

## **AGENDA**

### **Lansing Planning Commission Meeting 800 First Terrace, Lansing, Kansas 66043 January 20, 2021 - 7:00 p.m.**

#### **Call to Order**

Roll Call/Quorum Announcement

1. Approval of Minutes – December 16, 2020, Meeting

**Old Business:** - None

#### **New Business:**

**1. Rezoning Application Case # RZ-2021-1**

**00000 Centre Drive, Lansing, Kansas**

Application submitted by City of Lansing, property owner. This application is to rezone the subject parcels from PUD Planned Unit Development to B-3 Regional Business District.

**2. Final Plat Application Case # SDFP-2021-1**

**1022 E. Mary St, Lansing, Kansas**

Application submitted by Mark Linaweaver Trust, property owner. This application is for a final plat consisting of 3 lots and approximately 98.67 acres. The property is currently zoned R-2 Single-Unit Residential District.

**3. Final Plat Application Case # SDFP-2021-2**

**811 4-H Road, Lansing, Kansas**

Application submitted by Lyle and Mary Chadwell Trust, property owners. This application is for a final plat consisting of 4 lots and approximately 154.6 acres. The property is currently zoned A-1 Agricultural District.

**4. Final Plat Application Case # SDFP-2021-3**

**00000 Reagan Drive, Lansing, Kansas**

Application submitted by Greenamyre Rentals Inc, property owners. This application is for a final plat consisting of 5 lots and approximately 10.81 acres. The property is currently zoned R-3 Mixed-Density Neighborhood.

#### **Notices and Communications-**

#### **Reports - Commission and Staff Members**

#### **Adjournment-**

**Call to Order** – Due to City office closures, this meeting was held via Zoom. The monthly meeting of the Lansing Planning Commission was called to order by Chairman Ron Barry at 7:00 p.m. Also in attendance were Vice-Chairman Kirsten Moreland and Commissioners Jerry Gies, Amy Baker, Nancy McDougal, and Jake Kowalewski. Commissioner Mike Suozzo joined during the first order of New Business. Chairman Barry noted there was a quorum present.

**Approval of Minutes – November 18th, 2020, Regular Meeting** – Vice-Chairman Kirsten Moreland made a motion to approve the minutes of the November 18, 2020, meeting, seconded by Commissioner Jerry Gies. The motion passed unanimously.

**Old Business** – None

**New Business – 1. Preliminary Plat – 1022 E. Mary St, Lansing, Kansas** – Chairman Barry stated an application was submitted by Mark Linaweaver Trust, property owner. This application is for a preliminary plat consisting of 3 lots and approximately 98.67 acres. The property is currently zoned R-2 Single-Unit Residential District.

Chairman Barry asked if the applicant is present and Community and Economic Development Director, Matthew Schmitz, stated that the applicant Mark Linaweaver is present along with Atlas Surveyors.

Andrea Weishaubt with Atlas Surveyors, 2300 Hutton Rd #108, Kansas City, KS 66109, introduced herself as representing Mr. Linaweaver for the property. Ms. Weishaubt stated it is a straightforward 3 lot subdivision with two of the lots being 5 acres and the last lot being 88.6 acres. Chairman Barry opened for any questions from the Commission.

Commissioner Gies asked "if the intention is to build a couple of houses on the small lots, why not just subdivide it as a two-lot subdivision and leave the other part unsubdivided? The other question is since we have seen this already as a different preliminary plat, why are we reviewing this tonight instead of waiting for the designer to submit all the plat requirements? Is there a rush, as I doubt we'll see a house built in the next 2-3 months?"

Ms. Weishaubt answered that she does not think there is a rush, and believes the designer has their final design complete and as far as wanting 2 lots instead of 3, she would have to ask her client as she did not ask that prior to putting this together for them but if the client is on the meeting, they might be able to answer. Mr. Schmitz stated that applicant Ashley Linaweaver was on the line, however she is muted, so Commissioner Gies asked for Mr. Schmitz to answer the question if he could. Mr. Schmitz asked Mr. Gies if he is wanting to know why they did not do 3 lots across there? Mr. Gies clarified "no, why are they not doing a 2-lot subdivision if all they want to do is build a couple of houses? Why is there extra land included in the plat?" Mr. Schmitz answered, "remember this is a preliminary plat and when you are looking at a preliminary plat, the entire parcel is included in the plat. Whenever the final plat is submitted, it may only be those two lots that they plat. A preliminary plat shows the entire parcel. It is my understanding that the remainder of these property that is labeled 'Lot 1' on the preliminary plat, will some day be developed but for the time being, the only two they want to get done is the two up by the street."

Commissioner Gies asked again if there is a rush since all the requirements have not been met. Mr. Schmitz answered that there is not necessarily a rush and that Ms. Weishaubt could answer to the incomplete requirements. Mr. Schmitz also reminded the Commission that this is a preliminary plat, and it is not uncommon for some things to not be included, however when the final plat is submitted, everything would be completed and cleaned up or the final would not be accepted.

Ms. Weishaubt asked Mr. Gies to clarify which requirements were not included. Mr. Gies said he did not have the information at hand, but the staff report had 6-8 things noted and asked Mr. Schmitz to elaborate. Mr. Schmitz stated "yes, there were things listed in the report from the checklist, and the letters from the utility companies that were listed have been received since the report was filed, so that issue has been taken care of. Location and size of storm sewers, there are not any, but are required to be shown, however since there are none with the plat, we marked it as 'No' along with a note explaining why it was marked as 'No'. Existing contours and proposed contours are the same thing; there is not to my knowledge, any proposed grading because no public street is being put in, they are just splitting land up into two properties. Necessary width of drains is the same as storm sewers, there are none but must be listed. A lot of things listed must be included but are not part of the plans as they do not need to be done as part of 2-5 lot subdivisions."

Mr. Gies stated he believes grading has been done because he has seen that it has been leveled out and fill was put on it when he drove past it. Mr. Schmitz noted that there has been some grading done but was done before the preliminary plat was applied for. Mr. Schmitz stated he is not aware of any fill put on it and asked the Public Works Director, Mike Spickelmier, if he knew about the fill. Mr. Spickelmier shook his head 'No'. Mr. Schmitz further stated that "as far as I know, the client hasn't hauled any fill in." Ms. Weishaubt stated she is not aware of any grading done as well.

Commissioner Jake Kowalewski questioned regarding the utility review letters, that he is familiar with the area and knows that it is not part of Lan-Del Water District. Ms. Weishaubt stated that they did get a letter of approval from the appropriate Water District and Mr. Schmitz confirmed that the staff did receive a letter from Consolidated No. 1 stating they have a main in the area and can provide water service to the lots. Chairman Barry asked if that is in the Lansing Fire District 1 and Mr. Schmitz confirmed that it is in Fire District 1. Chairman Barry questioned "as it states in the staff report that there are plans in the future for a sewer main through Lot 1. I understand it's a preliminary plat, but why wouldn't this be included?" Mr. Schmitz answered that "we can require that as part of an approval condition on the final plat, that being said, the sewer main plan is quite a ways out and driven by development, so if they came back in to split Lot 1 into a subdivision or anything additional to Lot 1 that's not known today, I would say at that time it would be time to address sewer easements and figure out what it will take to provide sewer service. With this plat, there is no requirement for sewer service as these two will be utilizing septic systems not City sewer."

Chairman Barry asked if the same would be for the area that is included in the flood zone. Mr. Schmitz stated "Yes, the area that is in the flood zone is in the western portion of Lot 1 and if it is developed in the future, would need to be addressed."

Mark Linaweaver, 719 E Gilman Rd, Lansing, KS 66043, stated he is available for any questions. Mr. Linaweaver also went on to say that he's "spent a lot of money trying to get things going for the City and a lot of things are going to happen depending on how the election turns out but do have plans in the future for 52 acres on West Mary because there is water and sewer there. I want to do a lot for the City but have to come up with ways to make things happen for me to." Commissioner Gies asked Mr. Linaweaver if the City approached him about buying that land for the park? Mr. Linaweaver answered, "they haven't, but said something when I first bought it and haven't mentioned anything since."

City Attorney, Greg Robinson, stated "when I was reviewing the documents, it did talk about an easement and the way I was envisioning when I was reading it, was whether it was going to landlock one of the lots. When taking this into consideration as a board, we need to make sure that we somehow do not landlock a lot. You have to have ingress and egress without future litigation and things of that nature. This may have been considered but was something I thought of when I was reading it." Mr. Schmitz stated that "this is one of the points that was reviewed when this plat was reviewed internally. Lot 1 is one of the lots that was in concern about becoming landlocked with lots 2 and 3 being developed. Lot 1 has 287' of frontage along Mary St, so it's wide enough to bring a street in there, to develop it in the future." Mr. Robinson stated that satisfies his concern.

Chairman Barry asked for a motion to approve, approve with conditions, or disapprove the Preliminary Plat application for Mark Linaweaver Trust. Commissioner Gies stated he would like to make a motion for approval, with the conditions in the staff report being met and acknowledging change in the comprehensive plan for this location. Commissioner Kowalewski seconded it. The motion passed unanimously.

**2. Preliminary Plat Application – 811 4-H Road, Lansing, Kansas** – Chairman Barry stated an application was submitted by Lyle and Mary Chadwell Trust, property owners. This application is for a preliminary plat consisting of 4 lots and approximately 154.6 acres. The property is currently zoned A-1 Agricultural District.

Mary Chadwell, property owner, stated "this has been a long-term plan to sell about 1.2 acres to a neighbor in the Rock Creek Estates and wants to sell Lots 3 and 4 to them. In the process, Lansing is holding the future Gilman Rd. placement and we should have our representative from our Engineering firm online with us." Aaron Perrine, with George Butler Associates (GBA), 9801 Renner Boulevard, Ste. 300, Lenexa, KS 66219, introduced himself. Mrs. Chadwell stated she received more paperwork recently but had not had a chance to look over them. Mr. Schmitz stated that the Utility companies sent letters stating they had utilities in the area and could service the areas. Mrs. Chadwell stated there is no current housing development at this time, it's just a garden and back yard extension. Chairman Barry asked if he is reading correctly that there are no streets in this plat and Mrs. Chadwell confirmed that he is correct. Commissioner Gies stated that Gilman Rd is in fact a part of that and Mr. Schmitz stated that the right-of-way for Gilman Rd is what is included but there are no plans for the City to build on it at this time. Chairman Gies asked Mr. Schmitz why the developer was not building this road? Mr. Schmitz answered that this is "not a subdivision or development in that sense but a modified lot split for lack of better terms. If we reviewed this and did this as an Administrative Plat, we probably would have. Since there is right-of-way involved, that requires us to go through this process as

well as go through the City Council. Releasing and obtaining of property must go through the City Council." Mr. Gies asked if the rest of the land gets divided, would they be required to build a road? Mr. Schmitz answered that it is unknown at this time, but in the future, it will likely be the City that constructs that road. Mr. Gies stated he feels that seems inappropriate. Chairman Barry mentioned that in the past when similar plans have been reviewed, the right-of-way for utilities have been included and wondered if this easement includes utilities on the plat? Mr. Schmitz stated that this is a 100' right-of-way so it is wide enough for the road and utilities needed.

Chairman Gies asks, "is it the City's proposal to not require the road to be built and also to pay them for the land on the road?" Mr. Schmitz answered, "that is what staff, the City Administrator and I have been directed towards, after speaking with City Council. The intent is to obtain the right-of-way for Gilman Rd so that we can protect the future alignment." Chairman Gies questions, "so the right-of-way will be dedicated, we will not be buying it?" Mr. Schmitz answered, "the right-of-way will be dedicated for this plat, but the City will be purchasing some of the right-of-way. We will vacate the section that is along the southern edge which is roughly 30' of an old right-of-way that was established in the 1800s. When this becomes an accepted final plat, we will vacate that right-of-way. In return, the City is getting a portion of Gilman Rd right-of-way for free, essentially a land swap with the Chadwells. The remainder of the property we will compensate the Chadwells for." Mr. Gies asked if that is the intention of the City Council and Mr. Schmitz answered 'Yes'. Mr. Gies questioned "so, we're not making the property owners participate in the construction of the road and we're even paying them for it?" Mr. Schmitz answered, "we're buying the property as we would any public improvement project." Mr. Gies states, "but we are not doing a public improvement project." Mr. Schmitz answered, "not today, but sometime in the future we probably will." Mr. Gies adds, "and if they subdivide the property in the future, we will get the land for free and they will pay for part of the construction. I feel we are setting up future City Administration in a bad way here." Mr. Schmitz commented that there is a condition that can be set up in the future if Lot 2 gets divided and/or the Northern piece along Gilman Rd, that the developer would have to help pay for developing Gilman Rd; however, the right-of-way is the only thing the City is attempting to acquire through this process. Mr. Gies then questioned curb cuts specifically on Gilman and wanted to confirm whether the comp. plan discourages or prohibits curb cuts on collector streets. Mr. Schmitz answered that there would have to be access on Lots 3 and 4 and Lot 2 would be determined on how it is developed and yes, the comp. plan discourages, but does not prohibit it.

