

**CITY OF ABILENE
PLANNING COMMISSION
AGENDA**

December 7, 2021 at 4:00 p.m.
Abilene Public Library
209 NW 4th St. Abilene, KS 67410

Agenda Item
1. Call to Order
2. Roll Call: ___ Rod Boyd ___ Jeffrey Higgins ___ Travis Sawyer ___ Brenda Finn-Bowers, Chair ___ Bill Marshall, Vice Chair
3. Approval of Agenda
4. Approval of the Meeting Minutes – August 3, 2021
Business 5. Public Hearing for PC 21-12 to rezone from I-1 to C-3 at the site address of 1900 Blk NW 14 th St., Abilene, KS. *Staff report and recommendation *Open Public Hearing *Applicant Comments *Public Comments *Close Public Hearing *Commission Discussion & Action 6. Public Hearing for PC 21-12 for approval of conditional use permits to allow a travel trailer park and self-storage at the site address of 1900 Blk NW 14 th St., Abilene, KS. *Staff report and recommendation *Open Public Hearing *Applicant Comments *Public Comments *Close Public Hearing *Commission Discussion & Action
7. Planning Commission Comments and Staff Updates
8. Adjournment

Abilene Planning Commission Minutes
Abilene Public Library
209 NW 4th St., Abilene, KS
August 3, 2021 @ 4:00 p.m.



1. Call to Order by Chair Finn-Bowers

2. Roll Call – Planning Commissioners Present: Rod Boyd, Vice Chair Bill Marshall, Chair Brenda Finn-Bowers, Travis Sawyer

Not Present: Jeffrey Higgins

Staff Present: Planning & Zoning Administrator Kari Zook, City Manager Ron Marsh

Public Present: Barry & Diane Arp

3. Approval of Agenda

Motion by Vice Chair Marshall to approve the agenda, seconded by Commissioner Boyd. Motion carried unanimously 4-0.

4. Minutes

Motion by Vice Chair Marshall to approve the April 6, 2021 minutes, seconded by Commissioner Sawyer. Motion carried unanimously 4-0.

Business

5. Public Hearing for approval of a conditional use permit application, **PC 21-08**, from Barry Arp, to allow a first-floor dwelling within the C-4 Central Business District at the site address of 203 N. Cedar St., Abilene, KS. The staff report and recommendation were discussed. The public hearing was opened at 4:08 p.m. Barry Arp provided details on the renovation of his home at 800 N. Buckeye Ave. (Brown Mansion) and his request for a dwelling on the first floor at the 203 N. Cedar location he recently purchased. He currently lives out of town and this dwelling will allow the renovations to be completed sooner. Once renovations are complete at the Brown Mansion, they will then start renovating the 2nd floor of 203 N. Cedar St. The public hearing was closed at 4:13 p.m. Motion by Commissioner Sawyer to recommend approval of the conditional use permit request from Barry Arp under the following conditions: the applicant shall comply with all applicable building codes, there shall be no outside storage of residential items, and the exterior of the structure must maintain a commercial design. Seconded by Commissioner Boyd. Motion carried unanimously 4-0.

6. Planning Commission Comments and Staff Updates

There are currently two vacancies on the Planning Commission.

7. Adjournment

Motion by Vice Chair Marshall to adjourn, seconded by Commissioner Boyd. Motion carried unanimously 4-0.

Brenda Finn-Bowers, Chair
Bill Marshall, Vice Chair

ATTEST:

Kari Zook
Planning & Zoning Administrator

CITY OF ABILENE, KANSAS

DEVELOPMENT APPROVAL APPLICATION FORM

419 N. Broadway · Abilene, Kansas 67410 · Tel: (785) 263-2355 · Fax: (785) 263-2552 · www.abilenecityhall.com

INSTRUCTIONS: This Application and all required fees and information must be submitted in accordance with the Code of the City of Abilene and the City of Abilene Zoning and Subdivision Regulations. All information requested in this application must be provided and answered completely.

PART I: TO BE COMPLETED BY APPLICANT

APPLICATION INFORMATION

APPLICATION FOR (CHECK APPROPRIATE BOX):

- | | |
|--|---|
| ☐ ADMINISTRATIVE APPEAL | ☐ LOT SPLIT |
| ☐ ANNEXATION | ☐ NON-CONFORMING USE CERTIFICATE |
| ☐ CERTIFICATE OF APPROPRIATENESS | ☐ PRELIMINARY PLAT |
| ☐ COMPREHENSIVE PLAN AMENDMENT | ☐ PLANNED DEVELOPMENT |
| ☒ CONDITIONAL USE PERMIT | ☐ REPLAT |
| ☐ DEVELOPMENT CODE AMENDMENT | ☒ REZONING / ZONING MAP AMENDMENT |
| ☒ FINAL PLAT | ☐ SITE PLAN |
| ☐ HOME OCCUPATION PERMIT | ☐ VACATION (PLAT, STREET, EASEMENT) |
| ☐ LANDMARK DESIGNATION | ☐ VARIANCE |
| ☒ LOT SPLIT | |

FOR OFFICIAL USE ONLY

Appn Number: PC-20-12 21-12
Date Received: 10/26/20 10/25/2
Received By: K2

BRIEF DESCRIPTION OF APPLICATION PURPOSE:

Permitting of construction of Windy Trails RV Park

APPLICANT INFORMATION

APPLICANT/AGENT (If Not Property Owner):

Name: _____ Tel: (____)
Business Name: _____ Fax: (____)
Address: _____
City: _____ State: _____ Zip Code: _____
E-mail: _____

PROPERTY OWNER (If Different from Applicant/Agent):

Name: DAVID STRENG Tel: (785) 280-0288
Business Name: WINDY TRAILS RV Fax: (____)
Address: _____
City: 23 N. Solomon Rd State: KS Zip Code: 67480
E-mail: D-W. STRENG@GMAIL.COM

ENGINEER/ARCHITECT/SURVEYOR:

Name: KAW VALLEY Engineering Tel: (785) 762-5040
Business Name: _____ Fax: (785) 762-7744
Address: 2319 N. Jackson PO Box 1304
City: Sumner City State: KS Zip Code: 66441
E-mail: _____

PROPERTY INFORMATION

PROPERTY ADDRESS OR GENERAL LOCATION (IN RELATION TO NEAREST STREETS):

1900 14th Street Abilene, KS

PROPERTY TAX IDENTIFICATION

NUMBER: 001-1130704001002000

ZONING: Existing: I-1 Proposed: C-3

LAND USE: Existing: Industrial Proposed: Commercial

GROSS SIZE OF PLAT/LOT:

Residential: Commercial: Industrial: 250,500 ft² Other: Total:

NUMBER OF LOTS:

Residential: Commercial: Industrial: 1 Other: Total:

IMPROVEMENT CHARACTERISTICS:

Number of Buildings or Structures: 5 Total Building Area: 250,500 ft²

Maximum Height of Buildings or Structures: 16' Total Impervious Area:

EXISTING PUBLIC FACILITIES:

	Public	Private	Other (Describe)
Water Service:	☒	☐	☐
Wastewater Service:	☐	☐	☐ Non existing
Roadway Access:	☐	☒	☐

FLOODPLAIN INFORMATION:

Floodway: ☐ Yes ☒ No FIRM Map-Panel Number: Zone:

ARE ANY OTHER PERMITS OR DEVELOPMENT APPROVALS REQUIRED, APPLIED FOR OR RECEIVED FOR THE APPLICATION PROPERTY BY THE CITY OR ANY OTHER JURISDICTION OR AGENCY?

