



**CITY OF LANSING**  
*Council Chambers*  
800 1st Terrace  
Lansing, KS 66043

**COUNCIL AGENDA**  
*Regular Meeting*  
**Thursday, April 4, 2019**  
**7:00 P.M.**

**WELCOME TO YOUR CITY COUNCIL MEETING**

Regular meetings are held on the first and third Thursday of each month at 7 pm and are televised on Cable Television Channel 2 on Monday 7 pm, Tuesday 10 am & 7 pm, Friday 5 pm, Saturday 1 pm and Sunday 7 pm.

Any person wishing to address the City Council, simply proceed to the microphone in front of the dais after the agenda item has been introduced and wait to be recognized by the Mayor. When called upon, please begin by stating your name and address. A time designated "Audience Participation" is listed on the agenda for any matter that does not appear on this agenda. The Mayor will call for audience participation. Please be aware that the city council and staff may not have had advance notice of your topic and that the city council may not be able to provide a decision at the meeting. If you require any special assistance, please notify the City Clerk prior to the meeting.

***Call To Order***

***Pledge of Allegiance***

***Roll Call***

**OLD BUSINESS:**

1. Approval of Minutes

**NEW BUSINESS:**

***Audience Participation***

***Presentations***

***Discussion:***

2. LCDC & Port Authority Speculative Building Program Update

***Council Consideration of Agenda Items:***

3. Lansing Board of Zoning Appeals Appointment
4. Lansing Planning Commission Appointments
5. Award of Bid – Bittersweet Road and Bridge Project 18-03
6. Ordinance No. 1021 - Unified Development Ordinance Adoption
7. Preliminary Development Plan – 1205 North Main Street
8. Conditional Use Permit Renewal Request – 212 North Main Street

***Reports:***

Department Heads: City Attorney; City Engineer; City Administrator; Councilmembers

***Proclamations:***

- National Library Week

***Other Items of Interest***

***Adjournment***

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator *TV*  
THRU: Sarah Bodensteiner, City Clerk *SB*  
FROM: Shantel Scrogin, Assistant City Clerk *SS*  
DATE: March 29, 2019  
SUBJECT: Approval of Minutes

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The Regular Meeting Minutes for March 21, 2019, and the Special Meeting Minutes of March 28, 2019, are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes for March 21, 2019, and the Special Meeting Minutes of March 28, 2019, as presented.

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**AGENDA ITEM #**

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**Call To Order:**

The regular meeting of the Lansing City Council was called to order by Mayor Mike Smith at 7:00 p.m.

**Roll Call:**

Mayor Mike Smith called the roll and indicated which Councilmembers were in attendance.

**Councilmembers Present:**

**Ward 1:** Gene Kirby and Dave Trinkle  
**Ward 2:** Andi Pawlowski and Don Studnicka  
**Ward 3:** Jesse Garvey and Kerry Brungardt  
**Ward 4:** Tony McNeill and Gregg Buehler

**Councilmembers Absent:**

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**OLD BUSINESS:**

**Approval of Minutes:** Councilmember Buehler moved to approve the regular meeting minutes of March 7, 2019, as presented. Councilmember Pawlowski seconded the motion. The motion was approved with Councilmember Brungardt abstaining from the vote.

**Audience Participation:** Mayor Smith called for audience participation and there was none.

**Presentations: Graduation of Citizen's Academy Participants:** Mayor Mike Smith and Event & Marketing Coordinator Tim Dossey presented participants of the 2018-2019 Citizen's Academy with plaques. The graduates are Jacob Kowalewski, Tyler J. Swift, Ronald Webb, Dr. Harold Laurence, Don Wallace and Judy Wallace.

**Arbor Day Proclamation:** Councilmember Buehler read a proclamation declaring April 12, 2019 as Arbor Day in Lansing.

- Parks & Rec Director Jason Crum invited everyone to a ceremonial tree planting at the library on April 12<sup>th</sup> at 10:45am.

**COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Ordinance No. 1020 – Cereal Malt Beverage Amendment Chapter 3, Article 2:** Councilmember Kirby moved to adopt Ordinance 1020. Councilmember Pawlowski seconded the motion. The motion was unanimously approved.

**Request for Cereal Malt Beverage License – Aldi Inc:** Councilmember Buehler moved to approve the Cereal Malt Beverage License for Aldi Inc, at 1217 North Main Street. Councilmember Brungardt seconded the motion.

- Councilmember Trinkle asked this makes them fall under the new regs for April 1. They didn't sell beer before, did they.
  - City Clerk Sarah Bodensteiner responded no, they are going to start.
    - Mayor Smith stated this is new.

The motion was unanimously approved.

**Request for Special Use Permit – 101 N. Ethel Lane – More than 4 Animals:** Councilmember Studnicka moved to approve the special use permit for 101 N. Ethel Lane. Councilmember Kirby seconded the motion.

- Councilmember Buehler asked any response to the letters sent out by the neighbors or to the neighbors.
  - Police Chief Steve Wayman responded Wendy had a prior engagement tonight, but I talked to her about it and she said no there wasn't any complaints or anything. I think the only real difference between this is they got rid of their chickens, so they have three dogs and two cats. Something like that but the chickens they had are gone now.
    - Councilmember Buehler replied alright.
      - Councilmember Trinkle asked rooster in the pan.



- Mayor Smith stated I want to know what the contract says. I think Tony is going not to pay it all ahead. I'm just trying to figure that out. If we got a three-year contract but we only pay one year at a time and we have the option to get out of it then it does the same thing.
- Councilmember Pawlowski responded the motion was for not to exceed.
- City Administrator Tim Vandall stated I thought that was the point of them giving the discount for years two and three and then sign up. I suppose there's less risk if we do it year by year but we're paying \$10,000 more per year
  - Mayor Smith replied I wouldn't recommend that. I just want to know if we weren't happy.
    - Councilmember McNeill responded the cost doesn't change.
      - Community & Economic Development Director Matthew Schmitz stated their particular proposal, some of them were structured that way, but The Retail Coach particular proposal was not. Theirs was structured that the first year is \$38,000 and then each year after that you could optionally extend the contract for another year for \$25,000 each year. So, we can come back in a year, if we're happy with them and extend the contract by a year and then do the same thing in two years if that's what this body would like to do.
        - Councilmember McNeill replied that's what I recommend but it's up to you guys.
          - Councilmember Buehler stated I agree.
            - Councilmember Kirby responded that makes sense to me.
  - Mayor Smith stated ok, we need to withdraw the motion then.

Councilmember Pawlowski withdrew her second.  
Councilmember Buehler withdrew his motion.

Councilmember Buehler moved to authorize the mayor to sign a 1-year contract with the option to extend a year at a time up to two years with The Retail Coach in an amount not to exceed \$94,000. Councilmember Pawlowski seconded the motion.

