

**COUNCIL MEETING AGENDA  
CITY OF PRAIRIE VILLAGE  
Council Chambers  
Monday, April 02, 2018  
6:00 PM**

- I.      **CALL TO ORDER**
- II.     **ROLL CALL**
- III.    **PLEDGE OF ALLEGIANCE**
- IV.     **APPROVAL OF THE AGENDA**
- V.      **INTRODUCTION OF STUDENTS & SCOUTS**
- VI.     **PRESENTATIONS**

**Dark Store Theory**

Ed Eilert, Johnson County Commission Chairman  
Paul Welcome, Johnson County Appraiser

- VII.    **PUBLIC PARTICIPATION**

(5 minute time limit for items not otherwise listed on the agenda)

- VIII.   **CONSENT AGENDA**

All items listed below are considered to be routine by the Governing Body and will be enacted by one motion (Roll Call Vote). There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the regular agenda.

**By Staff**

- 1.      Approve the regular City Council meeting minutes - March 19, 2018
- 2.      Approve appointments for Arts Council and Parks & Recreation Committee
- 3.      Approve Ordinance 2382 amending Section 1-804 of the Code of the City of Prairie Village, Kansas

- IX.     **COMMITTEE REPORTS**

**Planning Commission**

- PC2018-03      Consider approval of a request for rezoning at 7540 Reinhardt Street  
Chris Brewster
- PC2018-04      Consider approval of an ordinance for Special Use Permit Renewal  
for Queen of Paws  
Chris Brewster

X. **MAYOR'S REPORT**

XI. **STAFF REPORTS**

XII. **OLD BUSINESS**

XIII. **NEW BUSINESS**

XIV. **COUNCIL COMMITTEE OF THE WHOLE**

- a. Council Committee, ordinarily presided over by Council President;
- b. Council will reconvene at conclusion

COU2018-17 Consider approval of the addition of a new Stormwater Engineer FTE  
for the Public Works Department  
Keith Bredehoeft

XV. **ANNOUNCEMENTS**

XVI. **ADJOURNMENT**

**If any individual requires special accommodations - for example, qualified interpreter, large print, reader, hearing assistance - in order to attend the meeting, please notify the City Clerk at 385-4616, no later than 48 hours prior to the beginning of the meeting. If you are unable to attend this meeting, comments may be received by e-mail at [cityclerk@pvkansas.com](mailto:cityclerk@pvkansas.com)**

**CITY COUNCIL  
CITY OF PRAIRIE VILLAGE  
March 19, 2018**

The City Council of Prairie Village, Kansas, met in regular session on Monday, March 19, 2018, at 7:30 p.m. in the Council Chambers at the Municipal Building, 7700 Mission Road, Prairie Village, Kansas.

**ROLL CALL**

Mayor Laura Wassmer called the meeting to order and roll call was taken with the following Council members present: Chad Herring, Jori Nelson, Serena Schermoly, Ronald Nelson, Tucker Poling, Andrew Wang, Sheila Myers, Brooke Morehead, Dan Runion, Courtney McFadden, Ted Odell and Terrence Gallagher

Staff present: Tim Schwartzkopf, Chief of Police; Keith Bredehoeft, Public Works Director; David Waters for the City Attorney; Wes Jordan, City Administrator; Jamie Robichaud, Assistant City Administrator; Alley Porter, Assistant to the City Administrator, Lisa Santa Maria, Finance Director and Joyce Hagen Mundy, City Clerk. Also present: Teen Council members Jack Mikkelson and Carly Hendrickson.

**INTRODUCTION OF STUDENTS & SCOUTS**

No scouts or students were in attendance.

**PUBLIC PARTICIPATION**

Rayko Zlafeff, 2230 W. 79<sup>th</sup> Street, expressed concern with police officers getting out of their vehicles to write tickets without wearing reflective vests. He also expressed concern with bicyclists riding on streets. However, he was not supportive of the addition of bike lanes. He felt they should be held accountable for observing traffic regulations. He

also felt they should wear reflective clothing. Mr. Zlaffeff acknowledged the improvements to Cambridge, but noted cars from the church property block both sides of the street next to Weltner Park and he would like to see no parking signs on one side of the street.

Mr. Zlaffeff also questioned the additional expenditure of city funds for the placement of painted brick crosswalks along Mission Road.

Charles Bell from Lenexa noted he had a business (TAPS) that escorts funeral processions. The City of Lenexa recently adopted an ordinance that allows his company to work in Lenexa. He would like to be involved in any planning that would allow them to provide this service in Prairie Village.

Mayor Wassmer introduced Planning Commission appointee Jonathan Birkel and Environment/Recycle Committee appointee Dave Wise.

With no one else to address the City Council, public participation was closed at 7:45 p.m.

## **CONSENT AGENDA**

Mayor Wassmer asked if council members wanted to remove any items from the Consent Agenda for discussion. Ted Odell asked for discussion on item #2 and #5. Mr. Odell asked for clarification on Claims Ordinance #2964 as it was not in the Council Packet. Mr. Odell was given the information and was comfortable moving forward with approval.

Mr. Odell noted Ordinance #2379 addressed the change in meeting time from 7:30 p.m. to 6 p.m. However, Section 1-804b states the Council Committee of the Whole shall meet twice each month at a regularly scheduled time and place which will be posted

in the municipal building”. He feels this is confusing and may need to be addressed at some point in time.

Mayor Wassmer confirmed Mr. Odell was comfortable going forth with the proposed ordinance.

Chad Herring questioned if Mr. Odell was concerned with the Council Committee of the Whole meeting after the City Council meeting adjourns. Mr. Odell stated the meeting time is unclear and the ordinance requires the meeting time to be posted.

Mayor Wassmer stated it was not her understanding that the Council meeting would adjourn, but it would be one meeting. Mr. Herring stated his understanding was that the Council meeting would close and the Council President would assume the chair and conduct the Council Committee of the Whole meeting. Mayor Wassmer stated her understanding was that the Council President would conduct that portion of the meeting, but it would be one meeting.

Tucker Poling stated the proposal followed that followed by the Kansas Legislature where the Council meeting would be recessed and go into the Council Committee meeting. It is part of the 6 o'clock meeting and he does not see a conflict but acknowledged it could be made clearer.

Ted Odell felt the confusion was with the meetings being identified differently. Mayor Wassmer agreed that it needs to be made more clear. Terrence Gallagher stated he views the new process as one meeting with one agenda.

Tucker Poling noted that the ordinance on the consent agenda only changes the meeting time of the Council and removes the order of business that was not being followed. He does not see the difference between adjourning the meetings or recessing the meetings as he proposed. David Waters agreed, noting the Council and Council

Committee are separate bodies conducting business in one meeting. Either adjournment or recess would be acceptable. He would prefer a recess. Mr. Waters believes the current language is acceptable; however, he will review it to see if clarity can be improved. Mr. Poling agreed, noting the ordinance requires them to meet twice and the committee would be meeting twice.

Dan Runion moved for the approval of the Consent Agenda for Monday, March 19, 2018:

1. Approve the regular City Council meeting minutes - March 19, 2018
2. Approve Claims Ordinance #2964
3. Approve Resolution 2018-01 Consenting to the Enlargement of the Consolidated Main Sewer District of Johnson County
4. Ratify the following committee appointments
 

Tree Board	Frank Riott	Expires 2/2020
Tree Board	Deborah Nixon	Expires 2/2020
Tree Board	Jonathan Pruitt	Expires 2/2020
Tree Board	Kevin Dunn	Expires 2/2020
Tree Board	Gavin Jeter	Expires 2/2020
Tree Board	Ellie Green	Expires 2/2019
Planning Commission/BZA	Nancy Wallerstein	Expires 2/2021
Planning Commission/BZA	Jonathan Birkel	Expires 2/2021
Insurance Committee	Tom Cannon	Expires 2/2020
Insurance Committee	Frank Young	Expires 2/2020
Insurance Committee	Mike Sill	Expires 2/2020
Environment/Recycle	Penny Mahon	Expires 2/2020
Environment/Recycle	Megda Born	Expires 2/2020
Environment/Recycle	Sarah Bradley	Expires 2/2020
Environment/Recycle	Jamie Buck	Expires 2/2020
Environment/Recycle	Richard Dalton	Expires 2/2020
Environment/Recycle	SueAnn Heim	Expires 2/2020
Environment/Recycle	Dave Wise	Expires 2/2020
5. Adopt Ordinance #2379 amending Section 1-203 and amending Rule 3 of Section 1-211 of the Code of the City of Prairie Village, Kansas
6. Adopt Ordinance #2376 granting a franchise to Mobilitie, LLC to operate within the City right-of-way as a wireless infrastructure provider and approve the Master License Agreement for attachments to City facilities with Mobilitie, LLC
7. Approve the Construction Administration Agreement with TREKK Design Group for the 2018 construction projects in the amount of \$115,188

A roll call vote was taken with the following members voting “aye”: Herring, J. Nelson, Schermoly, R. Nelson, Poling, Wang, Myers, Morehead, Runion, McFadden, Odell, and Gallagher.

## **COMMITTEE REPORTS**

### **COU2018-15 Consider approval of the MCI Metro Franchise Agreement/Ordinance**

David Waters stated Verizon, wireless services provider, intends to apply to the City for a wireless services franchise in order to install certain "small-cell" antennae within the City right-of-way, as provided in the 2016 Kansas Wireless Siting Act, K.S.A. 66-2019. A separate Verizon subsidiary—MCIMetro—does not provide such wireless services itself, but provides and installs "wireline-based cell site front-and-back-haul transport services," essentially, "wired" lines that support the wireless antennae.

Because MCIMetro will be operating within the right-of-way, MCIMetro is required to have a franchise. Its franchise is similar in form to others in place with Sprint and Time Warner for wired services. MCIMetro would be authorized to provide other telecommunications services as well, including internet and voice services; however, the Franchise would not allow MCIMetro to provide wireless services or to install small-cell facilities or other antennae without a new and separate franchise.

Shelia Myers moved the City Council adopt Ordinance 2377 granting a franchise to MCI Metro Access Transmission Services Corp., D/B/A Verizon Access Transmission Services to construct, operate and maintain a telecommunications system within the City Right of Way. The motion was seconded by Andrew Wang.

A roll call vote was taken with the following members voting "aye": Herring, J. Nelson, Schermoly, R. Nelson, Poling, Wang, Myers, Morehead, Runion, McFadden, Odell, and Gallagher.

**COU2018-16 Consider approval of the Verizon Franchise Ordinance and Master License Agreement for Attachments to City Facilities.**

David Waters stated a wireless services provider (such as Sprint) that is utilizing the facilities of a wireless infrastructure provider (such as Mobilitie) would not be required to obtain its own separate franchise from the City. However, in situations where a provider installs its own antennas and bypasses using a wireless infrastructure provider, the City would require the wireless services provider to have its own wireless franchise because it will directly own the antenna/equipment.

Staff and legal counsel have been negotiating an appropriate franchise agreement with Verizon (the "Franchise"), presented as Ordinance No. 2378. This Franchise would govern and apply to all applications which Verizon may make to the City. The City Council would not be approving every separate right-of-way permit handled by the Public Works Department and issued pursuant to this Franchise.

As with the Mobilitie documents, the form recommended for approval is based on and is generally consistent with the form utilized by the City of Overland Park, Kansas. It was also developed with city attorneys from Leawood, Shawnee, Olathe, and others.

Sheila Myers moved the City Council adopt Ordinance 2378 granting a franchise to Verizon Wireless (VAW), LLC, to construct, operate and maintain wireless facilities as a wireless service provider, as provided in K.S.A. 66-2019, all in the public right-of-way of the City of Prairie Village, Kansas; and to approve the Master License Agreement for



attachments to City facilities with Verizon Wireless, LLC. The motion was seconded by Andrew Wang.

A roll call vote was taken with the following members voting “aye”: Herring, J. Nelson, Schermoly, R. Nelson, Poling, Wang, Myers, Morehead, Runion, McFadden, Odell, and Gallagher.

### **Park & Recreation Committee**

Terrence Gallagher reported at the last committee meeting the Kansas Historical Society gave a presentation on how Prairie Village landmarks can be designated as historical landmarks on the national registry. They will be making a future presentation to the City Council.

### **MAYOR'S REPORT**

Mayor Wassmer recently attended the North Park open house, the Prairie Village Foundation meeting where \$8,000 in funding was allocated to organizations that serve Prairie Village and Johnson County residents in need, the Briarwood DARE graduation, and the Council of Mayors meeting where significant discussion of the Dark Store Theory took place.

### **STAFF REPORTS**

#### **Public Safety**

- None

#### **Public Works**

- Keith Bredehoeft reported that comments received at the North Park public meeting would be taken to the Parks and Recreation Committee and City Council for further development.
- Mr. Bredehoeft reported that the Meadowbrook Park spillway funding was in place, and the project was currently under construction.

Dan Runion asked if those designing North Park were given a ballpark of how much money is available to spend. Mr. Bredehoeft responded that a certain amount has been budgeted and they would spend that amount. If a significant change was required they would come to City Council for input.

Brooke Morehead asked if there was a guarantee on the concrete work for the City Hall patio as it is cracking. Mr. Bredehoeft responded that there is a two-year maintenance bond on the project and the cracks will be repaired.

Mayor Wassmer asked if the church abatement at 67<sup>th</sup> and Roe had begun. Mr. Bredehoeft responded that work was currently taking place inside the building.

Mayor Wassmer noted the foundation for the Meadowbrook Park activity center is in place and trails were being laid out.

Serena Schermoly asked how many parking spots were planned at North Park. Mr. Bredehoeft responded that the existing north parking lot off 67<sup>th</sup> Street will be maintained for parking. The number of stalls will be presented with the final plan. Ms. Schermoly stated that she heard more than 40 parking spots will be located there and feels that it is too many due to the expense of concrete. Mayor Wassmer clarified that the plan is to use the existing parking lot.

#### **Administration**

- Wes Jordan reported that Johnson County Chairman Ed Eilert and County Appraiser Paul Welcome would be attending the April 2 City Council meeting to discuss the “Dark Store Theory.”
- Mr. Jordan reported that staff is working behind the scenes to better plan future meeting agendas in order to aid in meeting efficiency.
- Mr. Jordan reported that staff has been corresponding with Sonia Warshawski’s representatives to reschedule her recognition at a future meeting.
- Mr. Jordan reported that the Insurance Committee has met and City staff is working through the insurance renewal process. Lisa Santa Maria is rebidding workman’s compensation based on last year’s claims. The insurance renewals will come before City Council in April.

- Mr. Jordan stated that staff hopes to have committee appointments finalized at the next City Council meeting.

## **OLD BUSINESS**

There was no Old Business to come before the City Council.

## **NEW BUSINESS**

Sheila Myers asked for follow up information on the pedestrian crossing lights that a resident brought forward during public participation at the March 5 City Council meeting. Mr. Bredehoeft reported that the federal government has issued a memorandum stating that cities are not allowed to install more pedestrian crossing lights at the current time. That may change in the near future, as they are very popular across the country. Ms. Myers asked if more signage could be installed to bring attention to the crosswalks. Mr. Bredehoeft replied that there are several measures that can be taken instead of installing the light, however additional signage is not always effective and adds a lot of visual clutter. Mid-block crossings present unique challenges, and the onus often falls to the pedestrian to make sure they can safely cross the road.

Serena Schermoly stated she just returned from NLC at Washington, D.C. where she serves on the transportation committee. She asked Mr. Bredehoeft to send her the above-referenced memo on crosswalk lights. Ms. Schermoly added that the NLC transportation committee spent significant time discussing cell towers in the right-of-way and how that impacts municipalities. She anticipates a shift towards more local control in the next six months to one year.

**ANNOUNCEMENTS**

**Committee meetings scheduled for the next two weeks include:**

VillageFest Committee (cancelled)	03/22/2018	5:30 p.m.
Environment/Recycle Committee	03/28/2018	5:30 p.m.
City Council	04/02/2018	6:00 p.m.

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The Prairie Village Arts Council is pleased to feature a mixed media exhibit in the R.G. Endres Gallery featuring Anne Garney, Kathleen Connors and Nancy Kramer Bovee during the month of March.

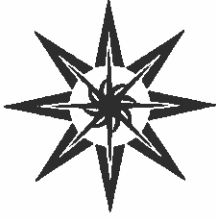
The 2018 State of the County Address will be given on Tuesday, March 27<sup>th</sup> at the Ritz Charles from 11:30 a.m. to 1:15 p.m. Please let Meghan know if you want to attend.

The 2018 Annual Large Item Pick up has been scheduled for Saturday, April 14<sup>th</sup> for homes on 75<sup>th</sup> Street and north of 75<sup>th</sup> Street; homes south of 75<sup>th</sup> Street will be collected on Saturday, April 21<sup>st</sup>.

**ADJOURNMENT**

Chad Herring move for the adjournment of the City Council meeting. The motion was seconded by Sheila Myers and passed unanimously. With no further business to come before the City Council, the meeting was adjourned at 8:13 p.m.

Joyce Hagen Mundy  
City Clerk



**MAYOR**

**Council Meeting Date: April 2, 2018  
CONSENT AGENDA**

**Consider Appointments to Prairie Village Arts Council**

**RECOMMENDATION**

Mayor Wassmer requests Council ratification of the appointments of Cecilia Vigliaturo and Paul Tosh with terms expiring in February of 2019 and 2020 respectively; and the reappointment of Dan Andersen, Stephen LeCerf, Albert Guarino, Annette Hadley, Julie Flanagan and Elizabeth Holliday to another two year term expiring in February, 2020.

**BACKGROUND**

Cecilia brings a passion for both writing and art to the Council. Paul is a practicing graphic designer and artist. Volunteer bios of the new appointees and reappointed members are attached.

**PREPARED BY**

Joyce Hagen Mundy  
City Clerk

Date: March 27, 2018

**From:** [City of Prairie Village](#)  
**To:** [Joyce Hagen Mundy](#); [Meghan Buom](#)  
**Subject:** City of Prairie Village: Volunteer Application  
**Date:** Wednesday, January 31, 2018 10:23:30 PM

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A new entry to a form/survey has been submitted.

**Form Name:** Volunteer Application  
**Date & Time:** 01/31/2018 10:23 PM  
**Response #:** 91  
**Submitter ID:** 14381  
**IP address:** 136.61.59.184  
**Time to complete:** 13 min. , 9 sec.

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#### Survey Details

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Page 1

#### Volunteer Information

##### Name

Cecilia Maria Vigliaturo

##### Address

[REDACTED]

##### Zip

66208

##### Email

[REDACTED]

##### Home Phone

[REDACTED]

##### Work Phone

Not answered

##### Other Phone

Not answered

##### Business Affilitaion

The University of Kansas Health System

**Business Address**

Not answered

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**Select Ward**

Click for [map](#)

3

**Which committee(s) would you like to serve on? (check all that apply)**

Arts Council

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**Background**

**Please tell us about yourself, listing any special skills or experiences you have.**

I would love to apply my writing, marketing and public relations skills to promote the artists supported by Prairie Village. Through a long career in advertising, media and the area's advertising and artistic community I have earned the knowledge and the know-how to collaborate and coordinate with appropriate, relevant partners.

Though I'm a proud Kansas City, Missouri Girl (born and raised in Northeast Kansas City, resident of the Plaza and Brookside), I have fallen in love with Prairie Village, Kansas. And I'm committed to being a Proud Kansan promoting our entire region -- east or west of State Line.

Plus, I'm a writer who loves art -- and is inspired by the artists who create.

Thanks for reading!

Thank you,  
**City of Prairie Village**

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**From:** Alley Williams  
**To:** Joyce Hagen Mundy; Meghan Buom; Council Members  
**Subject:** City of Prairie Village: Volunteer Application  
**Date:** March 11, 2017 12:11:00 PM

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A new entry to a form/survey has been submitted.

**Form Name:** Volunteer Application  
**Date & Time:** 03/11/2017 12:11 PM  
**Response #:** 59  
**Submitter ID:** 75.13.6.109  
**IP address:**  
**Time to complete:** 7 min. , 29 sec.

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#### Survey Details

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Page 1

#### Volunteer Information

##### Name

Paul Tosh

##### Address

[REDACTED]

##### Zip

66208

##### Email

[REDACTED]

##### Home Phone

[REDACTED]

##### Work Phone

[REDACTED]

##### Other Phone

not answered

##### Business Affilitaion



[REDACTED]

**Business Address**

[REDACTED]

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**Select Ward**

Click for [map](#)

1

**Which committee(s) would you like to serve on? (check all that apply)**

Arts Council

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**Background**

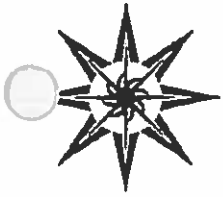
**Please tell us about yourself, listing any special skills or experiences you have.**

Full-time, tenured faculty at UMKC starting 2001. Teach graphic design and illustration in the dept. of Art & Art History. Practicing Graphic Designer and artist since 1981. Currently practicing design as Pretty Darn Good Design. Member of KC Artist's Coalition, AIGA, AAF-KC, Society of Typographic Afficiados, KC Freelance Exchange. Versed in Photoshop, Illustrator, etc. etc. Artistic background in range of media. Currently working poster arts, screen print, letterpress, typography/vernacular typography, urban/guerrilla art.

Thank you,  
**City of Prairie Village**

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City of Prairie Village

APPLICATION TO VOLUNTEER

Please complete this form and return it to the City Clerk's Office, 7700 Mission Road, Prairie Village, Kansas 66208. If you have any questions, please contact the City Clerk's Office at 913-381-6464 or send an e-mail to [cityclerk@pvkansas.com](mailto:cityclerk@pvkansas.com).

Name Daniel P. Andersen Spouse's Name \_\_\_\_\_  
 Address \_\_\_\_\_ Zip 66208 Ward \_\_\_\_\_  
 Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Fax \_\_\_\_\_  
 E-mail daniel@daundersenconsulting.com Other Number(s): \_\_\_\_\_  
 Business Affiliation \_\_\_\_\_  
 Business Address \_\_\_\_\_

What Committee(s) interests you? Prairie Village Arts Council.

Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

As a patron and collector of original art, my consulting business frequently commissions works by local artists and artisans from as far away as New Zealand. I work in a variety of cities and travel regularly to enjoy new works and exhibitions.

I believe my service on this council will be an asset to the community and an appropriate way to contribute to my city.

Thank you for your interest in serving our community.



**City of Prairie Village  
APPLICATION TO VOLUNTEER**

Please complete this form and return it to the City Clerk's Office, 7700 Mission Road, Prairie Village, Kansas 66208. If you have any questions, please contact the City Clerk's Office at 913-381-6464 or send an e-mail to [cityclerk@pvkansas.com](mailto:cityclerk@pvkansas.com).

Name STEPHEN LECERF Spouse's Name N/A.  
Address [REDACTED] Zip 66208 Ward 3  
Telephone: Home [REDACTED] Work [REDACTED] Fax [REDACTED]  
E-mail [REDACTED] Other Number(s): \_\_\_\_\_  
Business Affiliation [REDACTED]

Business Address 1608 BALTIMORE AVENUE - KANSAS CITY, MISSOURI 64108

What Committee(s) interests you? (1) Planning Commission - (2) Park & Recreation Committee  
(3) Communications Committee - (4) Prairie Village Arts Council  
(5) Sister City Committee - (6) Tree Board - (7) Open / Other

Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

*\* SEE ADDITIONAL PAGE \**

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\_\_\_\_\_

Thank you for your interest in serving our community.

As a Prairie Village resident since 2006, it would be a privilege to serve as a volunteer on any of the city committees. The Planning Commission is of particular interest to me based on the knowledge and experience I've acquired as a graduate of University of Missouri – Kansas City's Master of Public Administration program. Coursework in principles and practices of urban planning afforded me the opportunity to contribute to future plans of a Community Improvement District in a neighborhood within the Country Club District. Indeed, this experience piqued my interest in studying a host of policy issues related to planning and development, including growth management, historic preservation, and municipal annexation.

My professional experience in the non-profit sector allowed me to succeed in a variety of roles. Culminating in management of employment services, my part in managing federal grant programs with distinct guidelines has been instrumental in developing new policies and procedures that have improved process, maintained compliance and resulted in measurable increases in program efficiency.

Still, I've been able to find important links with my work in workforce development and the planning field by participating in Mid-America Regional Councils' (MARC) Special Transportation – Job Access Partnership Committee. This experience followed my participation in another MARC program – the Managers Coaching Program whereby I developed a professional relationship with a municipal finance professional and interacted with administrators from municipalities throughout the metropolitan area.

Joyce Hagen Mundy

APPOINTED 6/6/16  
TEAM ENAS

**From:** Wes Jordan  
**Sent:** Tuesday, May 24, 2016 4:00 PM  
**To:** Joyce Hagen Mundy; Meghan Buom  
**Subject:** FW: City of Prairie Village Volunteer Application

**From:** Joyce Hagen Mundy  
**Sent:** Friday, May 20, 2016 12:15 PM  
**To:** Wes Jordan  
**Subject:** FW: City of Prairie Village Volunteer Application

**From:** Nolan Sunderman  
**Sent:** Friday, May 20, 2016 12:06 PM  
**To:** Joyce Hagen Mundy; Meghan Buom  
**Subject:** City of Prairie Village Volunteer Application

A new entry to a form/survey has been submitted.

**Form Name:** Volunteer Application  
**Date & Time:** 05/20/2016 12:05 PM  
**Response #:** 28  
**Submitter ID:** 4185  
**IP address:** 199.89.130.49  
**Time to complete:** 4 min., 33 sec.

Survey Details

Page 1

Volunteer Information

Name

Albert Guarino

Address

Zip

65208

Email

Home Phone

Work Phone

Other Phone

Business Afflitaion

Business Address

Select Ward

Click for [map](#)

(0) 2

Which committee(s) would you like to serve on? (check all that apply)

Arts Council

Background

**Please tell us about yourself, listing any special skills or experiences you have.**

I am a relatively recent arrival to Prairie Village, moving into my home in 2013. I am an attorney working for the Federal Government at the Kansas City National Security Campus and I have experience with charitable fundraising and private organization work from my service in the Air Force as a JAG officer. In that capacity I advised private organizations on organizational, fundraising, and operating requirements.

I hope to bring my experience to benefit the Arts Council to make this entity self-sufficient and to fully integrate it with the community to increase event attendance and interaction with Prairie Village businesses. The Arts Council has a proud tradition of bringing fine arts to the Prairie Village community. I look forward to helping build on this tradition.

Thank you

Albert Guarino

Thank you,  
City of Prairie Village

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**Meghan Boom**

*APPOINTED 10/3/16*

**From:** Alley Williams  
**Sent:** Friday, August 12, 2016 12:33 PM  
**To:** Joyce Hagen Mundy; Meghan Boom  
**Subject:** City of Prairie Village Volunteer Application

A new entry to a form/survey has been submitted.

**Form Name:** Volunteer Application  
**Date & Time:** 08/12/2016 12:32 PM  
**Response #:** 31  
**Submitter ID:** 4488  
**IP address:** 68.89.236.54  
**Time to complete:** 20 min. , 22 sec.

**Survey Details**

Page 1

**Volunteer Information**

**Name**

Annette M Hadley

**Address**

[REDACTED]

**Zip**

66208

**Email**

[REDACTED]

**Home Phone**

Not answered

**Work Phone**

Not answered

**Other Phone**

[REDACTED]

**Business Affiliation**

[REDACTED]

**Business Address**

Same as home

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**Select Ward**

Click for [map](#)

(o) 2

**Which committee(s) would you like to serve on? (check all that apply)**

Arts Council

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**Background**

**Please tell us about yourself, listing any special skills or experiences you have.**

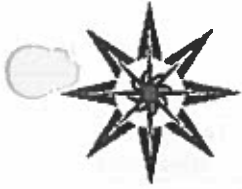
Raised in Prairie Village, registered nurse for 20 years (operating room), clinical healthcare informatics consultant (for Cerner and Cerner clients) for 15 years, I've spent more than 5 of the last 10 years living, working, traveling, volunteering and trekking abroad. During these recent years I began writing poetry and my memoir, and began drawing mandalas as part of a personal healing journey. In 2011 I began painting as a hobby, moving from tempera on paper to acrylic on canvas. My style is called process painting, otherwise known as painting from the source. No judgment, no rules, just painting from my heart. I started my own creative business Abundance Art LLC in 2014, launched my website [www.abundanceart.com](http://www.abundanceart.com) in April 2015, held my first exhibit at the KC Arts Crossroads First Friday in June 2015. I then joined Images Art Gallery, where I exhibit regularly, and was a featured artist this summer. My website online store launched June 1st, and I also have an Etsy account. I am proficient with Windows and Mac applications, a collaborative team worker, and also possess excellent communication skills.

Thank you,  
City of Prairie Village

---

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**City of Prairie Village  
APPLICATION TO VOLUNTEER**

Please complete this form and return it to the City Clerk's Office, 7700 Mission Road, Prairie Village, Kansas 66208. If you have any questions, please contact the City Clerk's Office at 913-381-6464 or send an e-mail to [cityclerk@pvkansas.com](mailto:cityclerk@pvkansas.com).

Name JULIE FLANAGAN Spouse's Name TERRY  
Address [REDACTED] Zip 66207 Ward \_\_\_\_\_  
Telephone: Home [REDACTED] Work — Fax —  
E-mail [REDACTED] Other Number(s): [REDACTED]  
Business Affiliation ART TEACHER, OWNER SMALL ART SCHOOL, NELSON-ATKINS TEACHER  
Business Address (HOME)  
What Committee(s) interests you? ARTS COUNCIL

Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

SEE ATTACHED. THANKS.

Thank you for your interest in serving our community.