Mrs. Chadwell stated there are no plans to build any houses on these lots and Mr. Schmitz confirmed she is correct. Mr. Schmitz went on to say that Lot 4 would probably be split further to allow the houses to the South to extend their backyards further into that area and no plans to build a house on Lot 3. Chairman Barry asked what will it be rezoned to from A-1? Mr. Schmitz said there are no plans to rezone it. Mr. Gies asked what the lot size is for A-1. Mr. Schmitz answered the minimum lot size is 1 acre. Chairman Barry wanted clarification on what had to go before City Council and Mr. Schmitz answered that the final plat not preliminary plat, had to go. Mr. Gies wanted to reiterate as a rhetorical statement to the Planning Commission, "we have a couple of property owners that want a bigger backyard, so we are bending over backwards to facilitate that for them by buying some right-of-way and agreeing that we don't have to pay for the construction of the road in that right-of-way; all because a few property owners want a bigger backyard." Mr. Robinson answered Mr. Gies stating from what he

remembers in the past, this is more of an alignment situation and not just someone wanting a larger backyard. It is in a way the City compromising. Public Works Director Michael Spickelmier offered further clarification by stating, "the City hired an engineering firm years ago to develop plans which we have on file, to which we used to develop the alignment for this part of the roadway. This alignment is reflected in the comprehensive plan because that alignment has been in effect since roughly 2005-2008 and it has always been envisioned that Gilman Rd would be extended to 147<sup>th</sup> Street. Currently, we are taking the opportunity to solidify this alignment by confirming this is the right-of-way we own and intend to construct at some point in the future. We asked for 100 feet because that is standard. This helps us to be able to say, don't build a house where we are going to build a road." Mr. Schmitz added that again, there is nothing stating the City cannot ask a developer when they expand Lot 1, to pay to develop Gilman Rd even though the right-of-way has been acquired.

Commissioner Nancy McDougal asked if Lot 2's road frontage was wide enough on 147<sup>th</sup> Street for someone to build on if someone wanted to? Mr. Schmitz stated that yes, it will be wide enough as the minimum required for A-1 is 160' and what is there is 245'. Chairman Barry mentioned that it would change from A-1 more than likely if that happened and questioned what the frontage requirement would be for single-residential. Mr. Schmitz answered it would be 60' as an R-2 with a setback of 30' from the property line, not the edge of the road.

Chairman Barry made a motion to approve, approve with conditions, or disapprove the Preliminary Plat application for Lyle and Mary Chadwell Trust. Commissioner Jake Kowalewski motioned with a condition that terms are met outlined in the staff report. Commissioner Mike Suozzo seconded it. The motion passes with a 6-1 vote.

**Notices and Communications** – None

**Reports – Commission and Staff Members** – Vice-Chairman Kirsten Moreland announced that her family is moving, so this will be her last Planning Commission meeting. The commission wished her well on her new endeavors.

**Adjournment** – Commissioner Gies made a motion to adjourn. Commissioner Kowalewski seconded the motion. The meeting adjourned at 7:45 p.m. by acclamation.

**Work Session commenced.**

Respectfully submitted,

Debra Warner, Secretary

Reviewed by,

Matthew R. Schmitz, Community and Economic Development Director



## Project Facts

### Applicant

Lansing City

### Address

00000 Centre Drive

### Property ID

052-106-24-0-40-07-001.01  
052-106-24-0-40-08-001.03-0  
052-107-25-0-10-02-001.13-0  
052-107-25-0-10-02-001.14  
052-107-25-0-10-02-001.15  
052-107-25-0-10-02-001.16-0  
052-107-25-0-10-02-001.17-0  
052-107-25-0-10-02-001.18-0

### Zoning

PUD Planned Unit Development

### Future Land Use

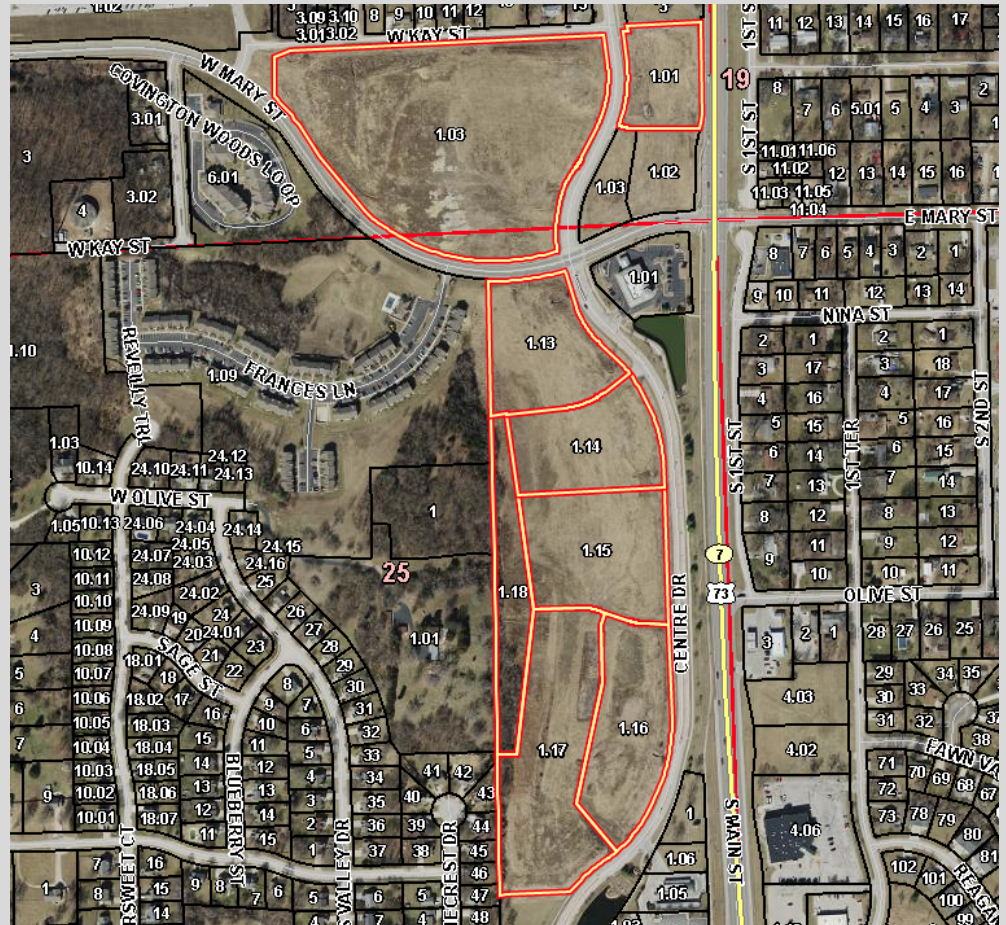
Commercial

### Land

1,790,868.55 SF (41.11 acres)

### Requested Approvals

Rezoning



## Summary

City of Lansing, owner of property at 00000 Centre Drive, has applied to rezone the subject property from PUD Planned Unit Development to B-3 Regional Business District. This rezoning, if approved, will allow the City to develop the property slowly over time, rather than as a large Planned Unit Development. In the event that future development is sought, site plans would need to be submitted and approved for each development, as well as plats for any revisions in property lines on the subject property. Additionally, staff has begun the process of working with Gould Evans who assisted with the Unified Development Ordinance on an overall “plan” for the property to ensure consistency as the entire area is developed. The committee of Council Members overseeing this project has made it clear to Staff that they want consistent development in the area, and that they want the developments to work together to provide a uniform aesthetic look and feel to the entire property. While the intent of a PUD district is to perform what is outlined above, Staff believes that B-3 will make the property more marketable, and easier to develop in the long term.

A public hearing notice was published in the *Leavenworth Times* on December 29, 2020, and the notice was mailed to property owners within 200 feet of the subject property on December 28, 2020.

### Discussion points from Checklist

The checklist was reviewed and completed by the Director of Community & Economic Development. There are no concerns marked as outstanding, and the application is in order.

### Complaints / Questions

There have been a few residents who border the subject property who have called and asked about future plans for the property. While the City does not have specific plans at this time, the feedback received from residents about this property was neutral or positive. One property owner along Kay Street contacted the Director and asked about future development of the property and if the hillside along Kay Street would be cut down. While we do not have specific plans, it was explained to the property owner that the removal of that hillside would be quite expensive, and likely would not occur when a development occurs on the property. Additionally, screening requirements would be followed along the north side, since this is a transition area from Commercial to Residential.

### Acknowledgments

The following City of Lansing staff members reviewed this project and provided information for this report:

- Matthew R. Schmitz, M.P.A. – Director, Community & Economic Development

### Notice of City Codes

The Applicant is subject to all applicable City codes within the Municipal Code – whether specifically stated in this report or not – including, but not limited to, Zoning, Buildings and Construction, Subdivisions, and Sign Code. The Applicant is also subject to all applicable Federal, State, and local laws.

### Recommendation

Staff recommends that the Planning Commission recommend approval of this rezoning request to the City Council.

## **REZONING CHECKLIST**

**Checklist Completed by:** Matthew R. Schmitz  
**Case No.** RZ-2021-1  
**Date Filed:** December 21, 2020  
**Date Advertised:** December 29, 2020  
**Date Notices Sent:** December 28, 2020  
**Public Hearing Date:** January 20, 2021

**APPLICANT:** Lansing City

**LOCATION OF PROPERTY:** 00000 Center Dr.

**PRESENT ZONING:** PUD

**REQUESTED ZONING:** B-3

**PRESENT USE OF PROPERTY:** Undeveloped empty ground

### **SURROUNDING LAND USE AND ZONING:**

<b><u>Direction</u></b>	<b><u>Land Use</u></b>	<b><u>Zoning</u></b>
North	Mixed Density and Multi-Family Residential	R-3, R-4
South	Agricultural and Regional Business District	A-1, B-3
East	Business districts and Residential District	B-1, B-2, B-3, R-1
West	Multi-Family, Regional Business District and Single Family	R-4, B-3, R-1

**CHARACTER OF THE NEIGHBORHOOD:** The area is well developed on all sides, with some multi family homes (duplexes) constructed to the northwest of the area, single family to the north and northeast, businesses at W. Mary and Main, single family to the east, businesses to the southeast, businesses and a single family home to the south, and a single family subdivision and multi-family apartments to the west..

### **NEAREST EQUIVALENT ZONING:**

**LOCATION:** Intersection of Center Drive and W. Mary Street

**CURRENT USE:** Bank and office space

### **RELATIONSHIP TO EXISTING ZONING PATTERN:**

1. Would proposed change create a small, isolated district unrelated to surrounding districts? No

2. Are there substantial reasons why the property cannot be used in accord with existing zoning? Yes If yes, explain: Staff believes that the designation of PUD on the property could be viewed as a hinderance by potential developers looking to buy ground in Town Center. When one developer buys a project and develops the entire project at once, as a PUD, then they work well. In this situation, because the City now owns it, we will most likely develop the property in pieces, rather than one large development. Staff believes that the

current designation of PUD could hinder the individual developments that could occur under a B-3 designation.

**3. Are there adequate sites for the proposed use in areas already properly zoned?** Not in close proximity to this area **If yes, where?** \_\_\_\_\_

#### **CONFORMANCE WITH COMPREHENSIVE PLAN:**

**1. Consistent with Development Policies?** The Comprehensive Plan shows the area north of W. Mary as Commercial, with the area to the south being shown as Mixed Use, so this request is partially consistent with the Comprehensive Plan.

**2. Consistent with Future Land Use Map?** Partially. The future land use map shows the area north of W. Mary as commercial, and the area to the south as Mixed Use.

**3. Are Public Facilities adequate?** Yes. All utilities are present and in the area.

#### **TRAFFIC CONDITIONS:**

**1. Street(s) with Access to Property:** Main Street (K-7 Hwy), W. Mary Street, Center Drive, W. Kay Street, 4-H Road

**2. Classification of Street(s):**  
**Arterial** ☒ **Collector** ☒ **Local** ☒

**3. Right of Way Width:** ROW Widths for surrounding roads meet the guidelines established in the Unified Development Ordinance.

