

**CITY OF ANDOVER
SITE PLAN REVIEW COMMITTEE
March 6, 2012
MINUTES**

The Site Plan Review Committee met for a regular meeting on Tuesday, March 6, 2012 at the Andover City Hall located at 1609 E. Central Ave., Andover, Kansas. Chairman Doug Allison called the meeting to order at 6:01 p.m. Members present were Fred Deppner, Don Kimble, Dennis Bush and Sheri Geisler. Others in attendance were Les Mangus Director of Public Works and Community Development, Sasha Stiles City Administrator, Steve Anderson Assistant Director of Public Works, Daynna DuFriend Administrative Secretary and Bill King.

Review the minutes of the February 7, 2012 and February 11, 2012 meetings.

Don Kimble made a motion to approve the minutes as presented with amended corrections for the February 7, 2012 meeting. Fred Deppner seconded the motion. Motion carried 5/0.

Sheri Geisler made a motion to approve the minutes as presented with amended corrections for the February 11, 2012 meeting. Dennis Bush seconded the motion. Motion carried 5/0.

Communications:

Review the minutes of the January 10, 2012 and January 31, 2012 City Council meetings and the January 17, 2012 Planning Commission/ Board of Zoning Appeals meeting minutes. The minutes were received and filed.

Review the potential Residential Development Lot Report.

SP-2012-01- Review and approve the site plan for Cheerfusion sign located at 118 E. 13th.

STAFF: The proposed wall sign for Cheerfusion is in compliance with the bulk regulations for the district.

Seth Mountain, Cheerfusion, and Andrea Edwards, TriMark Signs were present to represent the application.

Mr. Mountain explained that two options are being presented because they were not sure what their funding would allow them to do. Option B is their preference.

Fred Deppner asked if they could approve either/or like this.

Les Mangus said there is no problem with bulk regulations, there is plenty of space on the building.

Fred Deppner made a motion to approve SP-2012-01 as presented with Option A or Option B. Don Kimble seconded the motion. Chairman Allison asked if there was any further discussion. There was none. Motion carried 5/0.

Discussion of potential amendments to the site plan review criteria and procedure.

Les Mangus presented an amendment to Section 3-105A Site Plan Approval to the committee for their input.

Doug Allison asked for clarification of item #2.

Les Mangus explained that projects greater than \$10,000 will be brought to the committee except signs. Most projects under \$10,000 will be brought to staff.

Les Mangus presented Guidelines for Landscaping and Parking Lot Screening to the committee for their input.

Don Kimble began discussion on C. Design standards for landscaped street yards and required trees: #5, requirement for trees. He stated that a lot of projects would not meet these requirements.

Les Mangus said that if they are smart about how they place their landscaping there will not be an effect because there will be islands in the parking lot allowing space for shade trees, instead of trying to fit them on the right-of-way line. Parking islands are now required with these requirements.

Bill King stated that end caps are difficult to maintain when snow plows hit them while trying to clear the parking lots. He said the number of trees or size of area was not a problem. When it becomes difficult to utilize the property then it is a problem. He agreed that landscaping can be placed somewhere.

Les Mangus suggested that these not be made an ordinance, these should be guidelines. This will allow flexibility. He will work on creating an exception for the parking lot islands so that a hardship is not created for property owners.

Meeting was adjourned at 6:57 p.m.

Respectfully Submitted by

Dayna DuFriend
Administrative Secretary

Approved this 1st day of May, 2012 by the Site Plan Review Committee, City of Andover.