

**MINUTES
MANHATTAN URBAN AREA PLANNING BOARD
City Commission Room, City Hall
1101 Poyntz Avenue
February 2, 2015
7:00 p.m.**

MEMBERS PRESENT: Phil Anderson, Chairperson; John Ball Vice-Chairperson; Gary Stith; Jerry Reynard; Linda Morse and, Neil Parikh.

MEMBERS ABSENT: Ron Hageman

STAFF PRESENT: Eric Cattell, Assistant Director for Planning; Chad Bunger, Senior Planner; Lance Evans, Senior Planner; Chase Johnson, Planner; and Ben Chmiel, Planner.

OPEN PUBLIC COMMENTS

No one spoke.

CONSENT AGENDA

APPROVE THE MINUTES OF THE JANUARY 22, 2015 MANHATTAN URBAN AREA PLANNING BOARD MEETING.

APPROVE THE FINAL DEVELOPMENT PLAN OF LOT 1, GRAND MERE VILLAGE, COMMERCIAL PLANNED UNIT DEVELOPMENT AND FINAL PLAT OF GRAND OLD CHICAGO ADDITION, APPROXIMATELY 315 FEET NORTHEAST OF THE INTERSECTION OF KIMBALL AVENUE AND VANESTA DRIVE. (APPLICANT: SMH CONSULTANTS-JEFFERY D. HANCOCK/OWNERS: FIELDHOUSE DEVELOPMENT INC-ZACH BURTON)

APPROVE THE FINAL DEVELOPMENT PLAN OF LOT 2, GRAND MERE VILLAGE, COMMERCIAL PLANNED UNIT DEVELOPMENT, GENERALLY LOCATED APPROXIMATELY 100 FEET NORTHEAST OF THE INTERSECTION OF KIMBALL AVENUE AND VANESTA DRIVE. (APPLICANT: SMH CONSULTANTS-JEFFERY D. HANCOCK/OWNERS: FIELDHOUSE DEVELOPMENT INC-ZACH BURTON)

Stith moved that the Board approve the Consent Agenda. Ball seconded the motion, which passed on a vote of 4-0-1 with Parikh and Reynard abstaining on the Minutes, and on a vote of 6-0 on the remainder of the Consent Agenda.

GENERAL AGENDA

A PUBLIC HEARING TO CONSIDER AMENDING ORDINANCE NO. NO. 6972 AND THE FINAL DEVELOPMENT PLAN OF THE BLUEMONT AND N. MANHATTAN HOTEL COMMERCIAL PLANNED UNIT DEVELOPMENT (PUD); AND, APPROVE THE REVISED FINAL DEVELOPMENT PLAN OF THE CAMPUS BRIDGE LOFTS RESIDENTIAL PUD, LOCATED AT 1212 BLUEMONT AVENUE AND 820 N. MANHATTAN AVENUE RESPECTIVELY, TO ALLOW INSTALLATION OF STEALTH TELECOMMUNICATIONS ANTENNAS AND ACCESSORY EQUIPMENT. (APPLICANT: SSC, AGENT FOR US CELLULAR – JUSTIN ANDERSON / OWNER: EXCEL GROUP, LLC – ANDREW SUBER)

Stith moved that the item be removed from the table and conduct a Public Hearing.

Reynard seconded the motion which passed on a vote of 6-0.

Bunger presented the staff report and recommended approval with five (5) conditions.

Morse asked if there will be any lost parking associated with the proposed amendment.

Bunger said that there will be no lost parking and that the ground equipment is proposed to be located in the same general location as the existing air conditioning units.

Anderson opened the public hearing.

Justin Anderson, applicant, described the overall project and the importance of screening in regards to the telecommunication facility.

Anderson closed the public hearing.