☐ Yes ☐ No If Yes, Describe Briefly and Attach a Copy of Each Permit, Approval or Application

APPLICANT/PROPERTY OWNER CERTIFICATION*

I/we acknowledge receipt of the instruction sheet explaining the method of submitting this application. I/we realize that this application cannot be processed unless it is completely filled in; is accompanied by a current abstractor's certificate as required in the instruction sheet; and is accompanied by the appropriate fee. I/we further certify that the foregoing information is true and correct to the best of our knowledge. I/we acknowledge that the City of Abilene Planning Commission, Board of Zoning Appeals or City Commission shall have authority to impose such conditions as it deems necessary in order to serve the public interest and welfare.

Applicant Signature

Date

Dan Strong

Property Owner Signature

Date

10-22-20

* This Application must bear the signature(s) of the property owner(s). If an authorized agent signs on the owner's behalf, the agent shall sign his own name and attach the owner's written notarized authorization to this Application.

PART II - TO BE COMPLETED BY STAFF

DOCUMENTS TO BE SUBMITTED WITH APPLICATION**

- | | | |
|--|---|---|
| ☒ Copy of Deed | ☐ Easements and Covenants | ☐ Location Map |
| ☒ Site Plan | ☐ Preliminary Plat | ☐ Final Plat |
| ☐ Infrastructure Plans | ☐ Development Agreement | ☐ Grading and Stormwater Plans |
| ☐ Elevation Survey | ☐ Traffic Impact Study | ☐ Construction Plans |
| ☐ Performance Agreement | ☐ Proof of Notification | ☐ Utility Plans |
| ☐ Text Amendment Language | ☐ Property Owner List | ☐ Comprehensive Plan Amendment Justification |
| ☐ Annexation Boundary Map | ☐ Operating Characteristics Report | ☐ Administrative Appeal Justification |
| ☐ Variance Justification | ☐ Other _____ | |

Additional document requirements provided to applicant on _____. The applicant is advised that the application is not accepted for public review until such time as the above identified documents are submitted and a Determination of Complete Application is certified.

Kari Zook
Name

Zoning Adm.
Title

Kari Zook
Signature

10/25/21
Date

** Number of copies for submission determined by Zoning Administrator. The Zoning Administrator may request additional information as deemed necessary to properly evaluate the permit application.

APPLICATION REVIEW

DECISION-MAKING BODY: ☐ Staff ☒ Planning Commission ☐ Board of Zoning Appeals ☒ City Commission
☐ Heritage Commission ☐ Other (specify): _____

DATE OF INITIAL HEARING(S): 12/7/21

FEE AMOUNT: \$ 200- **DATE FEE PAID:** 10/27/20
chk# 1004

DETERMINATION OF COMPLETE APPLICATION:

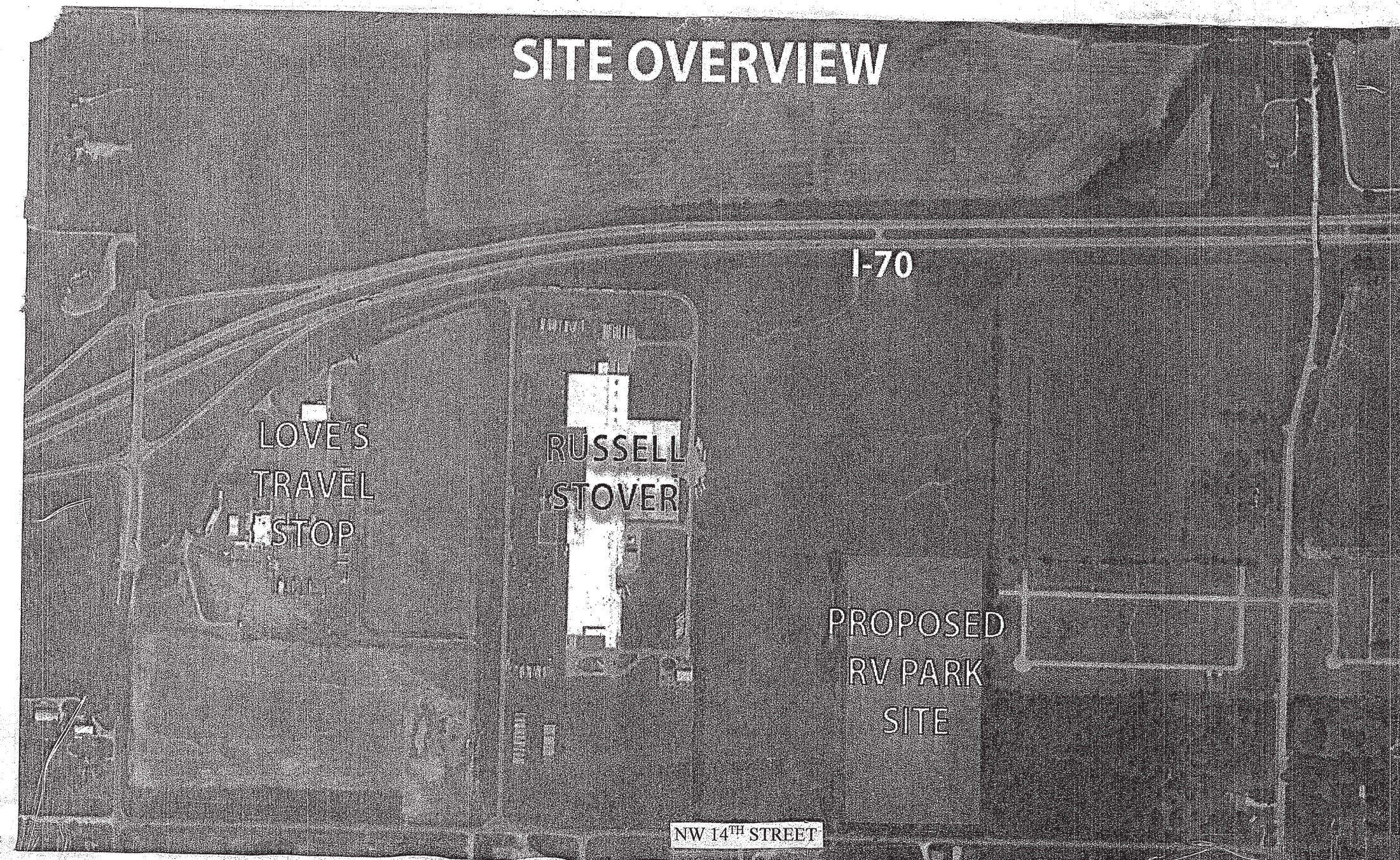
I certify that the Development Approval Application and attached documents are sufficient in form and content for review and recommendation by the decision-making bodies of the City of Abilene. As such, all required notifications and hearings may proceed pursuant to City regulations and procedures. This certification does not preclude the review, recommendation and/or decision-making bodies from requesting additional information as deemed necessary to serve the public interest.

