



Abilene Planning Commission Minutes
Abilene Public Library - 209 NW Fourth Street
November 4, 2020 @ 4:00 p.m.
Abilene, Kansas

1. Call to Order

2. Roll Call – Planning Commissioners Present: Robin Black, Rod Boyd, Bill Marshall, Vice Chair Brenda Finn-Bowers and by phone Chair Travis Sawyer. Absent: Jennifer Green

Staff Present: City Manager Jane Foltz, City Inspector Travis Steerman and Planning & Zoning Administrator Kari Zook

Public Present: Debra Wilson

3. Approval of Agenda

Motion by Commissioner Boyd, seconded by Commissioner Marshall to approve the agenda. Motion carried unanimously 5-0.

4. Minutes

Motion by Commissioner Marshall, seconded by Commissioner Black to approve the October 6, 2020 minutes. Motion carried unanimously 5-0.

Business Discussion

5. Approval of lot split application from Debra Wilson at 504 NE 15th St.

Discussion was held on the lot split application with references regarding the zoning regulations provided by Inspector Steerman. The attached single-family dwelling in the R-2 district completes all criteria required for a lot split less the completion of the fire wall specification. Party wall agreements in the form of restrictive covenants which run with the land to define ownership, use and responsibility for maintenance and use of such party wall must be provided. Drywall will be added to the other side of the interior attic wall to satisfy the requirements of the two (2) hour fire resistant construction. Motion by Commissioner Marshall, seconded by Commissioner Boyd to approve the lot split application contingent

upon the fire wall completion and final inspection report sent to the Planning Commission. Upon approval the lot split certificate will be signed and forwarded to the County Register of Deeds. Motion carried unanimously 5-0.

6. Approval of the change in the Planning Commission bylaws: Article VI – Meetings, Section 1 – Regular Meetings. Update from the 2nd Tuesday of the month to the 1st Tuesday of the month.

Motion by Commissioner Black, seconded by Commissioner Boyd to approve the regular meeting change in the Planning Commission bylaws. Motion carried unanimously 5-0.

7. Comprehensive Plan/Land Use Map updates

Discussion was held regarding development within Abilene city limits. The Comprehensive Plan document is being used as a tool for following all policies and procedures as new projects move forward.

8. Planning Commission Comments and Staff Updates

Next month's Planning Commission meeting will be held on Tuesday, December 1, 2020 at 4 p.m. at the Abilene Public Library.

City staff has received a variance application for the Board of Zoning Appeals. That meeting/public hearing will be held on Tuesday, December 1, 2020 at 3:30 p.m. at the Abilene Public Library.

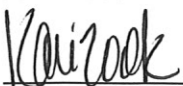
Reappointment letters will be sent out to all Planning Commission members whose term is expiring. Planning Commission is still looking for one more member.

9. Adjournment

Motion by Commissioner Boyd, seconded by Commissioner Marshall to adjourn. Motion carried unanimously 5-0.


Travis Sawyer, Chair
Brenda Finn-Bowers, Vice Chair

ATTEST:



Kari Zook

Planning & Zoning Administrator