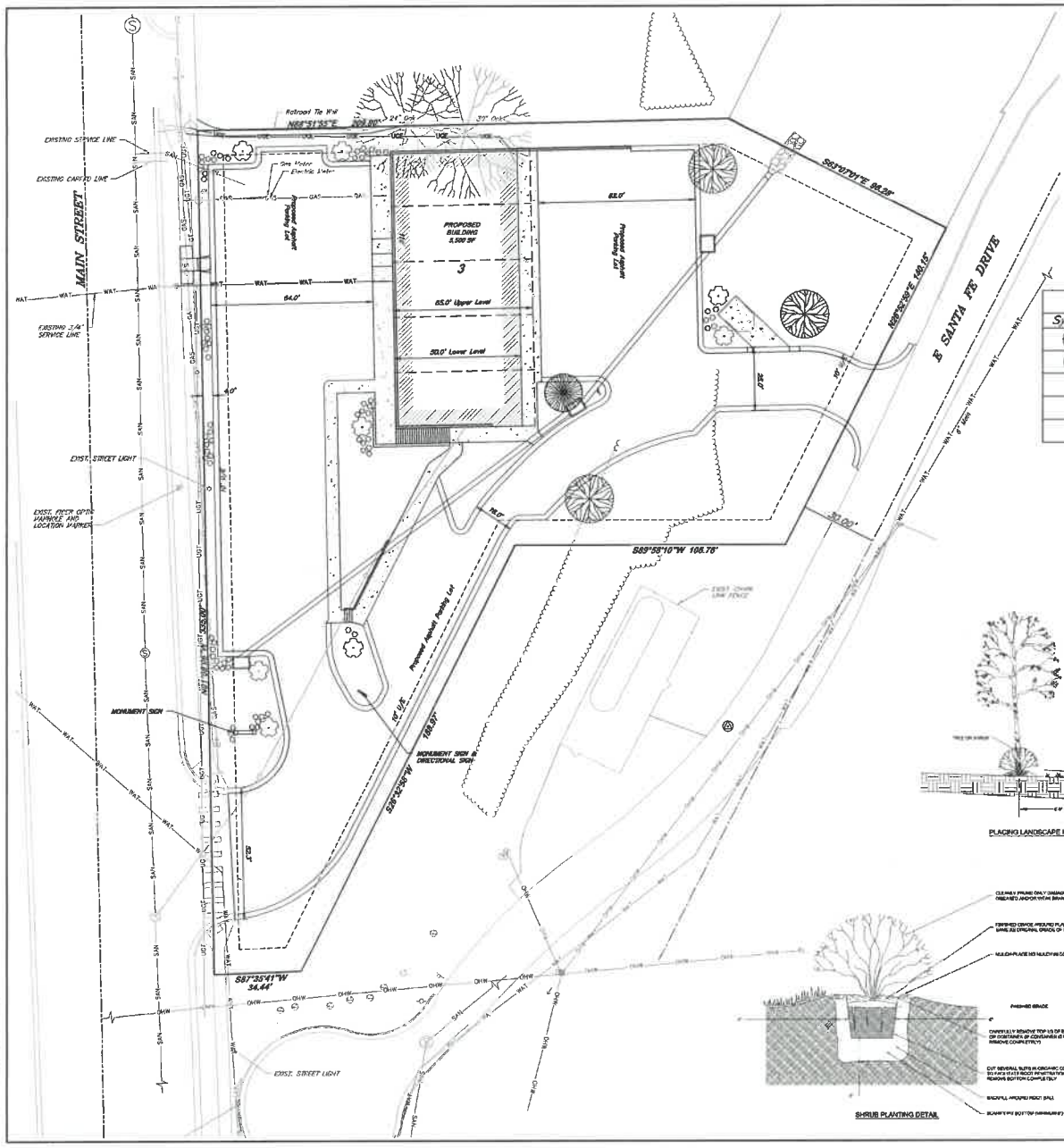
Drawing Path: P:\Active Projects\2018-041 - Fairlane Lot 3 Commercial\dwg\plan set\SITE-plan\18-041_Grading Plan.dwg
Plotted at: Jan 17, 2019 - 10:36am

McAFEE HENDERSON SOLUTIONS, INC.
Civil Engineering + Land Surveying
1010 Jefferson Ave. Ste. 1
El Paso, Texas 79902
(915) 544-0088 Fax (915) 544-0089
www.mhsengcom

No.	Revision	Date
6		
5		
4		
3		
2		
1		

LOT 3, FAIRLANE COMMERCIAL
FINAL DEVELOPMENT PLAN
GRADING & DRAINAGE PLAN

Date:	1/17/19
Designed:	SJS
Drawn:	BRC
Checked:	MDH
Approved:	MDH
Proj. No.	2018-041
Sheet No:	03

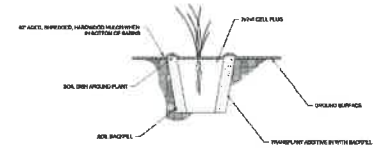


LANDSCAPE PLAN NOTES:

