

**Planning Commission Meeting Minutes**  
**August 24, 2021**

The Board of Planning Commissioners of the City of Herington, Kansas met at City Hall at 5:30 p.m. on the above date – the following being present: Dennis Albrecht, Janet Wade, Cynthia Naylor, Deana Lewis, Joshua Lawrenz and D.J. Neuberger. Larry Mann was present via phone. Also, present City Clerk Megan Lawrenz, City Attorney Brad Jantz, Neighborhood Enforcement Officer Crystal Parris, Carl Urbanek, Debi Urbanek and Tim Hamilton.

The meeting opened with the Pledge of Allegiance.

Chair Dennis Albrecht called the meeting to order.

Public Forum – None.

Consider the minutes of July 1, 2021 – Cynthia Naylor motioned to approve the minutes from the July 1, 2021, planning commission meeting with the addition of her last name in two places, the removal of the word Clarification from the discussion and action on 620 W Main change and moving the City Attorney's verbiage to an attachment A at the end of the minutes, seconded by Josh Lawrenz. Motion carried 8-0.

Approval of Agenda – Janet Wade recommended adding a roll call during the call to order. Cynthia Naylor motioned to approve the agenda with the addition of 6a. Comments & Discussion, seconded by Josh Lawrenz. Motion carried 7-1, with Dennis Albrecht casting the dissenting vote.

Discussion with Tim Hamilton, Planning and Zoning Administrator with Dickinson County and City of Herington Attorney Brad Jantz on Planning Commission Expectations.

Comments and Discussion –

DJ Neuberger- Would like to know exactly what the city is expecting from the Planning Commission, would like an explanation of expectations at the next planning meeting.

Janet Wade – Needs clarification from the Commissioners- does the Planning Commission have any extraterritorial requirements, the city attorney confirmed Herington has no extraterritorial requirements, thus this Commission is not required by state regulations to have 3 members from outside city limits (but within 3 miles). Mentioned that many new members were added at the same time and suggested staggering their term expiration dates. Said that the planning commissioners need better maps of the city. And asked about the Comp Plan, has it been budgeted, Mayor Urbanek answered from the audience that "not a specific item on budget". She also mentioned that there may need to be changes to our current zoning regulations, as homes cannot be rebuilt with "a typical 50' lot" (an exemption does exist). Thinks it would be helpful if the Planning Commission was briefed on the trailhead and lake master plan.

Larry Mann – Asked if the County had a regularly scheduled meeting and was told that the County Planning Commission meets on the third Thursday of the month.

Adjourn Zoning Meeting – Cynthia Naylor made a motion to adjourn the planning commission meeting, seconded by Janet Wade. Motion carried 8-0.

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Megan Lawrenz, City Clerk