Ball moved that the Planning Board recommend approval of the proposed amendment of Ordinance No. 6972 and the Final Development Plan of the Bluemont and N. Manhattan Hotel PUD, located at 1212 Bluemont Avenue; and, approves the revised Final Development Plan of the Campus Bridge Lofts PUD, located at 820 N. Manhattan Avenue; based on the findings in the Staff Report, subject to the five (5) conditions of approval recommended by City Administration:

1. Permitted Uses of the Bluemont and N. Manhattan Hotel PUD shall include the addition of Telecommunication Facilities.
2. The proposed telecommunication facilities shall use stealth measures to match the façades and colors of the building as proposed.
3. The enclosure for the proposed ground equipment at Campus Bridge Lofts shall be constructed using same masonry materials as the adjacent trash enclosure.
4. Future telecommunication facilities, beyond that proposed in the current amendment application must be submitted for approval through a revision to the Final Development Plan, to ensure that the antennas and associated equipment use adequate stealth measures and that the location of any ground equipment is properly screened.

5. Signs shall be provided as previously approved, and shall allow for exempt signage as described in Article VI, Section 6-102(A)(2) (a),(b),(c),(g),(h),(i),(j),(l) and (m), of the Manhattan Zoning Regulations.

Stith seconded the motion, which passed on a vote of 6-0.

A PUBLIC HEARING TO CONSIDER ANNEXATION OF THE PROPOSED BALTUSROL ADDITION, A 10-ACRE TRACT OF LAND GENERALLY LOCATED 1,500 FEET NORTH OF THE INTERSECTION OF GRAND MERE PARKWAY AND COLBERT HILLS DRIVE, ON THE WEST SIDE OF THE FUTURE EXTENSION OF GRAND MERE PARKWAY (APPLICANT: SMH CONSULTANTS – JEFF HANCOCK/ OWNER: FIELDHOUSE DEVELOPMENT – ZACHARY J. BURTON

A PUBLIC HEARING TO CONSIDER THE REZONING THE BALTUSROL ADDITION, A 10-ACRE TRACT OF LAND GENERALLY LOCATED 1,500 FEET NORTH OF THE INTERSECTION OF GRAND MERE PARKWAY AND COLBERT HILLS DRIVE, ON THE WEST SIDE OF THE FUTURE EXTENSION OF GRAND MERE PARKWAY FROM COUNTY R-PUD, RESIDENTIAL PLANNED UNIT DEVELOPMENT DISTRICT TO R-1, SINGLE-FAMILY RESIDENTIAL DISTRICT. (APPLICANT: SMH CONSULTANTS – JEFF HANCOCK/ OWNER: FIELDHOUSE DEVELOPMENT – ZACHARY J. BURTON)

A PUBLIC HEARING TO CONSIDER THE PRELIMINARY PLAT OF THE PROPOSED BALTUSROL ADDITION, AN APPROXIMATELY 10-ACRE TRACT ACRE TRACT OF LAND. THE SUBDIVISION IS PROPOSED TO CONSIST OF TWENTY-SIX (26) SINGLE-FAMILY LOTS (APPLICANT: SMH CONSULTANTS – JEFF HANCOCK/ OWNER: FIELDHOUSE DEVELOPMENT – ZACHARY J. BURTON

Bunger presented the staff reports for the three related items and recommended approval with one (1) condition.

Reynard asked about future plans to the north of the proposed preliminary plat.

Bunger stated that Grand Mere Parkway is planned to extend to north edge of the site and it is approximately a half-mile to the northern edge of Colbert Hills property and Marlatt Avenue.

Stith asked how much undeveloped land is left in the Grand Mere Master Plan.

Bunger described the areas that are still available to develop.

Stith asked about the drainage patterns on the site in regard to the preliminary plat.

Bunger deferred the question to the applicant's consultant.

Morse asked about the street classification of Grand Mere Parkway and if there was a possibility for a change in classification in the future.

Bunger said that Grand Mere is considered a collector street. Cattell stated that he thinks Grand Mere Parkway is considered a major collector, but is designed more like an arterial in terms of access management to private property, in that there are no private driveways onto the Parkway.

Ball asked for clarification on pedestrian and bicycle access.

Bunger explained the locations of various easements and access points on the Preliminary Plat.

Anderson asked if the property to the west is outside of the Grand Mere Master Plan. Bunger said that property is outside of the master plan and would let the applicant discuss the plans for the adjacent property.

Morse asked if there is anything specific in the Capital Improvements Program that relates to the subject site.