- Councilmember Buehler is that right Greg.
  - City Attorney Gregory Robinson I understand what you're saying.
    - Councilmember Pawlowski but is it legal.
      - City Attorney Gregory Robinson yeah but it depends on who else is hearing it. We're familiar with the terms. Does everybody out there understand. I don't know.
        - Councilmember Pawlowski we don't have the contract in front of us.
- Mayor Smith asked we have a motion. Do we have a second on that.
  - Councilmember Pawlowski I seconded it.

The motion was unanimously approved.

**Award of Contract – Phone System and Building Connection:** Councilmember Buehler moved to authorize the mayor to sign an agreement with Towner Communications in an amount not to exceed \$53,927.25 for the phone system, and an agreement with K&W Underground in an amount not to exceed \$17,979.97 for the installation of fiber. Councilmember Pawlowski seconded the motion.

- Councilmember Pawlowski stated I have a question.
  - Councilmember Kirby replied go ahead.
    - Councilmember Pawlowski asked you have a question too.
      - Councilmember Kirby replied yeah.
        - Councilmember Pawlowski asked so, sorry I didn't call you about this because I was busy this week. There was a thing in there that said it was hard to find, trying to find where because everything is voice over internet and my question is why aren't we doing that.

- Community & Economic Development Director Matthew Schmitz responded that is what we're doing. The phone service will be voice over internet service which I am kind of confused by what you are referencing.
    - Councilmember Pawlowski stated well maybe I read it wrong.
      - Councilmember Kirby responded he wasn't the first one.
        - Councilmember Pawlowski replied I expect it from you. So, nevermind. Go ahead Gene.
- Councilmember Kirby stated the difference between the two bids. I mean if we were talking about a couple hundred thousand dollars, probably wouldn't be a whole lot of money but we're not talking about a whole lot of money. You know there's twenty some thousand dollars difference between the two bids.
  - Community & Economic Development Director Matthew Schmitz replied correct.
    - Councilmember Kirby asked because somebody wanted it worse than somebody or the equipment or.
      - Community & Economic Development Director Matthew Schmitz responded NCS included a lot of equipment we don't need the way we're modeling this, the way we're building it.
        - Councilmember Kirby replied ok.
          - Community & Economic Development Director Matthew Schmitz stated they didn't account for some changes that happened since they gave us a quote originally when we budgeted for this.
- Councilmember Kirby stated ok, I have one more here if I can scroll down quick enough. Sorry about that. One of them talked about there's going to be some added expense, it had to do with, ok 'proposal does not include any possible data wire needed, each location is subject to final walk through to determine network readiness'.
  - Community & Economic Development Director Matthew Schmitz responded so all of our city facilities right now where we're going to put a phone at, they already have a data connection there. That was just included in there for their protection basically but if we need to install drops, they are roughly \$200-300 a piece and our contractor NCS can do that. And we can do that out of my department budget rather than come out of this project.
- Mayor Smith asked anything else Gene.
  - Councilmember Kirby stated nope.
    - Mayor Smith asked anybody else.
      - Councilmember Brungardt stated thanks Matt.

The motion was unanimously approved.

**Construction Inspection Services – Bittersweet Road & Bridge Improvements Project 18-03:**

Councilmember McNeill moved to authorize the mayor to sign the Construction Inspection Services Agreement for Benesch & Company for the Bittersweet Road and Bridge Improvement Project in an amount not to exceed \$32,900. Councilmember Brungardt seconded the motion.

- Councilmember Trinkle asked how does this fit in with the school and you got DeSoto Road now and then this. Are they going to start right away?
  - Public Works Director Jeff Rupp responded as soon as school is out, we have the overlay project and this project starting.
    - Councilmember Trinkle asked so they're not going to wait to do it while school is in session.
      - Public Works Director Jeff Rupp replied no, I mean there may be an issue when we get to the end if there is an overrun in time but we're trying to schedule it so it gets done between the break and school.



- Mayor Smith stated go ahead Andi.
  - Councilmember Pawlowski stated I'm getting my projects mixed up in my head. Have we already awarded the contract for the bridge.
    - Public Works Director Jeff Rupp replied no, those bids are coming in the 26<sup>th</sup> and we'll be back April 4<sup>th</sup> with the bids.
      - Councilmember Pawlowski asked ok but Benesch did the work on what we're doing to the bridge.
        - Public Works Director Jeff Rupp responded right they designed everything and originally in 2017 when we put the package together this was part of that. They reupped in 2018 and we broke it down. We've got a pretty full schedule for things to be inspected on that project, sixty days worth.
          - Councilmember Pawlowski stated ok, thank you.

The motion was unanimously approved.

**Kansas Regional Prisons Museum:** Councilmember Brungardt moved to approve the transfer of Kansas Regional Prisons Museum Funds to the City of Lansing for a recreational/cultural purpose. Councilmember Pawlowski seconded the motion.

- Mayor Smith asked discussion.
  - Councilmember Kirby responded yes. I know we don't know what we're going to with this but it's my desire that whatever we do, Jason if it ends up with you that its something permanent. Not a one time shot that we do something or pay for something and then it goes away. Something that will be permanent in that we can acknowledge with a plaque or something why that project was possible through their donation. So, I think we need to keep that in mind. I think Leonard is here and I think they agree with that.
    - Councilmember Garvey stated something permanent.
      - Councilmember Kirby replied right. A recognition plaque.
        - Mayor Smith responded I think it's a good idea.
          - Councilmember Pawlowski stated I'd like to see a shelter.
            - Mayor Smith asked anybody else.
              - Councilmember McNeill are we just saying what we'd like to see.

The motion was unanimously approved.

- Mayor Smith stated and folks, thanks for all that you did over the years, I know you kept this thing running and we really appreciate it you staying on top of it and I know you did a lot of work in the meantime so thank you. And I think Gene's idea is excellent and I hope we go in that direction in the future.

**REPORTS:**

**Department Heads:** Public Works Director Jeff Rupp stated the 2<sup>nd</sup> Street project is going to start this coming week. The storm water boxes came in and are cured so the work will start. Library Director Terri Wojtalewicz shared the library is adding OverDrive to the library. It is a popular audiobook and e-book app for patrons to use. The library is also getting ready to go fines free as of April 1<sup>st</sup>. Trends show taking this step increases circulation and participation when overdue fines are removed.

**City Attorney:** City Attorney had nothing to report.

**City Engineer:** City Engineer had nothing to report.

**City Administrator:** City Administrator Tim Vandall stated its pothole season and staff has been busy patching those and street sweeping will begin soon. Westar is going to start replacing all their street lights with LED bulbs, however, if there is an older light pole that is going to be replaced within the next 2 months they will hold off on installing those bulbs until the pole is replaced. There may be some street lights that will be out a little longer than normal.

- Councilmember Pawlowski asked if that was the issue with a lot of the lights being out on Centre Dr.
  - Public Works Director said he would check on it.