## **Julie Flanagan**

**Owner: ARTrageous Creative Studio**

Art classes for all ages



September 2012

### **Points of Interest:**

- Julie is a 5th generation Kansas City native.
- Resident of Prairie Village 30 years.
- Prairie Village small business owner of her Art School for 6 years, ARTrageous Creative Studio, first year hosting 30+ students to present year having 300+ through her studio.
- Monthly guest on KCTV5's "Better KC" doing Art with Craft segments showing creative ways to repurpose household materials artistically and functionally.
- Numerous presentations on Art History as it relates to Christian History including use of Power Point and Movie-Maker tools, at Rolling Hills Presbyterian Church. Content based on international travel through Holy Lands of four countries, 2½ years of Art History college courses, experience on teaching at Nelson Atkins museum of Art 28 years.
- Lots of Public Service: Homeless of Kansas City: provided Art experiences for ages 4-16 years at reStart Inc. 2008-2010. Homeless of Johnson County: providing Art Experiences for families through IHN, Interfaith Hospitality Network, also participated in their Marketing and branding strategies and graphic arts.
- Through the Nelson Atkins Museum of Art's Community Services: Providing Art experiences for children from Swope Park Corridor Operation Breakthrough, on site at King Elementary 42<sup>nd</sup> & Indiana, through the LINC (Local Investment Commission).
- Kansas City Irish Fest, Corporate Sponsor with art booth for all the children. Prairie Village Art Fair, donated art experiences to families attending the fair, Misc. School programs and Auctions, donations and art experiences provided.
- Traveling the world, Egypt, Israel, Turkey, Jordan, Italy, Greece, Germany, Holland, Ireland, England.... Member Kansas City Visitors Council hosting international visitors from as far as Azerbaijan.
- Happily married for 30 years to Terry, employed 32 years with Kansas City's own HNTB Corp. as Civil Engineer/Corporate Manager.
- Mother of 3 successful daughters:
  - Shannon-Civil engineer AE Com and Alumni of Teacher for America and international service to 3<sup>rd</sup> world countries,
  - Kelly - In Grad school at Johns Hopkins School for Advanced International Studies emphasizing in Middle Eastern conflict resolution and Arabic,
  - Bridget - Akira Co., advancing to Boutique manager/Stylist of the largest of their 18 boutiques, achieving the best store sales record of all boutiques in company.
- Maiden name of Hodes, the largest family in Kansas City with 850 relatives.
- KU Diving team, ranked 8th in the Big 8, 3 meter and 1 meter diving boards.
- Kansas University Graduate: Visual communications, Loyola Rome Center: Studied European art and art history, Avila University: Graduate Art Education, Baker University studying Brain-Based Teaching

**Julie Flanagan**

Owner: ARTrageous Creative Studio

www.ARTrageousKC.com

Art classes for all ages

66207

November 2012

**Work Experience:**

- Nelson Atkins Museum of Art, Ford Learning Center, Community Services – Art Instructor/tour guide, and going off site teaching to programs in need, August 1989 - present
- Nativity Parish School Art Educator - August 1992 – May 2007
- Nelson Atkins Museum of Art, Creative Arts Center – June 1989 – August 1995
- Leawood Aquatic Center – Diving Coach – 8 summers 1996 - 2005
- Julie Flanagan Arts – Art director, freelance 1983 – 1991
- Artex Mfg. Co. – Designer, Illustrator 1981 - 1983
- Swicegood Commercial Art Studios – Internship 1981
- Leawood South Country Club – Diving Coach/Instructor/Lifeguard, 9 summers 1971 – 1980

**Education:**

- Avila College – Education Certification 20 education credit hours, master degree in progress 4.0 GPA
- Kansas University – Bachelor Fine Arts, in Visual Communications, 60 Art credits, 48 other credits. 1976 – 1980 3.5 GPA
- Loyola Rome Center – Rome Italy, 13 Art/art history credit hours '78 4.0 GPA
- Brain Based Teaching. Baker University, 2005, 3 credit hours. 4.0, Baker University 2005, 3 credit hours. 4.0

**Certification:**

- Kansas Teacher Certification, renewed 2005 4.0 GPA

**Teacher Training:**

- Instructional Strategies, methods, interventions. 10 hours: '97, '98, '03, '04
- Cooperative Learning Foundation Week long, 40 hours Course 1995
- Behavior management, Interventions, bullying, strategies. 22.5 hours: '96, '98, '01, '03, '04
- Multiple Intelligences 3 hours, '07, Brain based Learning 2 hours: '98. Virtus Certified (sex abuse awareness) '04.
- Curriculum. 8 hours: '04. Catholic Spirituality: 7 hours: '98 – '03, Sex abuse awareness
- CPR and First Aid. 7 hours: '98, '01
- Computer skills, art applications, teaching/grading applications, Windows 2000, Excel: Spread sheets, Power grade, Chalk Waves, Power Point, Movie Maker. 49+ hours: '97, '98, '99, '01, '02, '03, '04, '05, '06

**Recent Public Service:**

- Kansas City Irish Fest, Corporate Sponsor with art booth for all the children.
- Prairie Village Art Fair, donated art experiences to families attending the fair.
- Misc. School programs and Auctions, donations and art experiences provided.
- Homeless of Kansas City: provided Art experiences for ages 4-16 years at reStart Inc. 2008-2010

- Homeless of Johnson County: providing Art Experiences for families through IHN, Interfaith Hospitality Network, also participated in Marketing strategies and Branding strategies.
- Through the Nelson Atkins Museum of Art's Community Services: Providing Art experiences for children from Swope Park Corridor Operation Breakthrough, on site at King Elementary 41" and Benton, through their LINC program.

**Clubs, Associations:**

- Kansas City International Visitors Council
- Kansas University Diving Team 1976 – 1980 Varsity, KU Letter Club
- National Art Education Association
- National Catholic School Education Association 1998-2009
- National Parents of Preschoolers PTA – 1998 – 1992, President 1992, VP 1991
- National Early Childhood Education Association – 1990 – 1991

**Public Speaking:**

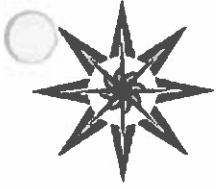
- Monthly guest on KCTV5's "Better KC" doing Art with Craft segments showing creative ways to repurpose household materials artistically and functionally.
- Numerous presentations on Art History as it relates to Christian History including use of Power Point and Movie-Maker tools, at Rolling Hills Presbyterian Church. Overland Park KS.
- Three presentations to 75+ archdiocesan teachers: "Integrating Visual Arts across the Curriculum." 2002
- Two presentations, power point to 100+ archdiocesan teachers: "Promote Catholicity Across Curriculum" '05
- Two presentations to 40+ archdiocesan teachers: "School-wide Art Activities to Promote the Catholic Seasons." 2004
- Three presentations to 35+ archdiocesan teachers: "Behavior Management in the Art Room" 1999
- Thirteen annual promotional speeches to 200+ parents: "My Jr. High Art Program," year 15 years.

**Writing:**

- "From the Director" 10 weekly articles for the Nativity Web sight.
- "Art at Nativity" four annual articles for each of eight grades for my Art web page, Nativity Parish web sight.

**Worthwhile Endeavors/Committees:**

- Hosting guests through the International Visitors Council - recently: Two guest from Azerbaijan for 10 days.
- Director: Nativity 8<sup>th</sup> grade play/musical, April '06, eighty speaking parts, songs, dancing, 8 committees, 70 volunteers
- Spear headed the Annual Nativity Art Festival 1993 – 2006, 40 parent volunteers, visiting artists, activities, and projects.
- Chair of Nativity Liturgical Committee (spiritual leader for the faculty and school, several activities per year) '02 – 2006
- Co-Chaired Decorations for Mlege Auction, netting \$150,000.00 annually 2000 – 2006 35+ volunteers
- Initiated and headed the Cultural Arts Committee of Cure of Ars School (assemblies, fieldtrips, school band) '87 – '95
- Initiated and headed the Student Enrichment After School Program of Cure of Ars ( after school classes) '92 – '94



City of Prairie Village  
APPLICATION TO VOLUNTEER

Please complete this form and return it to the City Clerk's Office, 7700 Mission Road, Prairie Village, Kansas 66208. If you have any questions, please contact the City Clerk's Office at 913-381-6464 or send an e-mail to [cityclerk@pvkansas.com](mailto:cityclerk@pvkansas.com).

November 12, 2013

Name Elizabeth (Betsy) Holliday Spouse's Name Ralph

Address [REDACTED] Zip 66208 Ward 2

Telephone: Home [REDACTED] Work — Fax —

E-mail [REDACTED] Other Number(s) [REDACTED]

Business Affiliation Retired office administrator

Business Address —

What Committee(s) interests you? Too bad there are no Parks & Rec. openings in Ward II. I really would have liked that

Communications Committee or Arts Council would probably  
Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

be the next best fits. I have a Bachelor's degree in Art History from Swarthmore College in Pennsylvania, (1964) and during my working life, have been a legal secretary, bookkeeper, office manager, Kansas City, Mo. Historical Preservation and Fine Arts Commissions Secretary, and Assisted other clerical, accounting, writing and office administrator positions. I would be happy to talk with Jeanne Komatz about volunteering at her convenience.  
Thank you! Betsy Holliday

P.S. - Ralph and I have lived at 6119 W-76th Street for 27 years!

Thank you for your interest in serving our community.

## Meghan Buom

---

From: Nolan Sunderman  
Sent: Wednesday, November 19, 2014 1:01 PM  
To: Meghan Buom  
Subject: Volunteer Application

### Submission information




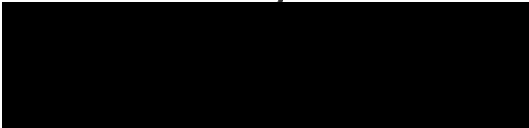
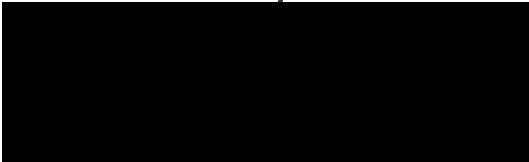
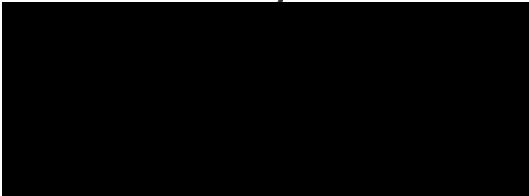
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Submitter DB ID : 3107  
Submitter's language : Default language  
IP address : 23.112.136.159  
Time to take the survey : 13 min. , 51 sec.  
Submission recorded on : 11/19/2014 11:00:47 AM

### Survey answers

-----

#### Volunteer Information

Name Elizabeth Holliday  
Address   
Zip   
Email   
Home Phone   
Work Phone   
Other Phone   
Business Affiliation retired  
Business Address retired

#### Select Ward Click for map

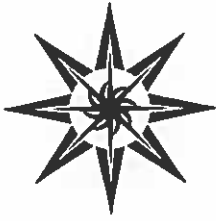
- 1
- 2
- 3
- 4
- 5
- 6

#### Which committee(s) would you like to serve on? (check all that apply)

- Animal Control Board
- Arts Council
- ADA Advisory
- ~~Board of Code Appeals~~
- ~~Civil Service Commission~~
- ~~Communications~~
- Environment/Recycle
- Insurance
- JazzFest
- Park and Recreation
- Planning Commission/Board of Zoning Appeals
- Sister City
- Tree Board
- VillageFest

### Background

Please tell us about yourself, listing any special skills or experiences you have. I am 72 years old and have been retired now for 5 years from an office administrative position in the Kansas City regional of SAS institute, a software company with a home office in Cary, NC. I have been a legal secretary and a bookkeeper in my working career. I have a Bachelor's degree in Art History (1964) from Swarthmore College, a small liberal arts college in a Philadelphia, PA suburb. I am married and have lived at 5 East 67th Street for 27 years with my husband, Ralph, who is also recently retired. I have time on my hands, and would be delighted to volunteer for the City of Prairie Village.



**MAYOR**

**Council Meeting Date: April 2, 2018  
CONSENT AGENDA**

**Consider Appointments to the Parks & Recreation Committee**

**RECOMMENDATION**

Mayor Wassmer requests Council ratification of the appointments of Spencer Pellant, Jerry Lonergan, Randy Knight, Cherylynn Brownback and the reappointment of Dianne Pallanich, Diane Mares, Lauren Wolf, Matthew Geary to the Parks & Recreation Committee for two-year terms expiring in February, 2020 and Peggy Couch to a one year term expiring in February, 2019.

**BACKGROUND**

The new appointees bring a variety of backgrounds and perspectives to the Committee joining the reappointed members to provide direction for park improvements and recreational opportunities. Volunteer bios of new and reappointment committee members are attached.

**ATTACHMENTS**

Volunteer Application

**PREPARED BY**

Joyce Hagen Mundy  
City Clerk

Date: March 29, 2018



# Joyce Hagen Mundy

---

**From:** Alley Williams  
**Sent:** Monday, August 07, 2017 11:34 AM  
**To:** Joyce Hagen Mundy; Meghan Buom; Council Members  
**Subject:** City of Prairie Village: Volunteer Application

A new entry to a form/survey has been submitted.

**Form Name:** Volunteer Application  
**Date & Time:** 08/07/2017 11:33 AM  
**Response #:** 59  
**Submitter ID:** 9627  
**IP address:** 23.228.143.228  
**Time to complete:** 7 min. , 29 sec.

---

## Survey Details

Page 1

### Volunteer Information

**Name**

Spencer Pellant

**Address**

[REDACTED]

**Zip**

66208

**Email**

[REDACTED]

**Home Phone**

Not answered

**Work Phone**

Not answered

**Other Phone**

[REDACTED]

**Business Affilition**

[REDACTED]

**Business Address**

Not answered

---

**Select Ward**

Click for [map](#)

(0) 2

**Which committee(s) would you like to serve on? (check all that apply)**

Arts Council

Park and Recreation

---

**Background**

**Please tell us about yourself, listing any special skills or experiences you have.**

Spencer Pellant,

I am a 25 year old resident of Prairie Village. I also work at McInnes Group, Inc. which is located in PV. I am an Account Administrator and Business Development Associate. McInnes Group is an employee benefits firm.

I was born in St. Louis and grew up in Olathe/Overland Park. I went to Ascension Catholic School, then HS at Rockhurst. I graduated from Kansas State University in Dec. 2015 with a B.F.A, Bachelor of Fine Arts with a focus in painting. I love art and will eventually get back to creating it, but with limited space at my residence, it's not very feasible at this point. Therefore, I have an interest in being on the Arts Council for the City of PV.

I also am an avid Disc Golfer, which would explain my interest in the the Park and Recreation.

Thank you,  
City of Prairie Village

---

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# Joyce Hagen Mundy

---

**From:** City of Prairie Village  
**Sent:** Tuesday, February 13, 2018 4:59 PM  
**To:** Joyce Hagen Mundy; Meghan Buom  
**Subject:** City of Prairie Village: Volunteer Application

A new entry to a form/survey has been submitted.

**Form Name:** Volunteer Application  
**Date & Time:** 02/13/2018 4:58 PM  
**Response #:** 92  
**Submitter ID:** 14405  
**IP address:** 135.26.234.170  
**Time to complete:** 11 min. , 40 sec.

---

## Survey Details

Page 1

### Volunteer Information

**Name**

Jerry Lonergan

**Address**

[REDACTED]

**Zip**

66208

**Email**

[REDACTED]

**Home Phone**

[REDACTED]

**Work Phone**

[REDACTED]

**Other Phone**

[REDACTED]

**Business Affilitaion**

[REDACTED]

**Business Address**

[REDACTED]

---

**Select Ward**

Click for [map](#)

(o) 4

**Which committee(s) would you like to serve on? (check all that apply)**

- Arts Council
  - Civil Service Commission
  - Park and Recreation
- 

**Background**

**Please tell us about yourself, listing any special skills or experiences you have.**

Research economist with the Civic Council doing analysis on the larger Metropolitan Statistical Area of Kansas City economic and demographic trends; moved to Prairie Village in October after 8 years in Mission - with my wife, Nancy, we were the co-chairs of the initial Community Garden Task Force and I was a member of the newly established Capital Improvement Program Committee. Operated my own research and consulting practice in Topeka for six years before moving to KC. Have served on multiple boards including the Topeka Airport Authority, Washburn's Mulvane Art Gallery, and KU Research Center.

Thank you,  
City of Prairie Village

---

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# Joyce Hagen Mundy

---

**From:** City of Prairie Village  
**Sent:** Wednesday, March 07, 2018 10:40 AM  
**To:** Joyce Hagen Mundy; Meghan Buum  
**Subject:** City of Prairie Village: Volunteer Application

A new entry to a form/survey has been submitted.

**Form Name:** Volunteer Application  
**Date & Time:** 03/07/2018 10:39 AM  
**Response #:** 94  
**Submitter ID:** 14446  
**IP address:** 75.87.174.140  
**Time to complete:** 35 min. , 55 sec.

---

## Survey Details

### Page 1

#### Volunteer Information

**Name**

Randy Knight

**Address**

[REDACTED]

**Zip**

66207

**Email**

[REDACTED]

**Home Phone**

[REDACTED]

**Work Phone**

[Retired]

**Other Phone**

[REDACTED]

**Business Affilitaion**

Not answered

**Business Address**

Not answered

---

**Select Ward**

Click for [map](#)

(o) 5

**Which committee(s) would you like to serve on? (check all that apply)**

Park and Recreation

---

**Background**

**Please tell us about yourself, listing any special skills or experiences you have.**

I served on the Prairie Village Parks Master Plan Committee in 2009, and I am a member of the Village Square Steering Committee. I also have 25 years of professional experience in parks and recreation management. Prior to my retirement in 2016, I was a member of the Johnson County Park & Recreation District’s senior management team. Over the course of my career, I held the positions of Assistant Superintendent of Recreation, Special Projects Coordinator, and Community Relations Manager. My responsibilities in those roles included:

- > Overseeing the comprehensive strategic planning process for the district’s MAP 2020 Master Action Plan that was approved in 2001
- > Serving on the steering committee for the follow-up Legacy Plan in 2015 that inspired an unprecedented .75 mill levy increase dedicated to its implementation
- > Assisting with the Meadowbrook Park master planning process.
- > Coordinating the Big Bull Creek Park bond issue campaign that resulted in overwhelming voter approval for \$6 million of land acquisition
- > Designing and managing public involvement and consensus-building components for multiple capital improvement projects
- > Developing and managing public relations, marketing and media relations strategies.
- > Developing, administering and analyzing market research studies and patron satisfaction surveys
- > Managing the redesign of the district’s logo, and the development and implementation of new branding and graphic identity standards
- > Overseeing the creation of the district’s website and the district’s emerging presence on social media
- > Assisting with the management of personnel, programs and facilities in the district’s Sports, Fine and Cultural Arts, Children’s Services, 50 Plus, Corporate and Community Wellness, and Special Events departments

Thank you,  
City of Prairie Village

---

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## Joyce Hagen Mundy

---

**From:** Alley Williams  
**Sent:** Sunday, March 19, 2017 1:54 PM  
**To:** Joyce Hagen Mundy; Meghan Buom  
**Subject:** City of Prairie Village: Volunteer Application

A new entry to a form/survey has been submitted.

**Form Name:** Volunteer Application  
**Date & Time:** 03/19/2017 1:53 PM  
**Response #:** 48  
**Submitter ID:** 8148  
**IP address:** 136.61.59.151  
**Time to complete:** 35 min. , 53 sec.

---

### Survey Details

Page 1

#### Volunteer Information

**Name**

Cherylynn Brownback

**Address**

[REDACTED]

**Zip**

66207

**Email**

[REDACTED]

**Home Phone**

[REDACTED]

**Work Phone**

NA

**Other Phone**

NA

**Business Affilitaion**

NA

**Business Address**

Not answered

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**Select Ward**

Click for [map](#)

(o) 5

**Which committee(s) would you like to serve on? (check all that apply)**

Park and Recreation

---

**Background**

**Please tell us about yourself, listing any special skills or experiences you have.**

I am a 33 year old stay at home mom of 2 young daughters. I went to Blue Valley High School and The University of Kansas for college where I graduated in 2006 with my Bachelor of Science in Nursing. I practiced ICU nursing for 8 years, working in Providence, RI and then KU Med as an ICU nurse educator. I earned my Master of Science in Nursing in 2015, with an emphasis in Organizational Leadership with hopes to become a nurse leader after my children are a little older. I am an active member in the Junior League of Kansas City and have volunteered in many different areas in the community. I am a member at Church of the Resurrection in Leawood where I volunteer as a Sunday school teacher in my 3 year old daughter's class. I am also involved in a leadership role with Building Better Moms, which is a large group at the church, that provides support to mothers with children in early childhood.

I am interested in serving on a committee in the community as I have always believed it's important to serve others in all the ways you can and by all the means you can. I chose Parks and Rec because we do spend a significant amount of time at Prairie Village Parks. They are a vital part of our community and a piece of what makes Prairie Village such a great place to live.

Thank you,  
City of Prairie Village

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Received 1-22-13



### City of Prairie Village

## APPLICATION TO VOLUNTEER

Please complete this form and return it to the City Clerk's Office, 7700 Mission Road, Prairie Village, Kansas 66208. If you have any questions, please contact the City Clerk's Office at 913-381-6464 or send an e-mail to [cityclerk@pvkansas.com](mailto:cityclerk@pvkansas.com).

Name DIANNE PALLANICH Spouse's Name \_\_\_\_\_

Address [REDACTED] Zip 66208 Ward 2

Telephone: Home [REDACTED] Work \_\_\_\_\_ Fax \_\_\_\_\_

E-mail [REDACTED] Other Number(s) [REDACTED]

Business Affiliation NATIONAL ACCOUNTS MANAGER / C.H. GUENTHER

Business Address Home Office

What Committee(s) Interests you? PARKS & RECREATION

Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

PRAIRIE VILLAGE RESIDENT 40+ YEARS. PRAIRIE RIDGE HOMES Assoc. BOARD = 21 yrs +  
I have always been interested in our parks and P.V. overall. I am a top  
swimmer and enjoy the general fitness opportunities our parks offer.  
We have made significant improvements to the parks in recent years and I  
see opportunity for continued growth. I understand budgeting, allocation of  
funds and working as a team to accomplish goals.  
I feel I can contribute to the committee's challenges to keep our parks the best  
they can be and continually seek opportunities for improvements.  
Dianne Pallanich

Thank you for your interest in serving our community.





**City of Prairie Village  
APPLICATION TO VOLUNTEER**

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Name Lauren Wolf Spouse's Name \_\_\_\_\_

Address [REDACTED] Zip 66208 Ward 3

Telephone: Home [REDACTED] Work [REDACTED] Fax [REDACTED]

E-mail [REDACTED] Other Number(s): \_\_\_\_\_

Business Affiliation [REDACTED]

Business Address [REDACTED]

What Committee(s) interests you? Parks & Recreation

Please tell us about yourself, listing any special skills or experiences you have which would qualify you for a volunteer with the City of Prairie Village.

I have previously worked with the local government in Paducah, Kentucky on greenways and sidewalk projects. I have enjoyed meeting with current Parks & Recreation members, and I have a great deal of interest in helping Prairie Village continue to grow and thrive. Our parks and recreation services and activities are great, and I want to work to keep them strong and help improve where we need to.

Thank you for your interest in serving our community.

---

# M E M O R A N D U M

---

**DATE:** December 3, 1998  
**TO:** City Council  
**FROM:** Mayor Taliaferro  
**RE:** Park & Recreation Committee

I am pleased to offer for your consideration the appointment of Peggy Couch to fill an unexpired term on the city's Park & Recreation Committee expiring April, 2000. Peggy actively served on this committee as a Council member during her term on Council.

Ratification of the appointment of Peggy Couch to the Park & Recreation Committee filling an unexpired term ending April, 2000 will be included on the Consent Agenda.

**Joyce Hagen Mundy**

---

**From:** Jeanne Koontz  
**Sent:** Thursday, June 26, 2014 8:40 AM  
**To:** Laura Wassmer  
**Cc:** Joyce Hagen Mundy  
**Subject:** FW: Volunteer Application

Another application for Parks & Recreation Committee

-----Original Message-----

**From:** Danielle Dulin  
**Sent:** Wednesday, June 25, 2014 11:04 AM  
**To:** Jeanne Koontz  
**Subject:** Volunteer Application


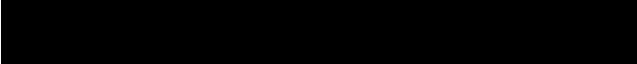
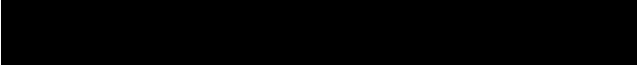
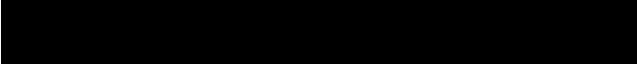




*APPROVED 10/20/14  
EXPIRES 4/17*

Submission information

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Submitter DB ID : 2739  
Submitter's language : Default language  
IP address : 173.197.10.147  
Time to take the survey : 43 min. , 56 sec.  
Submission recorded on : 6/25/2014 9:04:26 AM

Survey answers

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Volunteer Information

Name Matthew Geary  
Address   
Zip   
Email   
Home Phone   
Work Phone   
Other Phone   
Business Affiliation   
Business Address 

Select Ward Click for map

- 1
- 2
- 3
- 4
- 5
- 6

Which committee(s) would you like to serve on? (check all that apply)

- Animal Control Board
- Arts Council
- ADA Advisory
- Board of Code Appeals
- Civil Service Commission
- Communications

Environment/Recycle   
Insurance   
JazzFest   
Park and Recreation   
Planning Commission/Board of Zoning Appeals   
Sister City   
Tree Board   
VillageFest

**Background**

Please tell us about yourself, listing any special skills or experiences you have. I recently moved with my wife and children (ages 5 & 3 this summer) to Prairie Village from Roeland Park, where I was a resident since 2005. I am interested in volunteering on the Parks and Recreation Committee. I have been an advocate of parks for most of my life, and I learned an appreciation for parks and my community by becoming an Eagle Scout in 1993.

Before moving to Prairie Village, I was a member of the Roeland Park, Parks and Trees Committee from 2008 -2014, and I was the Chair of that committee for two years. Among the accomplishments I worked on as a member of the Parks Committee are assisting with the development of the Parks Master Plan, and the R Park Master Plan. I also assisted with organizing community events, such as movie night and arbor day celebrations.

In my professional life, I also deal with issues concerning parks and recreation. I am an attorney, and one of my clients is the City of Grain Valley, Missouri. In my representation of Grain Valley, I have assisted the City with legal issues surrounding parks and recreation, including transferring responsibility for the organization of baseball and softball leagues from a private organization to the City, legal issues surrounding field use and construction projects at parks and recreation facilities. I also drafted and assisted in the negotiation of land use and construction contracts with a private developer and the US Army Corps of Engineers, for the development of a linear trail system in an area that is being developed as wetlands.

In addition to my representation of Grain Valley, I represent as general counsel the Kanza Rail Trails Conservancy on a pro bono basis. Kanza is developing the 117 mile Flint Hills Nature Trail (between Osawatomie and Herrington) and the 38 Mile Landon Nature Trail (between Topeka and just east of Pomona Lake) on the old Missouri Pacific Railroad right-of-way. On behalf of Kanza, I have drafted and negotiated land use agreements with cities and counties, defended Kanza in claims brought by adjoining landowners, and represented Kanza before the federal Surface Transportation Board.

Please let me know if you have any questions or would like to meet with me personally. Thank you for your consideration.

Matt



## ADMINISTRATION

City Council Meeting Date: March 19, 2018  
CONSENT AGENDA

**Approve Ordinance 2382 amending Section 1-804 of the Code of the City of Prairie Village, Kansas**

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### **RECOMMENDATION**

Recommend the Governing Body adopt Ordinance 2382 amending Section 1-804, entitled "Council Committee of the Whole; Membership, Duties and Meetings."

### **BACKGROUND**

Section 1-203 and Rule 3 of Section 1-211 were amended at the March 19, 2018 City Council meeting to reflect the approved changes to the Council meetings. At that time, Council Member Odell suggested updates to Section 1-804. Staff updated this section to better describe the new agenda format.

### **ATTACHMENTS**

Proposed Code Revision  
Ordinance 2382

### **PREPARED BY**

Alley Porter  
Assistant to the City Administrator  
Date: March 29, 2018

**1-804. COUNCIL COMMITTEE OF THE WHOLE; MEMBERSHIP, DUTIES AND MEETINGS.**

(a) The council committee of the whole shall consist of the 12 members of the city council. The council president shall serve as chairman of the council committee of the whole.

(b) The council committee of the whole shall ordinarily meet twice each month ~~at a~~ as part of the regularly scheduled ~~time and place which will be posted in the municipal building meeting of the Governing Body, which may go into the council committee of the whole as and if appropriate.~~ The council committee of the whole may also meet at such times as shall from time to time be designated by the Governing Body and/or the chairperson of the committee.

(c) The council committee of the whole ~~shall~~ may make recommendations to the Governing Body on matters pertaining to: issues where a public hearing is necessary to solicit ~~citizen's~~ citizens' input on an issue, long-range planning, the city's budget, capital expenditure plan, policy issues of a major impact and items that need to be expedited.

(d) The council committee of the whole ~~shall~~ may also make recommendations to the Governing Body on matters pertaining to: construction projects if the project has been included in the capital expenditure plan, public safety, petitions for new services, council policies, personnel policies, changes to city services or new service, proposed legislation, city codes, ordinance changes, regulation of franchise agreements, zoning and land use planning, interlocal agreements, services agreements, grants, assistance programs, wage/salary ordinance, employee benefit programs, financial planning, investment of city funds and audits of city records. The committee shall also serve as the final appeal board on employee grievances for employees who report directly to the City Administrator.



**AN ORDINANCE AMENDING SECTION 1-804 ENTITLED "COUNCIL COMMITTEE OF THE WHOLE; MEMBERSHIP, DUTIES AND MEETINGS" OF CHAPTER I ENTITLED "ADMINISTRATION" OF THE CODE OF THE CITY OF PRAIRIE VILLAGE, KANSAS**

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF PRAIRIE VILLAGE, KANSAS:

Section 1-804 of Article 8, Chapter I of the Code of the City of Prairie Village, Kansas is hereby amended to read as follows:

**1-804. COUNCIL COMMITTEE OF THE WHOLE; MEMBERSHIP, DUTIES AND MEETINGS.**

(a) The council committee of the whole shall consist of the 12 members of the city council. The council president shall serve as chairman of the council committee of the whole.

