

**MINUTES**  
**MANHATTAN URBAN AREA PLANNING BOARD**  
**City Commission Room, City Hall**  
**1101 Poyntz Avenue**  
**November 20, 2006**  
**7:00 p.m.**

**MEMBERS PRESENT:** Harry Watts, Chairperson; George Ham; Mike Toy; Jerry Reynard; Mike Hill; Mike Kratochvil; and; Stephanie Rolley.

**MEMBERS ABSENT:**

**YOUTH IN GOVERNMENT:**

**STAFF PRESENT:** Eric Cattell, Assistant Director for Planning; Steve Zilkie, Senior Planner; Cam Moeller, Planner; Ockert Fourie, Senior Planner; Jeremy Frazzell, Planner; and, Rob Ott, City Engineer.

**OPEN PUBLIC COMMENTS**

No one spoke.

**CONSENT AGENDA**

**APPROVE THE MINUTES OF THE NOVEMBER 6, 2006, MANHATTAN URBAN AREA PLANNING BOARD MEETING.**

Hill moved that the Board approve the Consent Agenda. Reynard seconded the motion, which passed on a vote of 7-0.

**GENERAL AGENDA**

**PUBLIC HEARING TO CONSIDER THE CONCURRENT PLAT (PRELIMINARY PLAT AND FINAL PLAT) OF THE KANSAS VETERANS' CEMETERY ADDITION, AN APPROXIMATE 90-ACRE TRACT OF LAND GENERALLY LOCATED SOUTH AND WEST OF WILDCAT CREEK ROAD AND CORPORATE DRIVE INTERSECTION. THE CONCURRENT PLAT WILL CONSIST OF ONE LOT FOR THE CEMETERY. (OWNER/APPLICANT: STATE OF KANSAS – KANSAS COMMISSION ON VETERANS' AFFAIRS)**

Reynard moved that the Planning Board remove the item from the table. Ham seconded the motion, which passed on a vote of 7-0.

Zilkie presented the staff report indicating that City Administration recommended approval of the Preliminary and Final Plat of the Kansas Veterans' Cemetery Addition, and approval of the Variation to not require a sidewalk on the western side of Wildcat

Creek Road along Lot 1's street frontage, based on conformance with the Manhattan Urban Area Subdivision Regulations, with the following condition of approval:

1. The Concurrent Plat is subject to approval of annexation, rezoning and the municipal facility processes, and any associated conditions of approval.

Watts opened the public hearing.

Ken Kallenboch, MKEC Engineering Consultants, Inc. consultant for the applicant, explained the reason they had previously requested tabling the plats, due to issues with the rural water line easements which are being resolved.

Watts closed the public hearing with no one else speaking.

Toy moved that the Manhattan Urban Area Planning Board approve the Preliminary and Final Plat of the Kansas Veterans' Cemetery Addition, and grant a Variation of the sidewalk requirement, based on conformance with the Manhattan Urban Area Subdivision Regulations, with the one condition recommended by City Administration.

Reynard seconded the motion which passed on a vote of 7-0.

**PUBLIC HEARING TO CONSIDER AN AMENDMENT OF THE MEADOWLARK HILLS RESIDENTIAL PLANNED UNIT DEVELOPMENT GENERALLY LOCATED AT MEADOWLARK HILLS RETIREMENT COMMUNITY, 2121 MEADOWLARK ROAD. (APPLICANT: MANHATTAN RETIREMENT FOUNDATION, INC./OWNERS: MANHATTAN RETIREMENT FOUNDATION, INC., AND CITY OF MANHATTAN)**

Zilkie presented the staff report indicating that City Administration recommended approval of the proposed amendment of the Final Development Plan of the Meadowlark Hills Residential Planned Unit Development, with the following conditions:

1. Landscaping and irrigation shall be provided pursuant to a Landscaping Performance Agreement between the City and the owner, which shall be entered into prior to issuance of a building permit.
2. All landscaping and irrigation shall be maintained in good condition.

Watts opened the public hearing.

Steve Shields, CEO Meadowlark Hills, gave an overview of their three primary long term goals. First, they want to attract and retain retirees which have shown an increase to 30 % of their residents. Second, the new Healthcare Households redefine how frail-elders care is given in the industry and will include all private rooms with private baths in a household setting. Finally, to address quality of life, they are including an indoor aquatic

center to assist with improving the lifestyle of residents so that they stay healthy longer.

