

LYNDON PLANNING AND ZONING COMMISSION

MINUTES OF MONDAY, DECEMBER 5, 2022

Regular Meeting

Lyndon Community Center – 204 Topeka Ave.

Immediately following the Special Use Hearing at 5:30 p.m.

ATTENDANCE:

Planning Commission Members Present: Chairperson- Charna Williams, Members- Peggy Clark, Debra Rasmusson, and George Stutzman. Travis Brown absent with notice.

Zoning Staff Present: Zoning Administrator- Danny Roush, and Planning & Zoning Secretary- Amanda Croucher.

Others Present: Charles Hanna and Zacharia Hanna.

CALL TO ORDER:

At 6:35pm Chairperson Williams called the meeting to order, noting that Brown is absent with notice.

APPROVAL OF MINUTES:

- Secretary minutes for the Planning & Zoning regular meeting on November 7, 2022 were provided for review.

Motion was made by Rasmusson to approve November 7, 2022 minutes as read; seconded by Stutzman. Motion carried.

PUBLIC COMMENT:

- None

CORRESPONDENCE:

- None

UNFINISHED BUSINESS:

- Proposed January date for Hearing to discuss continued complaint from Charles Hanna on front-yard parking associated with approved building permit #20-05 – 1104/1106 Ash Ct. – No Action taken.
 1. Chairperson Williams stated that a formal appeal has not been filed against building permit #20-05. The building permit was approved by the zoning administrator.
 2. Charles Hanna wrote a letter of concern on April 30, 2020 regarding the duplex parking.
 3. Commission members discussed procedures and precautions of revisiting an approved permit years after approval and the repercussions for the City, the contractor, and the adjacent land owners. Members discussed reaching out to the Planning & Zoning third-party consultant - Russ Ewy and the City Attorney - Pat Walsh for further guidance.

Motion made by Rasmusson to move the regular monthly Planning & Zoning meeting to Monday, January 16th, 2023 from January 9th, 2023 to allow for consultation prior to setting a date for the proposed hearing. Seconded by Stutzman. Motion carried.

- Annual review of Sub-Division Regulations
Subjects discussed included; attaching the city ordinances to sections as they are mentioned (example: curb cuts); duties of the subdivision committee; lot splits; townhomes and duplexes.
No Action taken.

NEW BUSINESS:

- Secretary submitted to commission members a proposed building permit fee schedule for preliminary review. The fees increases for select permits were justified due to the time and resources used to process the permits. General consensus among members was to submit the proposed fee schedule to Council for final review/decision.

STAFF REPORTS:

- Zoning Administrator – Danny Roush
 1. 2 Building permits approved this month.
 2. Discussed Article 6; page 2 – Accessory building regulations for storage sheds vs. detached garages/shops.

COMMISSION COMMENTS:

- None

ADJOURNMENT:

6:42pm Motion was made by Rasmusson to adjourn the meeting; seconded by Clark. Motion carried.

- The next Planning & Zoning Special Meeting/Work Session with Russ Ewy will be Monday, December 12, 2022 at 5:30pm, at the Lyndon Community Center, 204 Topeka Ave. Lyndon, KS.
- The next Planning & Zoning Regular Meeting will be Monday, January 16, 2023 @ 5:30pm, at the Lyndon Community Center, 204 Topeka Ave. Lyndon, KS.

Respectfully submitted,



Amanda Croucher

Planning & Zoning Secretary