(b) The council committee of the whole shall ordinarily meet twice each month as part of the regularly scheduled meeting of the Governing Body, which may go into the council committee of the whole as and if appropriate. The council committee of the whole may also meet at such times as shall from time to time be designated by the Governing Body and/or the chairperson of the committee.

(c) The council committee of the whole may make recommendations to the Governing Body on matters pertaining to: issues where a public hearing is necessary to solicit citizens' input on an issue, long-range planning, the city's budget, capital expenditure plan, policy issues of a major impact and items that need to be expedited.

(d) The council committee of the whole may also make recommendations to the Governing Body on matters pertaining to: construction projects if the project has been included in the capital expenditure plan, public safety, petitions for new services, council policies, personnel policies, changes to city services or new service, proposed legislation, city codes, ordinance changes, regulation of franchise agreements, zoning and land use planning, interlocal agreements, services agreements, grants, assistance programs, wage/salary ordinance, employee benefit programs, financial planning, investment of city funds and audits of city records. The committee shall also serve as the final appeal board on employee grievances for employees who report directly to the City Administrator.

**PASSED** by the City Council of the City of Prairie Village, Kansas on \_\_\_\_\_, 2018.

**APPROVED:**

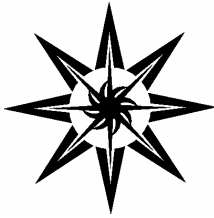
\_\_\_\_\_  
Laura Wassmer, Mayor

**ATTEST:**

\_\_\_\_\_  
Joyce Hagen Mundy, City Clerk

**APPROVED AS TO LEGAL FORM:**

\_\_\_\_\_  
Catherine P. Logan, City Attorney



## PLANNING COMMISSION

Council Meeting Date: April 2, 2018

**PC2018-03 Consider a Request for Rezoning 7540 Reinhardt Street from R-1a to R-1b (Single Family Residential)**

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### **RECOMMENDATION**

**Recommend the Governing Body adopt Ordinance 2380 approving the rezoning of 7540 Reinhardt from R-1a to R-1b (Single Family Residential District)**

### **BACKGROUND**

The proposed property was developed prior to the establishment of any zoning regulations and is a grandfathered non-conforming property. The existing structure does not comply with the required setbacks and is in need of repairs or redevelopment. The applicant is proposing to split the 128' wide lot into two 64' wide lots. However, the property is currently zoned R-1a and the dimensions of the proposed lot split would not conform to code. Therefore, they are requesting a lot change from R-1a to R-1b which allows smaller size lots and would therefore allow the proposed lot split into two lots conforming to the R-1b standards.

Most of the homes in this area were built between 1950 and 1970. Many of the lots in the area between Mission and Norwood, south of 75<sup>th</sup> Street are non-conforming lots by width, depth or both. The area is zoned R-1a, but many of the lots do not meet the requirements of R-1a. Many of the lots are comparable with the two lots proposed by the splitting of this property. Generally, rezoning a single lot is to be avoided. But there are conditions in this area that need to be looked at and several other factors considered with rezoning do apply to this lot as reflected in the staff report.

The Planning Commission reviewed the criteria related to a zoning request and found favorably on the requested rezoning noting that this rezoning may be the first step in a broader reclassification of this area containing several currently non-conforming lots. No one was present to address the Commission on this application. A neighborhood meeting was held by the applicant addressing the questions of the adjacent property owners.

No protest petition has been submitted; therefore, a simple majority vote of the Governing Body (seven votes) is required for approval.

The Governing Body shall make its findings of fact based on the "Golden Factors" and either:

- A. Adopt the recommendation of the Planning Commission and approve the rezoning or revise the conditions of approval which requires a simple majority of the Governing Body (seven votes), or
- B. Override the recommendation of the Planning Commission by a 2/3 majority vote of the Governing Body (9 votes) to deny the rezoning
- C. Return the recommendation to the Planning Commission with a statement specifying the basis for the Governing Body's failure to approve or disapprove by a simple majority of a quorum present at the meeting.

**ATTACHMENTS**

Planning Commission Minutes - March 6, 2018

Staff Report on PC2018-03

Application

Proposed Ordinance

**PREPARED BY**

Joyce Hagen Mundy

City Clerk

Date: March 26, 2018

**EXCERPT  
PLANNING COMMISSION MINUTES  
MARCH 6, 2018**

**ROLL CALL**

The Planning Commission of the City of Prairie Village met in regular session on Tuesday, March 6, 2018 in the Council Chambers at 7700 Mission Road. Chairman Nancy Wallerstein called the meeting to order at 7:10 p.m. with the following members present: Jonathan Birkel, Jeffrey Valentino, Melissa Brown, Patrick Lenahan and James Breneman.

The following persons were present in their advisory capacity to the Planning Commission: Chris Brewster, City Planning Consultant; Jamie Robichaud, Assistant City Administrator; Mitch Dringman, City Building Official and Joyce Hagen Mundy, Commission Secretary.

**APPROVAL OF MINUTES**

Jonathan Birkel moved for the approval of the minutes of the February 6, 2018 regular Planning Commission meeting as presented. The motion was seconded by Jeffrey Valentino and passed by a vote of 4 to 0 with Mr. Breneman and Mr. Lenahan abstaining.

**PUBLIC HEARINGS**

**PC2018-01 Request for Special Use Permit - Homestead Country Club  
4100 Homestead Court**

Chairman Nancy Wallerstein advised the Commission that the applicant has requested this application be continued to the April 3<sup>rd</sup> meeting of the Planning Commission.

James Breneman moved the Planning Commission continue PC2018-01 Request for the Special Use Permit by Homestead Country Club to the April 3, 2018 Planning Commission meeting. The motion was seconded by Patrick Lenahan and passed unanimously.

**PC2018-03 Request for Rezoning from R-1a to R-1b  
PC2018-103 Request for Lot Split  
7540 Reinhardt**

John Moffitt, 5300 College Blvd, noted that this property was developed prior to the establishment of any zoning regulations. It is a grandfathered non-conforming property. The property needs to be upgraded and they are proposing to split off the 128' wide lot into two 64' lots. However, the property is currently zoned R-1a and the dimensions of the split lots would not conform to code. Therefore, they are requested a zoning change from R-1a to R-1b which allows smaller size lots bringing the proposed lots into

compliance. They are intending to build two new homes on the new lots. A rendering of the proposed homes was presented to Planning Commission members.

Nancy Wallerstein asked how deep the proposed houses were. Mr. Moffitt responded approximately 40 feet deep, possibly 36 feet. He reviewed the colored overall site plan distributed to the Commission, noting the dark green represented the footprint of the allowable building area. The proposed homes will only use about 60% of that space. Mrs. Wallerstein confirmed the front setback would be 30 feet per code and consistent with the properties on either side. Mrs. Wallerstein asked how large the homes would be and what price range. Mr. Moffitt replied they are looking at 4 bedroom, 3 ½ baths in the \$500,000 to \$600,000 range.

James Breneman confirmed that the rezoning is only for this specific lot.

Chris Brewster noted the building and lot predates zoning and subdivision regulations with the home constructed in the 1930's. Mr. Brewster showed views of the neighborhood reflecting the variety of lot sizes and zoning in the area. He also presented an aerial view showing the location of the homes on the lots and photographs of this site and adjacent homes.

Mr. Brewster noted the city has been looking at this area and reviewed a map reflecting the dates when homes were built. Most of the homes in the area were built between 1950 and 1970 with the homes becoming dated. A second map reflected the location and number of non-conforming lots in the area. These were either non-conforming by width, depth or both. The area is zoned R-1a, but many of the lots do not meet the requirements for R-1a. Many of them are comparable in size to the proposed lots. Many of them are 65 feet wide, some are 60 feet wide but deeper. Of the lots that are conforming, there are eight that are 120 feet wide and if this area was zoned R-1b could be split as Mr. Moffitt is proposing to do with his 128 foot wide lot. A third map reflected lots by lot size with the green colored lots being similar in size to the two lots created by the requested lot split. The current zoning map shows R-1b zoning north of 75<sup>th</sup> Street and east of Norwood. The Comprehensive Plan designates this area as neighborhood conservation area. The plan is relatively neutral to this issue. Mr. Brewster noted that generally, rezoning a single lot is to be avoided. But there are conditions in this area that need to be looked at and the number of factors related to zoning applications do apply to this lot as reflected in the staff analysis below:

**1. The character of the neighborhood;**

This is a single-family residential neighborhood with a variety of lot sizes and ages of homes. Homes in the area are primarily 1-story, 1.5-story ranches and split-levels. The majority of homes in the area were built between 1950 and 1970. A few of the homes were built prior to 1950, including this home built in 1930.

This area does include a wide variety of lot sizes reflecting platting and development patterns that pre-date the zoning and subdivision regulations. The majority of lots on this block are larger with all but one over 10,000 square feet and many over 15,000 square feet. Smaller lots are located to the east and west of this block.

Lot widths are also important to the character of neighborhoods, as that affects the frontage design, building pattern and access along a streetscape. In this general vicinity, many lots have a 60 to 75 foot width. These exist primarily on several blocks immediately east of Reinhardt. The blocks to the west of Reinhardt have a bit more irregular pattern due to Mohawk Drive alignment, some cul-de-sacs and irregular or corner-orientation lots. Reinhardt Street and the east side of Pawnee Street reflect predominantly wider lots - typically 120 feet wide, with a few noted irregularities where two lots were re-platted as three, or three lots were re-platted as four. In this specific case, the subject lot includes the north 8 feet of the lot immediately to the south, resulting in the subject lot being 128 feet wide and the south lot being 112 feet wide. Lots further south on the block are 120 feet wide. The lots immediately to the north are 70-feet, 90-feet, and 80-feet respectively, likely resulting from the two original 120-foot parcels being re-platted to three lots.

**2. The zoning and uses of property nearby;**

- North: R-1A Single-family District - Single Family Dwellings
- East: R-1A Single-family District - Single Family Dwellings
- South: R-1A Single-family District - Single Family Dwellings
- West: R-1A Single-family District - Single Family Dwellings

All of the property in the general vicinity is zoned R-1A, with the exception of some property along the 75<sup>th</sup> Street Corridor or Mission Road zoned for commercial, multi-family, or planned residential projects. Property further to the east of Norwood and north of 75<sup>th</sup> Street is zoned R-1B.

This area has many lots that do not conform to the R-1A zoning districts. This is likely due to the platting and construction of homes prior to the adoption of the zoning ordinance. Non-conformances are typically for lots less than 80 feet wide or less than 10,000 square feet, or both. The majority of these exist on the blocks immediately to the east (Windsor Street and Falmouth Street) and west and southwest (Mohawk Street and Howe) of this area. The lots on Reinhardt are typically conforming to R-1A, although the lot immediately abutting this lot is non-conforming.

**3. The suitability of the property for the uses to which it has been restricted under its existing zoning;**

This property is zoned R-1A which requires a minimum lot width of 80 feet and a minimum area lot of 10,000 sq. ft. The lot is 138 feet deep by 128 feet wide. The lot is suitable for a residential lot, despite being larger than required by the zoning district. There are many examples of lots this size in the R-1A zoning district. These are most prevalent in the south area of the City. However, there are several lots of a similar size in the area and on this block that are currently used for single-family homes.

**4. The extent that a change will detrimentally affect neighboring property;**

The existing home does not comply with the current R-1A requirements, and is an old structure in need of maintenance, reinvestment or redevelopment. The applicant is proposing two single-family homes, which is generally consistent with uses in the area.

However, the rezoning and lot split would allow lots smaller than any lots on this block, although it is comparable to some of the smallest non-conforming lots in the vicinity. Additionally, the R-1B zoning category does allow taller buildings than generally exist in this area (29' / 2-story from the top of foundation, compared to the typical 1-story, 1.5 story or split-levels). Although this is lower than what is currently allowed under existing R-1A zoning (35' / 2.5 stories), the potential to build to this extent on two smaller lots could change the affect on neighboring property both in terms of what is built on comparable size lots in the area and what could be built under existing R-1A zoning. The applicant has proposed site plans with building footprints and house plans including building elevations for what he anticipates building under the R-1B rules.

**5. The length of time of any vacancy of the property;**

The existing residence was built in 1927, so the property has not been vacant, but the structure is one of the older homes in the area and is a legal non-conforming structure, not meeting the R-1A setbacks.

**6. The relative gain to public health, safety and welfare by destruction of value of the applicant's property as compared to the hardship on other individual landowners;**

The existing home does not conform to the setback requirements and is generally in need of investment, maintenance or redevelopment. The approval of this request will permit redevelopment that will increase the value of this site, and make it more practical to build smaller, single-family homes. This is generally consistent with the use and patterns in the vicinity, though smaller than most lots on this block. However, there are no specific standards under the current or proposed ordinance to address the design, scale and relationship to these homes to adjacent homes or the streetscape, other than the basic setback and height requirements.

**7. City staff recommendations;**

The proposed rezoning of this site may make sense to promote this redevelopment, and general reinvestment in the neighborhood. Typically, rezoning property for site-specific applications should be avoided, unless specifically called for under a plan or clearly justified through a site-specific analysis. Many of the justifications for this rezoning could be applicable to other properties in the vicinity. However, the impact of a potential larger-scale rezoning of the area has not been considered under the comprehensive plan or through a specific plan or detailed analysis for the area. Further, the conditions in the area that support rezoning are not typical on this specific block, which does have larger lots.

In addition, the R-1B zoning district facilitates the smallest single-family lots for the City, and these lots have been more problematic with respect to new homes and promoting the character of neighborhoods within the City. The concerns have been that either larger homes or homes meeting more contemporary market needs for size, scale, and car access do not reflect the character of these areas where they are being built. These issues were discussed before the Planning Commission in 2016 and led to some amendments to the R-1B standards, with the understanding that the amendments did not resolve all issues with the R-1B development standards, and that further discussion is warranted. These issues are part of an on-going discussion with a stakeholder

committee, and could result in further recommendations for amendments to the R-1B zoning district. The applicant has submitted building plans and proposed elevations to demonstrate specific design concepts that would not necessarily be required under the R-1B zoning.

The Planning Commission is currently undertaking a review of the comprehensive plan to discuss updating some of the more relevant policies, including neighborhood reinvestment. Areas further to the east are specifically called out for a re-investment strategy, which may impact what the appropriate zoning strategy is for infill development in this general area.

Mr. Brewster noted that staff believes this rezoning application is premature in light of the comprehensive plan; however, many of the site-specific considerations can also support rezoning. These considerations are reflected in the other seven criteria in this report. The Planning Commission should evaluate the zoning designation of this entire area to determine if R-1A zoning is appropriate, and may consider approval of this application the first step in a broader reclassification.

#### **8. Conformance with the Comprehensive Plan;**

The Policy Foundation for the comprehensive plan includes the following:

- Community Character and Activities: Provide an attractive, friendly and safe community with a unique village identity appealing to the diverse community population.
- Housing: Encourage neighborhoods with unique character, strong property values and quality housing options for families and individuals of a variety of ages and incomes.

The Conceptual Development Framework maps areas of the City for specific implementation strategies associated with the Policy Foundation. This area is mapped as Neighborhood Conservation, which includes the following specific policies and goals:

- Examine zoning regulations to determine where the uniform lot and building standards restrict the amount of land available to accommodate building expansion.
- Create basic building design standards that can protect the character of neighborhoods.
- Consider financial incentives where home renovations are not possible through traditional financing or other qualified home improvement programs.
- Allow for more compact housing or different and more dense housing options along major thoroughfares.

In contrast, the Neighborhood Improvement areas identified in the Conceptual Development Framework have more proactive strategies for reinvestment, redevelopment or code enforcement based on specific neighborhood initiated plans for investment and/or redevelopment.

Other implementation actions and policy statements in the plan include:

- Permitting higher density, primarily near existing commercial areas or along arterial corridors.



- Keeping neighborhoods vibrant by encouraging home renovation and housing investment.
- Allowing housing variety throughout the City, while maintaining distinct neighborhood character within specific neighborhoods

Patrick Lenahan confirmed this property is zoned R-1a. He asked if the area bounded by 75<sup>th</sup> & Norwood were at some point zoned as R-1b, would there be a hardship imposed on the non conforming lots or would the impact be neutral.

Mr. Brewster responded there are basically two differences between the two zoning classifications. First, the R-1b has a lower building height restriction of 29' rather than 35'. All of the homes going forward would have a building height limitation of 29'. Based on the existing neighborhood construction, he does not feel the change would have much of an impact. Secondly, the setbacks are the same under the new regulations. The eight larger lots that have been identified, would then be able to be split into two lots.

Melissa Brown asked if this area were to stay R-1a, would someone be able to purchase two lots and build a very large home. Mr. Brewster replied there is no restriction under either R-1a or R-1b on consolidating lots.

John Moffitt responded they considered building only one larger home, valued at \$1M rather than two homes valued at \$500,000; but they did not feel it would fit the character of the neighborhood.

Chairman Nancy Wallerstein opened the public hearing on this application. No one was present to address the Commission and the public hearing was closed at 7:30 p.m.

Nancy Wallerstein confirmed the applicant had received and agrees with the staff recommendation.

Chris Brewster advised the Commission that they were considering two separate applications. The rezoning application would go forward to the Governing Body as a recommendation. If approved, the lot split action taken by the Commission should be contingent upon the Governing Body's approval of the rezoning. If the recommendation is for denial, he recommends the lot split application be tabled.

Jeffrey Valentino stated this application makes sense in this location at this time. However, he is concerned with future scenarios being in character with the neighborhood

James Breneman agreed with Mr. Valentino and noted that normally he is strongly against the rezoning of a single lot; however, looking at this particular location at this time, he is not opposed to the action and feels that at some point in time the City will need to evaluate the entire area for possible rezoning.

Melissa Brown stated the requested rezoning makes sense for this site. She noted she spoke with a resident in the neighborhood owning a double wide lot. She is comfortable with the spot zoning as requested.

Nancy Wallerstein asked what concerns were addressed at the neighborhood meeting, noting a resident spoke at the last meeting requesting the area be fenced while under construction. Mr. Moffitt replied no other concerns were raised.

Mr. Breneman confirmed the Commission did not need to vote on each of the factors.

James Breneman moved, based on their analysis of the factors for approval, the Planning Commission recommend the Governing Body approve the request to rezone 7540 Reinhardt from R-1a to R-1b. The motion was seconded by Melissa Brown.

Jonathan Birkel noted the proposed designs for the homes are in compliance; however, he would like the applicant to consider pulling the garages back as he feels garages near the front change the character of the neighbor.

Nancy Wallerstein state that she would be voting in support of the motion based on the drawings provided. She felt the proposed homes would enhance the neighborhood.

Patrick Lenahan echoed the earlier concerns with spot rezoning and noted that he would be supportive of looking at rezoning the entire area. However, this application conforms with the factors for rezoning.

Nancy Wallerstein confirmed this application would go as a recommendation to the Governing Body. Jamie Robichaud noted the application would be considered after the 14 day protest petition period is over, at the April 2 council meeting.

The motion was voted on and passed unanimously.

Chris Brewster noted Chapter 18.02 of Prairie Village subdivision regulations allows the Planning Commission to approve lot splits provided each lot meets the zoning standards. Section 18.02.010 of the subdivision regulations provides the criteria for approval of a lot split. Essentially, the applicant must submit a certificate of survey demonstrating that both lots will meet the zoning ordinance standards and that any existing buildings on a remaining lot are not made nonconforming as a result of the lot split. The certificate of survey is also required to ensure that no utility easement or right-of-way issues are created by the lot split or need to be addressed due to the lot split.

In this case, the proposed lot split does not meet the width required in R-1A, and the applicant has proposed an associated rezoning to R-1B. If the Planning Commission recommends approval and the City Council approves the proposed rezoning, then proposed lot split would meet all criteria of the ordinance and should be approved.

James Breneman moved contingent to the Governing Body's approval of the requested rezoning of this property to R-1b, the Planning Commission approve the proposed lot split of 7540 Reinhardt subject to the following conditions:

1. That the City Council, accepts the Planning Commission recommendation and approves the rezoning; and
2. That the applicant submit a certificate of survey to comply with the following information required in the ordinance prior to a building permit being issued:
  - 1) The location of existing buildings on the site, or specifically noting the removal of existing buildings.
  - 2) The dimension and location of the lots, including a metes and bounds description of each lot.
  - 3) The location and character of all proposed and existing public utility lines, including sewers (storm and sanitary), water, gas, telecommunications, cable TV, power lines, and any existing utility easements
  - 4) Any platted building setback lines with dimensions.
  - 5) Indication of location of proposed or existing streets and driveways providing access to said lots.
  - 6) Topography (unless specifically waived by the City Planning Commission) with contour intervals not more than five feet, and including the locations of water courses, ravines , and proposed drainage systems. (Staff recommends waiver of topography)
  - 7) Said certificate of survey shall include the certification by a registered engineer or surveyor that the details contained on the survey are correct.
3. That the applicant records the approved lot split with the register of deeds and provide a copy of the recorded document prior to the issuance of a building permit.

The motion was seconded by Melissa Brown and passed unanimously.

**PC2018-04 Request for Renewal of Special Use Permit for Animal DayCare  
8827 Roe Avenue**

Christine Gregory, 8827 Roe Avenue, advised the Commission the staff report references involvement with the veterinary clinic at 8825 Roe and stated this application is for her business only. Queen of Paws offers grooming services, animal training and animal daycare. Her initial permit was for two years and she is requesting the permit be renewed for five years.

Ms. Jennings noted she had received a letter of support from Louise Gruenebaum at 4623 West 88<sup>th</sup> Street which backs to her property. Mrs. Gruenebaum had expressed concern at the hearing for her initial permit but is now a client of hers. She also had Bill Rainen, 4619 West 88<sup>th</sup> Street, come by her business and express his support. She held a neighborhood meeting on February 15th with no one attending.

Chris Brewster responded the references to the veterinary clinic were to provide historical background. Staff does recommend approval of the renewal of this permit for 8827 Roe Avenue for a period of five years subject to some conditions.

Mrs. Wallerstein inquired whether a special use permit application could just be approved by the Planning Commission and not go forward to the Governing Body. Mr. Brewster clarified the application does go to the Governing Body, but it is evaluated on whether the applicant continues to meet all of the original conditions for approval. The Commission has commonly given subsequent permits a five year term and some longer noting that violation of any of the conditions would allow the City to void the permit.

Jonathan Birkel asked if the business was sold would the conditions for the permit apply to the new owner. Mr. Brewster responded it depends on the wording of the permit and verified that the conditions of this permit would be applicable to future owners.

Nancy Wallerstein asked Ms. Jennings if she had any concerns with the conditions recommended by staff.

Ms. Jennings noted the conditions are similar to those of the initial permit recommendation and she thought they were changed during the Commission's review of her application. For example, condition #2 states "no more than 20 dogs total at any time, including dog grooming and day care services." She has four groomers and grooming is by appointment only as those animals come in, get groomed and leave. The condition of her original permit only restricted the number of animals in daycare.

Jim Breneman remembered the discussion at the initial application and concurs with Ms. Jennings. He would like to see the language changed back to the original permit stating "No more than 20 dogs under 20 pounds at any time for daycare services." As well as the second bullet "No more than 15 dogs over 20 pounds at any time for daycare services." Mr. Breneman asked why they were changed. Mr. Brewster replied that he took the recommendation from the Council approval packet and it can be changed by the Commission. Mr. Breneman asked why the veterinary clinic was referenced and if the application also applied to it. Mr. Brewster responded this application is only for Ms. Jennings business; however, animal daycare is not addressed in the city code so staff is interpreting it as a similar use thus allowing it as a special use. Otherwise with the code being silent, this special use permit would not be allowed.

Ms. Gregory noted that if the number of animals allowed was compared to child daycare, she is in compliance with those regulations.

Jonathan Birkel questioned if this classification should be added as an allowable special use in the code. Mr. Brewster responded that staff is currently reviewing the list of allowable uses under the special use regulations. He noted it is common to borrow from similar uses and it is his opinion that it is better to address this generally allowing for interpretations to be made. In issuing special use permits, you are concerned with the scale of the use and the impact on the neighborhood. These are being reviewed on a broader scale.

Nancy Wallerstein noted condition #3 appears to also bundle this application with the veterinary clinic and would like to see it changed. Melissa Brown felt the language in condition #3 was confusing.

Chris Brewster noted condition #3 was there because of the proximity of the veterinary clinic, which had limited boarding use. This presents a future opportunity; however, staff would agree to revise the condition.

Various language changes were considered with the following language being approved for condition #3:

“Should coordination of this use with the adjacent veterinary clinic occur the limitations of each uses scale and intensity shall control. Boarding is specifically and currently limited to medical care and observation, and daycare is limited as provided above. Each of these may not be combined to affect and expansion of the intensity. If animal boarding should specifically be offered as a service, an amendment of either or both applications shall be required. Should the applicant wish to request that with this application, parameters similar to the limitation on day care services shall be recommended.”

Chairman Nancy Wallerstein opened the public hearing on this application.

Ruth Prito, 4011 West 37<sup>th</sup> Street, spoke in support of the application. She is a resident of Prairie Village and uses Ms. Gregory’s services. With no one else wishing to address the Commission, the public hearing was closed at 8:14 p.m.

Mr. Brewster stated staff recommends the approval of this request based on the following analysis of the factors for approval:

**A. The proposed special use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations and use limitations.**

The site and buildings meet all standards for the C-1 district. The buildings were upgraded and improved through a site plan in 2013 that meets all standards and design criteria to ensure the site fits in with the character and context of the area.

**B. The proposed special use at the specified location will not adversely affect the welfare or convenience of the public.**

The continuation of this use is of a similar scale and intensity of uses already occurring on the site. To staff’s knowledge, some similar use of this site has occurred for more than 25 years without many complaints or problems for the neighborhood. Since the 2016 special use permit and slight increase the level of activity, there have been no significant impacts on adjacent property and the City has received no complaints. Many of the concerns voiced during the initial hearing in 2016 appear to be adequately addressed by the operation and performance of the applicant, and through the conditions of the previous approval.

**C. The proposed special use will not cause substantial injury to the value of other property in the neighborhood in which it is located.**

The proposed business is a neighborhood-oriented service, similar to what is intended and permitted generally in the C-1 district. However, whether the specific proposal

could substantially injure the value of other property in the neighborhood is dependent on the extent of outdoor activity and number of animals cared for as indicated under B. above.

**D. The location and size of the special use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such as the special use will not cause substantial injury to the value of the property in the immediate neighborhood so as to hinder development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the special use will cause substantial injury to the value of property in the immediate neighborhood, consideration shall be given to:**

- 1. The location, size, nature and height of buildings, structures, walls, and fences on the site; and**
- 2. The nature and extent of landscaping and screening on the site.**

This application is in an existing building and proposes no alterations to the site or buildings. The existing buildings are compliant with all standards and criteria dealing with the impact on surrounding areas, and similar neighborhood-scale businesses and services have been operating on this site in conformance with these criteria.

**E. Off-street parking and loading areas will be provided in accordance with the standards set forth in these regulations and such areas will be screened from adjoining residential uses and located so as to protect such residential uses from any injurious effect.**

The site as a whole meets all City parking requirements, and there is no indication that this proposed use will cause any parking impact substantially different from any of the other allowed uses.

**F. Adequate utility, drainage, and other such necessary facilities have been or will be provided.**

The site has been operating as a neighborhood retail and service center for years, and all facilities are adequate.

**G. Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys.**

The site has been operating as a neighborhood retail and service center for years, and access is adequate. There is no indication that this proposed use will cause any traffic impact different from any other allowed uses in this zoning district.

**H. Adjoining properties and the general public shall be adequately protected from any hazardous or toxic materials, hazardous manufacturing processes, obnoxious odors or unnecessarily intrusive noises.**

The performance standards applicable to all service and retail uses in the C-1 district will adequately protect and limit any of these potential impacts.

**I. Architectural design and building materials are compatible with such design and materials used in the neighborhood in which the proposed facility is to be built or located.**

The site and buildings meet all standards for the C-1 district. The buildings were upgraded and improved through a site plan in 2013 that meets all standards and design criteria to ensure the site fits in with the character and context of the area.

James Breneman moved the Planning Commission, finding the criteria for the renewal of the special use permit being met, recommend the Governing Body approve a special use permit for an animal daycare at 8827 Roe Avenue subject to the following conditions:

1. The use remains accessory to the generally permitted service use of dog grooming and training services maintaining a reservation based grooming service.
2. The use is limited to the scale and intensity. Specifically:
  - No more than 20 dogs under 20 pounds at any time for daycare services.
  - No more than 15 dogs over 20 pounds at any time for daycare services.
  - In the event that complaints are revived at this level of activity, Staff is authorized to assess the situation, and work with the applicant to reduce activity so that complaints are minimized and activities and impact are more similar to current levels at this location.
  - Indoor activities only - behavioral and socialization; and outdoor activity shall be limited as follows:
    - Only to the 12' x 130' grass strip behind the building, and specifically excluding any property along the north edge, whether it is owned by the subject lot or the adjacent owner.
    - Only for short periods of time sufficient for the animals to relieve themselves;
    - No more than four animals at any one time;
    - Clean-up and maintenance of this area shall occur on at least a weekly basis.
3. Should coordination of this use with the adjacent veterinary clinic occur the limitations of each uses scale and intensity shall control. Boarding is specifically and currently limited to medical care and observation, and daycare is limited as provided above. Each of these may not be combined to affect and expansion of the intensity. If animal boarding should specifically be offered as a service, an amendment of either or both applications shall be required. Should the applicant wish to request that with this application, parameters similar to the limitation on day care services shall be recommended.
4. The special use permit shall be for a period of five (5) years. Should no issues or code enforcement arise in the renewal periods may be extended to a longer duration at the discretion of the Planning Commission.

The motion was seconded by Jonathan Birkel and passed unanimously.