Bunger said that it's a general standard and that the proposal is within the Urban Service Area and can be served with public services.

Anderson opened the public hearing.

Jeff Hancock, applicant's consultant, discussed the plans for stormwater management for the site and said that Grand Mere is heavily involved in discussions regarding future plans for the adjacent property to the west.

Anderson closed the public hearing.

Ball moved that the Planning Board recommend approval of the annexation of Baltusrol Addition, a 10.22-acre tract of land, generally located 1,500 feet north of the intersection of Grand Mere Parkway and Colbert Hills Drive, on the west side of the future extension of Grand Mere Parkway, based on conformance with the Comprehensive Plan, the Growth Vision, and the Capital Improvements Program.

Stith seconded the motion, which passed on a vote of 6-0.

Stith moved that the Planning Board recommend approval of the proposed rezoning of the Baltusrol Addition, an approximate 10-acre tract of land, generally located 1,500 feet north of the intersection of Grand Mere Parkway and Colbert Hills Drive, on the west side of the future extension of Grand Mere Parkway, from County R-PUD, Residential Planned Unit Development District, to R-1, Single-Family Residential District based on the findings in the Staff Report.

Ball seconded the motion, which passed on a vote of 6-0.

Ball moved that the Planning Board approve the Variation of Article X, Subdivision Layout Standards, Sections 10-201 (C)(2), 10-205 (B), and 10-208(A)(2)(b) to allow propose street layout, including the proposed eyebrow cul-de-sac, based on the findings for the requested Variation in the Staff Memorandum; and approve the Preliminary Plat of Baltusrol Addition, based on conformance with the Manhattan Urban Area Subdivision Regulations, with one (1) condition of approval:

1. Written approval from the Kansas State University Golf Course Management and Research Foundation stating that they approve of the use of the retention basin on the golf course property being used to store and manage the stormwater runoff from the propose subdivision shall be provided at the time of the Final Plat application.

Reynard seconded the motion, which passed on a vote of 6-0.

WORK SESSION

PLANNING BOARD TRAINING PROVIDED BY THE LEGAL DEPARTMENT

Bill Raymond, City Attorney provided an overview and answered questions regarding various legal issues affecting the operations of the Planning Board and its members, including open meetings, open records, quasi-judicial decision making, sexpartite communications, due process and ethics.

2016–2021 CAPITAL IMPROVEMENTS PROGRAM: PLANNING BOARD DISCUSSION OF SUGGESTIONS FOR THE 2016 – 2021 CAPITAL IMPROVEMENTS PROGRAM

Cattell reviewed the CIP items that the Board had recommended last year which included:

- Annual Sidewalk Improvement Fund. *(Note: This project is listed under City Boards and Committees at \$50,000 per year.)*
- Annual Alley Rehabilitation Project. *(Note: This project is listed under City Boards and Committees at \$50,000 per year.)*
- Aggieville Parking Garage. *(Note: This project is listed under City Boards and Committees as Aggieville-Campus Edge Parking Garage at \$5,000,000 in 2016.)*

Cattell said the Community Development Department was proposing an update of the Zoning and Subdivision Regulations, as it had in previous years, which is an important part of implementation of the new Comprehensive Plan. He said the Department was also recommending a Flood Mitigation Grant Match which was being entered in the Public Works Department projects, as follows:

- Flood Mitigation Grant Match. Community Development has been working with FEMA and State Flood Plain Mangers on funding to help with mitigation efforts in various watersheds in Manhattan. When funding becomes available to perform

mitigation on properties within the City, this fund can be used to match grants from federal and state agencies. Mitigation may include but not be limited to: property buyouts, removal of structures, elevation of structures, flood walls, berms, flood doors, and elevation of mechanical and electrical components. (2016 – 2018: \$100,000;(2019 – 2020: \$50,000)

Morse said \$100,000 is not much for flood mitigation and asked if it would be cumulative.

Cattell said it was not cumulative, as its budgeted each year as a match for grants. Bunger added that the city's match for federal grants would be 25 percent.

Morse said she supports the three previous Planning Board projects and the two suggested by Community Development.