**4. Will turning movements caused by the proposed use create an undue traffic hazard?** No. The road network was designed for the type of use considered here when the project was originally constructed.

**5. Comments on Traffic:** Traffic in the area may be slightly increased due to increased trips to access the new use of the property, but there are no concerns about traffic because of this request.

#### **SHOULD PLATTING OR REPLATTING BE REQUIRED TO PROVIDE FOR:**

**1. Appropriately Sized Lots?** The current lot sizes are adequate but may need to shift in order to accommodate future developments. Should that occur, Staff would return with plats as required, if they do not meet the guidelines for Administrative Plats, etc.

**2. Properly Sized Street Right of Way?** The existing Street Right of Way is properly sized, and does not require any additions or modifications, subject to review of a site plan for any future development

**3. Drainage Easements?** Drainage easements would need to be considered as development occurs on the property. This would be reviewed and considered during the site planning process for any potential development on the property, and if a Plat is required, drainage easements would be considered at that time.

**4. Utility Easements:**

**Electricity?** Easements are in the area for the existing electric utilities. Future utilities needed would need to be located in easements as appropriate for development.

**Gas?** Easements are in the area for the existing gas utilities. Future utilities needed would need to be located in easements as appropriate for development.

**Sewers?** Easements are in the area for the existing sewer utilities. Future utilities needed would need to be located in easements as appropriate for development.

**Water?** Easements are in the area for the existing water utilities. Future utilities needed would need to be located in easements as appropriate for development.

**5. Additional Comments:** N/A

**UNIQUE CHARACTERISTICS OF PROPERTY IN QUESTION:** None

**ADDITIONAL COMMENTS:** The City Council has directed staff to review developments in this area on an overall basis. While that was the intent of the PUD, Staff believes that this can be achieved without the specific PUD designation by developing an overall plan for the property and project with Gould Evans. That process is already underway. Additionally, there are members of the City Council who are participating in a Town Center Committee to review potential developments and provide guidance to staff as projects come in.

### Project Facts

#### Applicant

Mark Linaweaver Trust

#### Address

1022 E. Mary St.

#### Property ID

099-30-0-10-01-001.00-0

#### Zoning

R-2 Single-Unit Residential District

#### Future Land Use

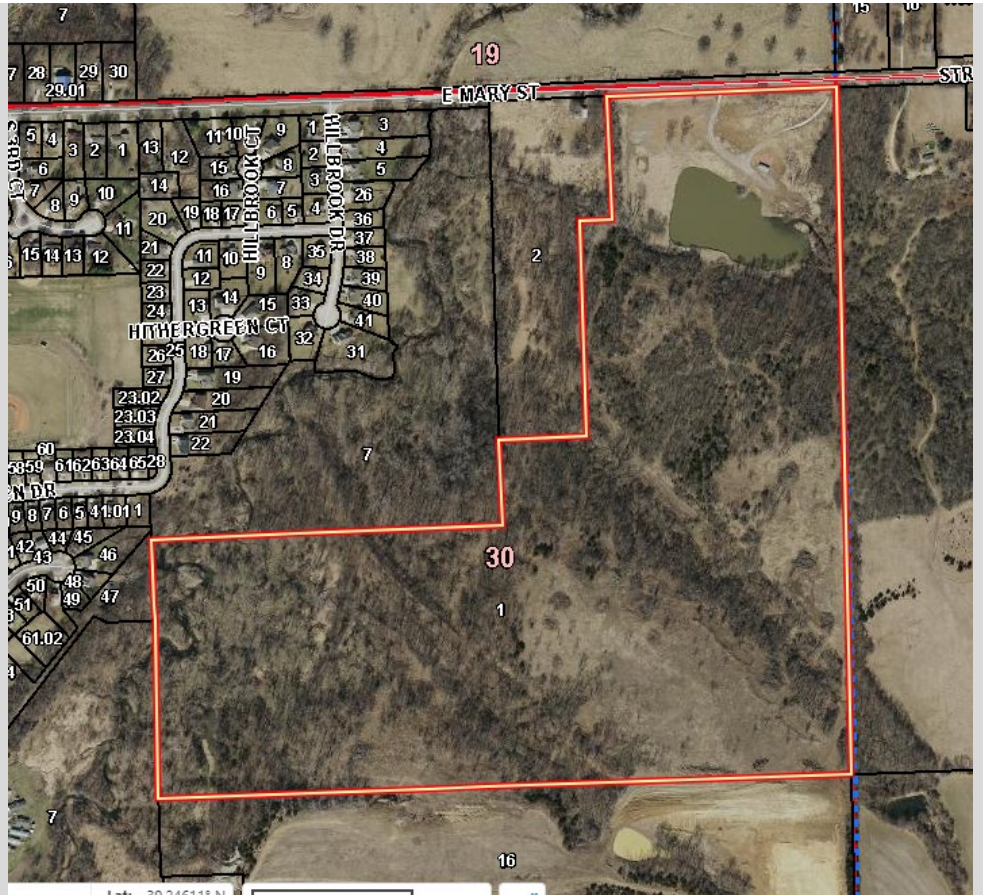
Park / State Property

#### Land

4,283,122.68 SF (98.3 acres)

#### Requested Approvals

Final Plat



### Summary

Mark Linaweaver, owner of 1022 E Mary Street, has applied for approval of a final plat for Saddle Ridge. This final plat, if approved, will allow the property owner to subdivide approximately 98.3 acres into three lots. Lot 1 would make up the majority of the existing property at approximately 87 acres. Lot 2 and 3 would be subdivided to each make up approximately 5 acres. The current zoning for the site is R-2 Single-Unit Residential District.

As the Planning Commission may remember, this property was planned to be subdivided into roughly 149 lots but has since been revised to the submitted configuration.

## Discussion points from Checklist

The checklist was reviewed and completed by the Director of Community & Economic Development. Items marked no are discussed below:

- Building setback lines are missing from the plat and have been noted as such on the attached plat that is marked up.
- The name of the registered land surveyor preparing the plat is shown on the submitted document but is not signed nor sealed. This will be completed prior to filing of the document, subject to the approval of the Planning Commission and City Council.
- Restrictive covenants are referenced on the plat, but no copy has been provided to the City at this point.
- Certificates signed by the City Clerk and County Treasurer that all taxes and special assessments due and payable have been paid will be collected before the plat is filed with the Register of Deeds.

## Community & Economic Development / Public Works / Wastewater / City Engineer Comments

**Comments on this final plat from the preliminary plat process have been addressed. Additional comments redlined on the plat have been identified and can be addressed before the plat is signed by the Chairman of the Planning Commission either before or after approval by the City Council.**

Final plats are a refined version of the preliminary plat that presents proposed ownership and development patterns, as well as the specific location of public facilities and public property based on detailed designs. After approval of the preliminary plat, the applicant may submit a final plat for all or portions of the preliminary plat area for consideration at the next scheduled Planning Commission meeting. A final plat must be reviewed by staff and brought before the Planning Commission for approval, approval with conditions, or denial.

### **Community & Economic Development Review (from Article 2.02-E of the UDO):**

- The layout and design of the final plat is in substantial compliance with the approved preliminary plat considering the number of lots or parcels; the block layout, street designs and access; the open space systems and civic design elements; the infrastructure systems; or other elements of coordinated developments.
  - The final plat submitted is in compliance with the approved preliminary plat. No open space or civic design elements have been proposed, and the final plat notes that all lots will be serviced via septic system and has no planned services.
- The construction plans for any utilities, infrastructure or public facilities meet all technical specifications.
  - The final plat notes that all lots will be serviced via septic system and has no planned services.
- The phasing and timing of public improvements ensures construction and performance guarantees.
  - The final plat does not include public improvements; thus, no phasing is provided.
- Any deviations in the final plat from the preliminary plat brings the application in further compliance with the Comprehensive Plan and the purposes and intent of this Code.
  - There do not appear to be any deviations from the preliminary plat.
- The recommendations of professional staff, or any other public entity asked to officially review the plat.
  - Based on substantial compliance with the approved preliminary plat, and subject to the review of any technical drawings or legal review, Staff from Community & Economic Development find this proposed final plat acceptable, subject to revisions noted in this report.
  - All items redlined on the copy attached to this staff report must be rectified and completed before the final plat can be taken to City Council. Additionally, signatures of the surveyor, Planning Commission Chair, etc. should be applied to the copy taken to City Council.

### **Public Works:**

- As noted in the Preliminary Plat process, there is significant floodplain on this property, so any construction will need to occur in accordance with the Lansing Floodplain Regulations.
- Access will be limited to one point per lot from E. Mary Street. Sight distance analysis may be required due to the grades and limited visibility along the frontage on E. Mary Street. This will need to be reviewed when building permits are submitted with plot plans for the lots. Additionally, this note needs to be added to the plat so that it becomes a matter of public record.

### **Wastewater:**

- As noted in the Preliminary Plat process, there are plans to extend a sewer main through Lot 1 of this proposed subdivision at some point in the future. When Lot 1 is re-platted in the future, sewer easements will need to be obtained to provide for the extension of this sewer main.

### **Acknowledgments**

The following City of Lansing staff members reviewed this project and provided information for this report:

- Matthew R. Schmitz, MPA – Director, Community & Economic Development
- Michael Spickelmier, P.E. – Director, Public Works
- Anthony Zell, MBA – Director, Wastewater

### **Notice of City Codes**

The Applicant is subject to all applicable City codes within the Municipal Code – whether specifically stated in this report or not – including, but not limited to, Zoning, Buildings and Construction, Subdivisions, and Sign Code. The Applicant is also subject to all applicable Federal, State, and local laws.

### **Recommendation**

Staff recommends that the Planning Commission approve the Final Plat and recommend to the City Council approval of this final plat, with the condition of modification of the plat to rectify the items outlined herein.

APPLICATION FOR FINAL PLAT

Subdivision No. \_\_\_\_\_  
Date Filed \_\_\_\_\_

- I. Name of Subdivision Saddle Ridge
- II. General Location Lost 80 PARK on East  
Mary Street
- III. Name of Property Owner (s) Mark Linaweaver, Trust  
Address \_\_\_\_\_ Phone \_\_\_\_\_
- IV. Name of agent (if applicable) Andrea Weishaubt (Atlas Surveyors)  
Address 2300 Hutton Rd 1C8K Phone 702-5673
- V. Date of Preliminary Plat approval \_\_\_\_\_
- VI. How will installation of improvements be guaranteed? \_\_\_\_\_

Mark Linaweaver Trust  
Owner's Signature

\_\_\_\_\_  
Agent (if applicable)

\*\*\*\*\*

OFFICE USE ONLY:

Application Received On: \_\_\_\_\_ (Month, Day, Year)

Application Received by: \_\_\_\_\_

Amount of Fee Paid: \_\_\_\_\_

Planning Commission Action \_\_\_\_\_

Conditions, if any: \_\_\_\_\_

Governing Body Action \_\_\_\_\_

Accepted dedications \_\_\_\_\_ Rejected dedications \_\_\_\_\_

Date: \_\_\_\_\_

Please see Article 2 of the Unified Development Code available on the city of Lansing website at [www.lansings.org](http://www.lansings.org) for more information on application requirements.

---

**AFFIDAVIT**

STATE OF Kansas )  
COUNTY OF Leavenworth )

§

Comes now Mark Linaweaver, of lawful age and having been first duly sworn on my oath state that:

1. That I am (the) (a) lawful and/or equitable owner of the real estate described in the attached application.

2. To the best of my knowledge and belief, the following individuals are the only other individuals other than the affiant which have a legal or equitable ownership interest in the property described in the attached application.

3. List of property owners and addresses:

Mark Linaweaver Trust  
24583 147th  
Leavenworth, KS. 66048  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. I certify and affirm that on the date of the application only the above individuals or entities have a legal or equitable ownership interest in the property involved in this application.

FURTHER AFFIANT SAYETH NOT.

Mark Linaweaver  
\_\_\_\_\_  
/s/

STATE OF Kansas )  
COUNTY OF Leavenworth )

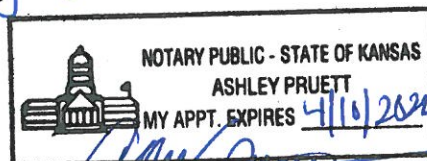
§

BE IT REMEMBERED that on this 28<sup>th</sup> day of October, 2020, that before me, the undersigned, a Notary Public, in and for the State and County aforesaid, came Mark Linaweaver, who is personally known to me to be the person who executed the foregoing instrument of writing and such person duly acknowledged execution of same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the date last above mentioned.