# STAFF REPORT

**TO:** Prairie Village Planning Commission  
**FROM:** Chris Brewster, AICP, Gould Evans, Planning Consultant  
**DATE:** February 6, 2018, Planning Commission Meeting

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**Application:** PC 2018-03 & PC 2018-103

**Request:** Rezoning from R-1A to R1B & Request for Lot Split

**Action:** *A Rezoning requires the Planning Commission to evaluate facts and weigh evidence, and based on balancing the factors and criteria in the zoning ordinance, make a recommendation to the City Council.*

*A Lot Split requires the Planning Commission to apply the facts of the application to the standards and criteria of the ordinance, and if the criteria are met, to approve the application.*

**Property Address:** 7540 Reinhardt Street

**Applicant:** Allen Townley

**Current Zoning and Land Use:** R-1A – Single-family Residential – Single-family House

**Surrounding Zoning and Land Use:** North: R-1A – Single-family Residential – Single-family House  
East: R-1A – Single-family Residential – Single-family House  
South: R-1A – Single-family Residential – Single-family House  
West: R-1A – Single-family Residential – Single-family House

**Legal Description:** SUNSET HILL ACRES N 8 FT LOT 17 & ALL LOT 18 PVC-11553

**Property Area:** 0.41 acres (17,690.03 s.f.)

**Related Case Files:** n/a

**Attachments:** Application, site plan, proposed lot split, house plans and elevations, and existing conditions survey

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**General Location Map**



**Aerial Map**





Site



Street Views



Street view looking south on Reinhardt





*Street view looking north on Reinhardt*



*Street view of subject property frontage*





*Bird's eye view of block*



*Bird's eye view of site*

**COMMENTS:**

The applicant has requested a zoning change from R-1A to R-1B in order to facilitate a proposed lot split and build two homes on the existing lot. Therefore, it involves two related applications, but each requires independent action by the Planning Commission. The Planning Commission makes a recommendation to the City Council for a rezoning request, but makes a final decision for lot split requests.

The existing lot is 128 feet wide by 138 feet deep, for a total of 17,690.03 square feet. The R-1A zoning district has a minimum lot requirement of 80 feet wide by 125 feet deep, and 10,000 square feet. Although this lot is larger than required by the R-1A zoning district, it is not large enough to split into two conforming lots.

The lot has an existing home located very near the rear and south side property lines. The R-1A zoning district requires the following setbacks: front – 30 feet; side – at least 20% of the lot width between both sides, and at least 7 feet on each side; rear – 25 feet. The existing home does not meet the rear and side setback on the south side, and may be a legal non-conforming structure as the Johnson County AIMS data indicates it was built in 1930 – prior to adoption of the zoning ordinance.

The applicant is proposing to split this lot into two lots, and build two homes that would conform to the setback requirements. However, the lot is not big enough to result in two lots conforming to the R-1A zoning district. Therefore, the applicant is proposing to rezone this property to R-1B, which has the following zoning standards:

Width – 60 feet

Depth – 100 feet

Area – 6,000 square feet

Front Setback – 30 feet

Side Setbacks – at least 20% of lot width total, and at least 6 feet each side

Rear Setback – 25 feet.

The proposed lots would be 64 feet by 138 feet, and approximately 8,845 square feet.

The applicant held a neighborhood meeting on January 23<sup>rd</sup>, 2018 at City Hall, and a summary of that meeting will be added to the application materials or provided at the Planning Commission meeting.

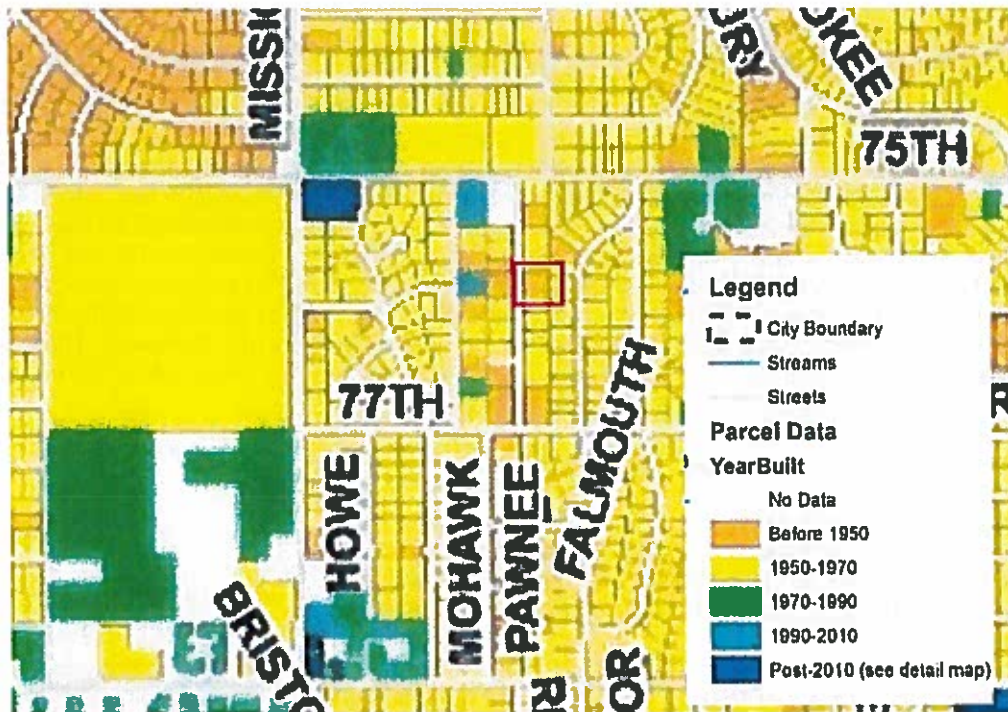
**ANALYSIS – RE-ZONING:**

In considering a change in zoning classification, the Planning Commission must consider a number of factors commonly referred to as the “Golden” factors, which are incorporated into the City's Zoning Ordinance [19.52.030]. The factors include, but are not limited to the following:

**1. The character of the neighborhood;**

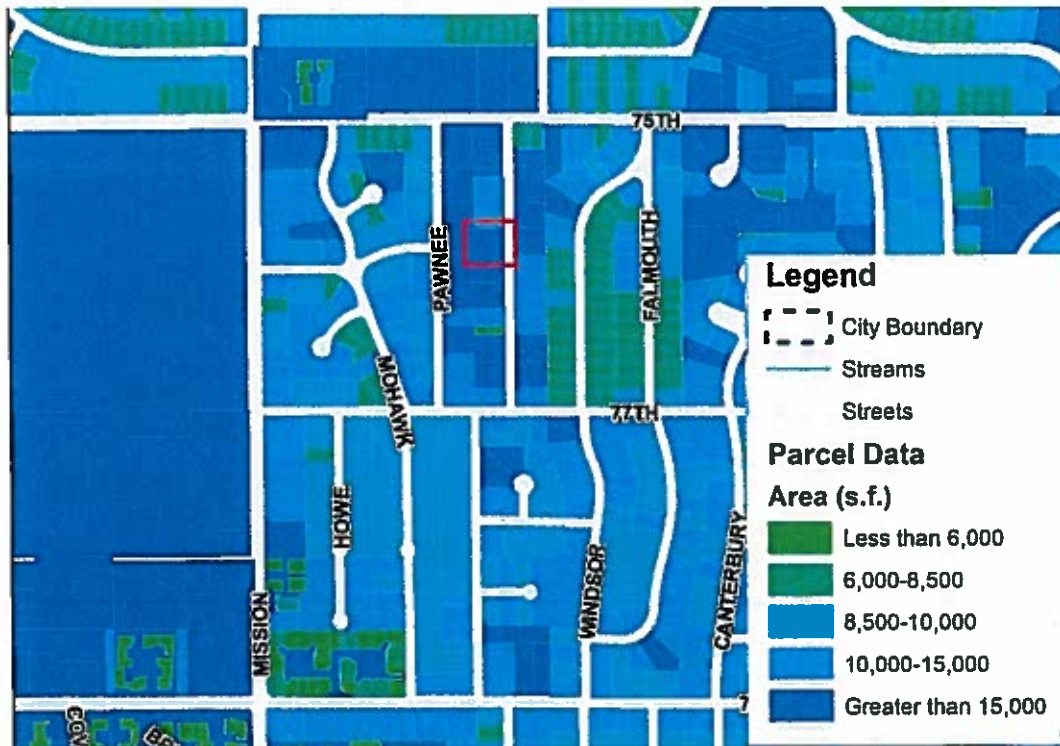
This is a single-family residential neighborhood with a variety of lot sizes and ages of homes. Homes in the area are primarily 1-story, 1.5-story ranches and split-levels. The majority of homes in the area were built between 1950 and 1970. A few of the homes were built prior to 1950, including this home built in 1930.





Year Built

This area does include a wide variety of lot sizes reflecting platting and development patterns that pre-date the zoning and subdivision regulations. The majority of lots on this block are larger (all but one over 10,000 square feet and many over 15,000 square feet), with smaller lots occurring to the east and west of this block.



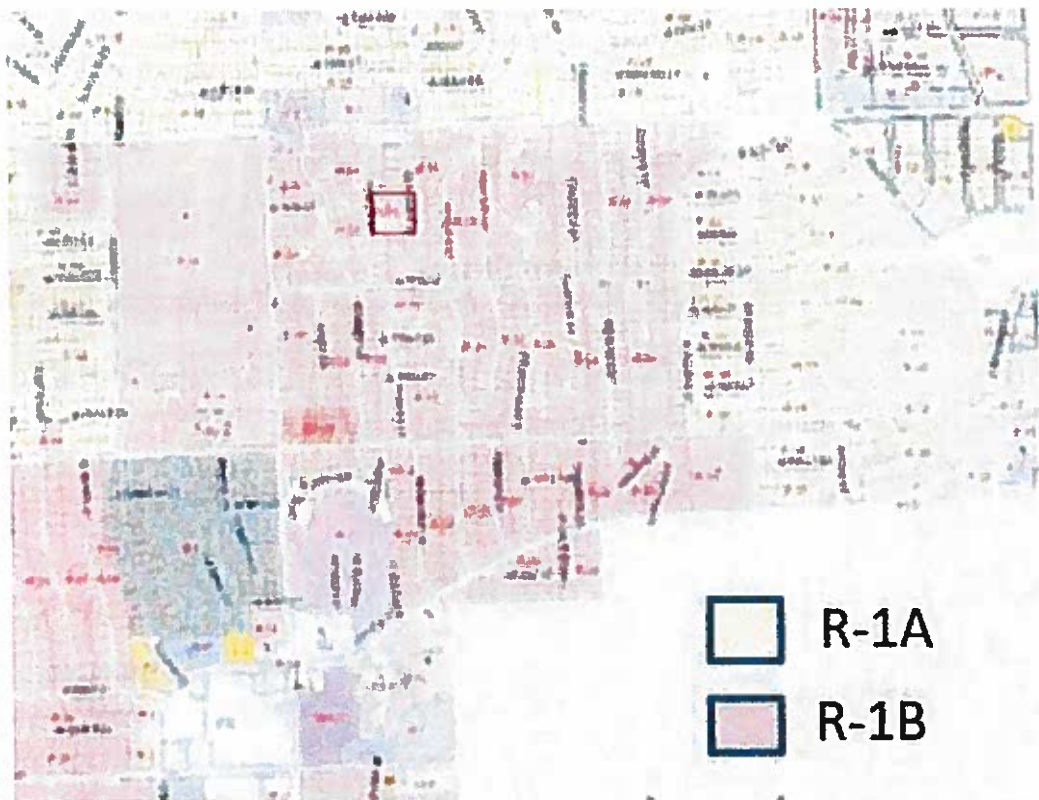
Lot Size

Lot widths are also important to the character of neighborhoods, as that affects the frontage design, building pattern and access along a streetscape. In the general vicinity, many lots have a 60 to 75 foot width. These exist primarily on several blocks immediately east of Reinhardt. The blocks to the west of Reinhardt have a bit more irregular pattern due to Mohawk Drive alignment, some cul-de-sacs and irregular or corner-orientation lots. Reinhardt Street and the east side of Pawnee Street reflect predominantly wider lots - typically 120 feet wide, with a few noted irregularities where two lots were re-platted as three, or three lots were re-platted as four. (Note: This pattern would generally be allowed under current R-1A zoning, where two 120-foot wide lots could be divided into three 80-foot wide lots.). In this specific case, the subject lot includes the north 8 feet of the lot immediately to the south, resulting in the subject lot being 128 feet wide and the south lot being 112 feet wide. Lots further south on the block are 120 feet wide. The lots immediately to the north are 70-feet, 90-feet, and 80-feet respectively, likely resulting from the two original 120-foot parcels being re-platted to three lots.

**2. The zoning and uses of property nearby;**

**North:** R-1A Single-family District – Single Family Dwellings  
**East:** R-1A Single-family District – Single Family Dwellings  
**South:** R-1A Single-family District – Single Family Dwellings  
**West:** R-1A Single-family District – Single Family Dwellings

All of the property in the general vicinity is zoned R-1A, with the exception of some property along the 75<sup>th</sup> Street Corridor or Mission Road zoned for commercial, multi-family, or planned residential projects. Property further to the east (east of Norwood Street) and north of 75<sup>th</sup> Street is zoned R-1B.

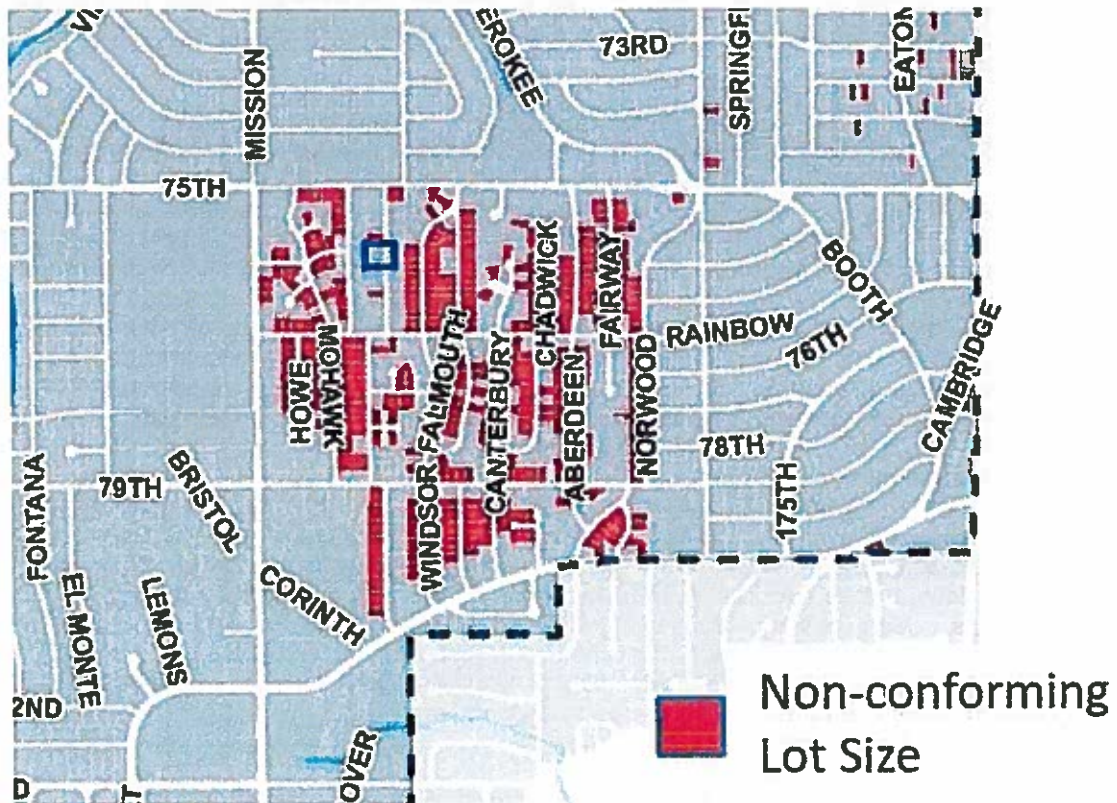


**Zoning**

The vicinity has many lots that do not conform to the R-1A zoning districts. This is likely due to the platting and buildings being built prior to the adoption of the zoning ordinance. Non-



conformances are typically for lots less than 80 feet wide or less than 10,000 square feet, or both. The majority of these exist on the blocks immediately to the east (Windsor Street and Falmouth Street) and west and southwest (Mohawk Street and Howe) of this area. The lots on Reinhardt are typically conforming to R-1A, although the lot immediately abutting this lot is non-conforming due to its width (70' x 138'; approximately 9,672 s.f.).



*Non-conforming Lots*

3. **The suitability of the property for the uses to which it has been restricted under its existing zoning;**

The property is zoned R-1A which requires a minimum lot width of 80 feet and a minimum area lot of 10,000 sq. ft. The lot is 138 feet deep by 128 feet wide. The lot is suitable for a residential lot, despite being larger than required by the zoning district. There are many examples of lots this size in the R-1A zoning district. These are most prevalent in the south area of the City. However, there are several lots of a similar size in the area and on this block that are currently used for single-family homes.

4. **The extent that a change will detrimentally affect neighboring property;**

The existing home does not comply with the current R-1A requirements, and is an old structure in need of maintenance, reinvestment or redevelopment. The applicant is proposing two single-family homes, which is generally consistent with uses in the area. However, the rezoning and lot split would allow lots smaller than any lots on this block, although it is comparable to some of the smallest non-conforming lots in the vicinity. Additionally, the R-1B zoning category does allow taller buildings than generally exist in this area (29' / 2-story from the top of foundation, compared to the typical 1-story, 1.5 story or split-levels). Although this is lower than what is currently allowed under existing R-1A zoning (35' / 2.5 stories), the potential to build to this extent on two smaller lots could change the affect on neighboring property both in terms of what is built on comparable size lots in the area and what could be built under existing R-1A zoning. The applicant has proposed site



plans with building footprints and house plans including building elevations for what he anticipates building under the R-1B rules.

**5. The length of time of any vacancy of the property;**

The existing residence was built in 1927, so the property has not been vacant, but the structure is one of the older homes in the area and is a legal non-conforming structure, not meeting the R-1A setbacks.

**6. The relative gain to public health, safety and welfare by destruction of value of the applicant's property as compared to the hardship on other individual landowners;**

The existing home on the site does not conform to the setback requirements, is one of the older homes in the area (1930), is small relative to the lot (1,023 s.f. building), and is generally in need of investment, maintenance or redevelopment. The approval of this request will permit redevelopment that will increase the value of this site, and make it more practical to build smaller, single-family homes. This is generally consistent with the use and patterns in the vicinity, though smaller than most lots on this block. However, there are no specific standards under the current or proposed ordinance to address the design, scale and relationship to these homes to adjacent homes or the streetscape, other than the basic setback and height requirements.

**7. City staff recommendations;**

The proposed rezoning of this site may make sense to promote this redevelopment, and general reinvestment in the neighborhood. Typically, rezoning property for site-specific applications should be avoided, unless specifically called for under a plan or clearly justified through a site-specific analysis. Many of the justifications for this rezoning could be applicable to other property in the vicinity. However, the impact of a potential larger-scale rezoning of the area has not been considered under the comprehensive plan or through a specific plan or detailed analysis for the area. Further, the conditions in the area that support rezoning are not typical on this specific block, which does have larger lots.

In addition, the R-1B zoning district facilitates the smallest single-family lots for the City, and these lots have been more problematic with respect to new homes and promoting the character of neighborhoods within the City. The concerns have been that either larger homes or homes meeting more contemporary market needs for size, scale, and car access do not reflect the character of these areas where they are being built. These issues were discussed before the Planning Commission in 2016 and led to some amendments to the R-1B standards, with the understanding that the amendments did not resolve all issues with the R-1B development standards, and that further discussion is warranted. These issues are part of an on-going discussion with a stakeholder committee, and could result in further recommendations for amendments to the R-1B zoning district. The applicant has submitted building plans and proposed elevations to demonstrate specific design concepts that would not necessarily be required under the R-1B zoning.

The Planning Commission is currently undertaking a review of the comprehensive plan to discuss updating some of the more relevant policies, including neighborhood reinvestment. Areas further to the east of here are specifically called out for a re-investment strategy, which may impact what the appropriate zoning strategy is for infill development in this general area.

While staff believes this rezoning application is premature in light of the comprehensive plan, many of the site-specific considerations that can also support rezoning are present. These considerations are reflected in the other seven criteria in this report, which the Planning Commission is required to consider. In particular, the Planning Commission should evaluate the zoning designation of this entire area to determine if R-1A zoning is appropriate, and may consider approval of this application the first step in a broader reclassification.

**8. Conformance with the Comprehensive Plan;**

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The Policy Foundation for the comprehensive plan includes the following:

- **Community Character and Activities:** Provide an attractive, friendly and safe community with a unique village identity appealing to the diverse community population.
- **Housing:** Encourage neighborhoods with unique character, strong property values and quality housing options for families and individuals of a variety of ages and incomes.

The Conceptual Development Framework maps areas of the City for specific implementation strategies associated with the Policy Foundation. This area is mapped as Neighborhood Conservation, which includes the following specific policies and goals:

- Examine zoning regulations to determine where the uniform lot and building standards restrict the amount of land available to accommodate building expansion.
- Create basic building design standards that can protect the character of neighborhoods.
- Consider financial incentives where home renovations are not possible through traditional financing or other qualified home improvement programs.
- Allow for more compact housing or different and more dense housing options along major thoroughfares.

In contrast, the Neighborhood Improvement areas identified in the Conceptual Development Framework have more proactive strategies for reinvestment, redevelopment or code enforcement based on specific neighborhood initiated plans for investment and/or redevelopment.

Other implementation actions and policy statements in the plan include:

- Permitting higher density, primarily near existing commercial areas or along arterial corridors.
- Keeping neighborhoods vibrant by encouraging home renovation and housing investment.
- Allowing housing variety throughout the City, while maintaining distinct neighborhood character within specific neighborhoods

#### **ANALYSIS – LOT SPLIT:**

Chapter 18.02 of Prairie Village subdivision regulations allows the Planning Commission to approve splits provided each lot meets the zoning standards. Section 18.02.010 of the subdivision regulations provide the criteria for approval of a lot split. Essentially, the applicant must submit a certificate of survey demonstrating that both lots will meet the zoning ordinance standards and that any existing buildings on a remaining lot are not made nonconforming as a result of the lot split. The certificate of survey is also required to ensure that no utility easement or right-of-way issues are created by the lot split or need to be addressed due to the lot split.

In this case, the proposed lot split will not meet width required in R-1A, and the applicant has proposed an associated rezoning to R-1B. If the Planning Commission recommends approval and the City Council approves the proposed rezoning, then proposed lot split would meet all criteria of the ordinance and should be approved. However, if the Planning Commission recommends denial or the City Council does not approve the rezoning, then the proposed lot split does not meet these criteria and should be denied.

#### **RECOMMENDATION:**

Staff's recommendation is contingent on the Planning Commission's action on the associated zoning application:

1. If the Planning Commission recommends approval of the proposed rezoning from R-1A to R-1B, then it should approve the proposed lot split based on the following conditions:
  - a. That the City Council, accepts the Planning Commission recommendation and approves the rezoning; and
  - b. That the applicant submit a certificate of survey (update or confirmation of the Existing Conditions survey in the application) to comply with the following information required in the ordinance, prior to a building permit:

- 1) The location of existing buildings on the site, or specifically noting the removal of existing buildings.
  - 2) The dimension and location of the lots, including a metes and bounds description of each lot.
  - 3) The location and character of all proposed and existing public utility lines, including sewers (storm and sanitary), water, gas, telecommunications, cable TV, power lines, and any existing utility easements.
  - 4) Any platted building setback lines with dimensions.
  - 5) Indication of location of proposed or existing streets and driveways providing access to said lots.
  - 6) Topography (unless specifically waived by the City Planning Commission) with contour intervals not more than five feet, and including the locations of water courses, ravines , and proposed drainage systems. (Staff recommends waiver of topography)
  - 7) Said certificate of survey shall include the certification by a registered engineer or surveyor that the details contained on the survey are correct.
- c. That the applicant record the approved lot split with the register of deeds and provide a copy of the recorded document prior to issuance of a building permit.
2. If the Planning Commission recommends denial of the proposed rezoning from R-1A to R-1B, then it should table the lot split application until a final decision by the City Council. Denial of the rezoning by the City Council should result in the withdrawal of the application. However, approval of the rezoning by City Council should result in the Planning Commission considering the application subject to the criteria in the regulations and analysis in this staff report.

#### **EFFECT OF DECISION:**

**Rezoning.** The Planning Commission makes a recommendation to the City Council on the rezoning. The City Council will make a final decision, according to the following:

- Approve the Planning Commission recommendation by a majority vote (including any conditions if the recommendation was for approval subject to conditions).
- Return to Planning Commission with direction to reconsider specific actions, either by a majority vote or by failure to approve the Planning Commission recommendation.
- Override or modify the Planning Commission recommendation by at least a 2/3 vote of the membership of the governing body.

If a valid protest is filed with the City Clerk within 14 days of the close of the public hearing, the City Council may only approve the application with a 3/4 vote of the membership of the governing body.

If approved by the Planning Commission and City Council, the applicant may submit building permits according to the R-1B designation.

**Lot Split.** The Planning Commission makes the final decision on lot splits. If approved the applicant shall submit a certificate of survey for the new lots to be recorded with the Register of Deeds of Johnson County, and may apply for building permits according to the new lot boundaries. A denial by the Planning Commission may be appealed to the City Council.

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# 0016491

CITY OF PRAIRIE VILLAGE, KANSAS  
REZONING APPLICATION FORM

For Office Use Only

Case No.: PC 2018-013

Filing Fees: 900

Deposit: 1500



Date Advertised: \_\_\_\_\_

Date Notices Sent: \_\_\_\_\_

Public Hearing Date: \_\_\_\_\_

APPLICANT: JOHN MOFFITT PHONE: 913-927-0039  
ADDRESS: 5300 COLLEGE BLVD. ZIP: 66211  
OWNER: MDJO BUILT, LLC PHONE: 913-491-6800  
ADDRESS: 5300 COLLEGE BLVD. ZIP: 66211  
LOCATION OF PROPERTY: 7540 REINHARDT ST., PV, KS 66208  
LEGAL DESCRIPTION: SUNSET HILL ACRES NBFT LOT 17 &  
ALL OF LOT 18 PVC-11553

Present Zoning R-1A Requested Zoning: R-1B  
Present Use of Property: RESIDENTIAL, SINGLE FAMILY

SURROUNDING LAND USE AND ZONING:

	Land Use	Zoning
North	<u>R-1A RESIDENTIAL SF.</u>	<u>R-1A</u>
South	<u>R-1A</u>	
East	<u>R-1A</u>	
West	<u>R-1A</u>	

CHARACTER OF THE NEIGHBORHOOD: SINGLE FAMILY RESIDENTIAL

RELATIONSHIP TO EXISTING ZONING PATTERN:

1. Would proposed change create a small, isolated district unrelated to surrounding districts?  
NO
2. Are there substantial reasons why the property cannot be used in accord with existing zoning?  
YES  
If yes, explain: LOT WIDTHS

CONFORMANCE WITH COMPREHENSIVE PLAN:

1. Consistent with Development Policies? YES
2. Consistent with Future Land Use Map? TO BE DETERMINED

DEVELOPMENT PLAN SUBMITTAL:

NA Development Plan

NA Preliminary Sketches of Exterior Construction

LIST OF NEIGHBORING PROPERTIES:

Certified list of property owners within 200 feet

TRAFFIC CONDITIONS:

1. Street(s) with Access to Property: REINHARDT ST.
2. Classification of Street(s):  
Arterial \_\_\_\_\_ Collector \_\_\_\_\_ Local X
3. Right-of-Way Width: \_\_\_\_\_
4. Will turning movements caused by the proposed use create an undue traffic hazard?  
NO

IS PLATTING OR REPLATTING REQUIRED TO PROVIDE FOR:

1. Appropriately Sized Lots? YES
2. Properly Size Street Right-of-Way? NO
3. Drainage Easements? NO
4. Utility Easements:  
Electricity? NO  
Gas? NO  
Sewers? NO  
Water? NO
5. Additional Comments: WE WANT TO SPLIT THE LOT INTO TWO 64' WIDE LOTS. CHANGING THE ZONING ACCOMPLISHES THIS

UNIQUE CHARACTERISTICS OF PRPOERTY AND ADDITIONAL COMMENTS:

EXISTING PROPERTY/STRUCTURE NOT IN CONFORMANCE WITH EXISTING ZONING

SIGNATURE: \_\_\_\_\_

DATE: 1-4-17

BY: \_\_\_\_\_

JOHN MOFFITT

TITLE: \_\_\_\_\_

OWNER



**CITY OF PRAIRIE VILLAGE, KANSAS  
NOTICE OF HEARING**

The Planning Commission of the City of Prairie Village, Kansas will hold a Public Hearing at its regular meeting on Tuesday, February 6, 2018, at 7:00 p.m. in the Council Chamber of the Municipal Building, 7700 Mission Road, Prairie Village, Kansas. The subject of the Public Hearing is:

**APPLICATION PC 2018-03** Proposed Rezoning of the property from R-1a (Single Family Residential District) to R-1b (Single Family Residential District) at  
7540 Reinhardt Street  
Applicant: John Moffitt, MoJo Built, LLC

The property is legally described as: SUNSET HILLS ACRES M 8 FT LOT 17 & ALL LOT 18 PVC-11553; and commonly addressed as 7540 Reinhardt Street.

At the time of the scheduled public hearing, all interested persons may present their comments. Prior to the date of the scheduled hearing, additional information regarding the proposed application may be reviewed in the Office of the Secretary of the Planning Commission at the Municipal Building. Comments may be submitted in writing to the Planning Commission addressed to the City of Prairie Village, 7700 Mission Road, Prairie Village, Kansas 66208. If you have a disability and need assistance to participate in any city meeting or program, contact the City Clerk at 381-6464 or TDD 1-800-766-3777.

Joyce Hagen Mundy  
Planning Commission Secretary

Application No. PC 2018-03

ALLEN W. TOWNLEY, being duly sworn upon his oath, deposes and states:

1. I am the (owner of) (attorney for) (agent of) the property described in the attached notice upon which an application has been filed before the Planning Commission of the City of Prairie Village, Kansas.
2. On the 16<sup>th</sup> day of JAN., 2018, I did comply with notification requirements to landowners as stated in Municipal Code 1973, Section 19.42.010 (E), and notified in letter by certified mail all owners of land located within 200 feet of the described real property. Notice was mailed to the following:

Name

Address

See attached list

I certify that the foregoing is true and correct.