Kari Zook
Name

Zoning Adm.
Title

Kari Zook
Signature

10/25/21
Date

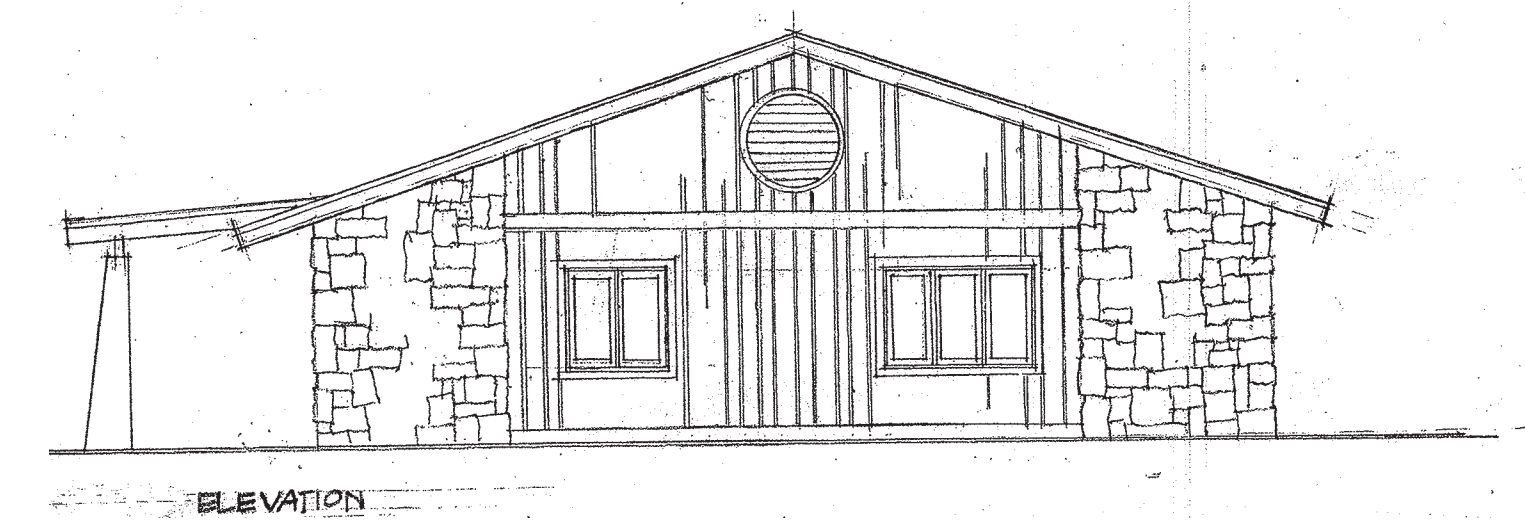
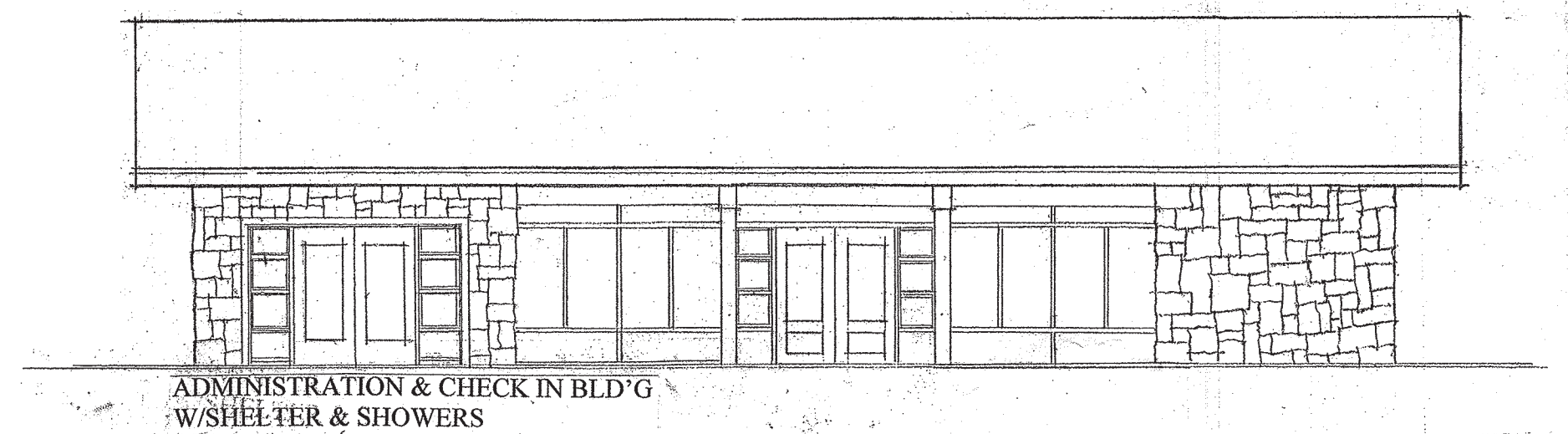
