

**CITY OF LEAVENWORTH PLANNING COMMISSION**  
**COMMISSION CHAMBERS, CITY HALL**  
100 N 5<sup>th</sup> Street, Leavenworth, Kansas 66048  
**REGULAR SESSION**  
**Monday, February 1, 2021**  
6:00 PM

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**CALL TO ORDER:**

**Commissioners Present**

Claude Wiedower  
Sherry Hines Whitson  
James Diggs  
Joseph Burks  
Chris Murphy  
Mike Burke

**Commissioners Absent**

Linda Bohnsack

**City Staff Present**

Julie Hurley  
Jackie Porter

Mike Burke, Claude Wiedower, Joseph Burks, Chris Murphy, Julie Hurley and Jackie Porter were present in the commission chambers. James Diggs and Sherry Hines Whitson participated remotely. Linda Bohnsack was absent.

Chairman Burke called the meeting to order at 6:00 p.m. and noted a quorum was present.

**MOTION TO AMEND MINUTES PREVIOUSLY ADOPTED:** December 7, 2020

Chairman Burke called for a motion to amend the December 7, 2020 meeting minutes. Mr. Wiedower moved to accept the amended minutes as presented, seconded by Mr. Murphy and approved by a vote of 6-0.

**APPROVAL OF MINUTES:** January 4, 2021

Chairman Burke asked for comments or a motion on the minutes presented for approval: January 4, 2021. Mr. Burks moved to approve the minutes as presented, seconded by Mr. Murphy and approved by a vote of 6-0.

**OLD BUSINESS:**

**None**

**NEW BUSINESS:**

**1. ELECTION OF OFFICERS**

Selection of board members to hold the position of Chairperson and Vice Chairperson for the Planning Commission.

Mr. Wiedower suggested keeping the status quo. Chairman Burke said he is willing to stay on as Chairman until he moves but will need to step down at that time.

Planning Director Julie Hurley stated if the commission chooses to keep Mr. Burke as Chairman and Mr. Wiedower as Vice Chairman that will stay in effect until Mr. Burke moves, at which time, Mr. Wiedower will become Chairman and the commission would elect a new Vice Chairman.

Mr. Murphy moved to keep the status quo, seconded by Ms. Whitson and approved by a vote of 6-0.

## **2. REVIEW BYLAWS**

Planning Director Julie Hurley stated with a few new commissioners, staff has added the bylaws for informational purposes, unless there are any changes the commissioners would like to propose.

The commissioners reviewed the bylaws and there is consensus no changes are needed.

## **3. 2021-04 SUB – WOOD’S ADDITION, FINAL PLAT**

Consider a final plat for Wood’s Addition.

Chairman Burke called for the staff report.

Planning Director Julie Hurley stated the subject property is owned by Zam, LLC and Charles M. Wood Revocable Trust, LLC, plat prepared by Richard L. Mattson of Midland Surveying. The applicant is requesting approval of a two lot final plat for the Wood’s Addition Plat. The property is zoned NBD, Neighborhood Business District, and currently has an operating gas station and single drive thru carwash.

The subject property is a combination of 2.5 acres in size, and is currently two separate lots part of the Bain City Subdivision Block 5 portion of Lot 3 & all of Lot 4. The site lies to the west of Hughes Road, directly south of Limit Street. The Wood’s Addition plat consists of two lots, which will reflect an increase of 1,600 square feet to the current developed lot. The addition of 1,600 sqft of land to the developed lot will be added to the southeast corner of the property. The structure located at the south of the property, the carwash, has been proposed to be renovated with adding an addition to the south to accommodate a drive-thru liquor store. The additional 1,600 sqft will allow for the proposed addition to the structure to meet the setback requirement set forth in the Development Regulations for a NBD zoning district.

The proposed plat has been reviewed by the Public Works Department, no issues were identified.

Staff recommends approval of the Wood’s Addition Final Plat with the condition that the submitted plat reflect appropriate lot numbers for the Wood’s Addition Plat.

### **ACTION/OPTIONS:**

- Approve the Preliminary Plat
- Deny the Preliminary Plat
- Table the issue for additional information/consideration.

Chairman Burke called for questions about the staff report or questions for the applicant.

Mr. Murphy stated it appears as though they have already started renovation on the carwash.

Ms. Hurley responded a carwash is allowed in the district and permits have been issued. The Wood's Addition is just to change the lot lines to accommodate for the carwash building.

The applicant, Moize "Sam" Morani, stated he is just trying to expand his business.

With no other questions or comments, Chairman Burke called for a motion. Mr. Murphy moved to approve the Wood's Addition final plat, seconded by Ms. Whitson and approved by a vote of 6-0.

With no other business, Chairman Burke adjourned the meeting.

The meeting adjourned at 6:11 p.m.

Minutes taken by Administrative Assistant Michelle Baragary via recorded meeting.