Ashley Pruett  
\_\_\_\_\_  
Notary Public

My Appointment Expires: 4/10/2024



**CHECKLIST FOR COMPLETENESS**  
**OF**  
**APPLICATION FOR PLANNING COMMISSION**  
**REVIEW AND APPROVAL**  
**OF**  
**FINAL PLAT**  
**FOR**  
  
**SADDLE RIDGE**  
**(Name of Subdivision)**

Matthew R. Schmitz  
**Person Completing Checklist**

1-14-2021  
**Date**

COMPLETION OF THIS CHECKLIST IN NO WAY CONSTITUTES AN EVALUATION OF THE MERITS OR ACCURACY OF THE PLANS, DESIGN OR ENGINEERING OF THE FINAL PLAT. THIS STEP IS INTENDED ONLY AS AN ADMINISTRATIVE REVIEW OF THE COMPLETENESS OF THE APPLICATION FOR APPROVAL BEFORE IT UNDERGOES STAFF EXAMINATION BY THE CITY ENGINEER FOR HIS RECOMMENDATION TO THE PLANNING COMMISSION.

## FINAL PLAT CHECKLIST

	<u>YES</u>	<u>NO</u>	<u>N/A</u>
1. Preliminary Plat has been approved.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Applicant agrees to submit an original with all final revisions in both paper and electronic format to the Community and Economic Development Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Material is submitted at least fourteen (14) days prior to Planning Commission meeting at which it is desired to be considered.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Original copy contains names and locations for duly acknowledged and notarized signatures of the owner(s) of the property.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Final Plat is drawn at scale of at least 1" = 200'	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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A. Name of Subdivision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
B. Location, including section, township, range, county and state	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
C. Location and description of existing monuments or benchmarks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D. Location of lots and blocks with dimensions in feet and decimals of feet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
E. Location of alley, street and highway rights-of-way, parks and other features including radii on curves with dimensions in feet and decimals of feet.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
F. Clear numbering for all lots.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
G. Clear numbering or lettering.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
H. Locations, widths and names of all streets and alleys to be dedicated. (If applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
I. Boundaries and descriptions of any areas other than streets to be dedicated or reserved for public use. (If applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
J. Minimum area and associated minimum elevation for the building on each lot (building site). (If requested by Planning Commission)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

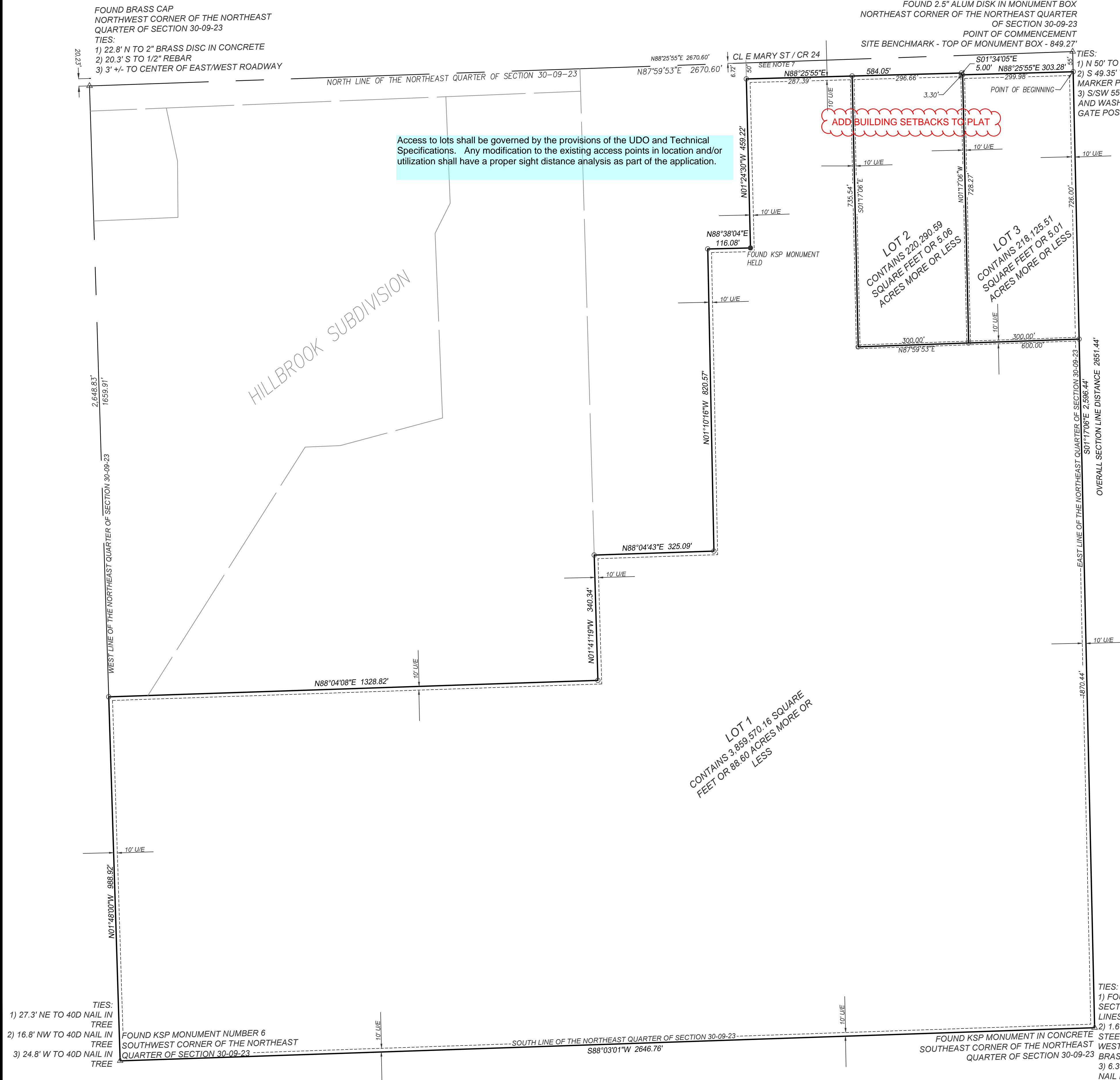
# Final Plat Checklist

Page 2

		<u>YES</u>	<u>NO</u>	<u>N/A</u>
K.	Building setback lines along all streets, with dimensions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
L.	Name, signature, seal of licensed engineer or registered land surveyor preparing plat.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
M.	Scale of plat, (shown graphically) date of prep and north point.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
N.	Statement dedicating all easements, streets, alleys and all other public areas not previously dedicated.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8.	A copy of any restrictive covenants applicable to the subdivision is provided. (If applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9.	Required certifications/acknowledgements are present:			
A.	Certificate signed and acknowledged by all parties having any record, title or interest in the land subdivided, and consenting to the preparation and recording of said subdivision map.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
B.	Certificate (as above) dedicating or reserving all parcels of land shown on the final plat and intended for any public or private use including easements, and those parcels which are intended for the exclusive use of the lot owners of the subdivision, their licensees, visitors, tenants and servants.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
C.	Certificate of responsibility by registered land surveyor preparing final map, accompanied by seal.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D.	Certificate(s) signed by City Clerk and County Treasurer that all taxes and special assessments due and payable have been paid.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
E.	Notary acknowledgement in form shown in Subdivision Regulation (Pg. 10).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
F.	Endorsement by Planning Commission in form shown in Subdivision Regulations (Pg. 10).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
G.	Public use acceptance by Governing Body in form shown in Subdivision Regulation (Pg. 10, 11).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

# FINAL PLAT SADDLE RIDGE

A TRACT OF LAND IN THE NORTHEAST QUARTER OF SECTION 20, TOWNSHIP 9,  
RANGE 23 IN THE CITY OF LANSING, LEAVENWORTH COUNTY KANSAS



## DESCRIPTION

A TRACT OF LAND IN THE NORTHEAST QUARTER OF SECTION 30, TOWNSHIP 09 SOUTH, RANGE 23 EAST OF THE 6<sup>TH</sup> P.M. IN THE CITY OF LANSING, LEAVENWORTH COUNTY, KANSAS BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID NORTHEAST QUARTER; THENCE SOUTH 01 DEGREES 17 MINUTES 06 SECONDS EAST, ALONG THE EAST LINE OF SAID NORTHEAST QUARTER, A DISTANCE OF 55.00 FEET TO THE BEGINNING OF THE HEREIN DESCRIBED TRACT; THENCE SOUTH 01 DEGREES 17 MINUTES 06 SECONDS EAST, ALONG SAID EAST LINE, A DISTANCE OF 2596.44 FEET TO THE SOUTHEAST CORNER OF SAID NORTHEAST QUARTER; THENCE SOUTH 88 DEGREES 03 MINUTES 01 SECONDS WEST, ALONG THE SOUTH LINE OF SAID NORTHEAST QUARTER, A DISTANCE OF 2646.76 FEET TO THE SOUTHWEST CORNER OF SAID NORTHEAST QUARTER; THENCE NORTH 01 DEGREES 48 MINUTES 00 SECONDS WEST, ALONG THE WEST LINE OF SAID NORTHEAST QUARTER, A DISTANCE OF 988.92 FEET; THENCE NORTH 88 DEGREES 04 MINUTES 08 SECONDS EAST, A DISTANCE OF 1328.81 FEET; THENCE NORTH 01 DEGREES 41 MINUTES 19 SECONDS WEST, A DISTANCE OF 340.34 FEET; THENCE NORTH 88 DEGREES 04 MINUTES 43 SECONDS EAST, A DISTANCE OF 325.09 FEET; THENCE NORTH 01 DEGREES 10 MINUTES 16 SECONDS WEST, A DISTANCE OF 820.57 FEET; THENCE NORTH 88 DEGREES 38 MINUTES 04 SECONDS EAST, A DISTANCE OF 116.08 FEET; THENCE NORTH 01 DEGREES 24 MINUTES 30 SECONDS WEST, A DISTANCE OF 459.22 FEET TO THE SOUTH RIGHT OF WAY OF EAST MARY STREET AS IT NOW EXISTS; THENCE NORTH 88 DEGREES 25 MINUTES 55 SECONDS EAST, ALONG SAID SOUTH RIGHT OF WAY LINE, A DISTANCE OF 584.05 FEET; THENCE SOUTH 01 DEGREES 34 MINUTES 05 SECONDS EAST, ALONG SAID SOUTH RIGHT OF WAY LINE, A DISTANCE OF 5.00 FEET; THENCE NORTH 88 DEGREES 25 MINUTES 55 SECONDS EAST, ALONG SAID SOUTH RIGHT OF WAY LINE, A DISTANCE OF 303.28 FEET TO THE POINT OF BEGINNING.

CONTAINS: 4,297,987.15 SQUARE FEET OR 98.67 ACRES MORE OR LESS

DEDICATION:

The undersigned proprietor of the above described tract of land has caused the same to be subdivided in the manner as shown on the accompanying plat, which subdivision and plat shall hereafter be known as "SADDLE RIDGE."

The undersigned proprietor of said property shown on this plat does hereby dedicate for public use and public ways and thoroughfares, all parcels and parts of land indicated on said plat as streets, terraces, places, roads, drives, lanes, parkways, avenues and alleys not heretofore dedicated. Where prior easement rights have been granted to any person, utility or corporation on said parts of the land so dedicated, and any pipes, lines, poles and wires, conduits, ducts or cables heretofore installed thereupon and therein are required to be relocated, in accordance with proposed improvements as now set forth, the undersigned proprietor hereby absolves and agrees to indemnify the City of Lansing, Kansas, from any expense incident to the relocation of any such existing utility installations within said prior easement.

An easement is hereby granted to the City of Lansing, Leavenworth County, Kansas, to enter upon, construct, maintain, use and authorize the location, of conduits for providing water, gas, cable, electric, sewers, and other utility services, including related facilities and appurtenances thereto, and drainage facilities, upon, under, over and across those areas outlined and designated on this plat as "Utility Easement" or "U/E", and further, subject to administration and regulation by the City, the subordinate use of such areas by other governmental entities and utilities, franchised or authorized to do business in the City of Lansing, Wyandotte County, Kansas.