Reynard asked about the Meadowlark Landing access point at Tuttle Creek Boulevard, as well as pedestrian access for residents to Blue Hills Shopping Center.

Shields indicated that the travel easement will remain open to provide vehicular access to Blue Hills Shopping Center. In addition, over the years they have been developing a more pedestrian oriented campus and it will include sidewalks to provide access for residents to the adjacent shopping area.

Leon Brown, Schwab-Eaton, indicated they were part of the design team on the project and he could address technical questions. He said the project was an asset to the community and requested approval.

Toy asked about the development timeline. Brown and Shields indicated it would be a multi-year phased project. Shields said he hopes the bulk of the project would be done in 2009.

Watts closed the public hearing with no one else speaking.

Kratochvil commended the use of safe-rooms in the cottages and moved that the Manhattan Urban Area Planning Board recommend approval of the proposed amendment of the Final Development Plan of the Meadowlark Hills Residential Planned Unit Development, based on the findings in the Staff Report, with the two (2) conditions recommended by City Administration.

Reynard seconded the motion which passed on a vote of 7-0.

**PUBLIC HEARING TO CONSIDER THE REZONING OF THE PROPOSED BROOKFIELD ADDITION, UNIT NINE, GENERALLY LOCATED SOUTH OF WALTERS DRIVE ON THE EAST AND WEST SIDES OF DONNA'S WAY, FROM R-3, MULTIPLE-FAMILY RESIDENTIAL DISTRICT, TO R-2, TWO-FAMILY RESIDENTIAL DISTRICT. (APPLICANT/OWNER: KNIGHT INVESTMENTS, LLC – DAN KNIGHT)**

Zilkie presented the staff report, indicating that City Administration recommended approval of the rezoning of proposed Brookfield Addition, Unit Nine, from R-3, Multiple-Family Residential District, to R-2, Two-Family Residential District.

Watts opened the public hearing.

Dan Knight, applicant and owner, answering a question from Hill, indicating that he will be the developer and owner of the project.

Watts closed the public hearing with no one else speaking.

Rolley moved that the Manhattan Urban Area Planning Board recommend approval of the rezoning of proposed Brookfield Addition, Unit Nine from R-3, Multiple-Family Residential District, to R-2, Two-Family Residential District, based on the findings in the Staff Report.

Hill seconded the motion, which passed on a vote of 7-0.

**PUBLIC HEARING TO CONSIDER THE REZONING OF THE PROPOSED MANHATTAN EMERGENCY SHELTER, GENERALLY LOCATED ON THE NORTHWEST CORNER OF S. 4<sup>TH</sup> STREET AND YUMA STREET, FROM C-5, HIGHWAY SERVICE COMMERCIAL DISTRICT, TO PUD, PLANNED UNIT DEVELOPMENT DISTRICT. THE PROPOSED PUD WILL CONSIST OF A MANHATTAN EMERGENCY SHELTER RESIDENTIAL BUILDING AND A TRANSITIONAL HOUSING RESIDENTIAL BUILDING. (APPLICANT/OWNER: MANHATTAN EMERGENCY SHELTER, INC.)**

Zilkie presented the staff report, indicating that City Administration recommended approval of the proposed rezoning of the Manhattan Emergency Shelter PUD from C-5, Highway Service Commercial District, to PUD, Residential Planned Unit Development District, with the following conditions:

1. Permitted uses shall include a Manhattan Emergency Shelter building and Transitional Housing building.
2. Landscaping and irrigation shall be provided pursuant to a Landscaping Performance Agreement between the City and the owner, which shall be entered into prior to issuance of a building permit.
3. All landscaping and irrigation shall be maintained in good condition.
4. Exempt signage shall be permitted as described in Article VI, Section 6-104 (A)(1),(2),(4),(5),(7) and (8); and Section 6-104 (B)(2), of the Manhattan Zoning Regulations.

Watts asked if the proposal would conflict with the southern Downtown Redevelopment area. Zilkie said that City Administration was aware of this PUD proposal and did not see a conflict.