Allen W. Townley  
Name

7540 REINHARDT ST.  
Address

816-405-2295  
Phone



No.	Property ID	Area (ft <sup>2</sup> )	Acres	Situs Address	Owner1	Owner2	Owner Address	City, State Zip
1	OP73000000 0029	16,988	0.39	7623 PAWNEE ST	OSTERMANN, SHARON K.		7623 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
2	OP73000000 0028	16,988	0.39	7601 PAWNEE ST	LAMAR, MARTHA E.		7601 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
3	OP73000000 0025	16,988	0.39	7523 PAWNEE ST	WAGNER, AARON S		7523 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
4	OP73000000 0003	16,988	0.39	7517 REINHARDT ST	WINPEY, G. ALAN		7517 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
5	OP14000000 0013	8,712	0.2	7546 WINDSOR DR	DEAN, WHITNEY ANNE		7546 WINDSOR DR	PRAIRIE VILLAGE, KS 66208
6	OP14000000 0015	8,276	0.19	7600 WINDSOR DR	GORE INNOVATION SERVICES LLC		5121 W 162ND ST	OVERLAND PARK, KS 66085
7	OP73000000 0018	17,860	0.41	7540 REINHARDT ST	LANE, HENRY		1215 W 64TH TER	KANSAS CITY, MO 64113
8	OP73000000 0019A	9,583	0.22	7534 REINHARDT ST	FREDERICK, TANNER L		7534 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
9	OP73000000 0027	16,988	0.39	7541 PAWNEE ST	BLEAKLEY, DANIA TRUSTEE		7541 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
10	OP73000000 0006	12,632	0.29	7601 REINHARDT ST	NOLAND, DENNIS OHARRA TRUSTEE		7601 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
11	OP73000000 0007A	12,632	0.29	7609 REINHARDT ST	JACKSON, STEPHEN A.		7609 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
12	OP73000000 0007B	11,326	0.26	7615 REINHARDT ST	DOPSON, FREDRICK L.		7615 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
13	OP14000000 0012	11,326	0.26	7540 WINDSOR DR	WARNER, VICKI A.		7540 WINDSOR DR	PRAIRIE VILLAGE, KS 66208
14	OP73000000 0005	16,553	0.38	7541 REINHARDT ST	COOK, MATT		7541 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
15	OP73000000 0016	16,553	0.38	7610 REINHARDT ST	BECKLOFF, MICHAEL C		14108 CANTEBURY ST	LEAWOOD, KS 66224
16	OP73000000 0019B	12,632	0.29	7530 REINHARDT ST	GORMAN, JASON		7530 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
17	OP73000000 0020	10,890	0.25	7520 REINHARDT ST	SUNSET PROPERTIES INC		PO BOX 286	SALINA, KS 67402
18	OP14000000 0014	8,276	0.19	7550 WINDSOR DR	SMITH, RAYMOND N.		7550 WINDSOR DR	PRAIRIE VILLAGE, KS 66208
19	OP14000000 0010	11,761	0.27	3616 W 76TH ST	RAIBBLE, ERIC T.		3616 W 76TH ST	PRAIRIE VILLAGE, KS 66208
20	OP14000000 0008A	12,632	0.29	3615 W 76TH ST	SWALWELL, STEPHEN J.		3615 W 76TH ST	PRAIRIE VILLAGE, KS 66208
21	OP73000000 0017	15,682	0.36	7600 REINHARDT ST	ANDERSON, PHILLIP		7600 REINHARDT ST	PRAIRIE VILLAGE, KS 66208
22	OP73000000 0026	16,988	0.39	7531 PAWNEE ST	HOFFMAN, BENJAMIN T.		7531 PAWNEE ST	PRAIRIE VILLAGE, KS 66208
23	OP73000000 0004	16,553	0.38	7531 REINHARDT ST	THOMAS, STEVE		7531 REINHARDT ST	PRAIRIE VILLAGE, KS 66208

Total Area of Parcels: 7.25 acres (315,810 ft<sup>2</sup>)

Selected Property

# 0016492

LOT SPLIT APPLICATION

CITY OF PRAIRIE VILLAGE, KANSAS

Lot Split Application No: \_\_\_\_\_

Date: PC 2018-109

Fee: 8100

Deposit: 9500

Request To: Codes Administrator  
City of Prairie Village  
7700 Mission Road  
Prairie Village, Kansas 66208  
(913) 381-6464

Attachment Required:

- Four (4) copies of scale drawing;
- Legal description of lots to be created: (PENDING COUNTY DETERMINATION)
- The location of any structure(s) on the lot or lots thereon, together with the precise nature, location and dimensions;
- Name, signature, and seal of the licensed engineer or registered land surveyor who prepared the drawing.

APPLICANT

ALIEN TOWNLEY

Name

5300 COLLEGE BLVD.

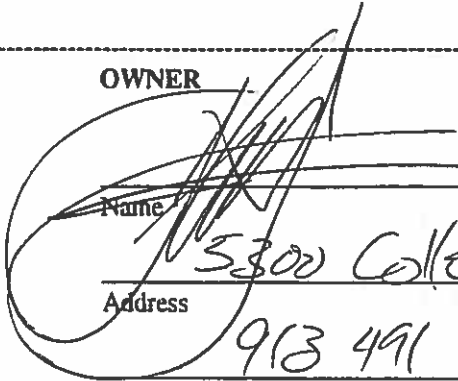
Address

816-405-2295

Area Code

Telephone Number

OWNER



5300 COLLEGE BLVD.

913 491 6800

Name

Address

Area Code

Telephone Number

REQUEST

As provided in Article 13 of the Subdivision Regulations, City of Prairie Village, Kansas, a lot split of N 8' of lot 17 & Lot 18, Block \_\_\_\_\_, in the SUNSET HILL ACRES Addition to the City of Prairie Village is hereby requested. The lot is generally described as:

N 8' of lot 17 &

7540 REINHARDT ST.

(N. 8' of lot 17 & lot 18 PVC-11553

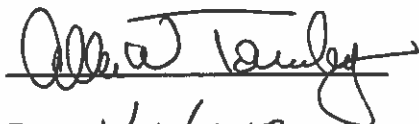
# LOT SPLIT REQUIREMENTS

The lot split is sought to provide for the issuance of building permits in lots divided into not more than two (2) tracts without having to replat said lot.

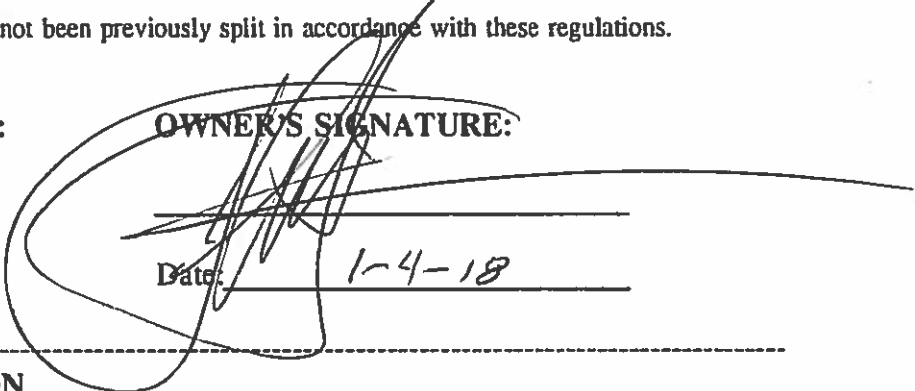
The lot split application meets the following requirements:

- | YES                                 | NO                       |   |
|-------------------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (a) No new street or alley or other public improvements is needed or proposed.  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (b) No vacation of streets, alleys, setback lines, access control or easements is required or proposed.   |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (c) The lot split will not result in significant increases in service requirements (e.e., utilities, schools, traffic control, streets, etc.); or will not interfere with maintain existing service level (e.g., additional curb cuts, repaving, etc.). |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (d) There is street right-of-way as required by these regulations or the Comprehensive Plan.  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (e) All easement requirements have been satisfied.  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (f) The split will not result in a tract without direct access to a public street.  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (g) No substandard-sized lot or parcel will be created. <b>PENDING</b>  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | (h) The lot has not been previously split in accordance with these regulations.   |

APPLICANT'S SIGNATURE:

  
Date: 1/4/2018

OWNER'S SIGNATURE:

  
Date: 1-4-18

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## Planning Commission ACTION

Date application can be scheduled for consideration at a regular meeting of the Planning Commission:

\_\_\_\_\_

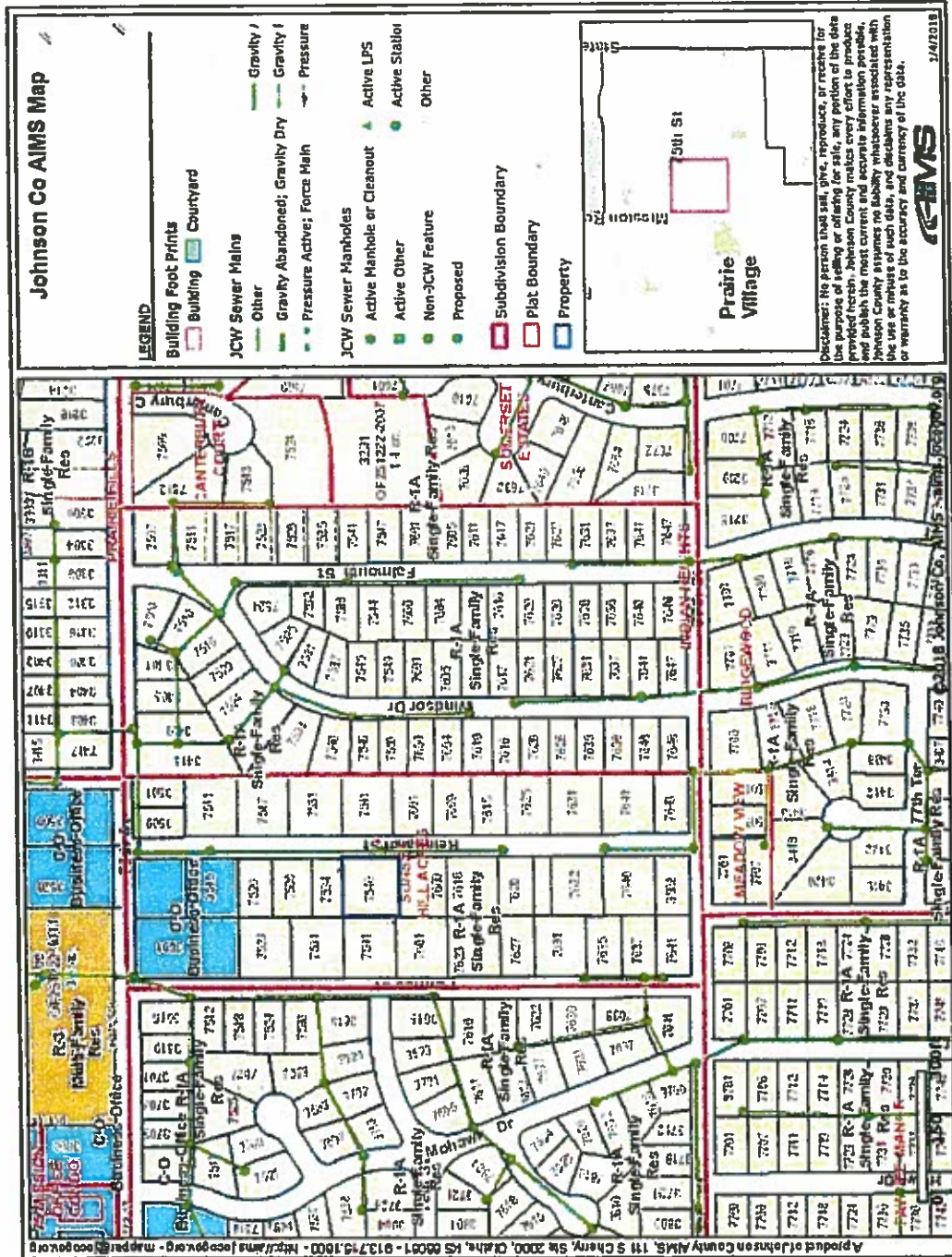
Action of the Planning Commission:

\_\_\_\_\_

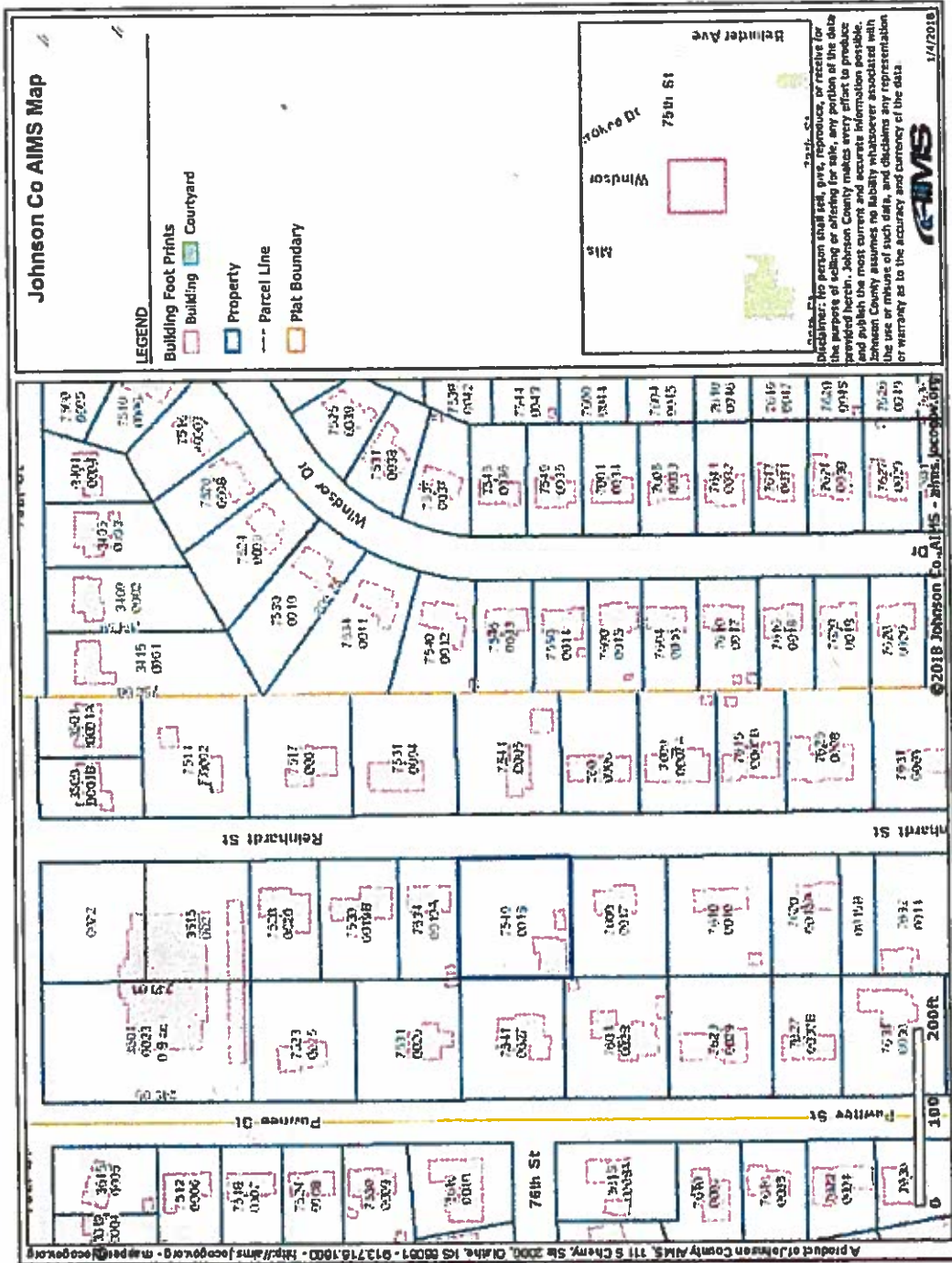


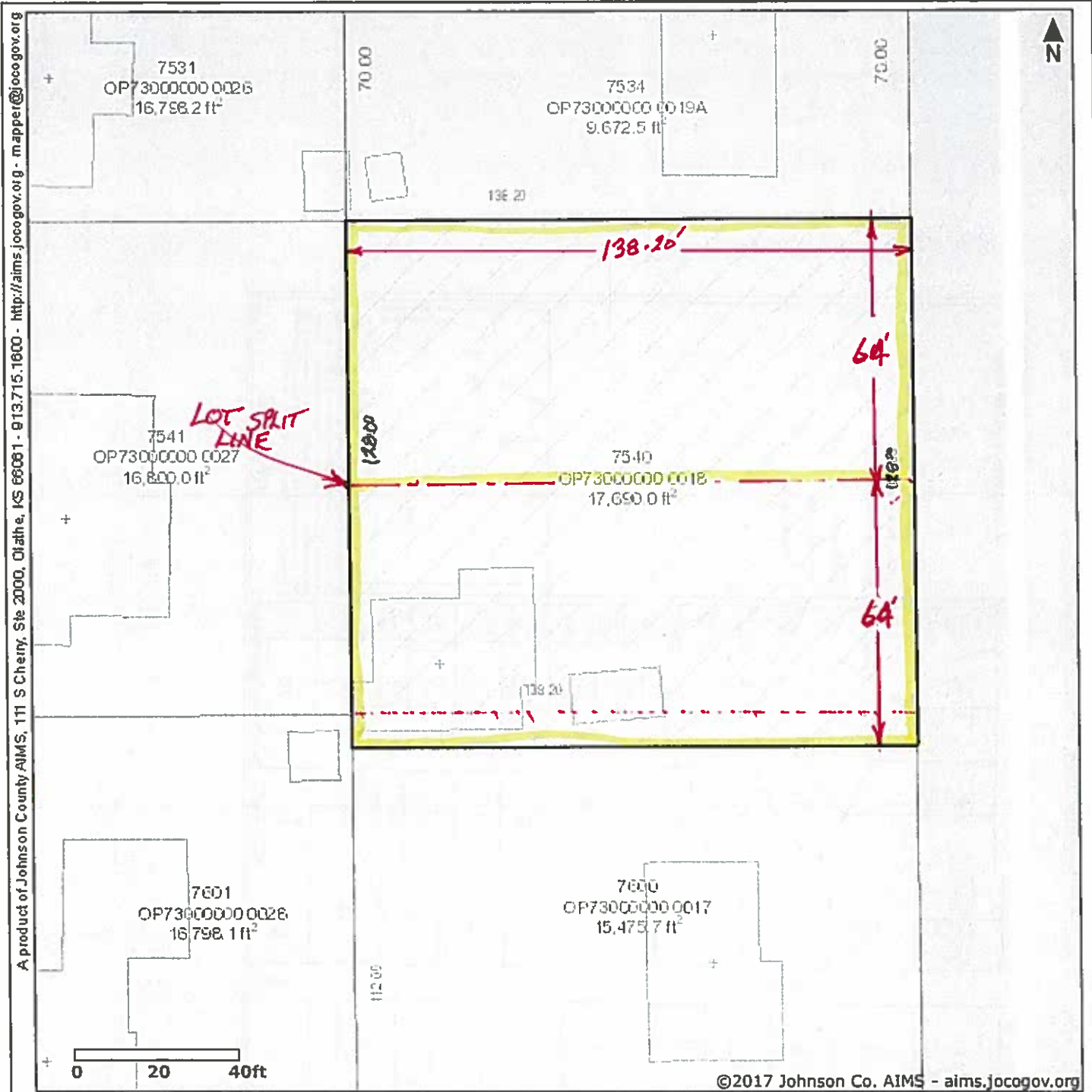


# Print AIMS Map - Landscape



# Print AIMS Map - Landscape





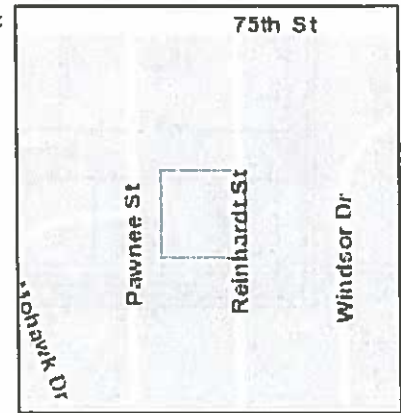
A product of Johnson County AIMS, 111 S Cherry, Ste 2000, Olathe, KS 66061 - 913.715.1600 - http://aims.jocogov.org - mapper@jocogov.org

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**OP73000000 0018**

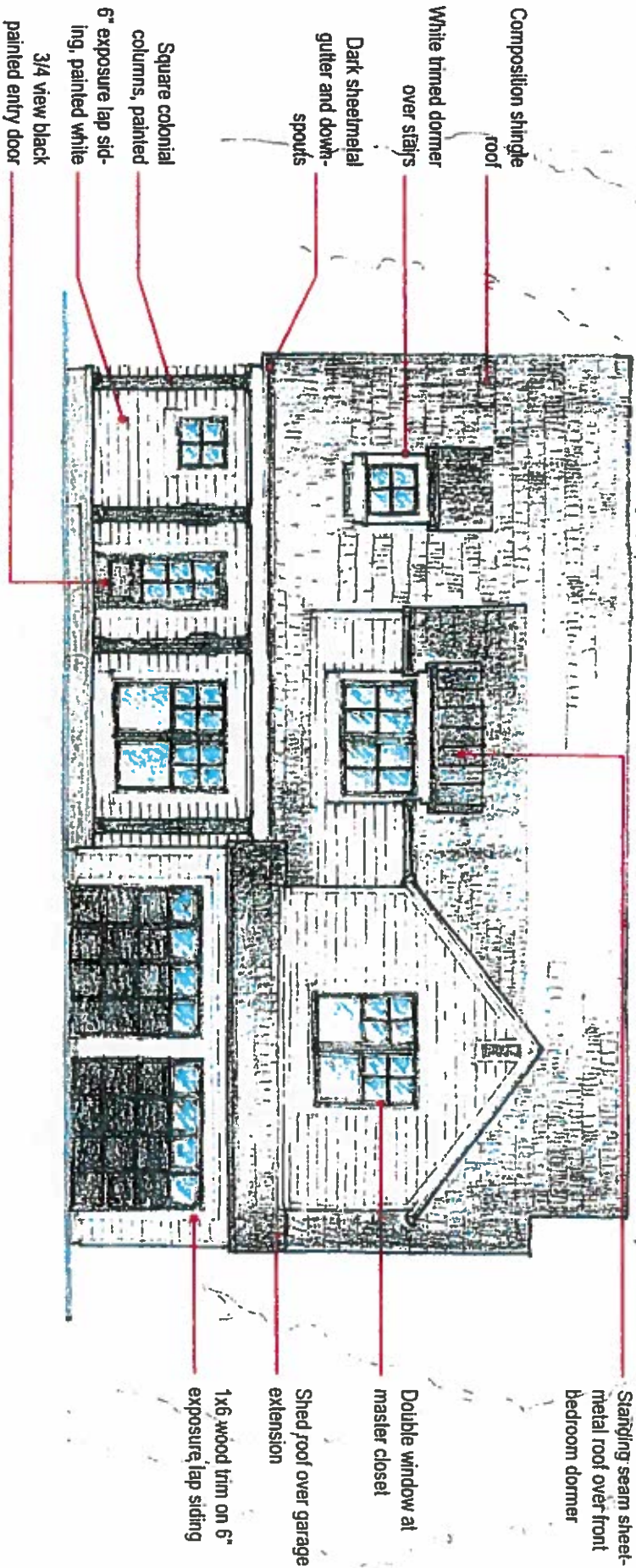
**LEGEND**

- † Address Point
- Building/Structure
- Property**
- Untaxed      □ Common Interest
- ▒ Vertical      □ Platted
- ▒ Unplatted    □ Right-of-way
- ▒ Mineral Rights   □ Leased Land



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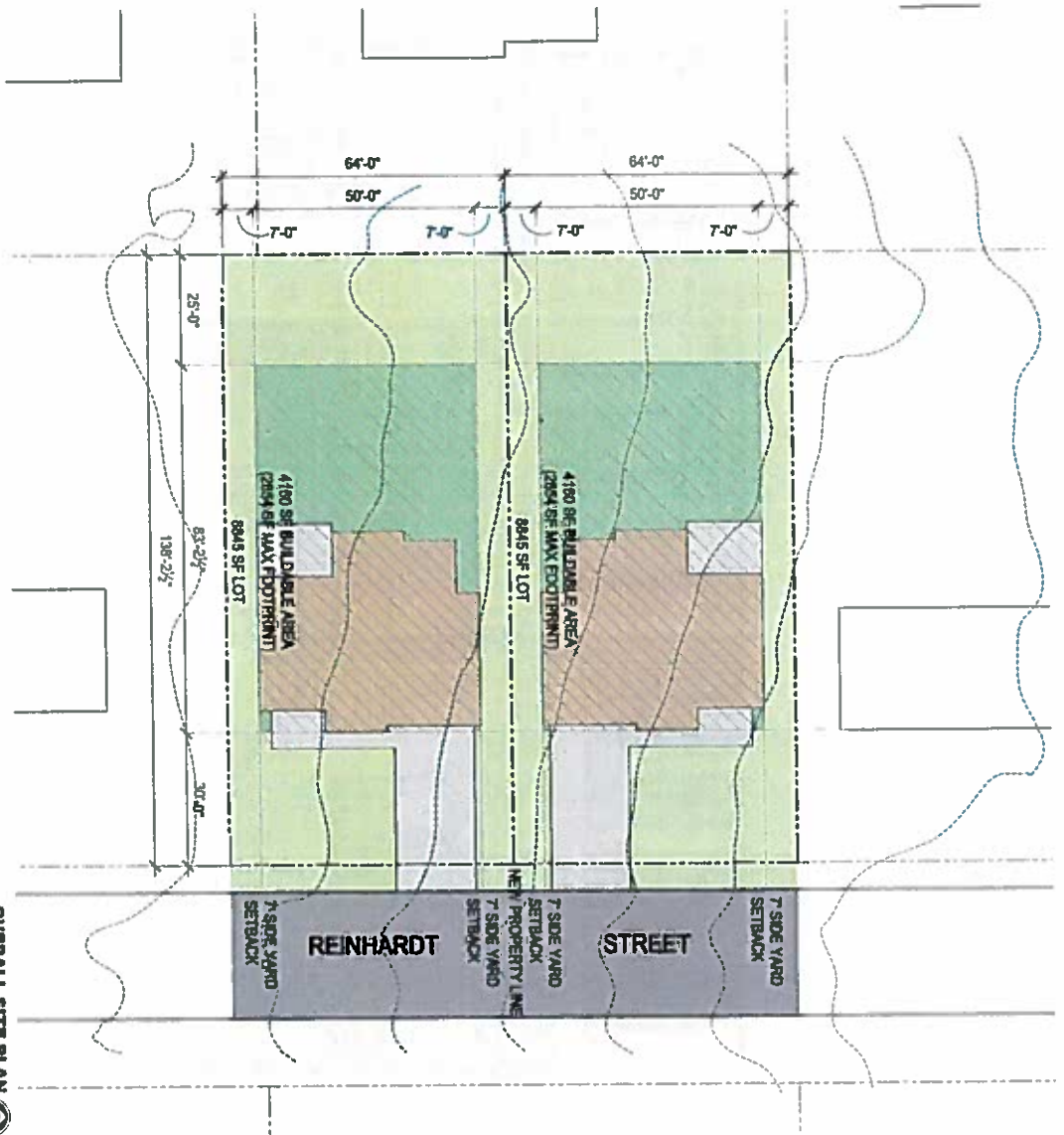