Stith said the new Comprehensive Plan process is resulting in a very good document that is much more detailed and thorough and goes out into new areas in Pottawatomie and Riley Counties. To implement the new Plan we will need to do a thorough review the Zoning and Subdivision Regulations and the Board should support this and make it a high priority project for inclusion in the CIP.

Anderson asked how much sidewalk and alley improvement can be done with the suggested dollar figures. Cattell said it does not go very far and is for filling sidewalk gaps and not new sidewalks in new development. As for alleys it would not go very far and is more to address alley maintenance issues.

Anderson said it's more of an issue in the older neighborhoods and the City should look at developing a plan to address alleys. With regard to the Aggieville parking garage, he the KSU garage is a good example of how one should be designed and that the City should confer with Darwin Abbott at KSU about it. He also asked for clarification on what form based codes and smart codes.

Cattell provided clarification.

Morse suggested that alleys serving single-family neighborhoods are less intensely used and aren't as much of an issues as alleys serving large multi-family apartment buildings. She suggested those alleys should be improved with the apartment development project. She said it's not something for the CIP, but maybe the Subdivision Regulations.

Cattell said an example of that was the Bluemont Hotel PUD. He said the Comprehensive Plan and MATS update identifies that issue and identifies some financing tools.

Stith suggested adding an annual CIP project to address the need to improve some of the ATA Bus stops to meet ADA requirements. He said FTA 5307 funds that will be available as grants to address that need, however they will need a matching fund. He suggested the CIP include an annual grant match fund for bus stop ADA improvements.

Anderson asked if the bus routes were fixed enough to make permanent improvements. Ball indicated the current routes would be a good place to start investments. Stith indicated there are certain stops that will remain even if routes change in the future.

Ball made a motion that the Manhattan Urban Area Planning Board supports the five projects outlined in the staff memorandum and the additional project for bus stop improvements, for inclusion in the CIP:

- Annual Sidewalk Improvement Fund. (Note: This project is listed under City Boards and Committees at \$50,000 per year.)
- Annual Alley Rehabilitation Project. (Note: This project is listed under City Boards and Committees at \$50,000 per year.)
- Aggieville Parking Garage. (Note: This project is listed under City Boards and Committees as Aggieville-Campus Edge Parking Garage at \$5,000,000 in 2016.)
- Update Zoning and Subdivision Regulations (2016 - 2017). Hire a consultant to update the Zoning and Subdivision Regulations, as necessary, to ensure compatibility with the update of Manhattan Urban Area Comprehensive Plan. Updates will likely incorporate appropriate latest techniques and approaches, such as Form Based Codes and Smart Codes, and possibly develop a unified development ordinance. (\$350,000) (First appeared in the 2009 CIP.)
- Flood Mitigation Grant Match. Community Development has been working with FEMA and State Flood Plain Mangers on funding to help with mitigation efforts in various watersheds in Manhattan. When funding becomes available to perform mitigation on properties within the City, this fund can be used to match grants from federal and state agencies. Mitigation may include but not be limited to: property buyouts, removal of structures, elevation of structures, flood walls, berms, flood doors, and elevation of mechanical and electrical components. (2016 – 2018: \$100,000;(2019 – 2020: \$50,000) Note: This project is being entered under the Public Works Department.
- FTA 5307 Grant Match - Bus stops: Annual grant match for bus stop improvements to meet ADA requirements (Amount needs to be determined).

Morse seconded and the motion passed on a vote of 6-0.

REPORTS AND COMMENTS BY BOARD MEMBERS

Cattell outlined the Board's upcoming meetings, noting that the first meeting in March will be for a joint meeting with the Riley County Planning Board to adopt the new Comprehensive Plan. He also outlined the adoption schedule by the City and Riley and Pottawatomie Counties.

Stith reminded the Board about the upcoming Fort Riley Listening Tour on February 9th at 3:30pm at the Junction City Convention Center. He emphasized the importance of needing the community to attend to support Fort Riley.

Respectfully submitted,
Chase Johnson, Planner
Eric Cattell, AICP, Assistant Director for Planning