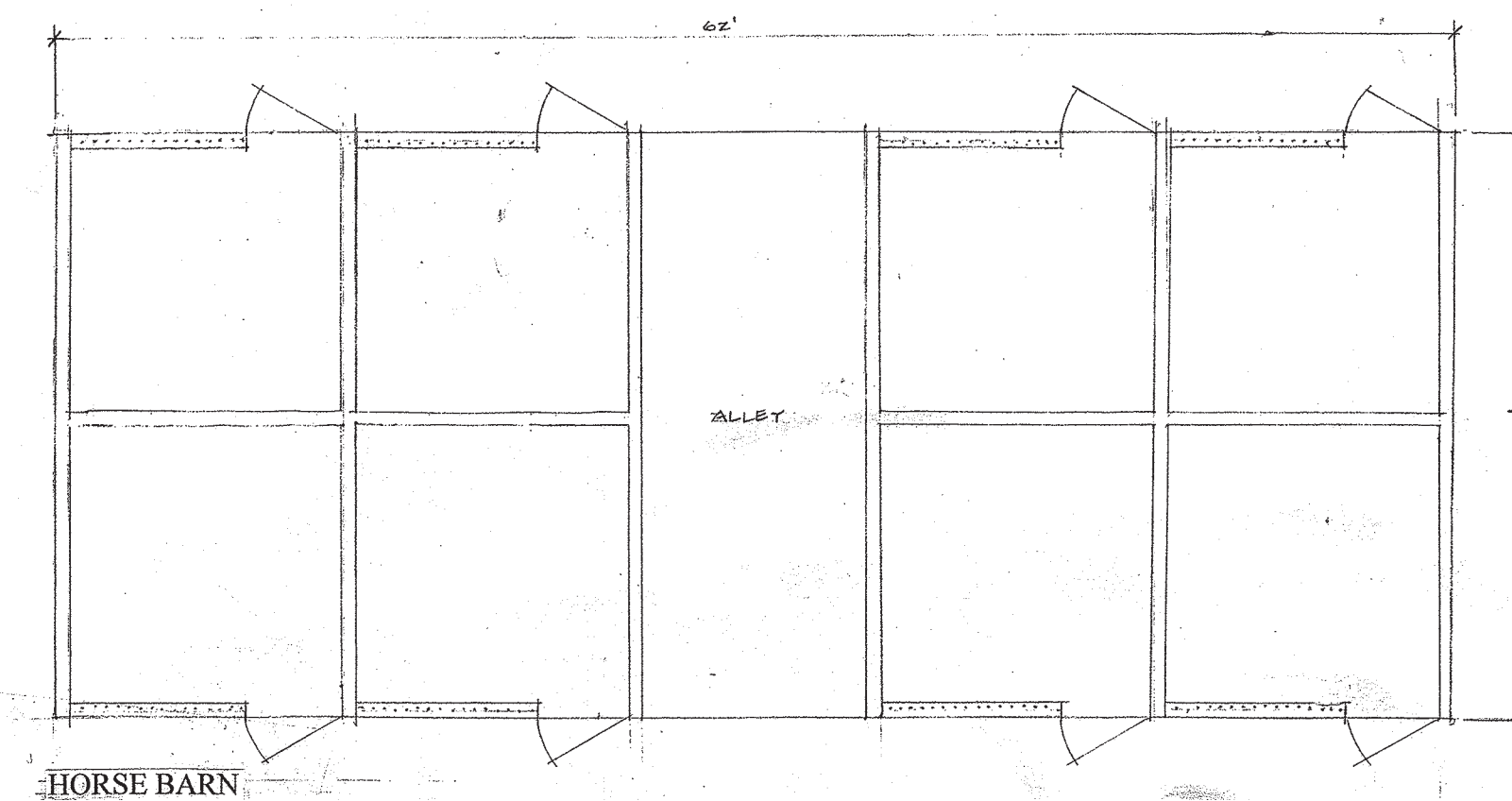
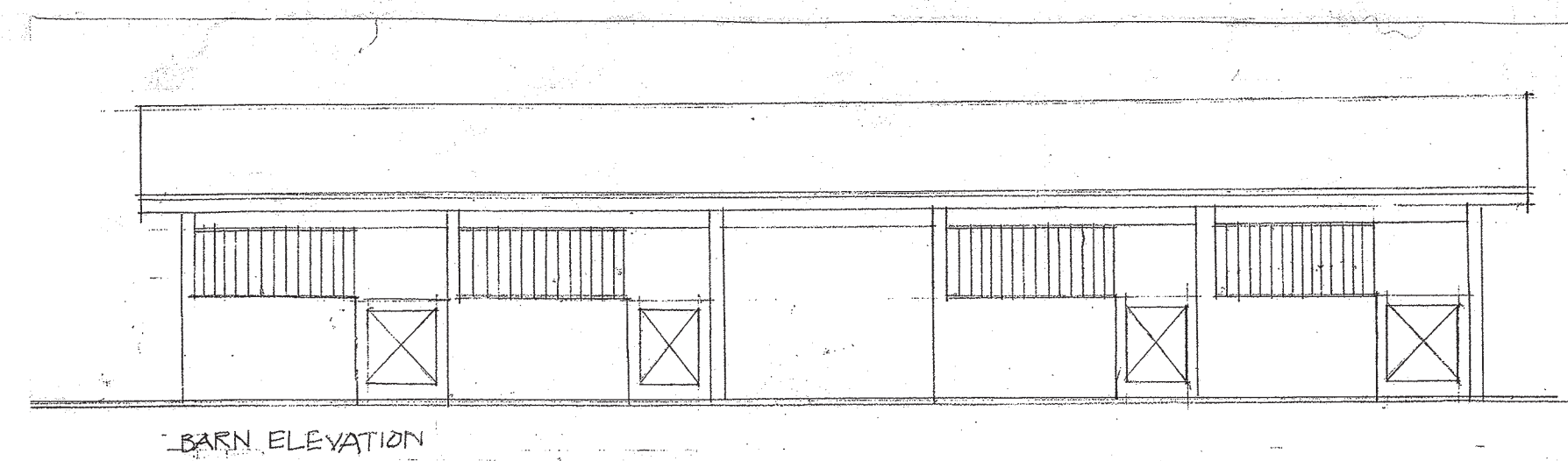
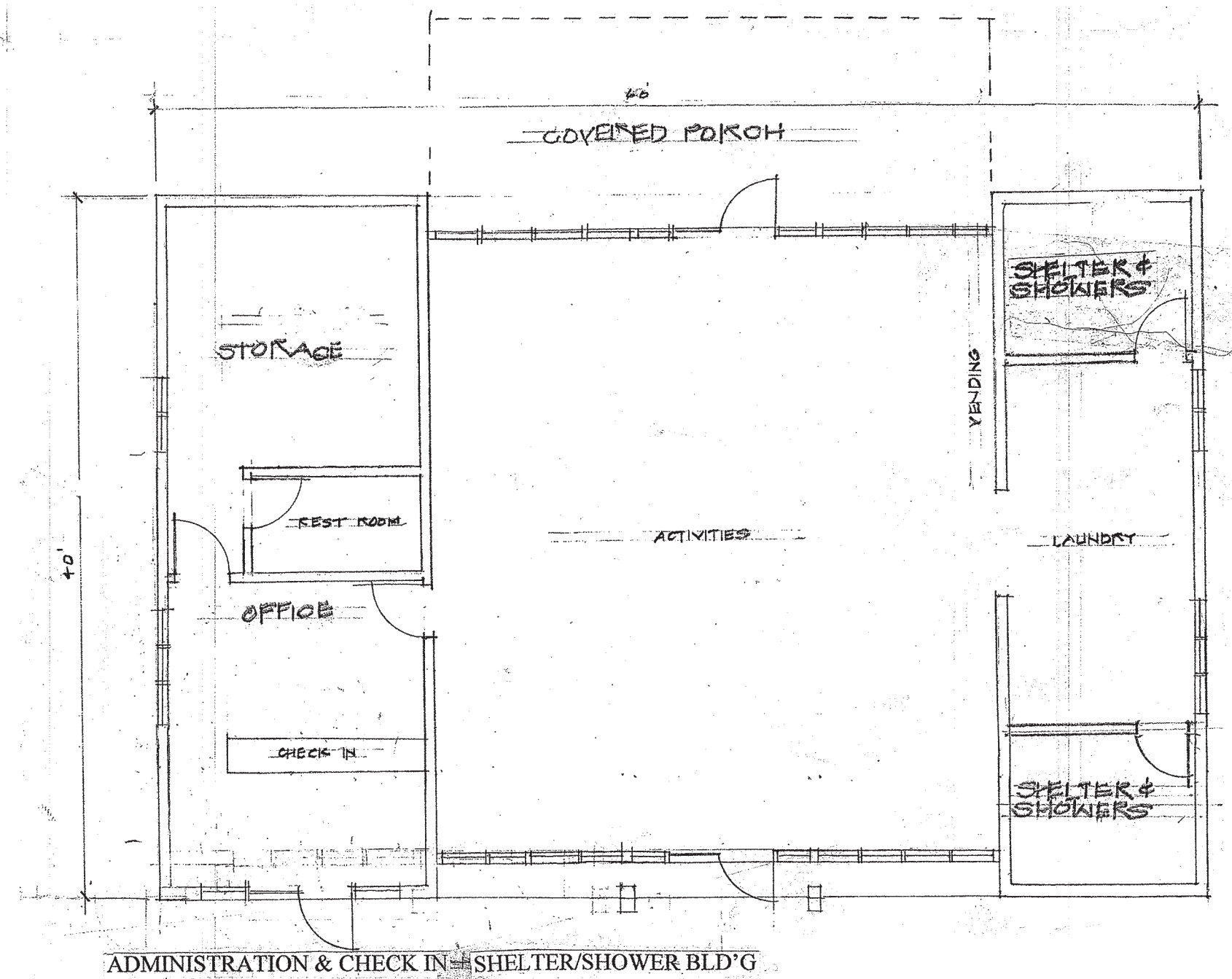