The undersigned proprietors of the above described land hereby consents and agrees the Board of City Commissioners of Lansing, Kansas, shall have the power to release such land proposed to be dedicated for public ways and thoroughfares, or part thereof, for public use, from the lien and effect of any special assessments, and that the amount of the unpaid special assessments on such land dedicated shall become and remain a lien on the remainder of that land fronting or abutting on such dedicated public ways or thoroughfares.

The use of all units in this subdivision shall hereafter be subject to the restrictions which will be executed as a separate instrument of writing and will be recorded in the Office of the Register of Deeds of Leavenworth County, Kansas, said restrictions will thereby be made a part of the dedication of this plat as though fully set forth herein.

IN TESTIMONY WHEREOF,  
I, undersigned owner of SADDLE RIDGE have set our hands this \_\_\_\_ day of \_\_\_\_, 20\_\_.

MARK LINAWEAVER  
MARK LINAWEAVER,  
MARK LINAWEAVER TRUST

ACKNOWLEDGEMENT:

STATE OF KANSAS  
COUNTY OF

BE IT REMEMBERED THAT ON THIS \_\_\_\_ DAY OF \_\_\_\_, 20\_\_, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC, IN AND FOR SAID COUNTY AND STATE, CAME \_\_\_\_, TO ME PERSONALLY KNOWN TO BE THE SAME PERSON WHO EXECUTED THE FORGOING INSTRUMENT OF WRITING, AND DULY ACKNOWLEDGED THE EXECUTION OF SAME. IN TESTIMONY WHEREOF, I HAVE HEREUNTO SET MY HAND AND AFFIXED MY NOTARY SEAL THE DAY AND YEAR ABOVE WRITTEN.

NOTARY PUBLIC

My Commission Expires:

This plat of SADDLE RIDGE has been submitted to and approved by the Lansing, Kansas Planning Commission.

Dated this \_\_\_\_ day of \_\_\_\_, 20\_\_  
Lansing, Kansas Planning Commission

By \_\_\_\_ Chairman  
RONALD BARRY  
\_\_\_\_ Secretary  
DEBRA WARNER

The dedications shown herein, if any, are accepted this \_\_\_\_ day of \_\_\_\_, 20\_\_.

ANTHONY R. MCNEILL, Mayor  
CITY OF LANSING, KANSAS

COUNTY SURVEYOR APPROVAL:  
This survey has been reviewed for filing, pursuant to KSA 58-2003, 58-2005, and 58-2011, for content only and is in compliance with those provisions. No other warranties are extended for implied.

Reviewed by \_\_\_\_ Date: \_\_\_\_  
WAYNE MALNICOF

State of KANSAS)  
County of )SS

This is to certify that this instrument was filed for record in the Register of Deeds office on this day of \_\_\_\_, 20\_\_, at \_\_\_\_ o'clock and is duly recorded.

TERRILOIS G. MASHBURN, Register of Deeds

, Deputy



## LEGEND

- △ DENOTES FOUND MONUMENT AS NOTED
- DENOTES SET 1/2" REBAR IN CONCRETE WITH LS# 1408 CAP
- DENOTES FOUND MONUMENT AS NOTED

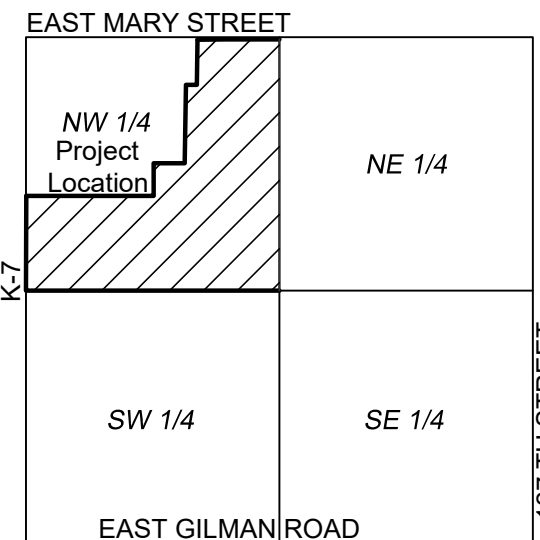
	GROSS ACRES	DEDICATED ROW
LOT 1	88.60 ACRES	14,499.23 SQFT/0.33 ACRES
LOT 2	5.06 ACRES	14,822.22 SQFT/0.34 ACRES
LOT 3	5.01 ACRES	16,888.08 SQFT/0.39 ACRES

\*DEDICATED ROW CALCULATED TO THE CL OF E MARY ST\*

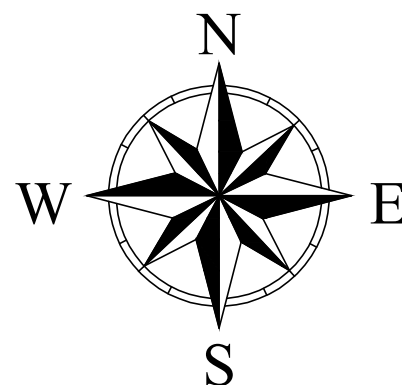
## GENERAL NOTES

- The basis for the bearing system for this plat is the Kansas North Zone U.S. State Plane 1983.
- All distances shown hereon are ground distances in feet.
- Floodplain Note: According to "FIRM" Map Community Panel Numbers 20209C0010D, effective September 2, 2011, this plat is located in Zones "AE" and "X".
- All section corners were found and held.
- Error in Closure: 1 part in 21,140,678.16
- 10' proposed U/E surrounding property - 10' U/E centered on interior lot lines.
- Right of way added to survey per Kansas State Highway plans, Leavenworth Project C-386, Public Road Division number 5. Right of way distances are shown from the centerline of the road.
- Current Zoning R-2 / Proposed Zoning R-2
- All lots will be serviced via septic system.
- Number of buildable lots: 3
- Maximum lot size is 3,859,570.16 sq ft or 88.60 Acres.
- The average lot size is 1,432,662.09 sq ft or 32.89 Acres.
- Sanitary manhole locations shown per City of Lansing Mapping.
- No planned services.

## VICINITY MAP



SECTION 20-09-23  
Not to Scale



This is to certify on this 23RD day of October, 2020 this field survey was completed on the ground by me or under my direct supervision and that said survey meets or exceeds the "Kansas Minimum Standards" for boundary surveys.

ROGER B. DILL LS 1408

SCALE

1"=150'  
0 75' 150'

PREPARED FOR

SEC-TWN-RNG

30-09-23

MARK LINAWEAVER  
1022 E MARY STREET,  
LANSING, KANSAS 66043

DATE

JANUARY 20, 2021 — OCTOBER 23, 2020

## Project Facts

### Applicant

Lyle and Mary Chadwell Trust, et al.

### Address

811 4-H Road

### Property ID

107-25-0-00-00-005.00-0

### Zoning

A-1 Agricultural District

### Future Land Use

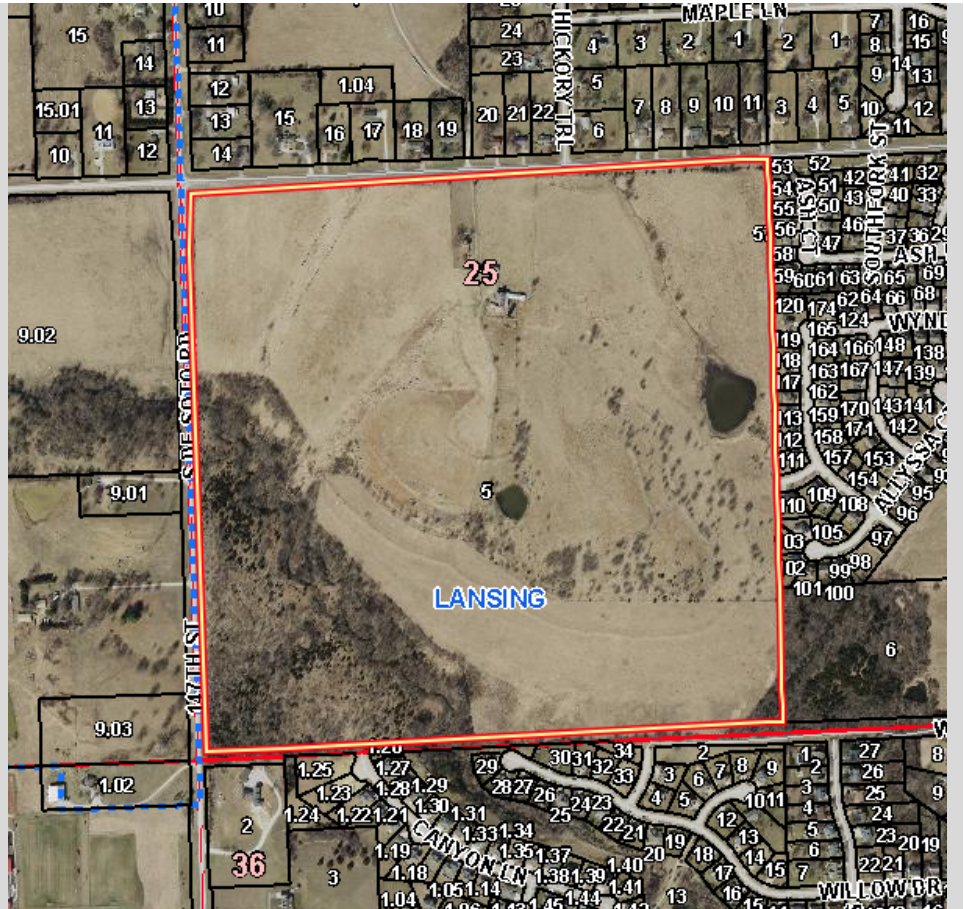
Single Family Residential

### Land

6,733,683.60 SF (154.6 acres)

### Requested Approvals

Final Plat



## Summary

Chadwell, Lyle H & Mary E; Trust, owner of 811 4-H RD, has applied for approval of a final plat for Ryan Family Farms. This final plat, if approved, will allow the property owner to subdivide approximately 155 acres into four lots. Lot 1 would make up most of the existing property with approximately 141 acres. Lot 2, 3, and 4 would be located along the south side of Lot 1 and separated by a proposed future public street – Gilman Road. Lot 2 would make up approximately 6 acres, Lot 3 would make up approximately 2.6 acres, and Lot 4 would make up approximately 1.4 acres. The current zoning for the site is A-1 Agricultural District.

This plat is being done at this time to facilitate the sale of two properties, specifically Lots 3 and 4 as shown on the final plat. The property owners to the south, in Rock Creek Estates, have expressed interest in expanding their backyards in this area. City Staff initiated the extension of Gilman Road Right-of-Way in return for vacating the ROW along the southern border of the Ryan property, with any additional square footage that exceeds the original ROW to be compensated to the property owners by the City.

## Discussion points from Checklist

The checklist was reviewed and completed by the Director of Community & Economic Development. Items marked no are discussed below:

- The name of the registered land surveyor preparing the plat is shown on the submitted document but is not signed nor sealed. This will be completed prior to filing of the document, subject to the approval of the Planning Commission and City Council.

## Community & Economic Development / Public Works / Wastewater / City Engineer Comments

**Comments on this final plat from the preliminary plat process have been addressed. Additional comments redlined on the plat have been identified and can be addressed before the plat is signed by the Chairman of the Planning Commission either before or after approval by the City Council.**

Final plats are a refined version of the preliminary plat that presents proposed ownership and development patterns, as well as the specific location of public facilities and public property based on detailed designs. After approval of the preliminary plat, the applicant may submit a final plat for all or portions of the preliminary plat area for consideration at the next scheduled Planning Commission meeting. A final plat must be reviewed by staff and brought before the Planning Commission for approval, approval with conditions, or denial.

### Community & Economic Development Review (from Article 2.02-E of the UDO):

- The layout and design of the final plat is in substantial compliance with the approved preliminary plat considering the number of lots or parcels; the block layout, street designs and access; the open space systems and civic design elements; the infrastructure systems; or other elements of coordinated developments.
  - The final plat is in compliance with the approved preliminary plat. A public easement of Gilman Road would be dedicated as indicated on the plat with the understanding the City plans to construct the road connection at some point in the future. There would be no direct access to Lots 3 and 4 until Gilman Road is constructed.
- The construction plans for any utilities, infrastructure or public facilities meet all technical specifications.
  - No construction plans related to any utilities, infrastructure, or public facilities have been reviewed as no construction is planned at this time.
- The phasing and timing of public improvements ensures construction and performance guarantees.
  - No construction plans or phasing plans were provided at this time, as no construction is planned.
- Any deviations in the final plat from the preliminary plat brings the application in further compliance with the Comprehensive Plan and the purposes and intent of this Code.
  - There does not appear to be any deviations from the preliminary plat.
- The recommendations of professional staff, or any other public entity asked to officially review the plat.
  - Based on substantial compliance with the approved preliminary plat, and subject to the review of any technical drawings or legal review, Staff from Community & Economic Development find this proposed final plat acceptable, subject to revisions noted in this report.