City Administrator Tim Vandall stated staff was happy the state approved the Change Order for the Desoto Road Project. So that will be a win-win in regards to access and efficiency for the citizens and the contractor.

**Governing Body:** Councilmember Garvey congratulated the Citizens Academy graduates and thanked the Regional Kansas Prisons Museum representatives for all they did over the years. Councilmember Buehler, Councilmember McNeill, Councilmember Brungardt, Councilmember Studnicka and Councilmember Kirby echoed Councilmember Garvey's sentiments. Councilmember Buehler stated on this day in 1905, Albert Einstein published his theory of special relativity. Councilmember Trinkle congratulated Terri on her library endeavors and mentioned we need to keep the people in Nebraska and Iowa in our thoughts and prayers amidst the flooding.

**ADJOURNMENT:**

Councilmember Kirby moved to adjourn. Councilmember Pawlowski seconded the motion. The motion was unanimously approved. The meeting was adjourned at 7:29 p.m.

**ATTEST:**

\_\_\_\_\_  
Michael W. Smith, Mayor

\_\_\_\_\_  
Sarah Bodensteiner, City Clerk



**Call To Order:**

The special meeting of the Lansing City Council was called to order by Mayor Mike Smith at 6:15 p.m.

**Roll Call:**

Mayor Mike Smith called the roll and indicated which councilmembers were in attendance.

**Councilmembers Present:**

**Ward 1:** Dave Trinkle and Gene Kirby  
**Ward 2:** Don Studnicka and Andi Pawlowski  
**Ward 3:** Jesse Garvey and Kerry Brungardt  
**Ward 4:** Tony McNeill and Gregg Buehler

**Councilmembers Absent:**

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**NEW BUSINESS:**

**COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Executive Session – Personnel Matters of Non-Elected Personnel:** Councilmember Pawlowski moved to recess into executive session to discuss a non-elected personnel matter, exception K.S.A. 75-4319(b)(1) for 30 minutes, beginning at 6:15 p.m. and returning to the Council Chambers at 6:45 p.m. Councilmember Buehler seconded the motion. The motion was unanimously approved.

Councilmember Buehler moved to return to open session at 6:45 p.m. Councilmember Pawlowski seconded the motion. The motion was unanimously approved.

**ADJOURNMENT:** Councilmember Pawlowski moved to adjourn. Councilmember Studnicka seconded the motion. The motion was unanimously approved.

The meeting was adjourned at 6:46 p.m.

**ATTEST:**

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Michael W. Smith, Mayor

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Sarah Bodensteiner, City Clerk

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator P  
FROM: Matthew R. Schmitz, Director, Community & Economic Development MRS  
DATE: April 4, 2019  
SUBJECT: Leavenworth County Development Corporation and Port Authority Speculative Building Program Update

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**Explanation:** The Leavenworth County Port Authority and the Leavenworth County Development Corporation have been working on a speculative building program for some time now. Steve Jack, Executive Director for Leavenworth County Development Corporation (LCDC) will give an update on the program, as well as the status of an application within the city of Lansing, Kansas. Attached is an overview of the program, a breakdown of the speculative building incentive calculations (with neighborhood revitalization included), as well as a letter from the developer of the proposed project, Jeremy Greenamyre, indicating that if it were not for this program, this development would not move forward.

**Policy Considerations:** None

**Action:** This item is for informational purposes only; no action is requested at this time.

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**AGENDA ITEM #**

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Management Agency for:

Greenamyre Rentals, Inc.  
Development, Inc.  
Property Management & Maintenance, Inc.  
G & G Rentals, LLC  
Lansing Business Center, LLC  
Mar-Mac, FLP

March 21, 2019

LCPA/LCDC Spec Building Program Committee  
c/o Steve Jack  
Leavenworth County Development Corporation  
1294 Eisenhower Rd.  
Leavenworth, KS 66048

Committee,

Per my conversation with Mr. Jack, I say, without hesitation: the LCPA Spec Building Program is the reason we are now considering the development of 400 N. Main St.

We've owned this site for decades, and it has been listed for the last 10 years. The positive attributes of this site – location, access, traffic count, tax abatement – have not substantially changed. The negative attributes of this site – need for additional grading, spec development – have not substantially changed. These considerations led us to do nothing. What changed our development decision is the effect that the LCPA incentive made to our pro forma. It is the difference maker for this project.

I'm available to answer questions or clarify comments.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Jeremy Greenamyre', is written over a faint, light blue circular stamp or watermark.

Jeremy Greenamyre  
D: (913) 828-4440



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## Speculative Building Program

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The Leavenworth County Port Authority (LCPA) and the Leavenworth County Development Corporation (LCDC) have joined together to implement a new speculative building program. The goal of the program is to expand the tax base and improve employment opportunities for Leavenworth County residents by incentivizing new building construction.

The program can provide an "incentive loan" of up to \$200,000, zero percent interest rate, with deferred payments, subordinated mortgage (second mortgage) to that of the first mortgage financial institution (lead bank). Payments are deferred until such time as the lead bank loan is paid in full. Installment payments will then be equal to those of the lead bank loan until the incentive loan is paid in full.

Although a typically-sized building for this program may range between 10,000 to 20,000 sq. ft., the scalability of this program has no limits on the size of the building. The primary emphasis of this program is for industrial building development. Pathways for commercial and retail buildings are also included.

The actual amount of the incentive is based on the following formula:

*Annual property tax payments (initial cost of building/land x 25% assessed value x mill levy) x 10 years (discounted by 3%) x 75%, up to a maximum of \$200,000.*

The incentive loan would be contributed by LCDC/LCPA. The two organizations will, in part, base its decision to invest in projects on the general support given the program and specific projects by the city and county. One indicator of support would be a willingness by the city and/or the county to contribute a pre-determined formula pro rata share of the mill rate for the respective entities when budgeted funds are available. A contribution to the program from the taxing entities benefiting from the new construction will then allow continued funding to do other project to expand the county's tax base and provide employment opportunities for Leavenworth County residents.

The program does not preclude a community from utilizing additional incentives. For example, the program can be used in coordination with property tax abatement programs, cash incentives, or the reduction or waiving of permitting fees. The purpose of this program and other incentive programs is to encourage investment that would not occur without an incentive.

Project approval is not guaranteed to all applicants. Applications are approved based on multiple criteria, including but not limited to the availability of funds, financial strength and repayment capacity of the developer, type of building, impact on the community, etc.

The program utilizes a reasonable balance of private and public funding to increase the tax base. This reduces the amount of funding from public sources. The public funding, though, reduces the private capital necessary for a developer to initiate building construction. This, in turn, increases the commercial/industrial assessed valuation in the community which aids in relieving the residential real estate tax burden. A new building also creates opportunities for new business and the generation of new jobs in the community and county.