Reynard asked if the proposed location was good one for providing access to schools and grocery shopping for clients.

Hill asked about South 4<sup>th</sup> Street widening with the Downtown Redevelopment Project. Ott indicated that any widening, if needed, would most likely occur on the east side of S. 4<sup>th</sup> Street and not the west side.

Kratochvil asked staff to clarify the conditions of approval regarding irrigation. Zilkie indicated there would be not underground irrigation, but that the site would have provision for irrigation.

Toy asked for clarification on if this was considered permanent housing for clients.

Watts opened the public hearing.

Mandy Chapman Semple, Executive Director MESI, responded to questions from the Board, indicating that the proposed PUD location was critical to serving the needs of their residents, because it must be within walking distance of various social support services and employment agencies that are located in the Downtown area. She said food is provided in the shelter and access to grocery shopping is not a priority. She said the housing is short-term and temporary in nature, to provide emergency housing and a chance for people to get back on their feet. The average stay in the Emergency Shelter is about nine nights, however could be as long as six weeks. The proposed Transitional Housing was for people who might have more barriers to getting into permanent housing and employment, and was designed to provide life skills training along with the housing. Average stays were about five months and could go as long as 12 months. She indicated the need for emergency housing in the Manhattan area had significantly increased over the past year, and that in 2006 they will have had to turn away approximately 200 people.

Watts asked about the timing of the project. Mandy Chapman Semple indicated it would be a two phase project, with construction starting on the Shelter in the summer and fundraising for the Transitional Housing starting as soon as possible after funding for the Shelter was complete. She indicated the city had applied for a grant to help fund the Shelter project and should hear about the grant in January.

Bruce McMillan, Architect, indicated the construction documents will be ready in time for the grant award that the city had applied for and would go to bid soon thereafter, once the grant agreement was signed.

Kratochvil asked if the building would be fire sprinkled and about the proposed exterior siding.

Morris Dozier, Bruce McMillan Architects, indicated both buildings would have fire sprinklers. He said the siding was chosen because it had relatively low maintenance, but more importantly, provided a residential look to the exterior.

Watts closed the public hearing with no one else speaking.

Hill moved that the Manhattan Urban Area Planning Board recommend approval of the proposed rezoning of the Manhattan Emergency Shelter PUD from C-5, Highway Service Commercial District, to PUD, Residential Planned Unit Development District, based on the findings in the staff report, with the four (4) conditions recommended by City Administration.

Reynard seconded the motion, which passed on a vote of 7-0.

**PUBLIC INPUT MEETING FOR THE ANNUAL REVIEW OF THE MANHATTAN URBAN AREA COMPREHENSIVE PLAN TO RECEIVE COMMENTS TO DETERMINE IF THERE ARE ANY SIGNIFICANT ISSUES THAT MIGHT NEED FURTHER STUDY OR OTHER ACTION.**

Fourie reminded the Planning Board that this was an input session for the public to provide comments to the Board regarding the annual review of the Comprehensive Plan. A questionnaire/input form was also sent to the City Commission to receive comments regarding the Comprehensive Plan, as well as to the Riley County Planning and Development Department. The public input meeting on the annual review had been advertised on the City web page and City Cable TV Channel; in *The Manhattan Mercury*; as well as through e-mail notices.

The Board asked if any comments had been received from the questionnaires. Fourie indicated that one had been received, which spoke to the needs for neighborhood parks.

Watts invited the public to provide comments to the Board. No citizens came forward.

Fourie said City Administration will review any comments received with the Planning Board at a future work session, to determine if any significant issues have been identified that might need further study, or other action.

**REPORTS AND COMMENTS BY BOARD MEMBERS**

Cattell indicated that this was the last Planning Board meeting for Ockert Fourie, Senior Planner, who was leaving the city. Fourie thanked the Board for the opportunity to serve the community over the past eight years. Cattell summarized the projects that Fourie had helped to complete, including: the Downtown Tomorrow Plan, the Aggieville-Campus Edge Plan, the update of the Comprehensive Plan, the Traditional Neighborhood Study, and the several successful appeals of the federal census estimates for Manhattan.

Respectfully submitted,

Eric Cattell,  
Assistant Director for Planning