### Public Works:

- Because Lot 4 is planned to be extensions of existing property to the south (homeowners along Willow Street), and Lot 3 will have access from the cul-de-sac on Willow Street, Staff is requesting that the Planning Commission make it a requirement that access control along Gilman Road for these lots be added to the Final Plat before the Final Plat is filed with the Register of Deeds. This would prevent driveways from being installed onto future Gilman Road from these parcels.

- Staff is also requesting that the Planning Commission make it a requirement that access control along 147<sup>th</sup> Street be added on Lot 2. Access to Lot 2 would be provided via future Gilman Road, or via Canyon Lane today.

#### **Wastewater:**

- There are plans to extend a sewer main through this proposed subdivision at some point in the future. When Lot 1 is re-platted in the future, sewer easements will need to be obtained from the owners of Lot 3, Lot 2, and Lot 1 to provide for the extension of this future sewer main.

#### **Acknowledgments**

The following City of Lansing staff members reviewed this project and provided information for this report:

- Matthew R. Schmitz, MPA – Director, Community & Economic Development
- Michael Spickelmier, P.E. – Director, Public Works
- Anthony Zell, MBA – Director, Wastewater

#### **Notice of City Codes**

The Applicant is subject to all applicable City codes within the Municipal Code – whether specifically stated in this report or not – including, but not limited to, Zoning, Buildings and Construction, Subdivisions, and Sign Code. The Applicant is also subject to all applicable Federal, State, and local laws.

#### **Recommendation**

Staff recommends that the Planning Commission approve the Final Plat and recommend to the City Council approval of this final plat, with the condition of modification of the plat to rectify the items outlined herein.

APPLICATION FOR FINAL PLAT

Subdivision No. \_\_\_\_\_  
Date Filed \_\_\_\_\_

- I. Name of Subdivision Ryan Family Farms Subdivision
- II. General Location Southeast Corner of 147th Street and 4-H Road  
(More commonly know as 811 4-H Road)
- III. Name of Property Owner (s) Lyle and Mary Chadwell Trust, et al.  
Address P.O. Box 92, Powhattan, Ks. 66527 Phone (785)547-7233
- IV. Name of agent (if applicable) \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_
- V. Date of Preliminary Plat approval 12-16-2020
- VI. How will installation of improvements be guaranteed? N/A

Mary Chadwell, trustee  
Owner's Signature

\_\_\_\_\_  
Agent (if applicable)

\*\*\*\*\*

OFFICE USE ONLY:

Application Received On: \_\_\_\_\_ (Month, Day, Year)

Application Received by: \_\_\_\_\_

Amount of Fee Paid: \_\_\_\_\_

Planning Commission Action \_\_\_\_\_

Conditions, if any: \_\_\_\_\_

Governing Body Action \_\_\_\_\_

Accepted dedications \_\_\_\_\_ Rejected dedications \_\_\_\_\_

Date: \_\_\_\_\_

**CHECKLIST FOR COMPLETENESS  
OF  
APPLICATION FOR PLANNING COMMISSION  
REVIEW AND APPROVAL  
OF  
FINAL PLAT  
FOR**

**RYAN FAMILY FARMS  
(Name of Subdivision)**

Matthew R. Schmitz  
**Person Completing Checklist**

1-14-2021  
**Date**

COMPLETION OF THIS CHECKLIST IN NO WAY CONSTITUTES AN EVALUATION OF THE MERITS OR ACCURACY OF THE PLANS, DESIGN OR ENGINEERING OF THE FINAL PLAT. THIS STEP IS INTENDED ONLY AS AN ADMINISTRATIVE REVIEW OF THE COMPLETENESS OF THE APPLICATION FOR APPROVAL BEFORE IT UNDERGOES STAFF EXAMINATION BY THE CITY ENGINEER FOR HIS RECOMMENDATION TO THE PLANNING COMMISSION.

## FINAL PLAT CHECKLIST

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C. Location and description of existing monuments or benchmarks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D. Location of lots and blocks with dimensions in feet and decimals of feet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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G. Clear numbering or lettering.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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I. Boundaries and descriptions of any areas other than streets to be dedicated or reserved for public use. (If applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
J. Minimum area and associated minimum elevation for the building on each lot (building site). (If requested by Planning Commission)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

# Final Plat Checklist

Page 2

		<u>YES</u>	<u>NO</u>	<u>N/A</u>
K.	Building setback lines along all streets, with dimensions	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
L.	Name, signature, seal of licensed engineer or registered land surveyor preparing plat.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
M.	Scale of plat, (shown graphically) date of prep and north point.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
N.	Statement dedicating all easements, streets, alleys and all other public areas not previously dedicated.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8.	A copy of any restrictive covenants applicable to the subdivision is provided. (If applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9.	Required certifications/acknowledgements are present:			
A.	Certificate signed and acknowledged by all parties having any record, title or interest in the land subdivided, and consenting to the preparation and recording of said subdivision map.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
B.	Certificate (as above) dedicating or reserving all parcels of land shown on the final plat and intended for any public or private use including easements, and those parcels which are intended for the exclusive use of the lot owners of the subdivision, their licensees, visitors, tenants and servants.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
C.	Certificate of responsibility by registered land surveyor preparing final map, accompanied by seal.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D.	Certificate(s) signed by City Clerk and County Treasurer that all taxes and special assessments due and payable have been paid.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
E.	Notary acknowledgement in form shown in Subdivision Regulation (Pg. 10).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
F.	Endorsement by Planning Commission in form shown in Subdivision Regulations (Pg. 10).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
G.	Public use acceptance by Governing Body in form shown in Subdivision Regulation (Pg. 10, 11).	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

RYAN FAMILY FARMS SUBDIVISION,  
(A plat of the Southwest Quarter of Section 25, Township 9, Range 22,  
in the City of Lansing, Leavenworth County, Kansas)

EXECUTION:

IN TESTIMONY WHEREOF, the undersigned proprietor has caused this instrument to be executed this \_\_\_\_\_ day of \_\_\_\_\_, 2021

LYLE H. CHADWELL & MARY E. CHADWELL TRUST

LYLE H. CHADWELL, Trustee

MARY E. CHADWELL, Trustee

BETTY J. RYAN TRUST

HELEN M. RETTIE TRUST

BETTY J. RYAN, Trustee

HELEN M. RETTIE, Trustee

STATE OF KANSAS )  
JSS  
COUNTY OF LEAVENWORTH)

BE IT REMEMBERED, that on this \_\_\_\_\_ day of \_\_\_\_\_, 2021, before me a Notary Public in and for said County and State, came LYLE H. CHADWELL AND MARY E. CHADWELL, trustee(s) of the LYLE H. CHADWELL AND MARY E. CHADWELL TRUST, and BETTY J. RYAN, trustee of the BETTY J. RYAN TRUST, and HELEN M. RETTIE, trustee of the HELEN M. RETTIE TRUST, who is personally known to me to be the same persons who executed the foregoing instrument of writing on behalf of said Trust, and they duly acknowledged the execution of the same to be the act and deed of said Trust.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the day and year last written above.

\_\_\_\_\_  
My Appointment Expires:

Notary Public

APPROVAL

This plat of RYAN FAMILY FARMS SUBDIVISION has been submitted to and approved by the Lansing Planning commission, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

RON BARRY, CHAIRMAN

DEBRA WARNER, SECRETARY

This plat approved by the City Council of Lansing, Kansas,  
this \_\_\_\_\_ day of \_\_\_\_\_, 2021.  
(SEAL)

ATTEST:

TONY MCNEILL, MAYOR

SARAH BODENSTEINER, CITY CLERK

MICHAEL SPICKELMIER, P.E.  
DIRECTOR OF PUBLIC WORKS

GREGORY ROBINSON, CITY ATTORNEY

I hereby certify, as the County Treasurer of Leavenworth County, Kansas, that all taxes and special assessments due and payable on the foregoing subdivision have been paid, on this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

JANICE VAN PARYS  
LEAVENWORTH COUNTY TREASURER

STATE OF KANSAS )  
JSS  
COUNTY OF LEAVENWORTH)

This is to certify that this instrument was filed for record in the Register of Deeds office on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, in Book \_\_\_\_\_, Page \_\_\_\_\_.

TERRILOUIS G. MASHBURN,  
REGISTER OF DEEDS

I hereby certify this plat meets the requirements of K.S.A. 58-2005. The face of this plat was reviewed based on Kansas Minimum Standards for Boundary surveys. No field verification is implied. This review is for survey information only.

WAYNE MALNICOF, COUNTY SURVEYOR

OWNER/DEED:  
May 31, 2017 - Doc. 2017R04228  
Lyle H. Chadwell and Mary E. Chadwell

Apr. 3, 2017 - Deed Doc. 2017R02585  
Helen M. Rettie

Apr. 3, 2017 - Doc. 2017R02584  
Betty J. Ryan.

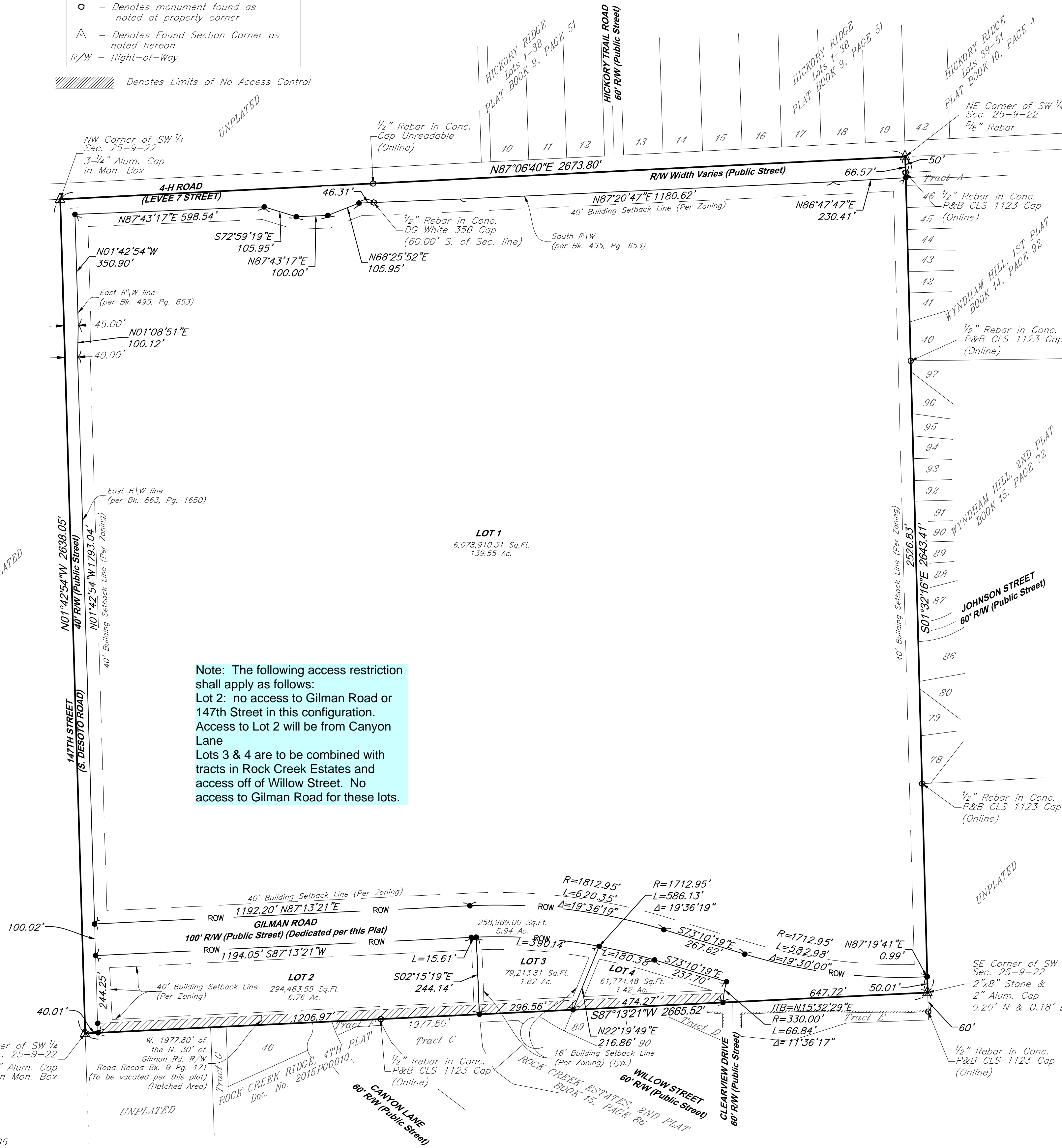
Apr. 3, 2017 - Doc. 2017R02583  
Betty J. Ryan, Helen M. Rettie and Mary E. Chadwell.