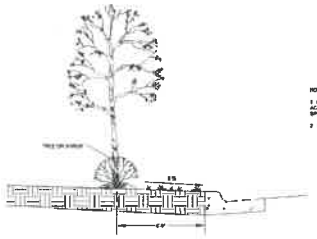
1. CONTRACTOR SHALL STAKE PLAN LOCATIONS IN THE FIELD AND HAVE APPROVAL BY OWNER'S REPRESENTATIVE BEFORE PROCEEDING WITH INSTALLATION.
2. ALL PLANT MATERIAL SHALL BE OF EXCELLENT QUALITY, FREE OF DISEASE AND INFESTATION, AND TRUE TO TYPE, VARIETY, SIZE SPECIFIED, AND FORM PER AMERICAN NURSERY ASSOCIATION STANDARDS. ALL TREES AND SHRUBS SHALL BE LAID OUT IN A UNIFORM AND CONSISTENT PATTERN, FOLLOWING THE LANDSCAPE PLAN ACCURATELY.
3. ALL SHRUB BEDS IN LAWN AREAS SHALL BE EDGED AS SHOWN IN THE PLANING DETAIL.
4. ALL PLANTS SHALL RECEIVE 4" MINIMUM OF SHREDDED HARDWOOD MULCH AS DETAILED, UNLESS OTHERWISE NOTED. IN LANDSCAPE BEDS, MULCH SHALL BE A CONSISTENT 4" DEPTH THROUGHOUT, FOR TREES PLANTED IN TURF AREAS, A 4" RING OF MULCH SHALL BE FORMED INTO A SAUCER IN A MINIMUM RING TWICE THE DIAMETER OF THE ROOTBALL FROM THE TRUNK. ELEVATION OF TOP OF MULCH SHALL BE ½" BELOW ANY ADJACENT PAVEMENT.
5. CONTRACTOR SHALL THOROUGHLY WATER IN EACH PLANT IMMEDIATELY FOLLOWING INSTALLATION.
6. CONTRACTOR SHALL INSTALL TURF-TYPE TALL FESCUE SEED AT 210 LBS PURE LIVE SEED PER ACRE AND ANNUAL RYE GRASS AT 40 LBS PURE LIVE SEED PER ACRE IN ALL AREAS DISTURBED DURING CONSTRUCTION NOT OTHERWISE DESIGNATED AS ANOTHER MATERIAL.
7. PROPOSED TREES SHALL NOT BE PLACED OVER EXISTING UTILITY SERVICE LINES.
8. TREES AND SHRUBS LOCATED ADJACENT TO PARKING STALLS MUST BE SET BACK A MINIMUM OF 4 FEET FROM BACK OF CURB TO CENTER OF THE PLANT TO ALLOW FOR VEHICLE OVERHANG.
9. CONTRACTOR TO SEED AREA DISTURBED BY TEMPORARY ENTRANCE AFTER REMOVAL OF GRAVEL SURFACE.

PLANTING SCHEDULE

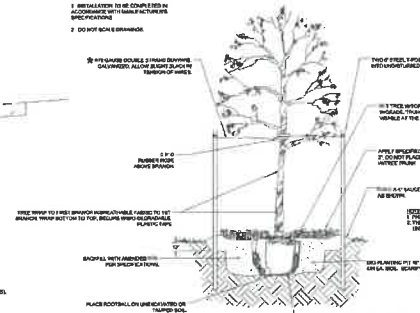
Symbol	Total	Common Name	Botanical Name	Size
	3	Commemoration Sugar Maple	Acer saccharum	3"Cal Min.
	1	Redbud	Cercis canadensis	3"Cal Min.
	40	Magic Carpet Spirea	Spiraea japonica	2 gal Min.
	36	Lodense Privet	Ligustrum vulgare	2 gal Min.
	8	Goldfinger Potentilla	Potentilla fruticosa	2 gal Min.



DEEP CELL-PLUG PLANTING DETAILS

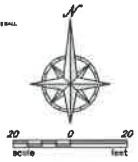


PLACING LANDSCAPE MATERIALS



SHRUB PLANTING DETAIL

SHRUB BED



McGAFFEE HENDERSON SOLUTIONS, INC.
Civil Engineering + Land Surveying
10140 Lodge Blvd., Suite 201 Lenexa, KS 66219
Tel 913.492.5158 Fax 913.492.8400
www.mhsengineers.com

5	1/8/19
4	
3	
2	
1	

LOT 3, FAIRLANE COMMERCIAL
FINAL DEVELOPMENT PLAN
LANDSCAPE PLAN

Date:	1/17/19
Designed:	SJS
Drawn:	BRC
Checked:	MDH
Approved:	MDH
Proj. No.	2018-041
Sheet No:	04

AGENDA ITEM

TO:	Tim Vandall, City Administrator
FROM:	Sarah Bodensteiner, City Clerk
DATE:	March 1, 2019
SUBJECT:	Executive Session – Consultation with Attorney

Executive Session will be called for consultation with Attorney.

AGENDA ITEM # 3

CITY OF LANSING KANSAS

Flood Safety Awareness Week Proclamation

Whereas, Flood Safety Awareness Week is an opportunity to raise awareness about the importance of preparing for and understanding flooding in Kansas, and to encourage all citizens to better prepare their homes, businesses, and communities for the upcoming flood season; and

Whereas, the Kansas Hazard Mitigation Plan identifies flooding as one of the costliest types of natural disaster in Kansas, in terms of lives lost, injuries, and property damage; and

Whereas, floods threaten people, homes, and other property in every County in Kansas; and

Whereas, floods can happen anytime, anywhere, and without warning; and

Whereas, damage from a flood is not normally covered under a standard homeowners policy; and

Whereas, spring and summer flooding in 2013, 2015, and 2016 saw five flood deaths in Kansas and widespread flooding across the state; and

Whereas, the National Oceanic and Atmosphere Administration's National Weather Service will initiate Severe Weather Awareness Week on March 4:

Now, Therefore, I, Michael W. Smith, Mayor of the city of Lansing, Kansas, do hereby recognize March 4-8, 2019, as

Flood Safety Awareness Week

in the city of Lansing, Kansas, and urge all citizens to recognize this observance and review their flood preparedness.

In Witness Thereof, I have hereunto set my hand this 7th day of March, in the year Two Thousand Nineteen.

_____

Michael W. Smith, Mayor

_____

Sarah Bodensteiner, City Clerk