WINDY TRAILS

PREMIER RV PARK
ABILENE, KS

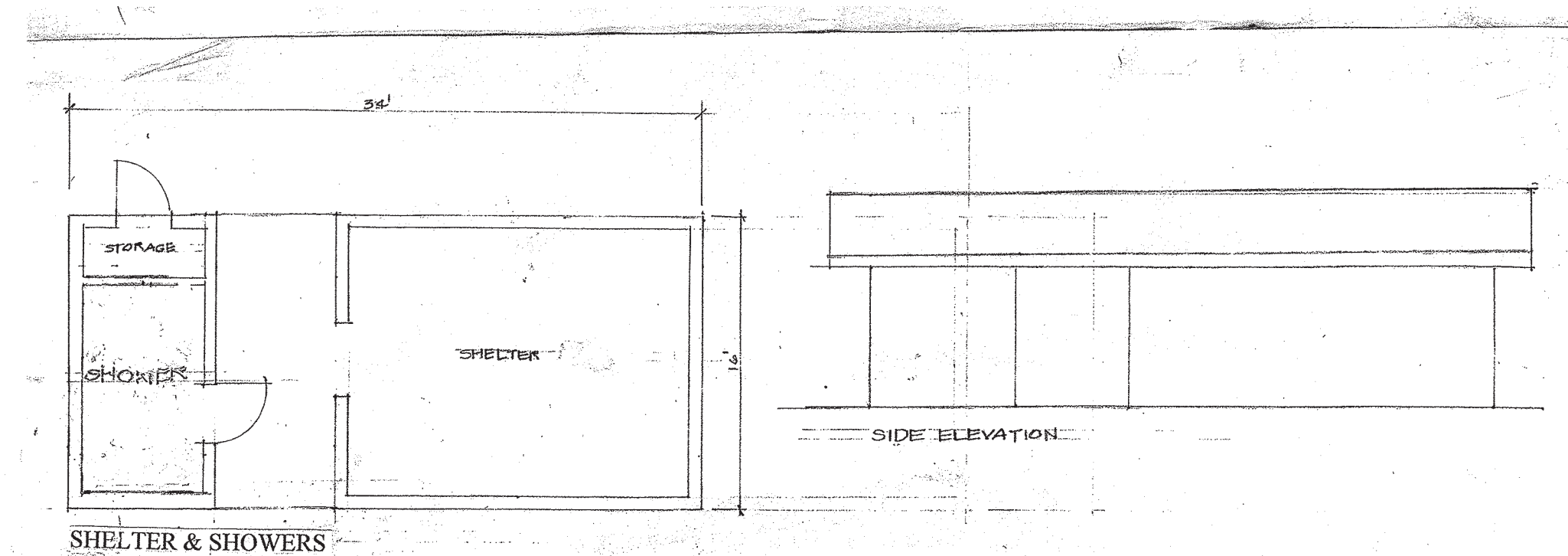
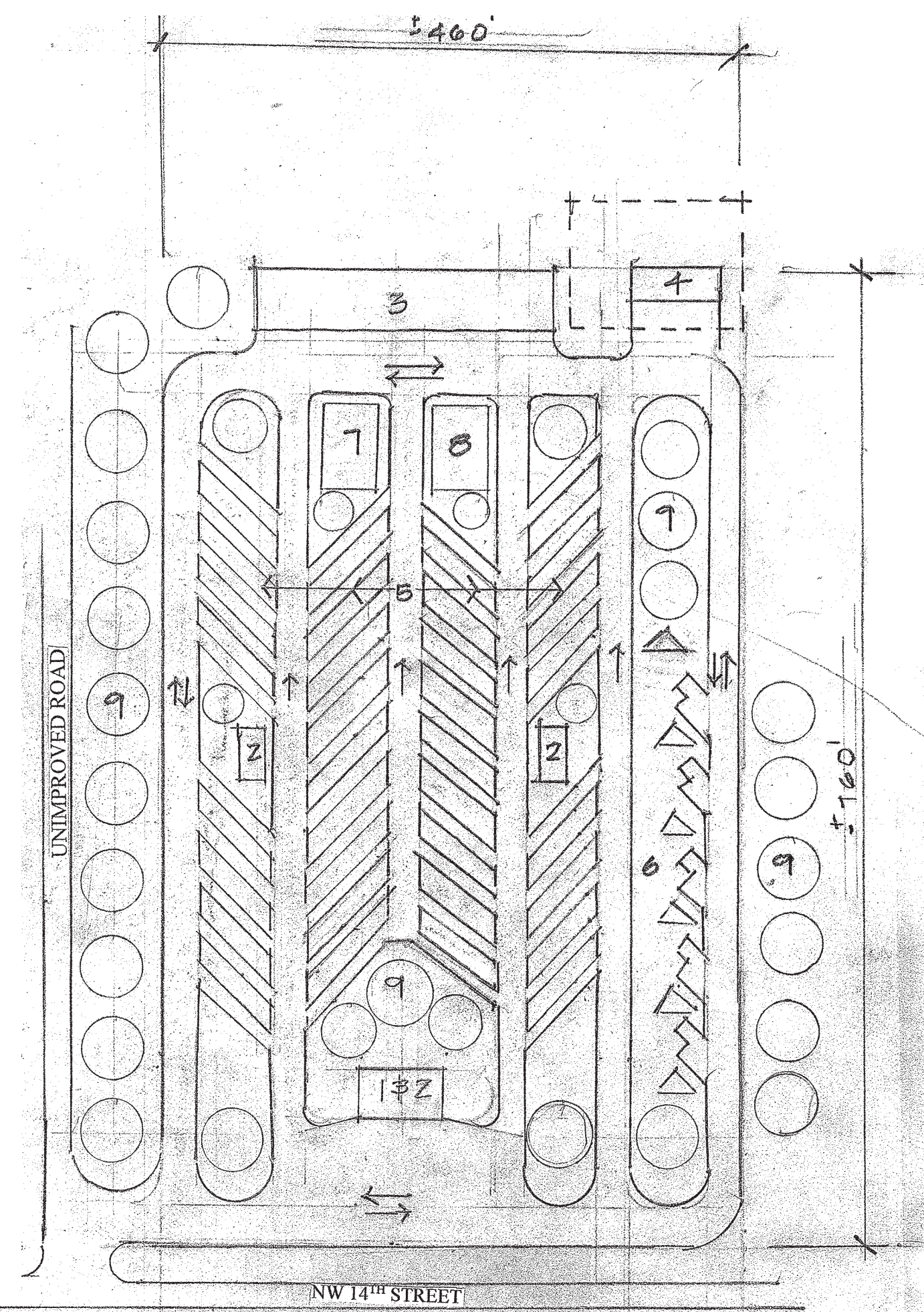
AMENITIES:

MAIN BUILDING/CHECK IN FACILITY
40 PULL THRU RV LOCATIONS
3 SHOWER/STORM SHELTER FACILITIES
10 PRIMITIVE CAMPING LOCATIONS
FENCED KIDS PLAY AREA
FENCED DOG PLAY AREA
COVERED SECURE RV/BOAT STORAGE
8 OVERNIGHT HORSE STALLS
LAUNDRY FACILITIES



LEGEND:

1. & 2. ADMINISTRATION & CHECK IN BLD'G AND W/SHELTER & SHOWERS
3. RV & BOAT STORAGE BLD'G
4. HORSE BARN
5. RV SPACES (40 TOTAL)
6. TENT SPACES (10 TOTAL)
7. KIDS PLAY
8. DOG PLAY
9. TREES



DAVID STRONG
23 N. SOLOMON RD.
SOLOMON, KS. 67480



Entered in transfer record in my office
this 21 day of February A.D. 20
Barbara M. Jones
Co. Clerk
Hope Hanbocle
Deputy Co. Clerk



STATE OF KANSAS, DICKINSON COUNTY
Marty Holt, Register of Deeds

Book: D263 Page: 741-742

Receipt #: 275987

Pages Recorded: 2

Cashier Initials: MHolt

Recording Fee: \$38.00

Date Recorded: 2/21/2020 3:25:31 PM

Marty Holt



First American

KANSAS SPECIAL WARRANTY DEED
(Individual/Tenants in Common)

THIS DEED, made this 18th day of **February, 2020** by and between **Sticker Patch Properties, LLC, a Kansas limited liability company**, as Grantor(s), and **Windy Trails RV, LLC**, as Grantee(s), whose mailing address is 23 N Solomon Rd, **Solomon, KS 67480**.