Financial risks rest largely with LCPA/LCDC and not the taxing entity. As long as the building is standing, real estate taxes will be assessed. No other revenue generating sources/predictions have to be maintained or created to facilitate the incentive loan payoff.

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## Speculative Building Incentive Calculation

Project Name			
<b>Project Breakdown</b>			
Current Appraised Value:	\$		393,540.00
Anticipated Appraised Value:	\$		1,455,000.00
Market Value Increase:	\$		1,061,460.00
Assessed Value (25%):	\$		265,365.00
Current Mil. Rate:	\$		148.03
Increased Real Estate Taxes:	\$		39,283.04
<b>Potential Tax Revenue Breakdown</b>			
Entity	Mill Rate	Annual Taxes	Present Value*
City of Lansing	41.555	\$ 11,027.24	\$ 94,064.62
County	37.112	\$ 9,848.23	\$ 84,007.36
State	1.5	\$ 398.05	\$ 3,395.43
USD 469 Combined	58.948	\$ 15,642.74	\$ 133,435.71
Fire Dist.	8.919	\$ 2,366.79	\$ 20,189.20
Total	148.034	\$ 39,283.04	\$ 335,092.32
*Present Value calculated on 10-yr period using a 3% discount rate			
<b>Incentive Calculation</b>			
Total PV of Potential Tax Revenue		\$	335,092.32
Tax Abatement Equivalent (75%)		\$	251,319.24
Potential Incentive (Capped at \$200,000)		\$	200,000.00
<b>Sources of Incentive Funds</b>			
City of Lansing		\$	56,142.51
Leavenworth County		\$	50,139.83
Leavenworth County Port Authority		\$	93,717.66
Total		\$	200,000.00

## Incentive Breakeven Calculation

Tax Revenue Increase	\$	39,283.04
Total Potential Incentive	\$	200,000.00
City Contribution	\$	56,142.51
County Contribution	\$	50,139.83

\*Abatements below are not related to LCDC Incentive Program



Year	Abatement	Entity	Annual Tax Revenue	Project Total
1	95%	City	\$ 551.36	\$ 551.36
	95%	County	\$ 492.41	\$ 492.41
2	95%	City	\$ 551.36	\$ 1,102.72
	95%	County	\$ 492.41	\$ 984.82
3	95%	City	\$ 551.36	\$ 1,654.09
	95%	County	\$ 492.41	\$ 1,477.23
4	95%	City	\$ 551.36	\$ 2,205.45
	95%	County	\$ 492.41	\$ 1,969.65
5	95%	City	\$ 551.36	\$ 2,756.81
	95%	County	\$ 492.41	\$ 2,462.06
6	95%	City	\$ 551.36	\$ 3,308.17
	95%	County	\$ 492.41	\$ 2,954.47
7	70%	City	\$ 3,308.17	\$ 6,616.35
	70%	County	\$ 2,954.47	\$ 5,908.94
8	60%	City	\$ 4,410.90	\$ 11,027.24
	60%	County	\$ 3,939.29	\$ 9,848.23
9	50%	City	\$ 5,513.62	\$ 16,540.86
	50%	County	\$ 4,924.11	\$ 14,772.34
10	20%	City	\$ 8,821.79	\$ 25,362.66
	20%	County	\$ 7,878.58	\$ 22,650.92
11	0%	City	\$ 11,027.24	\$ 36,389.90
	0%	County	\$ 9,848.23	\$ 32,499.15
12	0%	City	\$ 11,027.24	\$ 47,417.14
	0%	County	\$ 9,848.23	\$ 42,347.37
13	0%	City	\$ 11,027.24	\$ 58,444.39
	0%	County	\$ 9,848.23	\$ 52,195.60
14	0%	City	\$ 11,027.24	\$ 69,471.63
	0%	County	\$ 9,848.23	\$ 62,043.82
15	0%	City	\$ 11,027.24	\$ 80,498.87
	0%	County	\$ 9,848.23	\$ 71,892.05
16	0%	City	\$ 11,027.24	\$ 91,526.11
	0%	County	\$ 9,848.23	\$ 81,740.27
17	0%	City	\$ 11,027.24	\$ 102,553.36
	0%	County	\$ 9,848.23	\$ 91,588.50
18	0%	City	\$ 11,027.24	\$ 113,580.60
	0%	County	\$ 9,848.23	\$ 101,436.73
19	0%	City	\$ 11,027.24	\$ 124,607.84
	0%	County	\$ 9,848.23	\$ 111,284.95
20	0%	City	\$ 11,027.24	\$ 135,635.08
	0%	County	\$ 9,848.23	\$ 121,133.18



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## AGENDA ITEM

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TO: Tim Vandall, City Administrator   
FROM: Sarah Bodensteiner, City Clerk   
DATE: March 29, 2019  
SUBJECT: Lansing Board of Zoning Appeals Appointments

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The Lansing Board of Zoning Appeals currently has two (2) positions that expire on April 30, 2019. These positions were advertised and one(1) application was received.

Action: A motion to appoint Michael Suozzo to the Lansing Board of Zoning Appeals for a three-year term that will expire on April 30, 2022.

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AGENDA ITEM #

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800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036  
Fax: 913-828-4579 - [www.lansing.ks.us](http://www.lansing.ks.us)

**APPLICATION FOR LANSING BOARD OF ZONING APPEALS**

Name: MICHAEL A. SUOZZO

Lansing Address: 417 OAKBROOK DR LANSING, KS 66043

Home Phone: 913 306 2180

Secondary Phone: N/A

E-mail: M.SUOZZO@GMAIL.COM

Please attach a written statement expressing your interest in being appointed to the Lansing Board of Zoning Appeals. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of the Lansing Board of Zoning Appeals.
3. Desired accomplishments as a Board of Zoning Appeals Member.
3. Willingness to attend meetings on an as needed basis.

Also, attach the name, address, and telephone number of three personal references.

This volunteer position is for the Lansing Board of Zoning Appeals for a three (3) term ending April 30, 2022. Applicants must be a resident of Lansing, 18 years of age, and a U.S. Citizen.

**\*\*If necessary, applicants will be interviewed on Thursday, April 4, 2019, at a Special Meeting by the Governing Body. \*\***

All applications should be returned to Lansing City Hall, 800 First Terrace, marked "Attention of the City Clerk", no later than 5:00 p.m. on Friday, March 29, 2019.

RECEIVED

MAR 25 2019

CITY OF LANSING

25 Mar 2019

Michael A. Suozzo- Statement in support of application for Lansing Board of Zoning Appeals

I request favorable consideration of my application for reappointment to the Lansing Board of Zoning Appeals. I have owned a home in Lansing since 1977 and have been a full time resident for the past 29 years. I have watched the community grow over that period and want to continue to give something back. I requested and was appointed to the Lansing Planning Commission in 1997 and the following year volunteered to be the Planning Commission Representative to the Board of Zoning Appeals. In 2012 I was elected by the board members to be the president.