# MOJO Built - MOJO 2

Elevation Study Sketch  
December 22, 2017



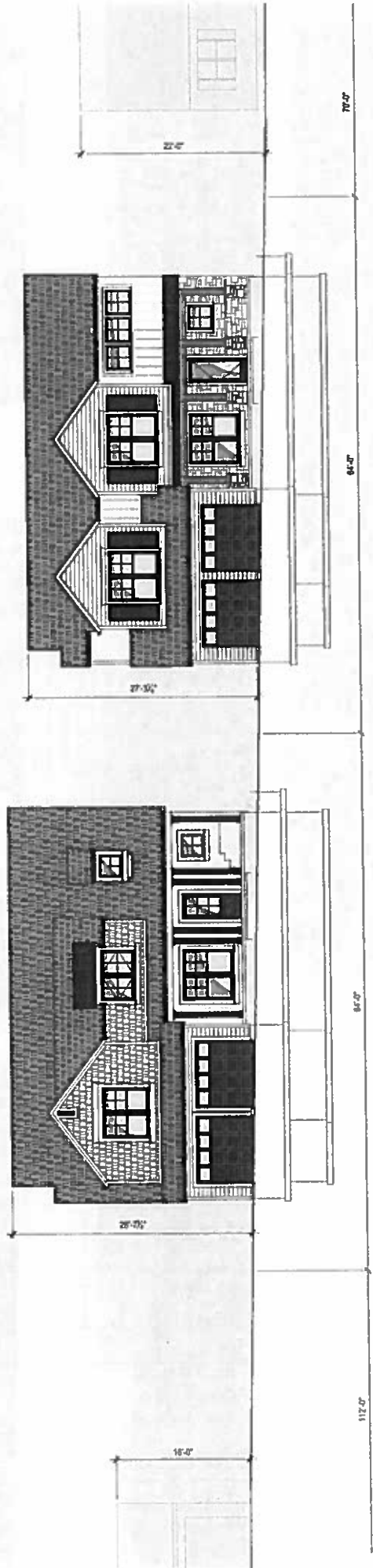


OVERALL SITE PLAN  
SCALE 1"=30'-0"  
NORTH



**7540 Reinhardt Street**  
Proposed Lot Split & Rezoning  
Prairie Village, Kansas | September 12, 2017





Proposed Model Home Elevations

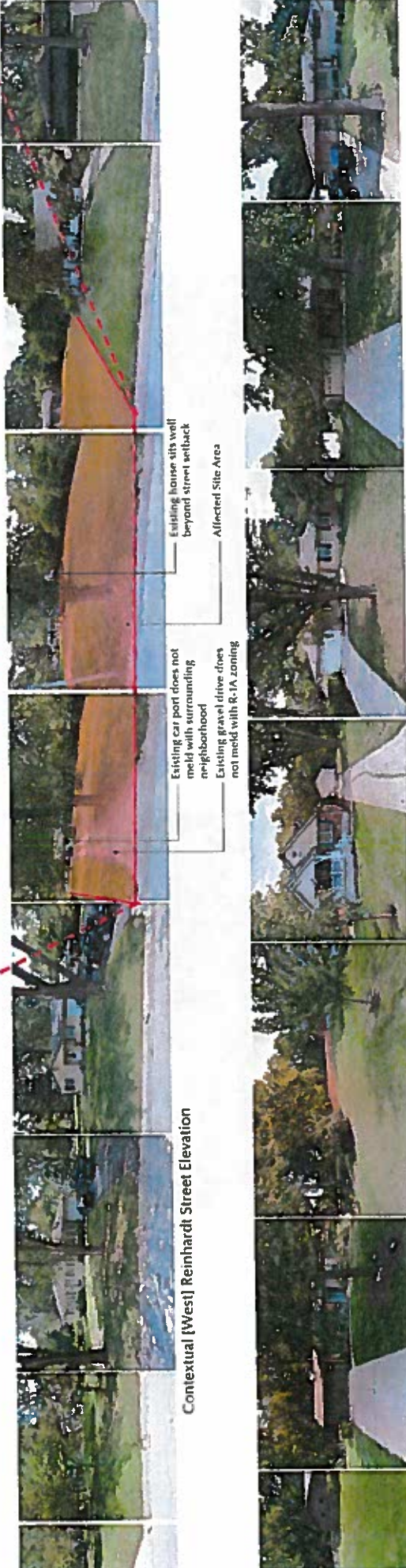
# 7540 Reinhardt Street

Proposed Lot Split & Rezoning  
 Prairie Village, Kansas | January 23, 2017





Enlarged Lot Panorama



Contextual [West] Reinhardt Street Elevation

Contextual [East] Reinhardt Street Elevation



Contextual [West] Windsor Street Elevation



**7540 Reinhardt Street**  
 Proposed Lot Split & Rezoning  
 Prairie Village, Kansas | January 23, 2017







Standing seam sheet-metal roof over front bedroom dormer

Double window at master closet

Shed roof over garage extension

1x6 wood trim on 6\"/>

Composition shingle roof

White trimmed dormer over stairs

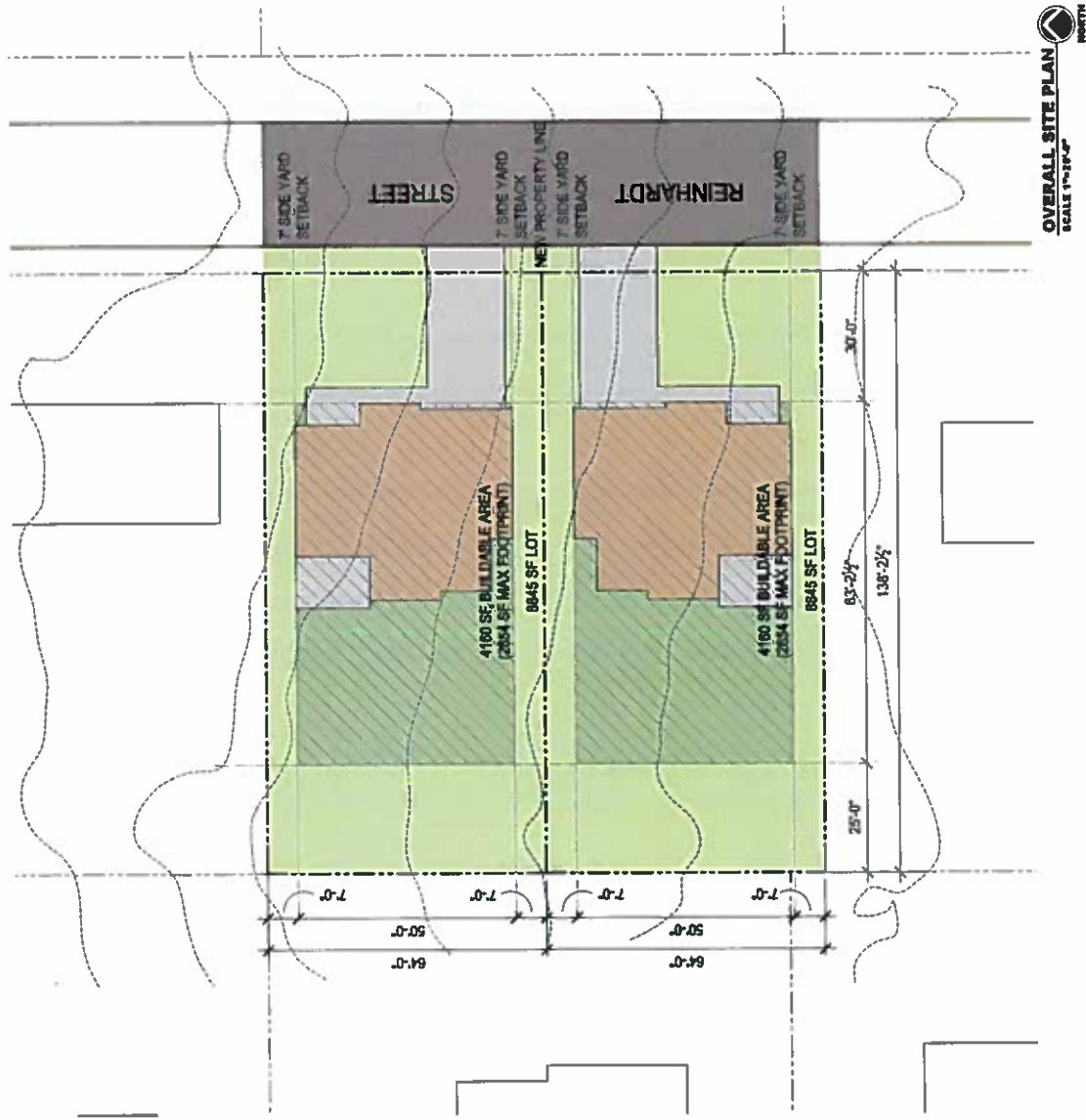
Dark sheetmetal gutter and downspouts

Square colonial columns, painted

6\"/>

3/4 view black painted entry door

**MOJO Built - MOJO 2**  
 Elevation Study Sketch  
 December 22, 2017



**7540 Reinhardt Street**  
 Proposed Lot Split & Rezoning  
 Prairie Village, Kansas | September 12, 2017



# Neighborhood Meeting to Discuss Rezoning and subsequent Lot Split of 7540 Reinhardt Street

February 13, 2018 – 6:30 pm

Present: Nancy Smith, 7550 Windsor  
Denny Noland, 7601 Reinhardt  
Alison Chaplick, Moffitt Realty  
Anthony West, Moffitt Realty  
Allen Townley, MOJO Built  
John Moffitt, Owner

## 1. Presentation of Request – by John Moffitt

Showed history of area, concern for neighborhood residence, logical solution for referenced property. Displayed posters showing area, specific plot plan for proposed, elevations of new homes & photographs of street-scapes.

## 2. Discussion

Talked with each attendee as to their specific concerns.

Mrs. Smith is concerned with the size of some new homes. She does not want a super large house that doesn't fit the neighborhood.

Mr. Noland wanted assurance that there be erected a chain link security fence around the job site. He wanted builder to direct subs to park on one side of the street to allow for emergency vehicles to pass. He asked about noise, start and finish times, cleanliness for job site and that when trenching for the sewer hookup that the trench, below 4', be shored up.

## 3. Resolutions of Concerns

We explained that this lot was prime for a large home if we were not able to achieve our proposed lot split allowing construction of two smaller homes that fit the character and feel of the neighborhood. Mrs. Smith recognized this and is happy with our proposal.

We explained to Mr. Noland that we always erect a chain link security fence. We gave two existing project locations where we in deed have security fences installed. We agreed to his parking request and informed him that the city has specific start and finish times that we agree to. Shoring up and dig below 4' is required and we will direct our plumbing contractor to be sure to abide by the requirements. He is content that we have adequately address his concerns.

## ORDINANCE 2380

AN ORDINANCE REZONING PROPERTY LOCATED AT 7540 REINHARDT STREET, PRAIRIE VILLAGE, KANSAS FROM R-1A (SINGLE FAMILY RESIDENTIAL DISTRICT) TO R-1B (SINGLE FAMILY RESIDENTIAL DISTRICT) AND DIRECTING THE AMENDMENT OF THE OFFICIAL ZONING MAP OF THE CITY OF PRAIRIE VILLAGE, KANSAS; AND REINCORPORATING SAID ZONING MAP BY REFERENCE.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF PRAIRIE VILLAGE, KANSAS:

### **Section I. Planning Commission Recommendation.**

That having received a recommendation from the Planning Commission; having found favorably on the findings of fact, proper notice having been given and hearing held as provided by law and under the authority of and subject to the provisions of the Zoning Regulations of the City of Prairie Village, Kansas, the zoning classification or districts of the lands hereinafter legally described are changed from R-1a (Single Family Residential District) to R-1b (Single Family Residential District) is adopted as set forth in Sections II and III.

### **Section II. Rezoning of Property.**

That the real estate located at 7540 Reinhardt Street, Prairie Village, Kansas, and hereinafter described, to Wit: SUNSET HILL ACRES N 8 FEET LOT 17 & ALL LOT 18, PVC-11553 commonly referred to as

7540 Reinhardt Street, Prairie Village, Kansas

is hereby rezoned in its entirety from R-1a, Single Family Residential District to R-1b Single Family Residential District.

### **Section III. Reincorporation By Reference of Prairie Village, Kansas, Zoning District Map as Amended.**

That the Official Zoning District Map of the City is hereby amended in accordance with Section II, of this ordinance and is hereby reincorporated by reference and declared to be the Official Zoning District Map of the City as provided for and adopted pursuant to the provisions of Section 19.04.010 of Title 19 Zoning of the Prairie Village Zoning Regulations.

### **Section V. Take Effect.**

That this ordinance shall take effect and be in force from and after its publication in the official City newspaper as provided by law.

**PASSED AND APPROVED THIS 2ND DAY OF APRIL, 2018**

\_\_\_\_\_  
Mayor Laura Wassmer

**ATTEST:**

**APPROVED AS TO FORM**

\_\_\_\_\_  
Joyce Hagen Mundy, City Clerk

\_\_\_\_\_  
Catherine P. Logan, City Attorney





## PLANNING COMMISSION

Council Meeting Date: April 2, 2018

### PC2018-04 Consider Request for Approval of a Special Use Permit for the operation of an animal Day Care at 8827 Roe Avenue

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#### RECOMMENDATION

Recommend the Governing Body adopt Ordinance 2381, granting a Special Use Permit to allow the operation of an Animal Day Care Program at 8827 Roe Avenue, subject to the conditions recommended by the Planning Commission.

#### BACKGROUND

The Queen of Paws Boutique and Spa at 8827 Roe Avenue provides animal daycare, pet grooming and training. They were granted an initial Special Use Permit two years ago authorizing up to 20 dogs (under 20 pounds) and up to 15 dogs (over 20 pounds) for dog daycare facilities in an indoor operation. The site is currently zoned CP-1, which allows a variety of retail and service businesses.

The applicant held a neighborhood meeting on February 15, 2018 at her facility in accordance with the Planning Commission Citizen Participation Policy with no one attending. A letter of support was received by the Commission from an adjacent property owner. One individual spoke in support of the request during the public hearing. Nobody was present to speak against the application.

The Planning Commission found the Findings of Fact as set out in the zoning ordinance and the Golden Factors to be favorable for the reasons set forth in the March 6, 2018 minutes and recommends that the Governing Body approve a Special Use Permit for the operation of an animal day care program at Queen of Paws Boutique and Spa located at 8827 Roe Avenue subject to the following conditions:

1. The use remains accessory to the generally permitted service use of dog grooming and training services maintaining a reservation based grooming service.
2. The use is limited to the scale and intensity. Specifically:
  - No more than 20 dogs under 20 pounds at any time for daycare services.
  - No more than 15 dogs over 20 pounds at any time for daycare services.
  - In the event that complaints are revived at this level of activity, Staff is authorized to assess the situation and work with the applicant to reduce activity so that complaints are minimized and activities and impact are more similar to current levels at this location.
  - Indoor activities only - behavioral and socialization; and outdoor activity shall be limited as follows:
    - Only to the 12' x 130' grass strip behind the building, and specifically excluding any property along the north edge, whether it is owned by the subject lot or the adjacent owner.

- Only for short periods of time sufficient for the animals to relieve themselves;
  - No more than four animals at any one time;
  - Clean-up and maintenance of this area shall occur on at least a weekly basis.
3. Should coordination of this use with the adjacent veterinary clinic occur, the limitations of each uses scale and intensity shall control. Boarding is specifically and currently limited to medical care and observation, and daycare is limited as provided above. Each of these may not be combined to affect an expansion of the intensity. If animal boarding should specifically be offered as a service, an amendment of either or both applications shall be required. Should the applicant wish to request that with this application, parameters similar to the limitation on day care services shall be recommended.
  4. The special use permit shall be for a period of five (5) years. Should no issues or code enforcement arise in the renewal periods, the permit may be extended to a longer duration at the discretion of the Planning Commission.

Since valid protest petitions have not been filed, the Governing Body (which includes the Mayor and City Council) shall make its findings of fact based on the ordinance Findings of Fact and “Golden Factors” and either:

- A. Adopt the recommendation of the Planning Commission and adopt an ordinance approving the Special Use Permit, including the conditions, which requires a simple majority of the Governing Body or seven (7) affirmative votes, or
- B. Override the recommendation of the Planning Commission by a 2/3 vote of the Governing Body (9 affirmative votes), and deny the Special Use Permit, or revise the conditions of approval, or
- C. Return the recommendation to the Planning Commission for further consideration by a simple majority vote of the quorum present with a statement specifying the basis for the Governing Body’s failure to approve or disapprove the recommendation.
- D. Continue the item to a designated meeting by a simple majority of the quorum present.

## **ATTACHMENTS**

Planning Commission Minutes of March 6, 2018

Staff Report & Application for PC2018-04

Letter of Support

Proposed Ordinance

## **PREPARED BY**

Joyce Hagen Mundy

City Clerk/Planning Commission Secretary

Date: March 26, 2018

**EXCERPT  
PLANNING COMMISSION MINUTES  
MARCH 6, 2018**

**PC2018-04 Request for Renewal of Special Use Permit for Animal DayCare  
8827 Roe Avenue**

Christine Gregory, 8827 Roe Avenue, advised the Commission the staff report references involvement with the veterinary clinic at 8825 Roe and stated this application is for her business only. Queen of Paws offers grooming services, animal training and animal daycare. Her initial permit was for two years and she is requesting the permit be renewed for five years.

Ms. Jennings noted she had received a letter of support from Louise Gruenebaum at 4623 West 88<sup>th</sup> Street which backs to her property. Mrs. Gruenebaum had expressed concern at the hearing for her initial permit but is now a client of hers. She also had Bill Rainen, 4619 West 88<sup>th</sup> Street, come by her business and express his support. She held a neighborhood meeting on February 15th with no one attending.

Chris Brewster responded the references to the veterinary clinic were to provide historical background. Staff does recommend approval of the renewal of this permit for 8827 Roe Avenue for a period of five years subject to some conditions.

Mrs. Wallerstein inquired whether a special use permit application could just be approved by the Planning Commission and not go forward to the Governing Body. Mr. Brewster clarified the application does go to the Governing Body, but it is evaluated on whether the applicant continues to meet all of the original conditions for approval. The Commission has commonly given subsequent permits a five year term and some longer noting that violation of any of the conditions would allow the City to void the permit.

Jonathan Birkel asked if the business was sold would the conditions for the permit apply to the new owner. Mr. Brewster responded it depends on the wording of the permit and verified that the conditions of this permit would be applicable to future owners.

Nancy Wallerstein asked Ms. Jennings if she had any concerns with the conditions recommended by staff.

Ms. Jennings noted the conditions are similar to those of the initial permit recommendation and she thought they were changed during the Commission's review of her application. For example, condition #2 states "no more than 20 dogs total at any time, including dog grooming and day care services." She has four groomers and grooming is by appointment only as those animals come in, get groomed and leave. The condition of her original permit only restricted the number of animals in daycare.

Jim Breneman remembered the discussion at the initial application and concurs with Ms. Jennings. He would like to see the language changed back to the original permit stating "No more than 20 dogs under 20 pounds at any time for daycare services." As well as

the second bullet “No more than 15 dogs over 20 pounds at any time for daycare services.” Mr. Breneman asked why they were changed. Mr. Brewster replied that he took the recommendation from the Council approval packet and it can be changed by the Commission. Mr. Breneman asked why the veterinary clinic was referenced and if the application also applied to it. Mr. Brewster responded this application is only for Ms. Jennings business; however, animal daycare is not addressed in the city code so staff is interpreting it as a similar use thus allowing it as a special use. Otherwise with the code being silent, this special use permit would not be allowed.

Ms. Gregory noted that if the number of animals allowed was compared to child daycare, she is in compliance with those regulations.

Jonathan Birkel questioned if this classification should be added as an allowable special use in the code. Mr. Brewster responded that staff is currently reviewing the list of allowable uses under the special use regulations. He noted it is common to borrow from similar uses and it is his opinion that it is better to address this generally allowing for interpretations to be made. In issuing special use permits, you are concerned with the scale of the use and the impact on the neighborhood. These are being reviewed on a broader scale.

Nancy Wallerstein noted condition #3 appears to also bundle this application with the veterinary clinic and would like to see it changed. Melissa Brown felt the language in condition #3 was confusing.

Chris Brewster noted condition #3 was there because of the proximity of the veterinary clinic, which had limited boarding use. This presents a future opportunity; however, staff would agree to revise the condition.

Various language changes were considered with the following language being approved for condition #3:

“Should coordination of this use with the adjacent veterinary clinic occur the limitations of each uses scale and intensity shall control. Boarding is specifically and currently limited to medical care and observation, and daycare is limited as provided above. Each of these may not be combined to affect and expansion of the intensity. If animal boarding should specifically be offered as a service, an amendment of either or both applications shall be required. Should the applicant wish to request that with this application, parameters similar to the limitation on day care services shall be recommended.”

Chairman Nancy Wallerstein opened the public hearing on this application.

Ruth Prito, 4011 West 37<sup>th</sup> Street, spoke in support of the application. She is a resident of Prairie Village and uses Ms. Gregory’s services. With no one else wishing to address the Commission, the public hearing was closed at 8:14 p.m.

Mr. Brewster stated staff recommends the approval of this request based on the following analysis of the factors for approval:

**A. The proposed special use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations and use limitations.**

The site and buildings meet all standards for the C-1 district. The buildings were upgraded and improved through a site plan in 2013 that meets all standards and design criteria to ensure the site fits in with the character and context of the area.

**B. The proposed special use at the specified location will not adversely affect the welfare or convenience of the public.**

The continuation of this use is of a similar scale and intensity of uses already occurring on the site. To staff's knowledge, some similar use of this site has occurred for more than 25 years without many complaints or problems for the neighborhood. Since the 2016 special use permit and slight increase the level of activity, there have been no significant impacts on adjacent property and the City has received no complaints. Many of the concerns voiced during the initial hearing in 2016 appear to be adequately addressed by the operation and performance of the applicant, and through the conditions of the previous approval.

**C. The proposed special use will not cause substantial injury to the value of other property in the neighborhood in which it is located.**

The proposed business is a neighborhood-oriented service, similar to what is intended and permitted generally in the C-1 district. However, whether the specific proposal could substantially injure the value of other property in the neighborhood is dependent on the extent of outdoor activity and number of animals cared for as indicated under B. above.

**D. The location and size of the special use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such as the special use will not cause substantial injury to the value of the property in the immediate neighborhood so as to hinder development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the special use will cause substantial injury to the value of property in the immediate neighborhood, consideration shall be given to:**

- 1. The location, size, nature and height of buildings, structures, walls, and fences on the site; and**
- 2. The nature and extent of landscaping and screening on the site.**

This application is in an existing building and proposes no alterations to the site or buildings. The existing buildings are compliant with all standards and criteria dealing with the impact on surrounding areas, and similar neighborhood-scale businesses and services have been operating on this site in conformance with these criteria.

**E. Off-street parking and loading areas will be provided in accordance with the standards set forth in these regulations and such areas will be screened from adjoining residential uses and located so as to protect such residential uses from any injurious effect.**

The site as a whole meets all City parking requirements, and there is no indication that this proposed use will cause any parking impact substantially different from any of the other allowed uses.

**F. Adequate utility, drainage, and other such necessary facilities have been or will be provided.**

The site has been operating as a neighborhood retail and service center for years, and all facilities are adequate.

**G. Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys.**

The site has been operating as a neighborhood retail and service center for years, and access is adequate. There is no indication that this proposed use will cause any traffic impact different from any other allowed uses in this zoning district.

**H. Adjoining properties and the general public shall be adequately protected from any hazardous or toxic materials, hazardous manufacturing processes, obnoxious odors or unnecessarily intrusive noises.**

The performance standards applicable to all service and retail uses in the C-1 district will adequately protect and limit any of these potential impacts.

**I. Architectural design and building materials are compatible with such design and materials used in the neighborhood in which the proposed facility is to be built or located.**

The site and buildings meet all standards for the C-1 district. The buildings were upgraded and improved through a site plan in 2013 that meets all standards and design criteria to ensure the site fits in with the character and context of the area.

James Breneman moved the Planning Commission, finding the criteria for the renewal of the special use permit being met, recommend the Governing Body approve a special use permit for an animal daycare at 8827 Roe Avenue subject to the following conditions:

1. The use remains accessory to the generally permitted service use of dog grooming and training services maintaining a reservation based grooming service.
2. The use is limited to the scale and intensity. Specifically:
  - No more than 20 dogs under 20 pounds at any time for daycare services.
  - No more than 15 dogs over 20 pounds at any time for daycare services.
  - In the event that complaints are revived at this level of activity, Staff is authorized to assess the situation, and work with the applicant to reduce activity so that complaints are minimized and activities and impact are more similar to current levels at this location.
  - Indoor activities only - behavioral and socialization; and outdoor activity shall be limited as follows:

- Only to the 12' x 130' grass strip behind the building, and specifically excluding any property along the north edge, whether it is owned by the subject lot or the adjacent owner.
  - Only for short periods of time sufficient for the animals to relieve themselves;
  - No more than four animals at any one time;
  - Clean-up and maintenance of this area shall occur on at least a weekly basis.
3. Should coordination of this use with the adjacent veterinary clinic occur the limitations of each uses scale and intensity shall control. Boarding is specifically and currently limited to medical care and observation, and daycare is limited as provided above. Each of these may not be combined to affect and expansion of the intensity. If animal boarding should specifically be offered as a service, an amendment of either or both applications shall be required. Should the applicant wish to request that with this application, parameters similar to the limitation on day care services shall be recommended.
  4. The special use permit shall be for a period of five (5) years. Should no issues or code enforcement arise in the renewal periods may be extended to a longer duration at the discretion of the Planning Commission.
- The motion was seconded by Jonathan Birkel and passed unanimously.

# STAFF REPORT

**TO:** Prairie Village Planning Commission  
**FROM:** Chris Brewster, AICP, Gould Evans, Planning Consultant  
**DATE:** March 1, 2018, Planning Commission Meeting

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**Application:** PC 2018-04

**Request:** Request / Renewal of Special Use Permit for Veterinary Clinic / Animal Day Care

**Action:** *A Special Use Permit requires the Planning Commission to evaluate facts and weigh evidence, and based on balancing the factors and criteria in the zoning ordinance, make a recommendation to the City Council.*

**Property Address:** 8827 Roe Avenue

**Applicant:** Christine Gregory and Dr. Kent Krause

**Current Zoning and Land Use:** CP1, Planned Restricted Business District – Office, Veterinary & Service Uses.

**Surrounding Zoning and Land Use:** North: R-1A Single-Family District – Residential / Single-family Dwellings  
East: C-2 General Business District – Commercial / Office  
South: R-P1A Planned Single-Family District – Residential / Single-family Dwellings  
West: R-1A Single-Family District - Residential

**Legal Description:** Somerset Acres West BG 10' E NW CR Tract A (Block 9) E 180' S 132.77 W 131.9' PVC 714615

**Property Area:** 0.54 acres

**Related Case Files:** PC 2016-03 Special Use Permit – Animal Daycare  
PC 2013-101 Site Plan Approval 8825 & 8839 Roe  
PC 2008-04 Amend SUP for Veterinary Clinic  
SUP No. 93-6  
PC 1991-05 Approval of SUP for Veterinary Clinic

**Attachments:** Application, Maps and Aerials, Letters of support and opposition

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**General Location Map**



**Aerial Map**





Site



Bird's eye – block scale



*Bird's eye – site scale*



*Street View – looking north on Roe*



**SUMMARY:**

This is a request to renew a special use permit for animal day care business associated with a pet grooming and training services at the 89<sup>th</sup> and Roe Shops (physical address 8825 Roe; tenant units 8823, 8825, and 8827). The proposal is to reauthorize up to 20 dogs (under 20 pounds) and up to 15 dogs (over 20 pounds) for dog daycare facilities in an indoor operation. The site is currently zoned CP-1, which allows a variety of retail and service businesses. In the past, the Prairie Village zoning ordinance has been interpreted to allow veterinary services and boarding services by special use permits in the C-1 district.

**BACKGROUND:**

Queen of Paws (Christine Gregory) opened and received a business license for her dog grooming facilities at 8827 Roe. A business license was issued for this location on August 28, 2015, and this business was previously operating at a different location for some time providing animal grooming and services. In February 2016, the Planning Commission reviewed and heard a Special Use Permit request to supplement the business with a dog daycare business. The Planning Commission recommended approval, and the City Council approved the special use permit in March 2016 with the following limits to the day care services:

- Up to 20 dogs (under 20 pounds)
- Up to 15 dogs (over 20 pounds)
- Indoor activities only – behavioral and socialization

The applicant held a neighborhood meeting for this renewal request at the location on February 15, 2018 at the business location, and can provide a summary of that meeting at the public hearing.

Immediately adjacent to this address is a veterinary clinic. In 1991, a Special Use Permit was approved by the Governing Body (July 1, 1991) to allow a Veterinary Clinic at 8823 Roe Avenue, operated by Dr. Thomas McKee, for a two-year time period. This permit was renewed for an indefinite period of time in 1993 (June 21, 1993). This permit was later conveyed in May 2007 to Tomahawk Animal Clinic, Inc., Kent E. Kraus, DVM, and President. In 2008, the special use permit was amended to allow the expansion of the use to 8825 Roe. One of the conditions of the original permit, and which has continued to all amendments of the permit, is that the "boarding of animals will be limited only to medical care and observation." Building modifications were also approved by the Planning Commission through site plan review in 2013, and the two buildings (8825 & 8839) on the site remain under common ownership to meet parking requirements.

Also included in the shops at 89<sup>th</sup> and Roe, in the adjacent building are the following businesses:

- Floral shop
- Alteration service
- Office
- Body care boutique
- Learning service center.

**ANALYSIS:**

The CP-1 Zoning district allows a variety of small-scale office, retail and service uses.<sup>1</sup> In the past, the City has authorized veterinary clinics, limited accessory boarding services, and animal day care by special use permit in the C-1 district (and at this specific location as indicated in the background above). Based on the previous approval and this renewal, it is anticipated that the scale and use of animal daycare facilities would

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<sup>1</sup> A. Shops and stores for sale at retail of foods and beverages for human consumption; restaurants, soft goods such as clothing and shoes; drugs and cosmetics; furniture and appliances; printed materials; notions; hardware and paint; kitchenware; toys and sporting goods; jewelry, gifts, and novelties; flowers; tobacco products, photographic equipment, antiques; artist and hobby supplies; music supplies and medical supplies; bed and breakfast. B. Services such as professional offices, banks and savings and loan associations, insurance, barber shops and beauty shops, schools, day care centers optical shops, seamstress and tailoring, dry cleaning and laundry pickup or coin operated and dry-cleaning operations classed as low hazard in the applicable codes, eating establishments, interior decorator, photographer, shoe repairs, clinics wellness center. C. Offices of all types, including post offices, public or privately owned utility offices. Prairie Village Zoning Ordinance, Section 19.18.005, Use Regulations (C-1).

be similar to that of boarding animals, in that multiple animals are cared for a duration, apart from any medical treatment.

In addition to enabling a broad range of service and retail businesses as identified above, the C-1 district also includes several performance standards performance standards in Section 19.18.010, and specifically limits on outside activities and noise are most applicable to this site and application.

Based on testimony and the initial special use permit request in 2016, the Planning Commission recommended several conditions on the scope, number and size of animals, and coordination with other animal care activities in this shopping center to ensure that the performance standards for this district be met. The applicant as complied with all conditions during the two-year operation and the City has received no complaints regarding this property or the use for animal day care.

Related to this request, any further coordination of this business with the veterinary service for boarding beyond both day care facilities, or boarding beyond medical care and observation would require an amendment to that special use permit.

#### **FACTORS FOR CONSIDERATION:**

Section 18.28.035 of the zoning ordinance requires the Planning Commission to make findings of fact to support its recommendation to approve, conditionally approve, or disapprove this renewal of the special use permit. It is not necessary that a finding of fact be made for each factor. However, there should be a conclusion that the request should be approved or denied based upon consideration of as many factors as are applicable. The factors to be considered are to the following:

**A. The proposed special use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations and use limitations.**

The site and buildings meet all standards for the C-1 district. The buildings were upgraded and improved through a site plan in 2013 that meets all standards and design criteria to ensure the site fits in with the character and context of the area.

**B. The proposed special use at the specified location will not adversely affect the welfare or convenience of the public.**

The continuation of this use is of a similar scale and intensity of uses already occurring on the site at the veterinary clinic. To staff's knowledge, some similar use of this site has occurred for more than 25 years without many complaints or problems for the neighborhood. Since the 2016 special use permit and slight increase the level of activity, there have been no significant impacts on adjacent property and the City has received no complaints. Many of the concerns voiced during the initial hearing in 2016 appear to be adequately addressed by the operation and performance of the applicant, and through the conditions of the previous approval.

