

Planning Commission Meeting  
October 24, 2023  
12:00 PM

The planning commission members met on the above date and time in the commission chambers of Herington City Hall. In attendance were Karen Soliz, Cynthia Naylor, Joshua Lawrenz, Janet Wade, Marcus Hawkes, Rhonda Rice (via phone), City Manager Thatcher Moddie and Deputy City Clerk Chanda Wilson.

The meeting opened with the pledge of allegiance.

Chair Marcus Hawkes called the meeting to order.

Consider Minutes of September 26, 2023, Regular Planning Commission Meeting. The following were contributed by Janet Wade.

1. 4<sup>th</sup> paragraph, pg 1 “more” should have an “e” at the end.
2. Last Paragraph, pg 1 line 3-the recommendation came from the working group/committee-not from Janet Wade.
3. 8<sup>th</sup> paragraph, pg. 1 Brown Field should be 2 words.
4. 4<sup>th</sup> paragraph, pg. 2, remove the word “small” – not defined as small.
5. 4<sup>th</sup> paragraph, pg. 2, FHA? Stands for Flint Hills Area
6. 4<sup>th</sup> paragraph, pg. 2 change “help restore buildings” to “rehab blighted areas.

Cynthia Naylor made a motion to accept the minutes with proposed changes, Janet Wade seconded, and the motion was approved 6-0.

There was no Public Forum.

Janet Wade suggested an additional agenda item under Committee and Staff Reports to discuss the zoning subcommittee and taking action on assigning responsibilities.

Cynthia Naylor made a motion to approve the agenda with proposed changes. Janet Wade Seconded, the motion passed, 6-0.

Thatcher Moddie started the discussion of members on planning and zoning commission. The City Commission approved reducing the membership of the planning commission from 9 down to 7. In order to have a quorum the commission only needs four members present. Rhonda was added to the planning commission in Gwen-Owens Wilson’s place. Several current members are looking to step down from the commission.

Regarding the discussion of the comprehensive plan, Thatcher informed the group that the City Commission has reviewed and is looking at a budget for having PEC consult to help complete the comprehensive plan. (Scope summary attached.) PEC is going to submit a bid. There was discussion about what all the consultants should look at. Thatcher suggested that members email him to ensure that we are requesting what is needed from PEC.

Janet Wade started the discussion about the zoning sub-committee. The committee hasn’t met in about a year. She would like to see the committee be more active and assign responsibility-to include addressing the new flood plain map. Would like to see on the next month’s agenda a discussion on how to handle ADU’s, B&B’s, Air B&B’s etc.

No other committee and staff reports were given.

Commissioner Comments:

Karen Soliz expressed concerns that we address the problem of RV parking and the permit process to allow them. She asked that it be added to November's agenda. (Rhonda Rice expressed that broken-down vehicles and utility trailers should be included.)

Cynthia Naylor-None

Rhonda Rice-None

Joshua Lawrenz-None

Janet Wade-None

Marcus Hawkes-None

Joshua Lawrenz left the meeting at 1:00.

Janet Wade made a motion to adjourn the meeting, Cynthia Naylor seconded, and the motion passed 5-0.