I believe that a strong and coherent set of zoning ordinances, strictly enforced, are necessary to ensure the orderly and safe growth of Lansing. However, in a community like Lansing, which developed and grew over the past 100+ years, there are very diverse areas of the town; some areas are less than 10 years old, others much older. My philosophy as a member of the board is to apply common sense to each situation brought before the board for action. In the older areas of town strictly applying some of the zoning requirements would place an undue hardship on a home/property owner and, in some cases, due to actions taken prior to the current codes being enacted, it is difficult to comply exactly as outlined in the current codes.

The guiding principles in all decisions the board makes are; First: any decision made will not negatively affect the safety of our citizens. Second, decision will not negatively affect the rights and property value of the surrounding home/land owners. Third, will a decision present the petitioning home/business owner with an undue hardship? Applying these principles with some common sense is what I believe the board's mandate is.

In the 21 years I have been a member of the board, I have only missed 4 or 5 meetings and since having the privilege of being elected by the board as president, I have missed 1 meeting

**References:**

Mr. Greg Robinson, 400 North Main St, Lansing, KS (913) 727-5800



Mr. Dave Anaya, 3121 Gilman Rd, Lansing, KS (913) 250-5029

Ms. Linda Kearn Oakbrook Drive, Lansing , KS (913) 727-1208

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator   
FROM: Sarah Bodensteiner, City Clerk   
DATE: March 29, 2019  
SUBJECT: Lansing Planning Commission Appointments

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There are two (2) positions on the Planning Commission whose terms will expire on April 30, 2019. These positions were advertised and three (3) applications were received. As there were more applicants per open positions, the Council interviewed the applicants at the Special Meeting prior to the April 4<sup>th</sup> Council Meeting.

Action: A motion to appoint two (2) applicants to the Lansing Planning Commission for a three-year term that will expire on April 30, 2022.

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AGENDA ITEM #

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4

# CITY OF LANSING KANSAS

800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036  
Fax: 913-828-4579 - [www.lansing.ks.us](http://www.lansing.ks.us)

## APPLICATION FOR LANSING PLANNING COMMISSION

Name: Marcus Bean  
Lansing Address: 109 Woodland Rd  
Home Phone: 913-683-8683  
Business Phone: 816-~~816~~448-1702  
E-mail: me@marcusbean.com

Please attach a one to two page written statement expressing your interest in being appointed to the Lansing Planning Commission. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of the Lansing Planning Commission and development in Lansing.
3. Desired accomplishments as a Lansing Planning Commission member.
4. Willingness to attend meetings.

Also, attach the name, address, and telephone number of three personal references.

This volunteer position is for the Lansing Planning Commission for a three (3) year term ending on April 30, 2022. Applicants must be 18 years of age and a U.S. Citizen. Applicants must also be a resident of the City of Lansing or live within the Urban Growth Management Area outside of city limits.

\*\*If necessary, applicants will be interviewed on **Thursday, April 4, 2019**, at a Special Meeting by the Governing Body. \*\*

All applications should be returned to Lansing City Hall, 800 First Terrace, marked "Attention of the City Clerk", no later than 5:00 p.m. on Friday, March 29, 2019.

RECEIVED

MAR 26 2019

CITY OF LANSING

To whom it may concern:

I am interested in applying for the open position on the City of Lansing's Planning Commission. My qualifications include being a member of the Lansing community for the past 29 years with a brief 2 year absence to seek a 4-year degree in the beautiful city of Hays, KS. I am also a graduate of the Citizens Academy. With this, I believe I have adequate qualification through experience of living in Lansing for said position. As for my "personal philosophy" of the Lansing Planning Commission and development within Lansing, I believe that the City of Lansing needs to attract as many businesses as possible to stay competitive as a thriving community. I do not currently have any desired accomplishments as a Planning Commission member other than to execute the duties defined by the State of Kansas and the City of Lansing. I am willing to attend the monthly Planning Commission meetings. However, I do plan to make the recommendation that the Planning Commission consider at least making available the use of Audio/Video conferencing should the need arise where physically being at the meeting prove impossible.

**Personal References:**

**Kirsten Moreland  
913-351-2180**

**Gene Kirby  
913-775-1938**

**Janet Labbee  
120 Connie St  
Lansing, KS 66043  
913-727-5148**



# CITY OF LANSING KANSAS

800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036  
Fax: 913-828-4579 - [www.lansing.ks.us](http://www.lansing.ks.us)

## APPLICATION FOR LANSING PLANNING COMMISSION

Name: Jacob (Jake) Kowalewski

Lansing Address: 600 Cottonwood Drive

Home Phone: 913 - 704 - 9846

Business Phone: 913 - 213 - 8185

E-mail: Jakeski17@yahoo.com

Please attach a one to two page written statement expressing your interest in being appointed to the Lansing Planning Commission. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of the Lansing Planning Commission and development in Lansing.
3. Desired accomplishments as a Lansing Planning Commission member.
4. Willingness to attend meetings.

Also, attach the name, address, and telephone number of three personal references.

This volunteer position is for the Lansing Planning Commission for a three (3) year term ending on April 30, 2022. Applicants must be 18 years of age and a U.S. Citizen. Applicants must also be a resident of the City of Lansing or live within the Urban Growth Management Area outside of city limits.

\*\*If necessary, applicants will be interviewed on **Thursday, April 4, 2019**, at a Special Meeting by the Governing Body. \*\*

All applications should be returned to Lansing City Hall, 800 First Terrace, marked "Attention of the City Clerk", no later than 5:00 p.m. on Friday, March 29, 2019.

RECEIVED

MAR 26 2019

CITY OF LANSING

Attention of the City Clerk:

Planning Commission Application

Jacob (Jake) Kowalewski

Please consider the following statement as my formal application for City of Lansing Kansas Planning Commission. Currently I serve on the board of directors for the Lansing Delaware Water Department, volunteering and being selected for this commission would help me further my desire to contribute to the community I call home. I presently work for WaterOne in Johnson County as a construction inspector and project manager. Primarily my duties are to work with contractors, developers, and city officials to help facilitate both replacement projects and main extensions. My familiarity with the concept of master planning and development would make me a great asset to the planning commission. Recently I completed the City of Lansing's Citizens Academy in an effort to further my knowledge about the city. I haven't missed a LanDel board meeting and had perfect attendance for the Citizen's Academy, making it to all of the meetings will be no issues.

Personally, I would like to see Lansing continue to grow its economy to help foster a positive future for the community. The Planning Commission is a great opportunity me to promote my philosophy that growth pays for growth. If the Commission and the City Council plan, plat, and zone correctly it should allow for developers to invest money into the city to help facilitate growth and offset costs that would be potentially shouldered by the City. This is something that is philosophy that is promoted heavily in the utility industry and something I firmly believe in. The primary thing that I would like to help accomplish would be to help bring more commercial businesses to Lansing. Geographically we are located in an incredible part of Kansas.