WITNESSETH, that the Grantor(s), for and in consideration of the sum of One Dollar and other good and valuable consideration paid by the Grantee(s), the receipt and sufficiency of which is hereby acknowledged by Grantor(s), do/does by these presents **SELL and CONVEY** unto the Grantee(s), the following described Real Estate, situated in the County of Dickinson, State of Kansas, to-wit:

The East Half of the West Half of the Southeast Quarter (E $\frac{1}{2}$ W $\frac{1}{2}$ SE $\frac{1}{4}$) of Section Seven (7), Township Thirteen (13) South, Range Two (2) East of the 6th P.M., Dickinson County, Kansas EXCEPT

A tract of land in the East Half of the West Half of the Southeast Quarter of Section 7, Township 13 South, Range 2 East of the 6th P.M., described as follows: Beginning at the Northwest corner of said East Half of the West Half of said Southeast Quarter Section: First Course, thence on an assumed bearing of North 89°18'52" East, 201.967 meters (662.62 feet) along the North line of said Quarter Section to the East line of said West Half; Second Course, thence South 00°30'37" East, 18.749 meters (61.51 feet) along said East line; Third Course, thence South 87°22'31" West, 202.088 meters (663.02 feet) to the West line of said East Half of said West Half of the Southeast Quarter; Fourth Course, thence North 00°32'44" West, 25.587 meters (83.95 feet) along said West line to the Point of Beginning.

Subject to all easements, restrictions and reservations, if any, now of record.

TO HAVE TO HOLD the same, together with all rights and appurtenances to the same belonging, unto the Grantee(s), and to the heirs and assigns of such Grantee(s) forever.

The Grantor(s) hereby covenanting that the Grantor(s), and the heirs, executors, administrators and assigns of the Grantor(s), shall and will **WARRANT AND DEFEND** the title to the premises unto the Grantee(s), and to the heirs and assigns of Grantee(s) forever, against the lawful claims of all persons whomsoever, *claiming by, through or under Grantor(s)*, excepting, however, the general taxes for the current calendar year and thereafter, and special taxes becoming a lien after the date of this deed.

Dated: 2-18-2020

Sticker Patch Properties, LLC, a Kansas limited liability company

By: [Signature]
Name: J. Douglas Smart
Title: President

By: [Signature]
Name: Debra D. Smart
Title: Member

STATE OF **Kansas**)
) ss.
COUNTY OF **Dickinson**)

On 2-18-2020 this deed was acknowledged before me by **J. Douglas Smart, President and Debra D. Smart, Member of Sticker Patch Properties, LLC, a Kansas limited liability company, Grantor(s).**

[Signature]
Notary Public

My appointment expires:

Staff Report

TO: Planning Commission
FROM: Kari Zook, Planning & Zoning Administrator
SUBJECT: PC 21-12 – Rezoning/Conditional Use Permits
DATE: December 7, 2021



APPLICANT/OWNER:

Windy Trails RV, LLC/David Strong, 1900 Blk NW 14th St., Abilene, KS 67410

Application date received 10/25/21

BACKGROUND:

The applicant is requesting rezoning from I-1 to C-3 and conditional use permits to allow a travel trailer park and self-storage located at 1900 Blk NW 14th St. under Article 9, Section 9-3 of the zoning regulations.



Direction	Zoning Classification	Land Use(s)
North	AG40	I-70/Farmland (outside city limits)
East	R-3/AG40	Highlands West Development/Farmland (outside city limits)
South	I-2	Superior Sanitation
West	I-2/AG40	City-owned industrial lots/Farmland (outside city limits)

The notice of public hearing was published in the Abilene Reflector Chronicle on November 12, 2021 and written notices were sent by mail on November 12, 2021 to property owners within 1,000 feet of the site address as required by Article 26, Section 26-102 of the zoning regulations.

COMMENTS:

Departmental comments: Development Review Team meeting was held October 25, 2021 between city staff and applicant/architect. A summary of that meeting is attached to the agenda packet for reference. Cost estimates for water services and fire hydrant installation provided by Public Works sent to applicant 11/12/21 and attached to the agenda packet for reference.

Citizen comments: None received

STAFF RECOMMENDATION:

Staff recommends approval of rezoning and conditional use permits to be allowed a travel trailer park and self-storage under the following conditions:

1. The applicant shall comply with all applicable building codes and regulations listed in Section 9-11 Travel Trailer Parks.
2. The applicant shall install a fire hydrant on the property.

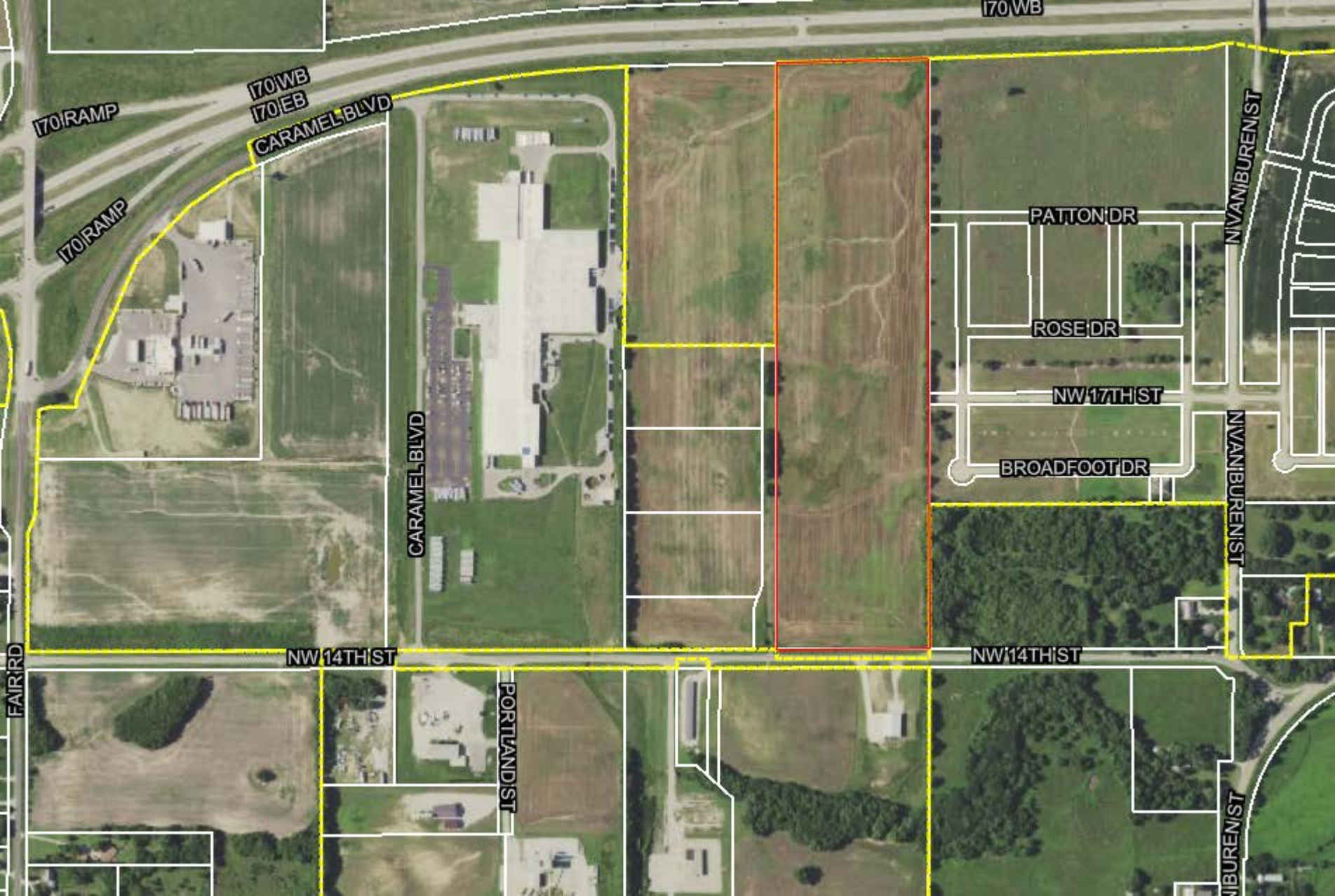
ACTION:

The Planning Commission may:

1. Approve the CUP with the findings and conditions as stated by staff.
2. Approve the CUP with amendments to the findings and conditions submitted by staff.
3. Disapprove the CUP with findings.