Closure Summary Plat Boundary  
Precision, 1 part in: 3,101,126.74"  
Error distance: 0.003"  
Error direction: N11°33'53"E

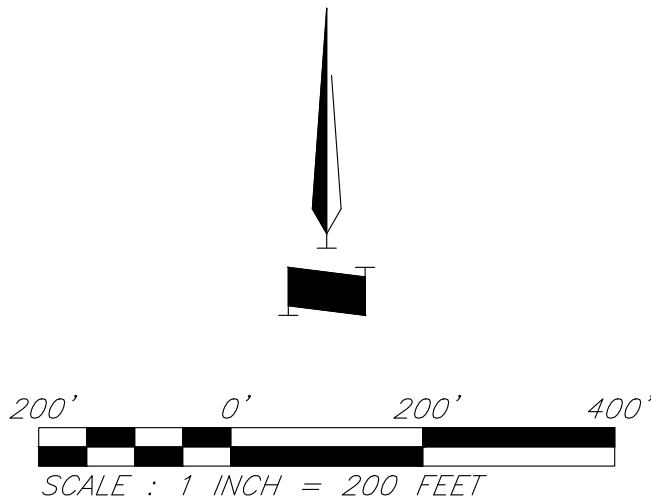
LEGEND

- - Denotes 1/2" Rebar with GBA cap set at property corner unless otherwise noted
- - Denotes monument found as noted at property corner
- △ - Denotes Found Section Corner as noted hereon
- R/W - Right-of-Way

Denotes Limits of No Access Control



Note: The following access restriction shall apply as follows:  
Lot 2: no access to Gilman Road or 147th Street in this configuration. Access to Lot 2 will be from Canyon Lane  
Lots 3 & 4 are to be combined with tracts in Rock Creek Estates and access off of Willow Street. No access to Gilman Road for these lots.



VICINITY MAP  
SECTION 25-9-22

Description:

All that part of the Southwest Quarter of Section 25, Township 9, Range 22, East of the Sixth Principal Meridian, in the City of Lansing, Leavenworth County, Kansas, being more particularly described as follows:

Beginning at the Northwest Corner of said Southwest Quarter; thence North 87°06'40" East, along the North line of said Southwest Quarter, a distance of 2673.80 feet, to the Northeast Corner of said Southwest Quarter; thence South 01°32'16" East, departing said North line, along the East line of said Southwest Quarter, a distance of 2643.41 feet, to the Southeast Corner of said Southwest Quarter; thence South 87°13'21" West, departing said East line, along the South line of said Southwest Quarter, a distance of 2665.52 feet, to the Southwest Corner of said Southwest Quarter; thence North 01°42'54" West, departing said South line, along the West line of Southwest Quarter, a distance of 2638.05 feet, to the Point of Beginning; except that part in existing right-of-way as recorded in Book 863, Page 1650, and Book 495, Page 653, containing 6,773,331.15 square feet, or 155.49 acres, more or less.

Dedication:

The undersigned proprietor of the above described tract of land has caused the same to be subdivided in the manner as shown on the accompanying plat, which subdivision and plat shall hereafter be known as "RYAN FAMILY FARMS SUBDIVISION".

The streets and roads shown on this plat and not heretofore dedicated to public use, are hereby so dedicated.

The use of all lots in this subdivision shall hereafter be subject to the restrictions which will be executed as a separate instrument writing and will be recorded in the Office of the Register of Deeds of Leavenworth County, Kansas; said restrictions will thereby be made a part of the dedication of this plat as though fully set forth herein.

Basis of Bearing:

Bearings shown hereon are based on the Kansas State Plane Coordinate System of 1983, North; with the North line of the Southeast Quarter having a bearing of N 87°06'40" E between a 3-1/4" alum. cap in mon. box found at the Northwest corner and a 5/8" rebar found at the Northeast corner.

Theory of Location:

Monuments found at the exterior corners of the Southwest Quarter of Section 25, Township 9, Range 22 were accepted and held for location as the boundary for this subdivision.

Notes:

- The North 30 feet of Gilman Road Right-of-Way in the Southwest Quarter of Section 25, Township 9, Range 22, as established per County Road Record Book 8, Page 171, is to be vacated per this plat from a point on the East Right-of-Way line of 147th Street/S. Desoto Road, as now established, thence Easterly to a point 1977.80 feet East of said East Right-of-Way line.

Zoning Information:

- According to FEMA Flood Insurance Rate Map, Panel 231 of 425, Community-Panel Number 20103C 0231 G, Map Revised July 16, 2015, the surveyed premises lies entirely within Zone X, Areas of minimal flooding.
- According to the City of Lansing, Kansas, the surveyed premises is Zoned A-1. According to the City of Lansing Unified Development Ordinance Article 4, Zoning Districts & Use Standards, Sub-Section 4.02 General Development Standards, Set backs shown in Table 4-1, for said Zone A-1 are as follows:

Minimum Front Setback - 40 feet

Minimum Rear Setback - 40 feet

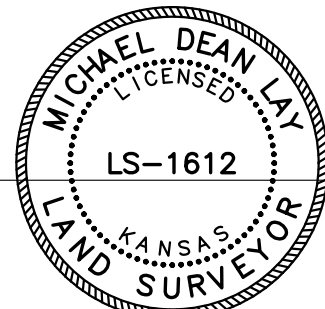
Side Setback - 16 feet interior

Maximum Height - 35' / 2 Stories

\*\*Note\*\* - Zoning regulations listed for said Zone A-1 are subject to interpretation, and therefore are not otherwise shown hereon.

Certification:

I, Michael D. Lay, hereby certify that during the month of November, 2020, I or someone under my direct supervision have made a survey of the above described tract of land and the results of said survey are correctly represented on this plat. The field work was completed on 10/26/2020.



Michael D. Lay  
Kansas Land Surveyor No. 1612

AREA TABLE	
LOT 1	6,078,910.31 sqft or 139.55 acres
LOT 2	294,463.55 sqft or 6.76 acres
LOT 3	79,213.81 sqft or 1.82 acres
LOT 4	61,774.48 sqft or 1.42 acres
ROW Area	258,969.00 sqft or 5.94 acres
Total	6,773,331.15 sqft or 155.49 acres

SHEET 1 OF 1

RYAN FAMILY FARMS SUBDIVISION,  
a subdivision in  
Section 25, Township 9, Range 22,  
City of Lansing, Leavenworth County, Kansas



GEORGE BUTLER ASSOCIATES, INC.  
CONSULTING ENGINEERS / ARCHITECTS / PLANNERS  
ONE RENNER RIDGE, 9801 RENNER BLVD, LENEXA, KS 66219/ (913)492-0400  
Surveyor Email: mlay@gbateam.com

### Project Facts

#### Applicant

Greenamyre Rentals Inc.

#### Address

00000 Reagan Drive / 00000 1<sup>st</sup> Ter.

#### Property ID

099-30-0-20-07-088.00-0

099-30-0-00-00-009.00-0

099-30-0-00-00-010.00-0

#### Zoning

R-3 Mixed-Density  
Neighborhood District

#### Future Land Use

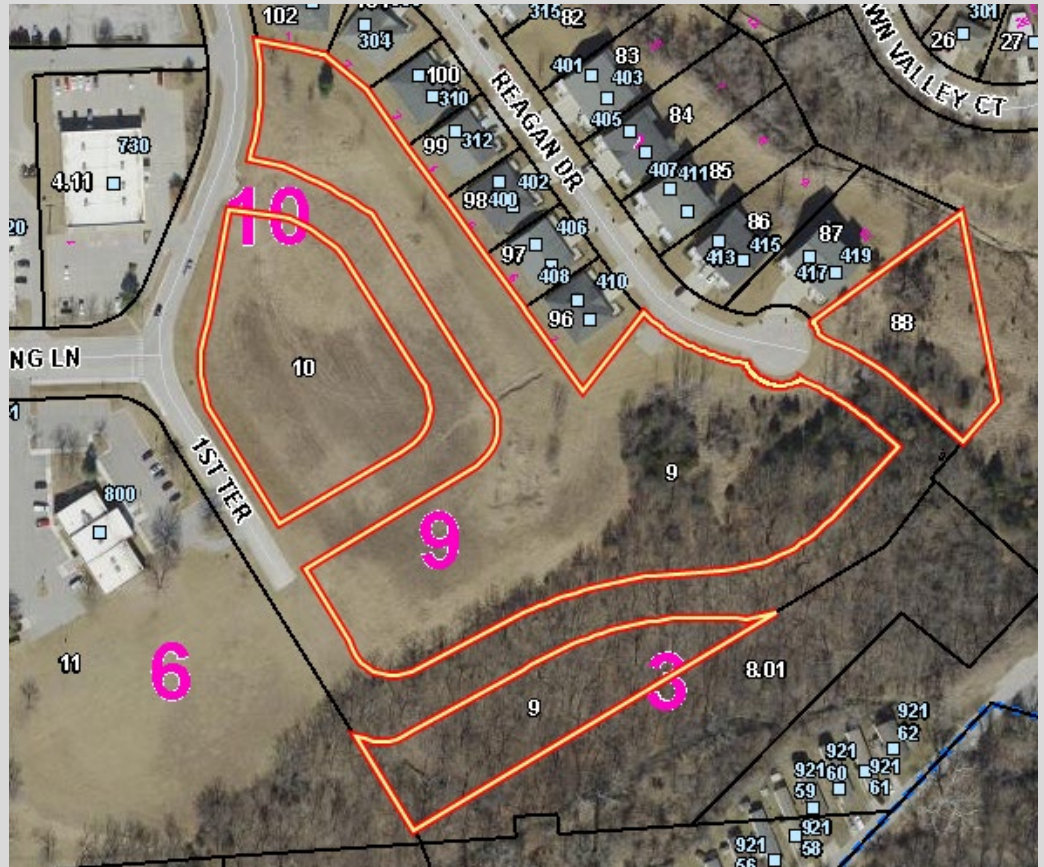
Medium Density

#### Land

362,534.26 SF (8.32 acres)

#### Requested Approvals

Final Plat



### Summary

Greenamyre Rentals Inc., owner of property at 00000 Reagan Drive and 00000 1<sup>st</sup> Terrace, have applied to Plat Fawn Valley South, 2<sup>nd</sup> Plat, which will replat Block 10 and portions of Blocks 7, 8, and 9, Fawn Subdivision. This final plat, if approved, will allow the property owners to subdivide this area. The intention is to add four developable lots to the end of Reagan Drive to add additional duplexes and finish out the development of this cul-de-sac. Upon development of the remaining property shown on the plat (Lot 5), an additional plat may be required depending on the type of project presented.

## Discussion points from Checklist

The checklist was reviewed and completed by the Director of Community & Economic Development. Items marked no are discussed below:

- Building setback lines are shown on Lots 1-4. Lot 5 has none shown, and they will need to be added to this lot before the plat is filed with the Register of Deeds.
- The name of the registered land surveyor preparing the plat is shown on the submitted document but is not signed nor sealed. This will be completed prior to filing of the document, subject to the approval of the Planning Commission and City Council.
- Certificates signed by the City Clerk and County Treasurer that all taxes and special assessments due and payable have been paid will be collected before the plat is filed with the Register of Deeds.

## Community & Economic Development / Public Works / Wastewater / City Engineer Comments

**Comments on this final plat from the preliminary plat process have been addressed. Additional comments redlined on the plat have been identified and can be addressed before the plat is signed by the Chairman of the Planning Commission either before or after approval by the City Council.**

Final plats are a refined version of the preliminary plat that presents proposed ownership and development patterns, as well as the specific location of public facilities and public property based on detailed designs. After approval of the preliminary plat, the applicant may submit a final plat for all or portions of the preliminary plat area for consideration at the next scheduled Planning Commission meeting. A final plat must be reviewed by staff and brought before the Planning Commission for approval, approval with conditions, or denial.