Thank you for the opportunity to volunteer for this position. Attached are a list of references and my resume for your consideration.



Jacob Kowalewski

**References:**

- 1) Robert Kane**  
913-704-7288  
23088 148<sup>th</sup> St.  
Leavenworth, Kansas 66048
- 2) Robert Martynowski**  
913-683-9603  
24350 126<sup>th</sup> St.  
Leavenworth, Kansas 66048
- 3) Rory Munns**  
805-363-0103  
Vandenburg Air Force Base  
Lompoc, California 93437

## Employment

### **Water District One of Johnson County Construction Inspector March 2018-Present**

- Ensure contractors are performing work in accordance with standards and specifications
- Collect and edit GIS data
- Project accounting activities- Inventory control, end of the month, work in progress, and project completion
- Review plans and make and needed changes
- Coordinate water outages, pressure testing, bacteriological testing and any subcontractor work
- Develop project schedule
- Work with multiple invested parties to remedy any issues during the project

### **American Water Military Service Group Fort Leavenworth Maintenance Trades Helper July 2011-Dec. 2013 promoted to General Maintenance Worker Dec 2013- March 2016 promoted to Field Operations Chief March 2016-March 2018**

- Develop weekly agendas, schedules, scope of works, and standard operating procedures
- Maintain our CMMS to include entering records and scheduling maintenance work
- Install, repair, and maintain water distribution and wastewater collection systems
- Troubleshoot and maintain wastewater lift stations and water pump stations.
- Read water meters, troubleshoot issues involving usage
- Respond to and handle customer issues
- Operate water treatment plant to include water quality sampling as needed
- Collect bacteriological samples for compliance and investigative purposes
- GIS, VUGI, and asset management
- Inspect projects performed by third parties and American Water staff
- Handle all aspects pertaining to the logistics of water shutdowns and sewer pump arounds
- Assist in the development of FCU and R&R projects both short term and long term
- Act in a customer service capacity with multiple parties to include, residents, contractors, and DPW staff
- Assist Operations Supervisor with developing Bacteriological Monitoring Plan and sampling plan
- Work with Operations Supervisor, Capital Project Manager, and General Manager to create budget
- QA/QC work performed by operations staff as well as contractors
- Prepare reports for Capital Project Manager and General Manager
- Manage company purchasing card assigned to me
- Manage and track inventory
- Perform bi annual and annual performance reviews to include developmental planning for employees
- On board, train, and coach new hires and current employees

## Certifications

- KDHE Class 4 water treatment operator
- KWEA/ABC Class 4 water distribution operator
- KWEA/ABC Class 4 wastewater collections operator
- KRWA Backflow and Cross Connections certified (expired)
- OSHA 10 Hour General Industry
- OSHA 30 Hour Construction
- OSHA Trench safety competent person
- Red Cross CPR and First Aid
- Class B CDL with tanker and air brakes endorsement
  - DOT Physical card

## Education

Fort Scott Community College

Associates of Applied Science degree in Environmental Water Technology. 3.8/4.0 GPA

## Affiliations

- Lansing Delaware Township Board of Directors Jan. 2019 - Present
- Lansing Kansas Citizen's Academy Graduate 2019



**CITY OF LANSING**  
800 First Terrace  
Lansing, Kansas 66043  
Telephone: 913-727-3036 \* Fax: 913-828-4579  
www.lansing.ks.us

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**APPLICATION FOR LANSING PLANNING COMMISSION**

**Name:** Chad Neidig

**Lansing Address:** 926 Oakmont Dr. Lansing KS 66043

**Home Phone:** 913-240-8052

**Business Phone:** 913-240-8052

**E-mail:** chadneidig@yahoo.com

Please attach a one to two page written statement expressing your interest in being appointed to the Lansing Planning Commission. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of the Lansing Planning Commission and development in Lansing.
3. Desired accomplishments as a Lansing Planning Commission member.
4. Willingness to attend meetings.

Also, attach the name, address, and telephone number of three personal references.

All applications should be returned to Lansing City Hall, marked "Attention: City Clerk" no later than March 31, 2016.

RECEIVED  
MAR 29 2019  
CITY OF LANSING

Chad Neidig, P.E., PMP

29 March 2019

926 Oakmont Dr.

Lansing, KS 66043

913-240-8052

chadneidig@yahoo.com

I would very much like to volunteer for reappointment to the available position on the Lansing Planning Commission. I have been a member of the Lansing Planning Commission for the last three years and it has been a rewarding experience. As a civil engineer primarily focused on infrastructure for the last 23 years, I have seen the importance of planning and development, and how it directly impacts municipalities. I want to serve my community by utilizing the skills I have learned as an engineer and program/project manager. I look forward to attending and participating in meetings, study sessions, or other planning commission events.

Over the last 20+ years, I have had the unique opportunity to serve the nation as a civil engineer and program/project manager for the US Army and the US Army Corps of Engineers. I am particularly fond of my time working on infrastructure projects ranging from local drainage solutions to large hydropower facilities. An applicable example is the time I spent working with the US Army Corps of Engineers in New Mexico and Washington. I was directly engaged in works for the Section 595 program that helped rural municipalities address water-related environmental infrastructure and resource protection and development projects. These projects ranged from fresh water supply to storm water runoff to waste water management. Throughout my career, I have worked with partners at all levels of government to include National, State, Local, and Tribal Sovereign governments as well as other non-governmental agencies both in the US and abroad.

I have a passion for local municipal infrastructure and the future of Lansing. This is as a direct result of my time with the Section 595 program as well as my time as the Deputy Commander of the Recovery Field Office for the US Army Corps of Engineers, Joplin, MO as part of the recovery efforts from the 22 May 2011 tornado. Upon retiring from the Army and making Lansing our permanent home, I have a vested interest in the deliberate and organized development of our community. I believe that the role of the planning commission is to do just that in accordance with the Lansing Comprehensive Plan and UDO as it applies to all future development for the city.

I specifically want to see transportation improvements in the form of access to Kansas City as well as throughput and development of the Main Street Corridor. I particularly want to ensure the safety of our students attending our schools. Travel to and from school is especially near and dear to me as the father of a teenager attending Lansing High. It is my desire to participate in the planning process to achieve these goals by evaluating proposals on their merits in accordance with the Lansing Comprehensive Plan and UDO.

I am willing to attend and participate in meetings, study sessions, or other planning commission events. If for any reason I am unable to personally attend a particular event, I will do my best to communicate my absence in a timely manner.

I greatly look forward to the opportunity to serve our community putting 20+ years of experience to work for the betterment of Lansing. Thank you very much for your consideration and I hope to hear from you soon.

Respectfully,

Chad Neidig, P.E., PMP

913-240-8052



References for Chad Neidig, P.E., PMP

I am attaching three personal references for you use in evaluating my application.