NOTES:

Upon conclusion of the public hearing, there is a 14-day protest period in which a protest of the recommendations can be filed. The City Commission will review the application and issue a final approval/disapproval at the conclusion of this protest period during their next regularly scheduled meeting. The City Commission, when approving a Conditional Use Permit, shall specify the period of time for which the permit is valid or shall state that the term of the permit is not limited in time.



SECTION 9-11 TRAVEL TRAILER PARKS

9-1101. Definitions. As used in this article, the following terms shall be defined as follows:

a. Travel trailer park means a campground for travel trailers, motor homes, camping trailers, recreational vehicles, camping tents and accessory service buildings and facilities for campgrounds.

b. Accessory travel trailer park means a type of travel trailer park consisting of a dedicated parking area not exceeding three (3) acres, for travel trailers, motor homes, camping trailers, and recreational vehicles, and their respective occupants and drivers, which parking area is operated as an accessory or secondary use to a primary allowed use dedicated to serving the traveling public 24 hours per day, 7 days per week on the same zoning lot.

9-1102. Where Permitted. A travel trailer park or accessory travel trailer park shall be allowed to locate only in the C-3 District and only upon issuance of a Conditional Use Permit issued in accordance with the provisions of this Article and Article 26.

9-1103. General Requirements.

- a. Any tract of land permitted as a travel trailer park after the effective date of these regulations must be at least five (5) acres in area.
- b. The applicant for a conditional use permit for a travel trailer park shall prepare and submit a schedule of construction, which shall provide for commencement of construction within a period of one (1) year following the approval of the permit by the Governing Body, and which shall provide that construction shall be completed within a period of two (2) years.
- c. The applicant shall prepare or cause to be prepared a development plan and shall present five (5) copies of said plan for review by the Planning Commission and Governing Body. This plot plan shall show the proposed development and shall conform with the following requirements:
 1. The travel trailer park shall be located on a well-drained site that is not subject to objectionable noise, smoke, odors, or other objectionable influences including unpredictable or sudden flooding. Exposed ground surfaces in all parts of the park shall be paved, covered with stone or other solid materials or protected with a vegetative growth capable of preventing and eliminating dust.
 2. Travel trailer parks shall have a maximum density of twenty (20) trailer spaces per acre. A minimum of one thousand two hundred fifty (1,250) square feet shall be provided for each trailer space.
 3. Each travel trailer space shall be at least twenty (20) feet wide and fifty (50) feet deep and shall have a clearly defined or marked border.
 4. Trailers shall be placed on each space so that there is at least a ten (10) foot clearance between trailers. No trailer or other structure shall be located closer than twenty (20) feet from any building within the park or from any property line surrounding the park, except where such property line is a public street. No trailer or other structure shall be located closer than twenty-five (25) feet from any public street.

5. All parks shall be provided with safe and convenient vehicular access to each trailer space. Surfacing and maintenance shall provide a smooth, hard and dense surface which should be well drained and shall meet the following requirements:
 - (a) One-way, no parking, 15-foot width.
 - (b) One-way, parking on one side only, 20-foot width.
 - (c) Two-way, no parking, 24-foot width.
 - (d) Two-way, parking on one side only, 27-foot width.
 - (e) Two-way, parking on both sides, 30-foot width.
6. All roadways and walkways within the travel trailer park shall be hard-surfaced and adequately lighted at night with electric lamps.
7. A recreation area shall be provided at a central location in the park. The size of such recreation area shall be no less than two hundred (200) square feet for each trailer space in the park.
8. A solid or semi-solid fence, wall, or evergreen hedge six (6) feet in height and having a visual density of at least ninety (90) percent shall be installed and maintained by the owner when the district abuts a residential zoning district except that said fence, wall, or hedge shall be reduced to forty-two (42) inches in height when located in a front yard. A district shall not be considered as abutting if it is separated by a street or alley right-of-way.
9. One dwelling unit which may be a mobile home may be permitted on the site for the park operator.
10. Travel trailer spaces shall be rented by the day or week only, and the occupant of a travel trailer space shall remain in the same travel trailer park area no more than thirty (30) days.

9-1104. Water Supply. An accessible, adequate, safe and potable supply of water shall be provided in each travel trailer park. Where a public supply of water is available, connection shall be made thereto and its supply used exclusively. The public health agency having jurisdiction shall approve all private sources of water.

9-1105. Sewage Systems. An approved sewage system shall be provided within each travel trailer park. Where a public sewage system is located within 500 feet of the boundary of the park, connection shall be made thereto. The appropriate health authority shall approve all private sewage systems. A sanitary disposal station shall be provided at the rate of one such station for every hundred (100) trailer spaces and shall be approved by the zoning administrator. Such stations shall be screened from other activities by visual barriers such as fences, walls, or natural growth and shall be separated from any trailer or adjoining property by a distance of at least fifty (50) feet.

9-1106. Electrical. Electrical wiring systems shall be installed in accordance with applicable City-adopted electrical codes. Main power lines not located underground shall be suspended at least eighteen

(18) feet above the ground. There shall be a minimum of eight (8) feet of vertical clearance between any trailer and the overhead wiring.

9-1107. Service Buildings. One or more service buildings shall be provided, meeting the following requirements:

- a. Be located not nearer than twenty-five (25) feet from a trailer or a property line.
- b. Be so located that any trailer which it serves shall not be parked more than two hundred (200) feet from the building.
- c. Be of permanent type moisture-resistant construction to permit frequent washing and cleaning and be adequately lighted.
- d. Have one (1) flush type toilet, one lavatory and one (1) shower or bathtub for females; and one flush type toilet, one (1) lavatory, one (1) shower or bathtub for males for up to nine (9) trailers. One additional unit of the above plumbing facilities shall be provided for each sex for each ten (10) additional trailers served or major fraction thereof. All lavatories, bathtubs and showers shall be connected with both hot and cold running water.
- e. Have adequate heating facilities to maintain a temperature of seventy degrees Fahrenheit (70F.) in the building and provide hot water one hundred forty degrees Fahrenheit (140F.) at a minimum rate of eight (8) gallons per hour for the required fixture units.
- f. Have all rooms well ventilated with all openings effectively screened.
- g. Have an accessible, adequate, safe and potable water supply of cold water.
- h. Have at least one (1) water closet or other facility suitable for the cleaning and sanitizing of bedpans or other waste receptacles.
- i. Comply with all applicable chapters of the City's Building Code regarding the construction of buildings and the installation of electrical, plumbing, heating, and air conditioning systems.
- j. Be maintained in a clean, sanitary condition and kept free of any condition that will menace the health of any occupants of the public or constitute a nuisance.

9-1108. Storm Shelters. Each travel trailer park shall provide a storm shelter for those persons living within the park. The shelter shall be based upon the following criteria or a protection plan approved by the Abilene Civil Defense Director or representative of the Director.

- a. Storm shelters shall be provided one (1) shelter for each forty (40) trailer spaces. A minimum of one (1) shelter shall be provided for each park.
- b. A minimum of five hundred (500) cubic feet of air space shall be provided in the storm shelter for each trailer space and shall be provided with an auxiliary forced air ventilation system.
- c. Storm shelter plans shall be approved by the Building Inspector before the shelter is constructed.

9-1109. Solid Waste. The storage, collection and disposal of refuse in the travel trailer park shall be conducted so as to create no health hazards, rodent harborage, insect breeding areas, accident or fire hazards, or air pollution. All refuse shall be stored in flytight, watertight, rodent-proof containers, which shall be located not more than one hundred fifty (150) feet from any trailer space. All refuse shall be collected at least twice weekly.