### **Community & Economic Development Review (from Article 2.02-E of the UDO):**

- The layout and design of the final plat is in substantial compliance with the approved preliminary plat considering the number of lots or parcels; the block layout, street designs and access; the open space systems and civic design elements; the infrastructure systems; or other elements of coordinated developments.
  - The final plat is in compliance with the approved preliminary plat.
- The construction plans for any utilities, infrastructure or public facilities meet all technical specifications.
  - Construction plans related to any utilities, infrastructure, or public facilities will be reviewed before construction of any of these items begins, if needed.
- The phasing and timing of public improvements ensures construction and performance guarantees.
  - No construction plans or phasing plans were provided at this time, as no construction of public improvements is planned.
- Any deviations in the final plat from the preliminary plat brings the application in further compliance with the Comprehensive Plan and the purposes and intent of this Code.
  - There does not appear to be any deviations from the preliminary plat.
- The recommendations of professional staff, or any other public entity asked to officially review the plat.
  - Based on substantial compliance with the approved preliminary plat, and subject to the review of any technical drawings or legal review, Staff from Community & Economic Development find this proposed final plat acceptable, subject to revisions noted in this report.

### **Public Works:**

- When Lot 5 is developed in the future, utility easements will need to be considered around the edges of this lot to provide access for utilities.

## **Wastewater:**

- No comments

## **Acknowledgments**

The following City of Lansing staff members reviewed this project and provided information for this report:

- Matthew R. Schmitz, MPA – Director, Community & Economic Development
- Michael Spickelmier, P.E. – Director, Public Works
- Anthony Zell, MBA – Director, Wastewater

## **Notice of City Codes**

The Applicant is subject to all applicable City codes within the Municipal Code – whether specifically stated in this report or not – including, but not limited to, Zoning, Buildings and Construction, Subdivisions, and Sign Code. The Applicant is also subject to all applicable Federal, State, and local laws.

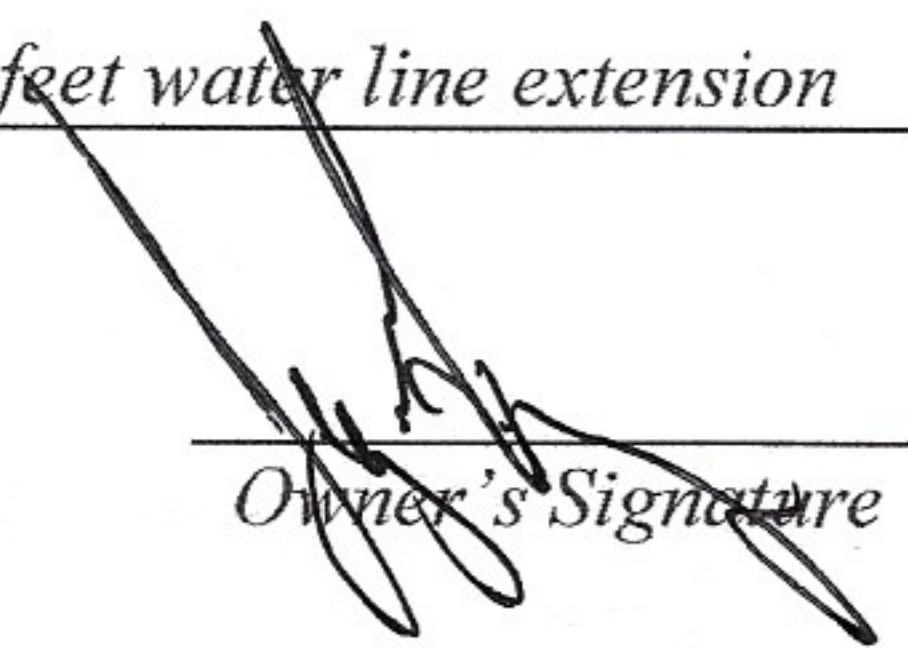
## **Recommendation**

Staff recommends that the Planning Commission approve the Final Plat and recommend to the City Council approval of this final plat, with the condition of modification of the plat to rectify the items outlined herein.

APPLICATION FOR FINAL PLAT

Subdivision No. \_\_\_\_\_  
Date Filed \_\_\_\_\_

- I. Name of Subdivision FAWN VALLEY SOUTH, 2<sup>ND</sup> PLAT
- II. General Location AT THE END OF REAGAN DRIVE SOUTHEAST OF THE  
INTERSECTION OF 1<sup>ST</sup> TERRACE AND REAGAN DRIVE.
- III. Name of Property Owner (s) GREENAMYRE RENTALS INC.  
Address 2500 S 2<sup>ND</sup> ST LEAVENWORTH, KS Phone 913-828-4440
- IV. Name of agent (if applicable) \_\_\_\_\_  
Address \_\_\_\_\_ Phone \_\_\_\_\_
- V. Date of Preliminary Plat approval December 3<sup>rd</sup>, 2020
- VI. How will installation of improvements be guaranteed? No public Improvements  
Except Sanitary taps and 250 feet water line extension

  
Owner's Signature

\_\_\_\_\_  
Agent (if applicable)

\*\*\*\*\*

OFFICE USE ONLY:

Application Received On: \_\_\_\_\_ (Day, Month, Year)

Application Received by: \_\_\_\_\_

Amount of Fee Paid: \_\_\_\_\_

Planning Commission Action \_\_\_\_\_

Conditions, if any: \_\_\_\_\_

Governing Body Action \_\_\_\_\_

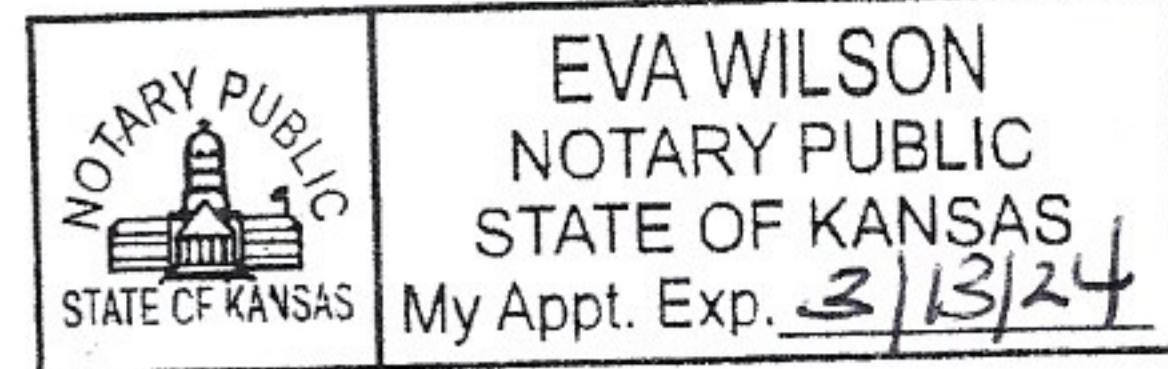
Accepted dedications \_\_\_\_\_ Rejected dedications \_\_\_\_\_

Date: \_\_\_\_\_

**AFFIDAVIT**

STATE OF Kansas )  
COUNTY OF Leavenworth )

§



Comes now Jeremy Greenanyle, of lawful age and having been first duly sworn on my oath state that:

1. That I am (the) (a) lawful and/or equitable owner of the real estate described in the attached application.

2. To the best of my knowledge and belief, the following individuals are the only other individuals other than the affiant which have a legal or equitable ownership interest in the property described in the attached application.

3. List of property owners and addresses:

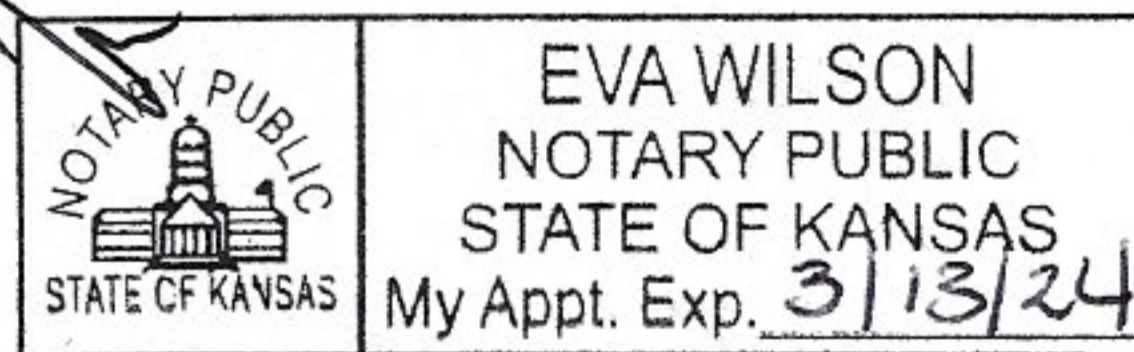
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. I certify and affirm that on the date of the application only the above individuals or entities have a legal or equitable ownership interest in the property involved in this application.

FURTHER AFFIANT SAYETH NOT.

STATE OF Kansas )  
COUNTY OF Leavenworth )

§



BE IT REMEMBERED that on this 15<sup>th</sup> day of December, 2020, that before me, the undersigned, a Notary Public, in and for the State and County aforesaid, came \_\_\_\_\_, who is personally known to me to be the person who executed the foregoing instrument of writing and such person duly acknowledged execution of same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the date last above mentioned.

Gallp

Notary Public

My Appointment Expires: 3/13/2024

**CHECKLIST FOR COMPLETENESS  
OF  
APPLICATION FOR PLANNING COMMISSION  
REVIEW AND APPROVAL  
OF  
FINAL PLAT  
FOR**

**FAWN VALLEY SOUTH  
(Name of Subdivision)**

Matthew R. Schmitz  
**Person Completing Checklist**

1-14-2021  
**Date**

COMPLETION OF THIS CHECKLIST IN NO WAY CONSTITUTES AN EVALUATION OF THE MERITS OR ACCURACY OF THE PLANS, DESIGN OR ENGINEERING OF THE FINAL PLAT. THIS STEP IS INTENDED ONLY AS AN ADMINISTRATIVE REVIEW OF THE COMPLETENESS OF THE APPLICATION FOR APPROVAL BEFORE IT UNDERGOES STAFF EXAMINATION BY THE CITY ENGINEER FOR HIS RECOMMENDATION TO THE PLANNING COMMISSION.

## FINAL PLAT CHECKLIST

	<u>YES</u>	<u>NO</u>	<u>N/A</u>
1. Preliminary Plat has been approved.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
2. Applicant agrees to submit an original with all final revisions in both paper and electronic format to the Community and Economic Development Department	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Material is submitted at least fourteen (14) days prior to Planning Commission meeting at which it is desired to be considered.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4. Original copy contains names and locations for duly acknowledged and notarized signatures of the owner(s) of the property.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. Final Plat is drawn at scale of at least 1" = 200'	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
7. FINAL PLAT CONTAINS:			
A. Name of Subdivision	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
B. Location, including section, township, range, county and state	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
C. Location and description of existing monuments or benchmarks.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
D. Location of lots and blocks with dimensions in feet and decimals of feet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
E. Location of alley, street and highway rights-of-way, parks and other features including radii on curves with dimensions in feet and decimals of feet.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
F. Clear numbering for all lots.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
G. Clear numbering or lettering.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
H. Locations, widths and names of all streets and alleys to be dedicated. (If applicable)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I. Boundaries and descriptions of any areas other than streets to be dedicated or reserved for public use. (If applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
J. Minimum area and associated minimum elevation for the building on each lot (building site). (If requested by Planning Commission)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

# Final Plat Checklist

Page 2

		<u>YES</u>	<u>NO</u>	<u>N/A</u>
K.	Building setback lines along all streets, with dimensions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
L.	Name, signature, seal of licensed engineer or registered land surveyor preparing plat.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
M.	Scale of plat, (shown graphically) date of prep and north point.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
N.	Statement dedicating all easements, streets, alleys and all other public areas not previously dedicated.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
8.	A copy of any restrictive covenants applicable to the subdivision is provided. (If applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
9.	Required certifications/acknowledgements are present:			
A.	Certificate signed and acknowledged by all parties having any record, title or interest in the land subdivided, and consenting to the preparation and recording of said subdivision map.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
B.	Certificate (as above) dedicating or reserving all parcels of land shown on the final plat and intended for any public or private use including easements, and those parcels which are intended for the exclusive use of the lot owners of the subdivision, their licensees, visitors, tenants and servants.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
C.	Certificate of responsibility by registered land surveyor preparing final map, accompanied by seal.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
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