Sherri Reyes

107 Brookwood Ct

Lansing, KS 66043

913-240-3307

Tim Kurgan

US Army Corps of Engineers

601 E 12th St. Ste. 700

Kansas City, MO 64106

816-389-2336

Pete Doles

2505 Campeche Rd NE



Rio Rancho, NM 87114

505-710-6543

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator   
FROM: Jeff A. Rupp, Director of Public Works   
DATE: March 26, 2019  
SUBJECT: Project No. 18-03: Bittersweet Road and Bridge Improvement Project – Award of Bid

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This project is for bridge abutment repair and paving on Bittersweet Road from Mary Street to Ida Street. Bids were opened on March 26, 2019, and two bids were received. The low bid was submitted by Linaweaver Construction in the amount of \$365,036.80.

Financial Consideration: Funding for this project is budgeted in Fund 70, Line 43337.

Action: Staff requests the Council approve the low bid of \$365,036.80 submitted by Linaweaver Construction for Project No. 18-03: Bittersweet Road and Bridge Improvement Project.



City of Lansing  
 Bittersweet Road Bridge Improvements Bid Tabulations  
 Project No. 18-03

ITEM NO	ITEM DESCRIPTION	UNIT	QTY.	LINAWEAVER CONST.		LITTLE JOE'S ASPHALT		ENGINEER'S ESTIMATE
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	
1	Mobilization	LS	1	\$31,000.00	\$31,000.00	\$9,025.00	\$9,025.00	
2	Removal of Existing Structures **	LS	1	\$45,000.00	\$45,000.00	\$48,430.00	\$48,430.00	
3	Contractor Furnished Surveying and Staking	LS	1	\$5,000.00	\$5,000.00	\$9,600.00	\$9,600.00	
4	Type B Curb & Gutter	LF	1,401	\$18.00	\$25,210.80	\$35.00	\$49,021.00	
5	4" Concrete Sidewalk	SY	104	\$47.00	\$4,906.80	\$72.70	\$7,589.88	
6	Sidewalk Ramp	SY	221	\$76.00	\$16,796.00	\$96.00	\$21,216.00	
7	Sidewalk Ramp (Detectable Warning)	SY	22	\$225.00	\$4,950.00	\$245.00	\$5,390.00	
8	Corral Rail & Transition	LF	172	\$140.00	\$24,080.00	\$175.00	\$30,100.00	
9	Cold Mill (2")	SY	5,482	\$2.00	\$10,964.00	\$1.85	\$10,141.70	
10	Asphaltic Surface Course (BM-2)	TON	587	\$83.00	\$48,721.00	\$68.50	\$40,209.50	
11	Asphaltic Concrete Course (BM-2B)	TON	68	\$107.00	\$7,276.00	\$186.00	\$12,648.00	
12	Asphalt Pavement Repair	SF	2,730	\$4.00	\$10,920.00	\$6.00	\$16,380.00	
13	7" Concrete Pavement*	SY	205	\$65.00	\$13,325.00	\$98.00	\$20,090.00	
14	7" Concrete Pavement with Integral Curb*	SY	366	\$68.00	\$24,888.00	\$96.00	\$35,136.00	
15	Concrete Pavement (8" Uniform)	SY	9	\$90.00	\$810.00	\$125.00	\$1,125.00	
16	Concrete Pavement (10" Uniform)(AE)(Bridge Approach)	SY	114	\$365.00	\$41,610.00	\$99.00	\$11,286.00	
17	Bridge Approach Slab Footing	CY	11.9	\$700.00	\$8,330.00	\$310.00	\$3,689.00	
18	4" Yellow Pavement Marking	LF	3,496	\$0.55	\$1,922.80	\$0.60	\$2,097.60	
19	6" White Pavement Marking	LF	239	\$0.60	\$143.40	\$0.85	\$203.15	
20	12" Yellow Pavement Marking	LF	57	\$4.40	\$250.80	\$6.25	\$356.25	
21	24" White Pavement Marking	LF	532	\$8.80	\$4,681.60	\$8.75	\$4,655.00	
22	24" White Pavement Marking-Epoxy Paint	LF	170	\$8.80	\$1,496.00	\$10.00	\$1,700.00	
23	8' Left Arrow	EA	5	\$165.00	\$825.00	\$200.00	\$1,000.00	
24	Permanent Signs	SF	73	\$33.00	\$2,399.10	\$34.00	\$2,471.80	
25	U-Post	LF	106	\$11.00	\$1,160.50	\$12.00	\$1,266.00	
26	Rip-Rap (Light Stone) (200lb.)	CY	75	\$110.00	\$8,250.00	\$125.00	\$9,375.00	
27	Filter Sock (8")	LF	72	\$5.00	\$360.00	\$6.65	\$478.80	
28	Silt Fence	LF	320	\$3.00	\$960.00	\$3.80	\$1,216.00	
29	Seeding	LS	1	\$3,000.00	\$3,000.00	\$5,100.00	\$5,100.00	
30	Traffic Control	LS	1	\$4,800.00	\$4,800.00	\$5,000.00	\$5,000.00	
31	Testing	LS	1	\$11,000.00	\$11,000.00	\$15,200.00	\$15,200.00	
	<b>TOTAL</b>				<b>\$365,036.80</b>		<b>\$381,196.68</b>	<b>\$329,000.00</b>

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator   
FROM: Matthew R. Schmitz, Director, Community & Economic Development   
DATE: April 4, 2019  
SUBJECT: Ordinance No. 1021: An Ordinance adopting by reference the Unified Development Ordinance of the city of Lansing, Kansas

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**Explanation:** A public hearing for consideration of the Unified Development Ordinance of the city of Lansing, Kansas, was held at the Planning Commission meeting on March 20, 2019. No public comments were received during the public hearing. A copy of the meeting minutes is included for review.

At the same meeting, the Planning Commission adopted Resolution 2019-1 via a 5-0 vote, formally supporting the adoption of the Unified Development Ordinance at the Planning Commission level. A copy of this resolution is included for review.

Adoption of this ordinance, and by extension the Unified Development Ordinance, will repeal the Main Street Overlay District, although the Main Street Overlay District is included by appendix in the Unified Development Ordinance for reference. The intent of the Main Street Overlay District was to control development along Main Street, and the Unified Development Ordinance applies similar requirements to the entire city. The Unified Development Ordinance is attached for review.

**Policy Considerations:** The Unified Development Ordinance replaces the current Zoning Ordinance, Subdivision Regulations, and Main Street Overlay District for the city of Lansing, Kansas, with one document. Additionally, it aligns more closely with the Comprehensive Plan, although some minor modifications to the Comprehensive Plan may be necessary in the near future.

**Action:** Approve, approve with conditions via a super majority vote, or remand back to Planning Commission for further consideration together with a statement specifying the basis for the governing body's failure to approve or disapprove.

