

**MINUTES-REGULAR SESSION  
CITY OF GODDARD  
118 NORTH MAIN, GODDARD, KS  
June 12, 2023**

The Goddard Planning Commission met in regular session at Goddard City Hall on Monday June 12, 2023. Chair Grafing called the meeting to order at 7:00 p.m. Chair Grafing led in the Pledge of Allegiance and Commissioner Coyne led the Invocation.

**Commission members present were:**

Doug Hall , Jamie Coyne, Ryan Walker, Justin Parks, Shane Grafing.

**Commissioners absent were:**

Darrin Cline, Daniel Hayden.

Also present were: Teri Laymon City Clerk ; Phil Meyer of Baughman ; Harlan Foraker City Engineer of CED.

**APPROVAL OF THE AGENDA**

**MOTION:** *Commissioner Walker* moved to approve the agenda. *Commissioner Hall* seconded the motion. The motion carried unanimously.

**5-0**

**APPROVAL OF THE MINUTES**

**MOTION:** *Commissioner Coyne* moved to approve the minutes from May 8, 2023. *Commissioner Walker* seconded the motion. The motion carried unanimously.

**5-0**

**CITIZEN COMMENTS**

*Chair Grafing [Opened Citizens Comments]*

*Chair Grafing [Closed Citizens Comments]*

**BOARD OF ZONING**

**F.1 Clover Leaf Farms Lot Split Parcels I, J, K**

*Laymon* introduced the subject. She stated that Abbott Land Surveyors has submitted a lot split request for several parcels in the Clover Leaf Farms subdivision. This request comes at the behest of the city to fall in line with the subdivision regulation requirements for changing a duplex into a twin home. Duplexes are considered single ownership with both sides being rented. Twin homes are one building with both sides owned by separate owners and they share a common lot line.

*Laymon* quoted the subdivision regulations, *Article 2, 102*

*DWELLING, ATTACHED: "A residential building which is joined to another dwelling at one or more sides by a party wall or walls, including walls of an attached garage. Separate ownership of attached dwelling units known as common lot line housing or "twin homes" shall be accompanied by a recorded lot split unless already platted into individual lots."*

*Article 12,122.1*

*No lot split shall be approved if:*

- (1) A new street or alley is needed or proposed. No new street or alley is proposed*
- (2) A vacation of streets, alleys, setback lines, access control or easements is required or proposed. No vacation is proposed.*
- (3) Such action will result in significant increases in service requirements, e.g., utilities, schools, traffic control, streets, etc., or will interfere with maintaining existing service levels, e.g., additional curb cuts, repaving, etc. Services were anticipated for this development to include the units proposed.*
- (4) There is less street right-of-way than required by these regulations or the Comprehensive Plan, unless such dedication can be made by separate instrument. Street ROW will not be modified.*
- (5) All easement requirements have not been satisfied. No encroachment or modification of the easements.*
- (6) Such split will result in a tract without direct access to a street. All lots will have access to the streets.*
- (7) A substandard sized lot or parcel will be created. All lots are meeting the minimum standards required for R-2.*
- (8) Such action will result in a lot being split into more than two (2) tracts except for industrial zoned, platted lots which may be split into two (2) or more tracts.*  
*Lots will be split into exactly two and no more.*

**MOTION:** *Commissioner Hall* motioned to approve the lot split requests for the following lots: Parcel I, Parcel J, Parcel K. *Commissioner Coyne* seconded the motion.

**5-0**

**OLD BUSINESS**

*None*

**NEW BUSINESS**

**H.1 23rd South Addition Preliminary Plat.**

*Layman* introduced the subject. She stated that Baughman company has submitted an application on behalf of the developer Paul Kelsey of Kick N Development to plat a tract of land located on the northwest corner of 23rd and 167th.

This land was an island annexation and was approved to be annexed by the Board of County Commissioners on November 2nd, 2022. It was approved by the city council for annexation on November 7th, 2022.

After the annexation it went the rezoning process to be considered for an R-2 Two-Family Residential classification and was approved for rezoning on January 17, 2023.

*Layman* said the Planning Commission is considering approving a preliminary plat for the 23rd South Addition development.

She said the number of lots are 212, the zoning is 'R-2' Two-Family Residential, the Land Use is for Duplex and Single Family-detached. She said the Duplex Lot Count: 81 (38.3%) (162 Units) And the Single Family-detached Lot Count: 131 (61.7%)  
She said the Gross acreage was 66.98 and the Square feet is 2,917,648.8

She asked *Phil Meyer* if he had anything he wanted to say.

*Phil Meyer* said he was there to answer any questions they may have.

*Harlan Foraker* asked if the drainage plan was forthcoming.

*Phil Meyer* said he was not sure he knew about utilities.

*Harlan Foraker* said that was fine and directed the Planning Commission to make it a condition of their approval.

*Layman* asked if the Planning Commission had got a copy of the plat?

*Commissioner Coyne* said yes they had.

*Phil Meyer* said the east side was duplexes and the west was single family. There is buffer around the development, and he pointed out the reserves. He said the city council approved the 40 percent split of single family to two-family.

*Chair Grafing* asked if they had left room to widening the road in the future?

*Phil Meyer* said they have left a 60 foot right of way which is the standard.

*Chair Grafing* asked if it was for both roads.

*Phil Meyer* said yes for 167<sup>th</sup> and 23<sup>rd</sup>.

*Harlan Foraker* asked if there was bump out at the intersection?

*Phil Meyer* said yes.

*Chair Grafing* said Harlan is looking at drainage does anyone else have any questions?

*Commissioner Coyne* asked if the motion should have the drainage provision in there?

*Phil Meyer* said drainage and utility layout.

*Harlan Foraker* agreed.

**MOTION:** *Commissioner Coyne* motioned to approve the preliminary plat for the 23rd South Addition development conditional of the drainage and utilities. *Commissioner Walker* seconded the motion.

**5-0**

**CITY PLANNER REPORT**

*Layman* said that Micah Scoggan, Community Development Director, compiles a short concise report outlining relevant information and presents it to the Planning Commission.

The Community development Director will be on vacation during the first two weeks in July. As such the regular Planning Commission meeting in July (July 10th) will be cancelled.

The next regular Planning Commission meeting will be August 14th at 7:00 PM

**PLANNING COMMISSIONER COMMENTS**

*Commissioner Walker* said his condolences to Micah and his family.

**ADJOURNMENT**

**MOTION:** *Commissioner Coyne* motioned to adjourn the meeting. *Commissioner Walker* seconded the motion.

Motion carried **5-0**

*Meeting adjourned at 7:14 pm.*

*Micah Scoggan, Community Development Director*