**C. The proposed special use will not cause substantial injury to the value of other property in the neighborhood in which it is located.**

The proposed business is a neighborhood-oriented service, similar to what is intended and permitted generally in the C-1 district. However, whether the specific proposal could substantially injure the value of other property in the neighborhood is dependent on the extent of outdoor activity and number of animals cared for as indicated under B. above.

**D. The location and size of the special use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such as the special use will not cause substantial injury to the value of the property in the immediate neighborhood so as to hinder development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the special use will cause substantial injury to the value of property in the immediate neighborhood, consideration shall be given to:**

1. The location, size, nature and height of buildings, structures, walls, and fences on the site; and
  2. The nature and extent of landscaping and screening on the site.
-

This application is in an existing building and proposes no alterations to the site or buildings. The existing buildings are compliant with all standards and criteria dealing with the impact on surrounding areas, and similar neighborhood-scale businesses and services have been operating on this site in conformance with these criteria.

- E. Off-street parking and loading areas will be provided in accordance with the standards set forth in these regulations and such areas will be screened from adjoining residential uses and located so as to protect such residential uses from any injurious effect.**

The site as a whole meets all City parking requirements, and there is no indication that this proposed use will cause any parking impact substantially different from any of the other allowed uses.

- F. Adequate utility, drainage, and other such necessary facilities have been or will be provided.**

The site has been operating as a neighborhood retail and service center for years, and all facilities are adequate.

- G. Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys.**

The site has been operating as a neighborhood retail and service center for years, and access is adequate. There is no indication that this proposed use will cause any traffic impact different from any other allowed uses in this zoning district.

- H. Adjoining properties and the general public shall be adequately protected from any hazardous or toxic materials, hazardous manufacturing processes, obnoxious odors or unnecessarily intrusive noises.**

The performance standards applicable to all service and retail uses in the C-1 district will adequately protect and limit any of these potential impacts.

- I. Architectural design and building materials are compatible with such design and materials used in the neighborhood in which the proposed facility is to be built or located.**

[Same as A. above.] The site and buildings meet all standards for the C-1 district. The buildings were upgraded and improved through a site plan in 2013 that meets all standards and design criteria to ensure the site fits in with the character and context of the area.

#### **RECOMMENDATIONS:**

Based on the information submitted with the application to date, and prior to hearing any other testimony associated with this application, staff recommends renewal of a special use permit for animal daycare facilities subject to all of the previous conditions, except that a 5 year renewal be authored rather than the initial 2-year period. The recommended and current conditions are:

1. The use remains accessory to the generally permitted service use of dog grooming and training services.
2. The use is limited to the scale and intensity. Specifically:
  - No more than 20 dogs total at any time, including dog grooming and day care services.
  - No more than 10 dogs over 20 pounds at any time, including dog grooming and day care services.
  - In the event that complaints are revived at this level of activity, Staff is authorized to assess the situation, and work with the applicant to reduce activity so that complaints are minimized and activities and impact are more similar to current levels at this location.
  - Indoor activities only – behavioral and socialization; and outdoor activity shall be limited as follows:
    - Only to the 12' x 130' grass strip behind the building, and specifically excluding any property along the north edge, whether it is owned by the subject lot or the adjacent owner.

- Only for short periods of time sufficient for the animals to relieve themselves;
  - No more than 4 animals at any one time;
  - Clean-up and maintenance of this area shall occur on at least a weekly basis.
3. Should coordination of this use with the adjacent veterinary clinic occur the limitations of each uses scale and intensity shall control. Boarding is specifically and currently limited to medical care and observation, and daycare is limited as provided above. Each of these may not be combined to affect and expansion of the intensity of either permit, and should animal boarding specifically be offered as a service, an amendment of either or both applications shall be required. Should the applicant wish to request that with this application, parameters similar to the limitation on day care services shall be recommended, and the holder of the Veterinary Clinic special use permit shall be required to incorporate these recommendations into an amended special use permit for that property to avoid any expansion of the use or intensity.
  4. The special use permit shall be for a period of 5 years. Should no issues or code enforcement arise in the initial period, the renewal periods may be extended to a longer duration at the discretion of the Planning Commission.
-

Application  
0016631

**SPECIAL USE PERMIT APPLICATION**

CITY OF PRAIRIE VILLAGE, KANSAS

For Office Use Only  
Case No.: PC 2018-04  
Filing Fees: \$100  
Deposit: \$500



Date Advertised: \_\_\_\_\_  
Date Notices Sent: \_\_\_\_\_  
Public Hearing Date: \_\_\_\_\_

APPLICANT: Queen of Paws Boutique PHONE: 913-980-4882  
ADDRESS: 8827 Roe Ave, PV, KS <sup>SR</sup> 66207 E-MAIL: info@queenofpaws.com  
OWNER: Christine Gregory PHONE: 913-980-4882  
ADDRESS: 10334 Craenen, OP, KS. ZIP: 66215  
LOCATION OF PROPERTY: 8827 Roe Ave, PV, KS 66207  
LEGAL DESCRIPTION: Somerset Acres W, BC 10 E NW CR  
Tract A (Block 9)

**ADJACENT LAND USE AND ZONING:**

	<u>Land Use</u>	<u>Zoning</u>
North	<u>Residential</u>	<u>R-1A</u>
South	<u>Residential</u>	<u>RP-1A</u>
East	<u>Commercial</u>	<u>C-2</u>
West	<u>Residential</u>	<u>R-1A</u>

Present Use of Property: Boutique, Grooming Salon, Training, Doggie Day Play

Please complete both pages of the form and return to:  
Planning Commission Secretary  
City of Prairie Village  
7700 Mission Road  
Prairie Village, KS 66208



Does the proposed special use meet the following standards? If yes, attach a separate Sheet explaining why.

- |   | <u>Yes</u> | <u>No</u>     |
|---|------------|---------------|
| 1. Is deemed necessary for the public convenience at that location.   | <u>✓</u>   | <u>      </u> |
| 2. Is so designed, located and proposed to be operated that the public health, safety, and welfare will be protected.   | <u>✓</u>   | <u>      </u> |
| 3. Is found to be generally compatible with the neighborhood in which it is proposed.   | <u>✓</u>   | <u>      </u> |
| 4. Will comply with the height and area regulations of the district in which it is proposed.  | <u>✓</u>   | <u>      </u> |
| 5. Off-street parking and loading areas will be provided in accordance with the standards set forth in the zoning regulations, and such areas will be screened from adjoining residential uses and located so as to protect such residential use from any injurious effect. | <u>✓</u>   | <u>      </u> |
| 6. Adequate utility, drainage, and other such necessary facilities have been or will be provided.   | <u>✓</u>   | <u>      </u> |

Should this special use be valid only for a specific time period? Yes ✓ No       

If Yes, what length of time? \_\_\_\_\_

SIGNATURE: Christine Gregory

DATE: Feb 7, 2018

BY: Christine Gregory

TITLE: Owner

**Attachments Required:**

- Site plan showing existing and proposed structures on the property in questions, and adjacent property, off-street parking, driveways, and other information.
- Certified list of property owners

Application No. PC 2018 04

**AFFIDAVIT**

STATE OF KANSAS                    )  
  ) ss.  
COUNTY OF JOHNSON        )

Christine Gregory, being duly sworn upon his oath, disposes and states:

That he is the (owner) (attorney for) (agent of) the tract of land for which the application was filed. That in accordance with Section 19.28.025 of the Prairie Village Zoning Regulations, the applicant placed and maintained a sign, furnished by the City, on that tract of land. Said sign was a minimum of two feet above the ground line and within five feet of the street right-of-way line in a central position of the tract of land and had no visual obstruction thereto.

Christine Gregory  
(Owner/Attorney for/Agent of)

Subscribed and sworn to before me this 7 day of Feb, 2018.

Joseph Haggerty  
Notary Public or Planning Commission Secretary

Christine Gregory, being duly sworn upon his oath, deposes and states:

1. I am the (owner of) (attorney for) (agent of) the property described in the attached notice upon which an application has been filed before the Planning Commission of the City of Prairie Village, Kansas.
2. On the 15 day of Feb, 2018 a public information meeting was held pursuant to the Citizen Participation Policy adopted on June 6, 2000, by the Planning Commission
3. On the 13 day of Feb, 2018 I did comply with notification requirements to landowners as stated Section 19.28.020, of the Prairie Village Zoning Regulations and notified in letter by certified mail all owners of land located within 200 feet of the described real property. Notice was mailed to the following:

<u>Name</u>	<u>Address</u>
<u>See Attached</u>	

I certify that the foregoing is true and correct.

Christine Gregory  
Name

8827 Roe Ave, PV, KS  
Address 66207

A		B		C		D		E	
Property ID	Mail Line1	Mail Line2	Owner Name 1	Owner Name 2	Address	City	State	Zip	Owner Name 2
1	OP02600000 0011	4623 W 88TH ST	GRUENEBAUM, LOUISE P. CO-TTEE	GRUENEBAUM, STEVEN A. CO-TTE	Prairie Village, KS	66207			
2	OP67000000 000A7	4500 W 89TH ST	SATELLITE PROPERTIES LLC		Prairie Village, KS	66207			
3	OP67000000 000A1	4510 W 89TH ST	SMITH, KAREN M. TRUSTEE	SMITH, NED E. JR TRUSTEE	Prairie Village, KS	66207			
4	OP67000000 000A2	4518 W 89TH ST	WOODY, CHRISTOPHER A	WOODY, DEBORA A	Prairie Village, KS	66207			
5	OP67000000 000A5	4600 W 89TH ST	AYLWARD, WILLIAM ROBERT	AYLWARD, BRENDA S	Prairie Village, KS	66207			
6	OP02600000 0009	4615 W 88TH ST	ROSS, FRANK J, III	ROSS, SHELBY C	Prairie Village, KS	66207			
7	OP02600000 0010	4619 W 88TH ST	RAINEN, WILLIAM L.	RAINEN, JULIE	Prairie Village, KS	66207			
8	OP02500000 0072	4701 W 88TH ST	FEINBERG, DONNA K.	ETAL	Prairie Village, KS	66207			
9	OP81000010 0010	8825 LINDEN DR	GABRIEL, JOSHUA	GABRIEL, MARGARET M.	Prairie Village, KS	66207			
10	OP67000000 000A8	8825 ROE AVE	COLUMBIA ROE 89	LIMITED PARTNERSHIP	Prairie Village, KS	66207			
11	OP81000010 0009	8829 LINDEN DR	ACINGER, JOHN E.	ACINGER, KATHI S.	Prairie Village, KS	66207			
12	OP81000010 0008	8833 LINDEN DR	HUANG, CHENG H.	HUANG, MEI H.	Prairie Village, KS	66207			
13	OP81000010 0007	8837 LINDEN DR	WULFF, KIRK A. AND	DARK, DIANA S. REV LIV TRUST	Prairie Village, KS	66207			
14	OP67000000 000A4	8839 ROE AVE	COLUMBIA ROE 89	LIMITED PARTNERSHIP	Prairie Village, KS	66207			
15	OP81000010 0006	8843 LINDEN DR	WATTS, GLENDA R.		Prairie Village, KS	66207			
16	OP81000010 0005	8905 LINDEN DR	GLAESER, CYNTHIA M. TRUSTEE	GLAESER, CYNTHIA M. TRUST	Prairie Village, KS	66207			

February 16, 2018

MEMO

TO: Planning Commission  
City of Prairie Village  
7700 Mission Road  
Prairie Village, KS 66208

FROM: Louise Gruenebaum  
4623 West 88<sup>th</sup> Street  
Prairie Village, KS 66207

RE: Special Use Permit for 8827 Roe Business is ok

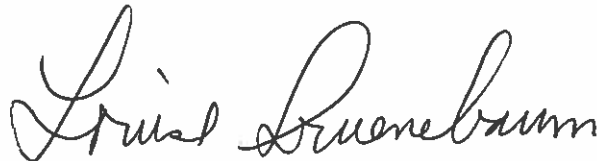
Regarding owner Christine Gregory of "Queen of Paws" Animal Day Care, located directly behind our home at 8827 Roe, I give permission for her permit to be renewed. We spoke two years ago to Ms. Gregory regarding our wishes that she keeps the dogs from doing their business outside the retaining wall, which divides our properties from the shopping center.

Ms. Gregory has abided by our wishes and we give permission for her business to continue in this building. Our two Yorkshire Terriers have been groomed at "Queen of Paws" and we like having "Queen of Paws" in the neighborhood. My husband and I don't hear any disturbing barks during our spring and summer months outside the building. Hopefully Somerset Vet Clinic also prohibits their staff from walking dogs on the north side of their property.

Please call me at 913-648-1917 with any questions.

Thank you

Louise Gruenebaum



P.S. I'll try to be at March meeting!

## ORDINANCE2381

### AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR THE OPERATION OF AN ANIMAL DAY CARE PROGRAM AT QUEEN OF PAWS BOUTIQUE AND SPA, 8827 ROE AVENUE, PRAIRIE VILLAGE, KANSAS

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF PRAIRIE VILLAGE:

**Section I. Planning Commission Recommendation.** At its regular meeting on March 6, 2018, the Prairie Village Planning Commission held a public hearing, found the findings of fact to be favorable and recommended the Governing Body approve a Special Use Permit for the operation of an Animal Day Care Program at Queen of Paws Boutique and Spa, 8827 Roe Avenue, Prairie Village, Kansas subject to the following conditions:

1. The use remains accessory to the generally permitted service use of dog grooming and training services maintaining a reservation based grooming service.
2. The use is limited to the scale and intensity. Specifically:
  - No more than 20 dogs under 20 pounds at any time for daycare services.
  - No more than 15 dogs over 20 pounds at any time for daycare services.
  - In the event that complaints are revived at this level of activity, Staff is authorized to assess the situation and work with the applicant to reduce activity so that complaints are minimized and activities and impact are more similar to current levels at this location.
  - Indoor activities only - behavioral and socialization; and outdoor activity shall be limited as follows:
    - Only to the 12' x 130' grass strip behind the building, and specifically excluding any property along the north edge, whether it is owned by the subject lot or the adjacent owner.
    - Only for short periods of time sufficient for the animals to relieve themselves;
    - No more than four animals at any one time;
    - Clean-up and maintenance of this area shall occur on at least a weekly basis.
3. Should coordination of this use with the adjacent veterinary clinic occur, the limitations of each uses' scale and intensity shall control. Boarding is specifically and currently limited to medical care and observation, and daycare is limited as provided above. Each of these may not be combined to affect an expansion of the intensity. If animal boarding should specifically be offered as a service, an amendment of either or both applications shall be required. Should the applicant wish to request that with this application, parameters similar to the limitation on day care services shall be recommended.
4. The special use permit shall be for a period of five (5) years. Should no issues or code enforcement arise in the renewal periods may be extended to a longer duration at the discretion of the Planning Commission.

**Section II. Findings of the Governing Body.** At its meeting on April 2, 2018, the Governing Body adopted, by specific reference, the findings as contained in the minutes of the Planning Commission meeting of March 6, 2018, and the recommendations of the Planning Commission and approved the Special Use Permit as docketed PC2018-04.

**Section III. Granting of the Special Use Permit.** Be it therefore ordained that the City of Prairie Village grant a Special Use Permit for the operation of an Animal Day Care Program at Queen of Paws Boutique and Spa, 8827 Roe Avenue, Prairie Village, Kansas subject to the four specific conditions listed above.

**Section IV. Take Effect.** That this ordinance shall take effect and be in force from and after its passage, approval and publication in the official City newspaper as provided by law.

**PASSED AND ADOPTED THIS 2nd DAY OF APRIL, 2018.**

**CITY OF PRAIRIE VILLAGE, KANSAS**

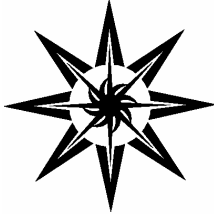
By: \_\_\_\_\_  
**Laura Wassmer, Mayor**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Joyce Hagen Mundy, City Clerk**

\_\_\_\_\_  
**Catherine P. Logan, City Attorney**



## PUBLIC WORKS DEPARTMENT

Council Committee Meeting Date: April 2, 2018  
Council Meeting Date: April 16, 2018

### **COU2018-17 CONSIDER CONVERTING A CONTRACTED STORMWATER ENGINEER TO A FTE FOR THE PUBLIC WORKS DEPARTMENT**

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#### **RECOMMENDATION**

Move to approve the addition of a Stormwater Engineer FTE for the Public Works Department.

#### **BACKGROUND**

The Public Works Department is responsible for construction and maintenance of the stormwater management system comprised of curbs, gutters, inlets, pipes, drainage channels and bridges throughout the City. The City's system includes 66.4 miles of stormwater facilities and 3,773 drainage structures. In order to provide the appropriate level of funding to maintain and operate the stormwater system, the City established a stormwater utility fee in 2009. Currently the stormwater utility fee is \$0.040 per square foot of impervious area for all properties in the City limits and generates about \$1,600,000 per year. Fee revenues are placed in a separate fund and can only be used for stormwater management purposes. Currently the stormwater fee funds stormwater improvements in the CIP as well as our drainage crew in our operations budget.

Public Works has traditionally utilized the Senior Project Manager position to manage all stormwater project related work in the City. The Senior Project Manager position also manages parks projects, roadway projects, building projects and assists in developing the CIP. In addition, the Senior Project Manager position manages the infrastructure data for these City assets.

#### **LENGTH OF NEED**

The concept of adding a Stormwater Engineer has been considered for several years. However, until staff was assured this resource could be sustained for the long term based on current and projected workload, we have delayed the formal request for the addition of the FTE. The significant expansion of residential home reconstruction has added to the need to have a dedicated in-house resource for stormwater engineering. This increase in volume of permits caused the City to execute a contract with a consulting engineer with funding in the amount of \$110,000.00 for 2018.

Beyond the increase in residential construction permits and inspections, there are numerous activities performed by the Senior Project Manager and the Director of Public Works which fall into the category of Stormwater Engineering. Combining these activities into one resource provides for continuity of function and increased efficiencies.



Tasks supported by the Stormwater Engineer:

- Manage all CIP stormwater projects. *Currently there are 5 active projects.*
- Manage the National Pollutant Discharge Elimination System (NPDES) requirements for all construction activities in Prairie Village.
- City's representative for the County's Stormwater Management Advisory Council (SMAC) program.
- Seat on the Johnson County BMP/Erosion Control sub-committee.
- Manage the State of Kansas Storm Water Permit.
- Review and manage the residential drainage permits.
- Assist on field erosion control inspections.
- Review and manage infrastructure data in Lucity. *Currently there are 132 active drainage permits, 78 are new homes.*
- Assist in determining the repair priorities for the operations drainage crew.
- Assist in the review of drainage studies for development projects.

## **WORKLOAD MANAGEMENT**

The extended benefits of converting this position from a contracted to a FTE will assist both the Senior Project Manager and the Public Works Director in managing the overall work load at the Public Works Department.

## **EMPLOYEE COMPENSATION & OPERATIONAL COSTS**

Public Works proposes to hire a new Stormwater Engineer:

- Salary for experience and associated benefits - approximately \$110,000 annually. This FTE will be salaried and therefore, overtime will not be expenditure.
- Vehicle - The Stormwater Engineer will share one vehicle with the Senior Project Manager.
- Other Costs - Most other costs are minor (training, computer, phone stipend) and can be absorbed in the operating budget).

## **OTHER OPTIONS**

Staff has explored and entered into a contract with a consulting firm for stormwater engineering services. These services allow for approximately 3 days per week at a total cost of \$110,000 per year. It is a good short term solution however not financially viable in the long term to continue to fund the Stormwater Engineer position in this fashion.

## **FUNDING**

All funding for this position will come from the Stormwater Utility Fee. Funding for this position in 2018 will utilize the remaining funds for the consulting Stormwater Engineer. This position will be included as a new FTE for 2019 and funded by the Stormwater Utility Fee.

## **PREPARED BY**

Keith Bredehoeft, Public Works Director

March 23, 2018

**MAYOR'S ANNOUNCEMENTS**  
**Monday, April 2, 2018**

**Committee meetings scheduled for the next two weeks include:**

JazzFest Committee	04/03/2018	5:30 p.m.
Planning Commission	04/03/2018	7:00 p.m.
Tree Board	04/04/2018	6:00 p.m.
Prairie Village Arts Council	04/11/2018	5:30 p.m.
Environment/Recycle Education sub-committee	04/12/2018	5:30 p.m.
Council Committee of the Whole	04/16/2018	6:00 p.m.
City Council	04/16/2018	7:30 p.m.

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The Prairie Village Arts Council is pleased to feature the "Future of the Arts" in the R.G. Endres Gallery during the month of April. The artist reception will be held at 6:30 p.m. on Friday, April 13, 2018 from 6 to 8 p.m.

The 2018 Annual Large Item Pick up has been scheduled for Saturday, April 14<sup>th</sup> for homes on 75<sup>th</sup> Street and north of 75<sup>th</sup> Street; homes south of 75<sup>th</sup> Street will be collected on Saturday, April 21<sup>st</sup>.

Mark your calendar for the 2018 Governing Body Institute/Mayors Conference in Topeka on April 20<sup>th</sup> & 21<sup>st</sup>. Let Meghan know by April 11<sup>th</sup> if you want to attend.

Prairie Village Tree Board will host the city's annual Arbor Day observance on Saturday, April 28<sup>th</sup> at Taliaferro Park.

Mark your calendar for the 2018 MARC Regional Assembly on Friday, June 8<sup>th</sup> from 11:30 to 1:30 p.m at the InterContinental Kansas City at the Plaza.

2018 Recreational memberships are now on sale. Purchase now and get the early registration \$5 discount.

The 2<sup>nd</sup> Annual Doggie Dash 3K run/walk will be held on Saturday, May 5, 2018. The race starts at 9 a.m. from the municipal campus parking lot.

**INFORMATIONAL ITEMS**  
**April 2, 2018**

1. Council Committee of the Whole Minutes - March 19, 2018
2. Environment/Recycle Committee Minutes - February 28, 2018
3. Planning Commission Agenda - April 3, 2018
4. National Public Safety Telecommunicators Week Proclamation
5. Fair Housing Month Proclamation
6. Arbor Day Proclamation
7. April Plan of Action
8. Mark Your Calendar

**COUNCIL COMMITTEE OF THE WHOLE**  
**March 19, 2018**

The Council Committee of the Whole met on Monday, March 19, 2018 at 6:00 p.m. in the Council Chambers. The meeting was called to order by former Council President Jori Nelson with the following members present: Mayor Wassmer, Chad Herring, Jori Nelson, Serena Schermoly, Ronald Nelson, Tucker Poling, Andrew Wang, Sheila Myers, Brooke Morehead, Dan Runion, Courtney McFadden, Ted Odell and Terrence Gallagher.

Staff Members present: Tim Schwartzkopf, Chief of Police; Keith Bredehoeft; Public Works Director; David Waters for the City Attorney; Wes Jordan, City Administrator; Jamie Robichaud, Assistant City Administrator; Alley Porter, Assistant to the City Administrator; Lisa Santa Maria, Finance Director and Joyce Hagen Mundy, City Clerk. Also present were Teen Council members Jack Mikkelson, Carly Hendrickson and Lauren Wittek.

**Review of 2019 City Committee Budget Requests**

**VillageFest Committee**

**Funding requested: \$20,000**

VillageFest chairman Teresa Stewart noted VillageFest began in 1997 with \$10,000 in funding for an undefined community event. The event became a day-time July 4<sup>th</sup> celebration. The initial VillageFest celebration was very successful and its success has continued to grow.

VillageFest features a variety of family attractions, including a patriotic ceremony, live entertainment, bounce houses, mechanical rides, a petting zoo, pony rides, arts, crafts, and more. While the specific details of the event have varied through the years, one thing has remained constant: VillageFest has offered all entertainment and attractions at no cost to the community. Funding for the event has ranged from \$10,000 to \$25,000. Since 2002, the committee has supplemented city funding with community donations/sponsorships of \$5,000 to \$8,000 per year.

Teresa Stewart noted that the 2017 event was cancelled early due to heavy rains. She noted 2018 income projections are slightly lower than the 2019 projections due to the transfer of the 2017 entry fees following last year's rainout. The committee respectfully requests the City Council allocate \$20,000 for VillageFest in 2019. The 2019 income and expenses are projected to be similar to those of previous years, with cost estimates slightly elevated to accommodate for potential increases in charges.

Brooke Morehead asked how many people attend VillageFest. Mrs. Stewart replied it is difficult to estimate as there are several entrances and people come and go during the event. She would estimate approximately 5,000. Mrs. McFadden concurred, noting that number may be low.

Jori Nelson moved the City Council approve funding in the amount of \$20,000 in the 2019 budget for VillageFest. The motion was seconded and passed unanimously.

Council President Dan Runion assumed the chair of the meeting.

### **JazzFest Committee**

#### **Funding Requested: \$10,000**

JazzFest chairman JD Kinney stated the JazzFest Committee is requesting a continuation of \$10,000 in funding from the City for 2019. He noted the committee also receives funds from sponsorships and donations along with funds received during the day of the event. He expressed appreciation for the support of city staff from Public Works and the Police Department for their support the day of the event along with the many volunteers. The outdoor Jazz Festival is held the first Saturday following Labor Day. It features well-known local artists as well as new local talent. Food and drink are available at the festival with the committee receiving proceeds from drink sales. The event draws thousands of spectators annually and is recognized and respected by the Jazz community.

The committee is committed to the Festival, and has developed a successful and consistent operations plan for the event staying within budget and building reserves to cover the ever present risks of bad weather causing the cancellation of the festival or having attendance severely impacted by weather. He does not anticipate any significant changes to the revenue or expenditures for 2019. It has been the committee's goal to have secured sufficient funds prior to the event to cover expenditures in case the event has to be cancelled. This would not be possible without funding from the City. Therefore, the JazzFest Committee respectfully requests city budget funding in the amount of \$10,000 to provide a consistent base on which the festival can operate and grow.

Chad Herring commended the committee on its past successful jazz festivals; however, he noted other jazz festivals that have not gone well and/or have folded. Mr. Kinney noted in response to the Jazz Heritage Festival which received a sizable grant from the Kaufmann Center and very quickly got in over their heads with excessive spending in anticipation of larger crowds than materialized. Shortly after the event there were still performers who had not been paid. Regarding the Jazz in the Woods which was a long standing festival, he believes a couple of things happened. Over the years they changed their format from "jazz" to mixed types of music. They also had a few years when the festival was impacted by poor weather. Over the past few years, the JazzFest Committee has been able to purchase its entire alcohol for sangria from their overages, they did not budget well. He also believes the people running the festival (Rotary Club), have aged and grown tired of doing the event. It is also difficult and expensive to maintain a two day festival.

Ted Odell thanked the committee for the wonderful event. However, he noted he struggles with the need \$10,000 to secure talent. Mr. Kinney stated in the first few years of the event there were no carryover funds available to begin work on the next festival. The artists pursued for the headliner spot generally had commitment months prior to their appearance and the committee would not have funds to enter into an agreement until late May or June. He stated it has been his goal and will continue to be his goal to have sufficient funds the day of the festival to cover all expenses. Funding for the event is similar to a three legged stool with funding received by the City, funding received from sponsors for the event and funding received from patrons of the event. All three are

necessary for a sustainable event. Expenditures to put on the event require payment whether the event is able to be held or not. Without receipt of one third of the revenue from the festival and the lack of city backing, history has shown that a bad year caused by a cancelled or shortened event will leave the committee unable to continue to hold the festival.

Mr. Kinney acknowledged the reserve in funds currently available and noted that it could be spent for a bigger event; however, he wants to retain the reserve that has taken the committee three years to establish.

Brooke Morehead noted of the three major community events, JazzFest is covering its expenses. It is seeking funding for a stabilizing cushion to have available if needed.

Ron Nelson moved the City Council approve funding in the amount of \$10,000 in the 2019 budget for JazzFest. The motion was seconded by Sheila Myers and passed by a vote of 11 to 1 with Mr. Odell voting in opposition.

### **Arts Council**

#### **Funding Requested: \$14,500**

Serena Schermoly, chairman of the Arts Council, stated the Arts Council's major events include monthly art exhibits, State of the Arts, Future of the Arts, a juried photography competition, participation in the Prairie Village Art Fair and monthly art exhibits. Last year the Arts Council requested \$13,500 in funding for the 2018 budget and requests \$14,500 for 2019. Dan Andersen stated that Arts Council is looking at adding a juried Senior Arts event in 2019.

Mrs. Schermoly reported the Arts Council does 16 events per year with the largest being State of the Arts which had 160 applications for exhibitors last year. The Future of the Arts recognizes student artists in four different categories. The juried photography exhibit had 60 exhibitors. The Arts Council did not spend the majority of the 2017 budget and is planning to use the carry-over reserves to supplement their 2018 budget. No carryover of funds is anticipated from 2018.

Mrs. Schermoly noted that the Arts Council has not received city funding for the past two years as it spent down its reserves in its Foundation account. The Arts Council is requesting city funding in the amount of \$14,500 for 2019.

Dan Runion noted the difference between revenue and expenditures is approximately \$17,000. Mr. Anderson replied the committee does raise funds through the entry fees charged for juried events and commission from the sale of art.

Sheila Myers questioned the \$5,200 proposed in the 2019 budget for marketing. Mr. Andersen replied the committee's focus for 2019 is to increase public awareness of their events. They have started to send out postcards on events and increased participation in social media, web site improvements and Face book advertising. Mrs. Schermoly noted the last two events were very well attended.

Terrence Gallagher questioned the expenditures for awards. Mr. Anderson stated they have gotten better at covering those costs. Their goal is to cover those costs with entry

fees and noted for the Photography competition they were within \$500 of covering the costs. Mr. Gallagher asked about the monthly receptions. Mr. Anderson noted that there are actually only 8 monthly receptions due to the four larger featured competitions.

Jori Nelson moved the City Council approve funding in the amount of \$14,500 in the 2019 budget for the Arts Council. The motion was seconded by Tucker Poling.