9-1110. Open Fires. Cooking shelters, barbecue pits, fireplaces, wood-burning stoves and incinerators shall be so located, constructed, maintained and used as to minimize fire hazard and smoke nuisance both on the property on which used and on neighboring properties. No open fire shall be permitted, except in facilities provided by the park operator. No open fire shall be left unattended. No fuel shall be used and no material burned which emits dense smoke or objectionable odors.

9-1111. Register of Occupants. It shall be the duty of the park operator to keep a register containing a current record of all trailer owners and occupants located within the park. The register shall contain the following information:

- a. The name and address of each trailer owner or tenant.
- b. The name and address of each owner of a motor vehicle.
- c. The date of arrival and departure of each trailer.
- d. The license tag number of each motor vehicle.

The park owner, manager or caretaker shall keep the register available for inspection at all times by law enforcement officers, public health officials and other officials whose duties necessitate acquisition of the information contained in the register.

9-1112. Accessory travel trailer park. An accessory travel trailer park shall be exempt from the requirements of 9-1103 through 9-1110, except as may be required by the conditions imposed pursuant to a conditional use permit. In considering a conditional use permit application the Planning Commission and Governing Body may impose requirements related to the number of parking spaces, limits on continuous nights of rental or use of parking spaces, and such other conditions as deemed necessary and appropriate to make the accessory travel trailer park compatible with surrounding property and to protect the public health, safety, and welfare.

SECTION 20-6 TEMPORARY USES

7. Animals which are customarily seen at events such as rodeos, petting zoos, fairs and circuses are an allowed temporary use in the P, C-3, I-1 and I-2 districts when adequately housed and sheltered to prevent escape.



785-263-2550
419 N. Broadway Abilene, KS 67410
www.abilenecityhall.com

October 25, 2021

To: Windy Trails RV Park

From: City of Abilene

Subject: Development Review Team Summary

A Development Review Team meeting was held on Monday, October 25, 2021, regarding the Windy Trails RV Park development. Those in attendance were Ron Marsh, City Manager; Lon Schrader, Public Works Director; Mark Bachamp, City Engineer; Kari Zook, Planning & Zoning Administrator; Travis Steerman, City Inspector; Chief Anna Hatter, Police Department; Kale Strunk, Fire Chief; Marcus Rothchild, Finance Director; Chuck Scott, DKEDC; Mike Blaske, Architect; Tyler Kuntz & Cole, Contractors with Wildcat Services, Inc.

Below is a quick summary of the discussion and items that were addressed.

- Platted road - Entrance next to city lots, conform to city standards on road development at their cost. Future development of road cost would be shared. Line up entrance on other end to avoid road development at this time. Field entrance – individual purchases and secures culvert, city will install to county standards.
- Currently zoned I-1; rezone to C-3 for travel trailer park, then CUP for travel trailer park and self-storage.
- Sewer use. Intention to utilize city system. May require lift station. Sewer can tie to Highlands or south of Russell Stover.
- Zoning regulation regarding allowance of horses? Livestock only allowed for a max of 2 hours within Eisenhower Park. Fairground's livestock– animal waste is hauled off.
- Conservation easement between Highlands and Windy Trails property? Future land use plan/comp plan shows open space – screening required – fence or trees?
- Windy Trails discussion with representatives:
 - Timeframe – development will get started when allowed. Steel company materials – next summer delivery. Concrete foundations could start early spring. Full buildout at once? RV storage first, then start on campground. David Strong doesn't want to phase build it, wants to build all at once.
 - Horse barns management – overnight 8 stalls for horses
 - 40 RV spots, 10 camping spots (tents) – 30 days allowance/limit on site. Shouldn't be a problem – maybe if there's a large construction project in town where more public would utilize the RV park.



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- Administrative building - showers and shelters, 2 other small buildings that are also shower and shelters.
- RV and boat storage – 10 of each allowance square footage. Steel structure, single slop, south side open.
- Roadways addressed in zoning regs. Width will be two-way traffic for RV ease of movement.
- Children's play area, dog park area
- Entrance at platted street – would have to be built to city standards. Other option is to line up with one of Superior Sanitations entrances (western entrance would line up about center). Requirements would be 250 feet from that platted street entrance, which would work. Entrance would be paved and built to city/county standards. Asphalt in RV park – dust free – additives that you put in with the correct gravel would make dust free. Traffic and speed will be minimal. Roadways and walkways must be hard surface. Parking areas will be concrete per Mike. 4 inches of asphalt or concrete or permanent if continue to apply additive. *Entrance 300 ft from east property line placement.*
- CUP – Section 9-11 addresses travel trailer park regulations. Planning Commission will need to make sure requirements are met.
- Water on NW 14th St. – work with Lon to get tapped, developer billed at cost. Bore under the road and case it. Meter installed as close to the back edge of street right of way. 2" or 4" service TBD.
- Fire hydrant installed on north side of NW 14th St. Cost share with future east development? It won't serve them if there's separate entrances to other developments. Access to storage buildings on north end of property? Corridor radius for fire trucks? Not if building for full size RV's. *Place fire hydrant on center roadway halfway through the RV park to utilize on both ends. 6" line 200-300 ft.* Cost? Lon will figure their expense and report. City will not install.
- Need water service requirements. Water pressure issues in that area. Lawn irrigation? Wasn't discussed with owner – contact Lon and Mark when available.
- Horse stalls – city concern on waste. Stalls will be cleaned daily. Floor drains into sanitary sewer? Floors in stalls will be gravel, no floor drains. Near residential concern with Highlands's development. Flip - put horse barns on commercial side compared to residential side on site plan.
- Sewer line extension – internal and pump up to manhole at Highlands. Static and residual pressure on file. Work with civil engineer to figure out.



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- Stormwater plan needed. Sheet drains north to south, not going to disrupt any flow currently in place. Will need before building permit, not before PC/CC mtgs.
- Pre vs. post data for detention basin size needed.
- December 7th – Planning Commission meeting to rezone and CUP for both travel trailer park and self-storage. 21-day notice of public hearing published in the paper and letters to property owners within 1,000 sq ft. City Commission meeting on December 13th for final approval contingent upon no protest filed during 14-day period.
- Reference Section 9-11 – storm shelter requirements, etc. to applicant for completion and address each requirement before Planning Commission meeting. Also, Article 26, Section 26-108: Factors to be Considered in Rezoning will be sent to applicant for completion to include in agenda for Planning Commission.
- Mike will send an updated PDF of the site plans for agenda packet.

Cost estimates and water information for Windy Trails

Lon Schrader <lon@abilenecityhall.com>

Fri 11/12/2021 9:27 AM

To: Kari Zook <kari@abilenecityhall.com>

Cc: Ron Marsh <ron@abilenecityhall.com>; Mark Bachamp <mbachamp@olsson.com>; Travis Steerman <travis@abilenecityhall.com>; Kale Strunk <kale@abilenecityhall.com>

All,

Here are the cost estimates for water services to the potential Windy Trails site.

2" domestic water service,(city installed from main to outgoing side of meter).....\$6,371.00, plus tax

4" domestic water service,(same).....\$9,827.00, plus tax

6" (5 1/4") fire hydrant, with minimum 8" supply line, from main on south side of NW 14th Street, (contractor installed)....\$43,000, plus tax

Existing fire hydrant flows

NW 14th and Portland(#678).....PSI's pitot 30, static 42, residual 38.....GPM's 919, at 20 psi 2307

NW 17th and Mackenzie Drive at the Highlands(#687).....PSI's pitot 27, static 43, residual 38.....GPM's 872, at 20 psi 1988

Broadfoot Street (#686).....PSI's pitot 25, static 46, residual 40.....GPM's 839, at 20 psi 1852

Please distribute as needed.

Lon