

**Abilene Planning Commission Minutes**  
**Abilene Public Library**  
**209 NW 4<sup>th</sup> St., Abilene, KS**  
**January 16, 2024, at 4:00 p.m.**



**1. Call to Order by Chair Sawyer at 4:00 p.m.**

**2. Roll Call**

**Planning Commissioners Present:** Chair Travis Sawyer, Vice Chair Bill Marshall, William Rose, Penni Zelinkoff, Eric Anderson, Rod Boyd, Matt Mead

**Absent:** None

**Staff Present:** Community Development Director Kari Zook, Administrative Assistant Kellie Olson, Parks & Recreation Director Kellee Timbrook, City Inspector Travis Steerman, Finance Director Leann Johnson, City Manager Ron Marsh, City Clerk Shayla Mohr, Public Works Director Brad Anderson, Library Director Wendy Moulton

**Public Present:** David Foster, Debra Foster, Trevor Witt, Matt & DeLynn Farson, Tony Geiger, Robin Black, Duane Schrag, Jessica Goodale, Greg Wilson, Diane Miller

**3. Approval of Agenda**

Motion by Marshall to approve the agenda, seconded by Zelinkoff. Motion carried unanimously 7-0.

**4. Minutes**

Motion by Marshall to approve the December 5, 2023, minutes as written, seconded by Boyd. Motion carried unanimously 7-0.

**Business**

**5. Comprehensive Plan 2024-2045**

The public hearing to consider the adoption of the Comprehensive Plan was opened at 4:01 p.m. Kari Zook, Secretary of the Planning Commission, verified notifications of the public hearing were published in the Abilene Reflector-Chronicle on December 21, 2023, and copies of the notice of public hearing were provided to the Dickinson County Board of Commissioners, and to the Township Trustees of Willowdale, Buckeye, Lincoln, and Grant Townships.

City Manager Ron Marsh provided opening remarks regarding the process of the Comprehensive Plan and welcomed David Foster and Debra Foster of Foster Design Associates to present the Plan.

An overview was presented to the Commissioners and the audience with items of importance and the goals that are being established in the Plan for the 22-year planning period.

The Planning Commission held a brief discussion before opening the public portion for discussion at 4:39 p.m.

Diane Miller, 1601 Jayhawk St, informed the Commissioners she was involved in the 2006 Comprehensive Plan. There was opposition from members of the public at that time to a streetscape plan that suggested Buckeye Ave should be narrowed down to two-lane traffic. The only items on that plan that came to fruition were the benches and trash cans that were added recently to downtown. She also inquired about a section of the 2006 Plan that addressed city staffing numbers per department that

were comparable to other cities with a population size of Abilene. She wanted to know why this plan didn't include such data. David Foster responded that requests for additional staffing were briefly addressed throughout the Plan under each department's section and not compartmentalized in one area. Duane Schrag, 312 N Vine, informed the Commission he appreciates the emphasis on historic preservation that is discussed in the Plan. He was on the Heritage Commission when they established a grant fund process for property owners of buildings of historical significance. It was approved but hasn't been provided funding to date in the city's annual budget. He also mentioned the Tax Rates of Comparable Cities in Chapter 3 regarding the valuation and mill levy of the City of Abilene. The public portion of the discussion was closed at 4:48 p.m.

The Planning Commission held a brief discussion. A few grammatical errors throughout the Plan were presented and will be corrected by Foster Design.

Motion by Marshall that the proposed Resolution 012224-1 to adopt the Abilene Comprehensive Plan 2024-2045 as revised be adopted and that the Plan be recommended to the Governing Body for approval by an effectuating ordinance, seconded by Anderson. Motion carried unanimously 7-0.

The Plan will be considered for approval by the Governing Body at the City Commission meeting on Monday, January 22, 2024, at 4:00 p.m. in the Commission Room of the Abilene Public Library.

The public hearing was closed at 4:53 p.m.

## **6. Planning Commission Comments and Staff Updates**

The annual election of the chair and vice chair will be held at the February 6, 2024 meeting.

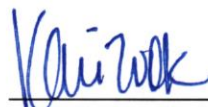
The Parks Master Plan will be presented to the Planning Commission at the February 6, 2024 meeting by Foster Design Associates. It will then be forwarded to the Recreation Commission for review and approval and then to the City Commission for final approval.

A concurrent submission of a preliminary and final plat will be presented for approval at the February 6, 2024 meeting.

## **7. Adjournment**

Motion by Rose to adjourn at 4:56 p.m., seconded by Marshall. Motion carried unanimously 7-0.

ATTEST:



Kari Zook  
Community Development Director

  
Travis Sawyer, Chair