Chad Herring asked what was the existing fund balance and requested history on previous funds available. Mr. Anderson thought it was \$13,000. The Arts Council receives a percentage from the sale of art shown in the gallery and receives donations that are maintained in the Prairie Village Foundation account in addition to city funding. Over the years this account has grown and for the last two years the Arts Council has spent down those funds in lieu of receiving city funding.

Sheila Myers stated she would like to see statistics on the number of people attending events. Jori Nelson responded that at the last reception people were waiting in line to get in. Mrs. Schermoly replied they are working to capture that information.

Brooke Morehead stated the presented financial information looks more like a wish list than a budget. She is not sure the amount the City is investing in the program is merited for the number of people served. She would have liked to have seen more of a budget request with more detailed explanation of expenditures and participation information.

Mayor Wassmer noted when the Arts Council came to the Council for permission to add the Future of the Arts competition it did not come with a funding request and the promise of no additional staff time. The proposed budget reflects funding in the amount of \$3,000 for Future of the Arts and an additional \$3,000 for the new Senior Arts competition thus adding \$6,000 to your budget for these two events. Mrs. Schermoly noted the Photography competition was also added without additional funding. Mayor Wassmer asked where the money came from to cover those events.

Dan Anderson replied they received increased revenue from State of the Arts entry fees, they have had significant revenue from their commission on art sales.

Terrence Gallagher asked what the current balance was in their account. Jamie Robichaud stated there was currently \$27,700 in their account including funds designated for the maintenance of the gallery and a \$4,000 carryover from 2017. She added that a majority of the money currently in the fund will be spent in 2018.

Andrew Wang asked how much was distributed in awards. Mr. Anderson stated the awards vary with the cash awards given out for the State of the Arts and photography competition, gift certificates and scholarships given for the Future of the Arts. The total amount is approximately \$9,850. Mr. Wang stated that he shares Mrs. Myers concerns and although he is supportive of the 2019 request he would like to see a more comprehensive accounting of where money is going and a much better sense of the number of individuals impacted/participating in the programs. Mr. Anderson stated it is difficult to determine a quantitative impact, but noted the increase in the sale of art is reflective of the quality of art being exhibited.

Jori Nelson reviewed the proposed budget reflecting revenue and expenses for each event and noted that in many situations they were cost neutral. Andrew Wang questioned how it could be considered cost neutral with expenditures of approximately \$30,000 and revenue of less than \$12,000. Ms. Nelson replied her statement was made relative to the cost of awards vs. revenue received. Mr. Wang stated the City appears to be subsidizing activities and events where more is expended than revenue received.

Brooke Morehead questioned the expenditure of \$600 for JazzFest, when the booth is provided at no cost. Mr. Anderson replied it is for the items given away at the festival. Mrs. Morehead felt that should be reflected in the marketing budget. She felt there were expenditures that did not make sense and could be cut.

Council President Dan Runion called the question on the motion. The motion passed by a vote of 11 to 1 with Brooke Morehead voting in opposition.

### **Environment/Recycle Committee**

#### **Funding Requested: \$7,250**

Sheila Myers stated the committee's major events include Earth Fair and the Community Forum. The Community Forum is an evening event with a speaker. Expenses include rental of the facility, speaker and food. The committee also has a community outreach piece as another avenue to educate the public. Jori Nelson added the committee participates in VillageFest and JazzFest as part of their community outreach. The Environment/Recycling Committee is requesting city funding in the amount of \$7,250 for 2019, which is a decrease of \$750 from funds received in 2018.

Dan Runion asked how they measured what this committee provides. Mrs. Myers replied she did not know, but responded that she would like to see attendance information gathered at future events. She noted several new committee members would bring energy and new ideas to future events. She hoped they would be able to provide community events such as recycling events.

Ted Odell confirmed the Earth Fair was sponsored by the City. Mrs. Myers responded they rent out the gym at Shawnee Mission East and have booths for groups to provide information as well as food vendors. They hire a coordinator for the event. Mr. Odell confirmed \$4,500 covers the cost of the entire event. Ms. Nelson added this is a huge event which the City should be proud of sponsoring.

Tucker Poling noted he and Mrs. Myers recently met with the new appointees and they are excited about the reenergized committee and feels the Council will see more activity from this committee.

Chad Herring commended the committee on their proposed budget and recognizing that they had not been expending their community outreach funds and adjusting their budget request accordingly. He noted that if the committee did increase community outreach, he would be supportive of increasing their funding in that area in future budgets.



Mr. Herring moved the City Council approve funding in the amount of \$7,250 in the 2019 budget for the Environment/Recycle Committee. The motion was seconded by Tucker Poling and passed unanimously.

### **Preliminary Revenue Projections**

Finance Director Lisa Santa Maria reviewed significant budget considerations for the 2019 budget. 33% of the city's 2017 revenues came from property tax revenue and she is forecasting a 10.4% increase in property tax revenue for 2019. Franchise fees are projected to decrease 6.2% from the 2018 budget. The loss of landlines will continue to have a negative effect on franchise revenue as well as the growing competition amongst telecommunication providers. The figures for motor vehicle and gas tax revenue are not available yet. The tax lid remains in place. The estimated revenue loss if the Dark Store Theory materializes for Prairie Village would be \$361,213; however, the impact on other retail types could increase this number. She added the impact to the school district would be significantly greater.

Based on trends and the current economy, we are forecasting growth of 4.5% over the 2018 budget and a 9.3% growth over 2017 actual in 2019. Ms. Santa Maria noted she is budgeting 2019 property tax revenue at \$7.7M. This estimate is likely to be high based on the projected number of appeals to be filed. Ms. Santa Maria shared a chart reflecting the impact on the average Prairie Village property owner for city taxes only.

Dan Runion confirmed the numbers were based on the average appraised value. Ms. Santa Maria thinks the appraised values will increase again next year. She is projecting a \$1.1 to \$1.8M increase in revenue, which includes a projected carryover from the 2018 ending fund balance.

Jori Nelson asked if she knew the number of appeals. Ms. Santa Maria replied that she had spoken with the county and they did not have that number yet. Ms. Nelson noted the appraised value on her home went up 22%. Wes Jordan responded that if a person's appraised value goes up 20% that does not directly increase their taxes by 20%. Ms. Santa Maria noted the number of additional taxing entities that impact a resident's amount of property tax. The city's impact is minimal in comparison at 16%.

Sales tax is the second major revenue source and this has been relatively flat the past few years. This includes both county, state and local sales tax fees. She is projecting only a minor increase of 0.5% has been forecasted for 2019.

Franchise fees are the third major revenue source and as mentioned earlier, this has been declining with the loss of landlines and Google taking business away from Time Warner. Mrs. Morehead asked if Google paid a lower rate. David Waters replied they pay 5% of gross receipts only on video services.

### **Next Steps**

Ms. Santa Maria noted she will discuss workers compensation and property and casualty insurance renewal at the April 2<sup>nd</sup> meeting. This represents approximately \$400,000 of the city budget. The week of April 9<sup>th</sup> department heads will present their

individual budget requests for review. Ms. Santa Maria reminded Council members they are welcome to sit in on those meetings. Budget discussion continues on April 16<sup>th</sup> followed by two Finance Committee meetings to discuss budget. The preliminary budget, final CIP and final decision packages will be presented at the May 7<sup>th</sup> meeting.

Terrence Gallagher commended Ms. Santa Maria on her presentation and forecast. Since the number of appeals is not known, he asked what number she used in her projections. She replied she used the number given by County Appraiser Paul Welcome of 10%. Mr. Gallagher asked what happens if a number of appeals are denied and the city receives more revenue. Ms. Santa Maria replied that she will get updated numbers before the final adoption and that these are very preliminary numbers.

Mr. Gallagher expressed concern with appeals being denied and the city receiving more money than anticipated and how that could be given back to the residents. Ms. Santa Maria responded that the City giving back to residents would represent a very small amount of their taxes.

Tucker Poling confirmed the projected number was 10%. Mayor Wassmer stated her understanding from the meeting with Mr. Welcome was that the city's increase in revenue would be 10% after appeals, not the projected 12%. Ms. Santa Maria noted her projection is 10.4%

Tucker Poling noted that he is hearing a significant amount of discussion on appraisals and potential appeals. He feels there could be a significant increase in the number of appeals this year. Mr. Welcome stated at the informational meeting that 30% to 50% of appeals do get adjusted.

Chad Herring requested a copy of how the city's mill levy compares to others. Mayor Wassmer responded without the Fire District Prairie Village is the third lowest behind only Overland Park and Mission. Mr. Herring stated that he feels the city runs a very lean operation; however, this information would also be helpful. He understands that the city's portion represents only 16% of the total. Mayor Wassmer added that if the City received the entire amount projected, it would be the equivalent increase of \$5 per month per average household. Terrence Gallagher noted the requested information is included in the Kansas Government Journal given to council members this evening.

### **2019 Decision Packages**

Ms. Santa Maria noted the chart reflecting the following decision packages for consideration by the City Council:

- Codes Specialist Position
- Comprehensive Plan Update
- Dark Store Theory Reserve
- Exterior Grant Program
- Funding for the Arts
- Infrastructure
- PD Pension Fund
- Public Works Stormwater Engineer

Tucker Poling asked if the Codes Specialist position was the additional inspector discussed at the council work session. Jamie Robichaud responded it was not. This is an administrative position that was eliminated in 2011 budget cuts. This position supports the 2 code enforcement officers, 2 building inspectors, building official and assistant city administrator. Mrs. Robichaud noted that in reviewing inspection data she found that plan review turnaround time has decreased by 63% since 2010; inspection turnaround time has decreased by 25% since 2010 to two days or less. She feels the department is well staffed in the field. She does not feel they are appropriately staffed administratively. In addition to processing all the building permits scheduling inspections, answering questions on the phone and at the counter, this position also processes all the contractor licenses which have increased by 41%. There is a lot that needs to go on behind the scene. Mrs. Robichaud noted the current support staff person does an excellent job, but she deserves to have support. She also noted the individual is looking to retire in 3 to 4 years and this would provide an opportunity for someone to gain the institutional knowledge that she possesses.

Brooke Morehead asked if this could be a contract position. Mrs. Robichaud responded because of the knowledge and procedures specific to Prairie Village she feels this should be a full-time city employee. An additional inspector would be an appropriate position to be handled as a contract employee. Mrs. Morehead suggested that it could start out as a contract position and move into a position. Mrs. Robichaud noted an employee would have a probationary period to learn the position. She could explore the contract concept, but feels the best solution is a full-time city position.

Wes Jordan stated no action would be taken on any of the decision packages at this meeting. Staff is seeking direction and will go back and work out the costs related. He is supportive of this additional staff person, noting that similar to the police department, to cover for this position a code enforcement officer is taken off the street.

Dan Runion noted the Police Pension Board has not met. It is noted that \$620,000 is included in the 2018 budget. Ms. Santa Maria noted the projected number reflected is likely a potential increase between \$50,000 to \$100,000. Mr. Runion acknowledged that conditions have gotten better but he would still like to come up with a plan.

He asked if a vote was needed. Ms. Santa Maria replied this is a working process and at this stage she is looking for confirmation that everything has been included on the decision package list and if any of the things on the list should be removed and not considered. Mayor Wassmer felt it would be helpful to take a tally for support of items and remove items now rather than have staff spend additional time doing research.

Jori Nelson asked what the Comprehensive Plan Update next chapter was for \$50,000. Wes Jordan responded that staff has been reviewing Village Vision to see if it is still relevant. They will be taking their findings to the Planning Commission in April for a recommendation on how to proceed. He believes the Planning Commission recommendation will be to have staff provide updates to specific areas. For example, what should take place at 95<sup>th</sup> and Nall. It is not a total redo, but a document that will provide direction to the Commission for future development/redevelopment in the next ten years.

Jori Nelson stated she felt that direction was supposed to be coming from the Citizen Survey. Mayor Wassmer responded the Comprehensive Plan is a land use plan. Ms. Nelson replied that she felt the survey was to get resident input on what they wanted. The 2007 Comprehensive Plan process was a huge undertaking and involved several neighborhood meetings.

Wes Jordan replied the Council directed the Planning Commission to review the comprehensive plan and make a recommendation to the Governing Body. Staff has reviewed Village Vision and will present their findings at their next meeting in April. Staff will be recommending a more concise evaluation of specific areas and not a redo of the entire plan. To redo the entire plan would cost \$200,000. Mayor Wassmer noted the City Council can direct the Commission to do a full redo of the Plan if it desires. The great news is that the City has done most of what was addressed in Village Vision. What staff is recommending is a review focusing on the next ten years. What does the City want to see happen? Where should its efforts be directed?

Jori Nelson noted the survey is asking residents what they want and what is important to them. Mayor Wassmer acknowledged that information may be gathered from the survey, but it is not a land use evaluation tool.

Jamie Robichaud stated that one part of the Comprehensive Plan addresses community vision which came from the many focus groups. Information from the survey can be used to refresh that portion of the document. Overall, staff feels the goals reflected in the Comprehensive Plan are still valid. The strategies presented have either been addressed or determined to be no longer relevant and this is the area staff would like to focus on.

Jori Nelson felt that should be the responsibility of the Governing Body and not the Planning Commission. Mrs. Robichaud stated the Planning Commission makes a recommendation with final approval from the Governing Body. David Waters stated the state statutes place the responsibility for the comprehensive plan with the Planning Commission.

Tucker Poling asked what the \$50,000 would be used for on the comprehensive plan update. Mr. Jordan replied it would be used to pay the City Planning Consultant. The review would be of specific areas. For example, two different developers have asked what the City would like to see happen at 75<sup>th</sup> & Belinder. That is one of the areas that will be looked at. He agreed with the Mayor that it is remarkable what the city has been able to accomplish from Village Vision. Now is the time to focus on the next ten years.

Ted Odell noted at the council work session it was stated that items would come back with specific costs and then vetted out. Mayor Wassmer noted the calendar reflects two upcoming Finance Committee meetings where this information will be vetted out. Ms. Santa Maria stated the goal for this meeting is to simply review and approve the list.

Sheila Myers stated she felt the decision package for 1% for the Arts should be removed at this time. Chad Herring disagreed with Mrs. Myers concerning the 1% Arts funding and stated that at this point in time he does not feel anything should be removed from the list, acknowledging that after further discussion items may be removed.

Andrew Wang stated that he agreed with Mrs. Myers regarding the removal of the decision package for 1% of CIP funding to go to the Arts. When he views the addition of two permanent employees and increased funding of the CIP he sees no compelling reason for Arts funding to be included.

#### **ADJOURNMENT**

Chad Herring moved the Council Committee of the Whole meeting be adjourned. The motion was seconded by Jori Nelson and passed unanimously. Council President Dan Runion adjourned the Council Committee of the Whole meeting at 7:25 p.m.

Prepared by Joyce Hagen Mundy  
City Clerk

Reviewed by Dan Runion  
Council President

# PRAIRIE VILLAGE ENVIRONMENT AND RECYCLE COMMITTEE

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**28 February 2017 / 5:30 PM / Council Chambers**

## ATTENDEES

Deb English - Chairperson, Penny Mahon, Nathan Kovac, Alley Porter, Devin Scrogum, Linda Marcusen

## ANNOUNCEMENTS

Community Garden meeting Sat, 10th 9:00 am.

## AGENDA

### **2019 Budget Discussion**

1. The budget would be changed so that it was 3 categories instead of the existing breakdown by event. New categories would be Earth Fair, Community Forum, and Community Outreach.
2. Alley said that as the year progressed, if there appears to be a need for additional money in 2019, funds from 2018 could possibly be encumbered if there was justification.
3. Shiela would present the updated budget to the council

### **Committee membership update**

1. Shiela was not sure if the committee would have any say in the selection of new volunteers.
2. Alley said she had held off providing the committee with the list of new potential volunteers until the new committee leadership was selected

### **Discussion of plan for Earth Day event**

1. A Prairie Village class made a video and are interested in presenting it for the earth day celebration.
2. True Blue Women has had booth in the past and should be able to setup something good on the plastics theme. They have also expressed interest in bottled water issues.
3. Advertising:
  - a. Tom to get pricing on new banners that focus on "Celebrate Earth Day" instead of "Earth Day Fair". The concept being the new wording will allow the signs to be used this year, but will allow additional locations for signs when we continue with normal Earth Fair.
  - b. Locations for banners Porter Park, Franklin Park, & 5th & Mission. Placed 2 weeks before Earth Day Celebration
  - c. Posters should be able to be modified for the Date, Time, and location
  - d. Shiela to check on use of Keith's illuminated Sign
  - e. Posters could be reviewed from Prior Years to see if they could be used. Some from Art student contest. Unsure if they can/should be used.

### **Mayors' Climate**

1. There needs to be a contact lead from the city to join the climate accord.

2. Nathan suggested we find out if that can be a committee member to avoid taking time away from already overloaded city staff.
3. Would have to have a set of Actions and Goals.
4. Two membership levels one includes better access to resources from other cities but requires a membership fee of \$600/yr about gets access to results from 1,500 other cities.
5. Penny is going to see if she can get more details about the information that is available to justify the cost.
6. No cost to sign on to the Paris Climate Accord.

### **Initial Organizing for Community Forum**

1. Planning normally done in conjunction with partners.
2. Going to put off starting the planning due to current shortage of members and really need a couple more people to join to get everything done.
3. Roeland Park expressed interest in participating

### **Villagefest**

1. Bike situation update for the power generation demo for kids
  - a. Devin had a kids bike
  - b. Nate had at least a younger kids bike to provide to Tom.

## **ACTION ITEMS**

1. Linda motioned to approve minutes of previous meeting and Penny Seconded
2. Devin Motioned to approve changes mentioned above to budget and Penny Seconded.

## **Old Business**

## **New Business**

Nathan mentioned some thoughts about Data Pooling for community information. The data would be used to measure our environmental impact and to gauge the effectiveness of environmental programs. Examples were given about how that Electric Usage, Gas Usage, SQ Footage, and Temperature data could be combined to quickly analyze home insulation value. Electric and Gas usage could be summarized along with the percentage of production from various fuel sources provided by KCP&L to estimate current Greenhouse Gas Emissions.

Devin to share with Nathan after the meeting about the feasibility of a timed activity for Villagefest.

**PLANNING COMMISSION AGENDA  
CITY OF PRAIRIE VILLAGE  
TUESDAY, APRIL 3, 2018  
7700 MISSION ROAD  
7:00 P.M.**

- I. ROLL CALL
- II. APPROVAL OF PLANNING COMMISSION MINUTES - March 6, 2018
- III. PUBLIC HEARINGS
  - PC2018-01 Request for Special Use Permit - Homestead Country Club  
4100 Homestead Court  
Zoning: R-1a  
Applicant: 73016, LLC  
**(Continued to May 1st Planning Commission meeting)**
- IV. NON-PUBLIC HEARINGS
  - PC2018-107 Request for Site Plan Modification Approval  
4100 West 85<sup>th</sup> Street  
Zoning: R-1a  
Applicant: Katie Martinovic with NSPJ Architects  
for Mission Chateau Property, LLC
  - PC2018-108 Request for Building Line Modification  
8820 Catalina  
Zoning: R-1a  
Applicant: Brian & Jackie Hartis
- V. OTHER BUSINESS
  - Comprehensive Plan Discussion - Graham Smith, Gould Evans
  - Update on Neighborhood Design Standards - Chris Brewster
  - Election of Officers - Chair and Vice Chair
- VI. ADJOURNMENT

Plans available at City Hall if applicable  
If you cannot be present, comments can be made by e-mail to  
[Cityclerk@Pvkansas.com](mailto:Cityclerk@Pvkansas.com)

**\*Any Commission members having a conflict of interest, shall acknowledge that conflict prior to the hearing of an application, shall not participate in the hearing or discussion, shall not vote on the issue and shall vacate their position at the table until the conclusion of the hearing.**





# CITY OF PRAIRIE VILLAGE

## National Public Safety Telecommunicators Week

**WHEREAS**, emergencies can occur at anytime that require police, fire or emergency medical services; and,

**WHEREAS**, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and,

**WHEREAS**, the safety of our police officers and other emergency responders is dependent upon the quality and accuracy of information obtained from citizens who telephone the Prairie Village Police Department's Communications center; and, Whereas Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and,

**WHEREAS**, Public Safety Telecommunicators are the single vital link for our police officers and other emergency responders by monitoring their activities by radio, providing them information and insuring their safety; and,

**WHEREAS**, Public Safety Telecommunicators of the Prairie Village Police Department have contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

**WHEREAS**, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

**NOW THEREFORE**, I, Laura Wassmer, Mayor of the City of Prairie Village, do hereby proclaim the week of April 8 through 14, 2018 to be:

## National Public Safety Telecommunicators Week

in Prairie Village, Kansas, in honor of the men and women whose diligence and professionalism keep our city and citizens safe.

**IN WITNESS THEREOF**, I hereunto set my hand and cause the Seal of the City of Prairie Village, Kansas to be affixed this 2nd day of April, 2018.

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**Mayor Laura Wassmer**

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**City Clerk**

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**Date**



# CITY OF PRAIRIE VILLAGE

## Celebrating 50 Years of Fair Housing

**WHEREAS**, the Congress of the United States passed the Civil Rights Act of 1968, of which Title VIII declared that the law of the land would now guarantee the rights of equal housing opportunity; and

**WHEREAS**, the City of Prairie Village is committed to the mission and intent of Congress to provide fair and equal housing opportunities for all, and today, many realty companies and associations support fair housing laws; and

**WHEREAS**, the Fair Housing groups and the U. S. Department of Housing & Urban Development have, over the years, received thousands of complaints of alleged illegal housing discrimination and found too many that have proved upon investigation to be violations of the fair housing laws; and

**WHEREAS**, equal housing opportunity is a condition of life in our City that can and should be achieved,

On this 2nd day of April, 2018, I, Laura Wassmer, Mayor of the City of Prairie Village on behalf of its citizens, do hereby proclaim the month of APRIL as

## FAIR HOUSING MONTH

and express the hope that this year's observance will promote fair housing practices throughout our City.

\_\_\_\_\_  
**Mayor Laura Wassmer**

\_\_\_\_\_  
**City Clerk**

\_\_\_\_\_  
**Date**



# City of Prairie Village Arbor Day 2018

**WHEREAS**, in 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

**WHEREAS**, trees can reduce the erosion of our precious topsoil by the wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

**WHEREAS**, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

**WHEREAS**, trees, wherever they are planted, are a source of joy and spiritual renewal.

**NOW THEREFORE**, I, Laura Wassmer, Mayor of Prairie Village, Kansas, do hereby proclaim April 27, 2018 as

## Arbor Day

In the City of Prairie Village, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and

**FURTHER**, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

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**Mayor Laura Wassmer**

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**City Clerk**

**Date**



# THE CITY OF PRAIRIE VILLAGE

## STAR OF KANSAS

**DATE:** April 1, 2018  
**TO:** Mayor Wassmer  
City Council  
**FROM:** Wes Jordan *WJ*  
**SUBJECT:** APRIL PLAN OF ACTION

The following projects will be initiated during the month of April:

- Police Pension Actuarial Meeting - Amy/Chief/Wes (04/18)
- Volunteer Release Forms - Alley/Jamie (04/18)
- Grant Feasibility Review - Meghan/Wes (04/18)
- Bike/Ped Plan Presentation - Keith (04/18)
- E-Ticketing Equipment Presentation - Chief (04/18)
- Council Agenda Software Reformatting - Meghan (04/18)
- Finance Audit - Lisa (04/18)
- Insurance Renewal Presentation - Staff (04/18)
- Code Enforcement Quarterly Reviews - Jamie (04/18)
- Bank Account Signature Card Updates - Jamie/Court (04/18)
- JOCO Unified Recycling Education & Outreach Campaign - Alley (04/18)
- Department Budget Reviews by line item - Lisa/Wes (04/18)
- Finance Committee Budget Review - Lisa/Wes (04/18)
- Park Reservations - For Profit Organizations - Alley/Wes (04/18)
- CARS 5-year Program Approval - Keith/Melissa (04/18)
- MARC/LKM Salary Input Updates - Amy (04/18)

### In Progress

- Coordination w/CEDAW for Presentation - Alley (03/18)
- E-Ticketing Equipment Replacement - Chief (03/18)
- 2019 Budget Process - Staff (03/18)
  - Insurance Cost Assumptions
  - Personnel Assumptions
  - Police Pension
- Service Line Warranty Program Renewal - Jamie (03/18)
- Queen of Paw Special Use Permit - Jamie (03/18)
- Building Design Update to Planning Commission/City Council - Jamie (03/18)

## In Progress cont'd

- Pool Opening Preparation - Alley (03/18)
- Comprehensive Traffic Study - Keith/Melissa (03/18)
- JOCO Parks Programming Agreement - Alley (03/18)
- 6800 Blk. of Mission Road Flooding Study - Keith/Melissa (02/18)
- Village Voice Format Update - Meghan (02/18)
- Santa Fe Trail National Historical Registry - Alley (02/18)
- Homestead Special Use Permit Application - Jamie/Keith/Wes (02/18)
- 2017 Annual Report - Meghan/Staff (02/18)
- Council Photos - Meghan (02/18)
- "Sonia" Council Recognition - Meghan (02/18)
- Insurance Bid - Insurance Committee/Wes/Lisa/Amy (01/18)
- Meadowbrook Project Schedule - Katie/Jeff White/Lisa (01/18)
- Organization of City Records/Contracts - Joyce/Staff (01/18)
- Committee Appointments - Alley/Jamie/Joyce/Wes/Mayor (12/17)
- Phase II Building Design Initiative - Chris/Jamie/Wes (11/17)
- Village Vision Update Process - Chris/Jamie/Wes (11/17)
- 69<sup>th</sup> Street One-Way Signage/Community Input - Keith (11/17)
- 67<sup>th</sup> Street Traffic Calming/Community Input - Keith (11/17)
- Council Policy Website Update - Meghan/Joyce (11/17)
- JOCO Park Programming Partnership - Alley/Wes (11/17)
- Active Shooter Training - Capt. Roberson (10/17)
- Meadowbrook Expenditure Review - Lisa/Keith/Wes (10/17)
- Drone Ordinance - David Waters (10/17)
- Citizen Survey Project - Alley/Jamie/Wes (09/17)
- Meadowbrook Transit Stop - Keith/Wes (07/17)
- Bike/Ped Plan - Keith/Wes (05/17)
- Update and amend Job Description(s) - Amy/Wes (02/17)
- Cell Tower SUP's - Shannon/Jamie (11/16)
- Revise Cell Tower Contracts - Shannon/Jamie (10/16)
- Zoning Ordinance Update on SUP's/CUP's - Chris (10/16)

## Completed

- Environmental Committee Presentation Follow Up - Alley/Wes (11/17)
- State of the County Article - Meghan/Wes (03/18)
- Village Voice Articles/Publication - Megan/Staff (02/18)
- Annual Records Purge - Staff (01/18)
- Council Agenda Forecasting Process - Alley/Wes (03/18)
- Storm Debris Reimbursement Submission - James/Keith/Wes (02/18)
- 2019 Budget Process - Staff (03/18)
  - Council Budget Goals & Objectives
  - CIP Presentation

- Committees Funding Requests
- Committee Chair Transitions - Alley/Jamie/Wes (03/18)
- Coordination of Sculpture Presentation w/Arts Council - Alley (03/18)
- Preliminary CIP Presentation - Keith/Melissa/Lisa/Wes (03/18)
- CP-001 Revisions - Jamie/Alley/Wes (03/18)
- 2017 Year -End Expenditure Reviews - Dept. Heads (03/18)
- Amend Wireless Facilities Zoning - David Waters/Wes (10/16)
- Franchise Agreements for Small Cells - David Waters/Wes (02/17)
- Council Meeting Format - Jamie/Wes (02/18)
- VillageFest Contract Revisions - Meghan/Wes (02/18)
- Vehicle/Equipment Insurance Audit - Staff (03/18)
- Master Fleet Inventory List - Staff (03/18)
- Work Comp Code Reclassifications - Amy/Wes (02/18)
- Construction Start Time Article - Jamie (02/18)

#### Tabled

- Website Update by Ward - Meghan (10/17)
- Skate Park Usage Project - Alley (07/17)
- MARC Solar Initiative - Wes (05/15)
- Site Plan Audit/Reinspection - (05/15)
- Reinspection Process (Per Mayor) - Wes (09/15)
- Abatement limitations on Private Property - Wes/Katie (06/16)
- Social Media Policy - (11/17)
- Banner Policy - Keith/Melissa (11/17)

#### Ongoing

- Statuary Maintenance - Alley (07/17)

#### Removed

- Environmental Earth Fair Event - Alley (03/18) [Event cancelled for 2018]

**Council Members  
Mark Your Calendars  
April 2, 2018**

**April, 2018**

April 13	Artist Reception in the R.G. Endres Gallery
April 14	Large Item Pick up for 75 <sup>th</sup> Street and north
April 16	City Council Meeting
April 20/21	LKM Governing Body Institute/Mayors Conference in Topeka
April 21	Large Item Pick up for south of 75 <sup>th</sup> Street
April 28	Arbor Day observance at Taliaferro Park

**May, 2018**

	<b>Mixed Media Exhibit in the R.G. Endres Gallery featuring Joleen Goff, Linda Nickell and Marcia Streepy</b>
May 5	2 <sup>nd</sup> Annual Doggie Dash/Walk 3K starting at 9 a.m.
May 7	City Council Meeting
May 11	Artist Reception in the R.G. Endres Gallery
May 21	City Council Meeting
May 26	Pool opens for the 2018 season at 11 a.m.
May 28	Memorial Day - City Offices Closed
May 29	First day of Swim and Dive Team Practice

**June, 2018**

	<b>Mixed Media Exhibit in the R.G. Endres Gallery featuring Joe Bussell, Tanya Lueck and Judy Crissey</b>
June 4	City Council Meeting
June 8	MARC Regional Assembly; InterContinental Kansas City on the Plaza; 11:30 to 1:30
June 8	First Moonlight Swim - Pool Complex remains open until 10 p.m.
June 14	Swim Meet - Pool Complex closes at 5 p.m.
June 18	City Council Meeting
June 19	Dive Meet - Slide and Diving Well close at 5 p.m.
June 22	Second Moonlight Swim - Pool Complex remains open until 10 p.m.