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**AGENDA ITEM #**

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6

**ORDINANCE NO. 1021**

**AN ORDINANCE ADOPTING BY REFERENCE THE UNIFIED DEVELOPMENT ORDINANCE OF THE CITY OF LANSING, KANSAS AND REPEALING THE EXISTING ZONING ORDINANCE OF THE CITY OF LANSING, KANSAS, SUBDIVISION REGULATIONS OF THE CITY OF LANSING, KANSAS, AND THE MAIN STREET OVERLAY DISTRICT OF THE CITY OF LANSING, KANSAS AND ANY AMENDMENTS THERETO.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LANSING, KANSAS:**

**SECTION 1. TITLE.** This ordinance shall repeal the existing Zoning Ordinance, Subdivision Regulations, and Main Street Overlay District, and adopt the Unified Development Ordinance of the city of Lansing, Kansas.

**SECTION 2. ADOPTION.** Whereas in conformance with K.S.A. 12-756 the Lansing Planning Commission published notice and held a public hearing on March 20, 2019, to seek the comments of the general public to the Unified Development Ordinance. Upon recommendation of Lansing Planning Commission via Resolution 2019-1, the Governing Body of the city of Lansing, Leavenworth County, Kansas, hereby adopts the Unified Development Ordinance of the city of Lansing, Kansas.

**SECTION 3. NUMBER OF COPIES.** There shall be not less than one (1) copy of the officially adopted Unified Development Ordinance kept on file in the office of the City Clerk and made available for inspection by the public at all reasonable hours. The file copy of the Unified Development Ordinance shall be marked or stamped "Official Copy of the City of Lansing, Kansas."

**SECTION 4. REPEAL.** Ordinance Nos. 389, 409, 410, 411, 417, 418, 502, 503, 504, 506, 548, 578, 579, 722 and 735, which collectively established the Zoning Ordinance, Subdivision Regulations, and the Main Street Overlay District of the City of Lansing, Kansas and any amendments thereto. All sections of ordinances or portions thereof in conflict herewith be, and the same, are hereby repealed.

**SECTION 5.** This ordinance shall take effect from and after its passage, approval and publication in the official City newspaper.

**PASSED AND APPROVED** by the governing body of the city of Lansing, County of Leavenworth, State of Kansas, this 4th day of April, 2019.

\_\_\_\_\_  
Michael W. Smith, Mayor

ATTEST

\_\_\_\_\_  
Sarah Bodensteiner, City Clerk

(SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
Gregory C. Robinson, City Attorney

Publication Date: \_\_\_\_\_

Published: The Leavenworth Times

**CITY OF LANSING**  
**FORM OF SUMMARY FOR PUBLICATION OF ORDINANCE**

**Ordinance No. 1021: An Ordinance Adopting By Reference The Unified Development Ordinance of the City of Lansing, Kansas And Repealing The Existing Zoning Ordinance of The City of Lansing, Kansas, Subdivision Regulations of The City of Lansing Kansas, And The Main Street Overlay District of The City of Lansing, Kansas And Any Amendments Thereto.**

Pursuant to the general laws of the State, a general summary of the subject matter contained in this ordinance shall be published in the official City newspaper in substantially the following form:

**Ordinance No. 1021 Summary:**

On April 4, 2019, the City of Lansing, Kansas, adopted Ordinance No. 1021, an Ordinance adopting by reference the Unified Development Ordinance of the City of Lansing, Kansas and repealing the existing Zoning Ordinance of the City of Lansing, Kansas, Subdivision Regulations of the City of Lansing, Kansas, and the Main Street Overlay District of the City of Lansing, Kansas and any amendments thereto. A complete copy of this ordinance is available at [www.lansing.ks.us](http://www.lansing.ks.us) or at City Hall, 800 First Terrace, Lansing, KS 66043. This summary certified by Gregory C. Robinson, City Attorney.

This Summary is hereby certified to be legally accurate and sufficient pursuant to the laws of the State of Kansas.

DATED: April 4, 2019

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Gregory C. Robinson, City Attorney

Lansing Planning Commission  
Regular Meeting  
March 20, 2019

**Call to Order** – The monthly meeting of the Lansing Planning Commission was called to order at 7:00 p.m. by Community and Economic Development Director Matthew R. Schmitz. Due to the absences of Chairman Ron Barry and Vice-Chairman Kirsten Moreland, Mr. Schmitz stated the Commission would need to elect an acting chairman for tonight’s meeting. Commissioner Nancy McDougal made a motion to appoint Jerry Gies as acting chairman, seconded by Commissioner Marcus Bean. The motion passed, with Commissioner Gies abstaining. Also in attendance were Commissioners Mike Suozzo and Chad Neidig. Acting Chairman Gies noted there was a quorum present.

**Approval of Minutes, February 20, 2019, Regular Meeting** – Commissioner Neidig made a motion to approve the minutes, seconded by Commissioner McDougal. The motion was unanimously approved.

**Old Business** – none

**New Business: 1. Public Hearing – Conditional Use Permit – 212 North Main Street, Lansing, Kansas.** Acting Chairman Gies stated that an application was submitted by Jeff Asher, acting as the authorized agent for RPJ Inc., property owner, for renewal of a conditional use permit to continue to operate a tow storage lot at 212 North Main Street, Lansing, Kansas. He said the property is zoned B-3 Commercial Business.

Acting Chairman Gies opened the public hearing at 7:03 p.m., but since no one in the audience wished to speak, he closed the public hearing at 7:04 p.m.

Acting Chairman Gies asked Mr. Schmitz if there was anything he wanted to say. Mr. Schmitz stated no concerns or complaints had been received from anyone, and that when City Inspector Rebecca Savidge conducted her inspection, she found the business to be in compliance.

Since there were no other comments or questions, Acting Chairman Gies asked for a motion to accept the checklist as a finding of fact for 212 North Main Street. Commissioner McDougal made a motion to accept the checklist, seconded by Commissioner Bean, and the motion was unanimously approved.

Acting Chairman Gies then asked for a motion regarding the conditional use permit application for 212 North Main Street. Commissioner McDougal made a motion to recommend approval of the conditional use permit for 212 North Main Street. The motion was seconded by Commissioner Bean and passed unanimously.

**2. Public Hearing – Main Street Overlay District Preliminary Development Plan – 1205 North Main Street, Lansing, Kansas.** Acting Chairman Gies noted that an application was submitted by Erik Eckhart, authorized agent for Leavenworth County Cooperative Association, property owner, for a preliminary development plan in compliance with the Main Street Overlay District for 1205 North Main Street, Lansing, Kansas. He stated this property is zoned I-1 Light Industrial.

Acting Chairman Gies opened the public hearing at 7:05 p.m. Jessica Glavas of the QuikTrip Corporation stated that QuikTrip is very excited about this project and believes it will be great



for both QuikTrip and the city of Lansing and looks forward to working with this city in getting this project done. She stated she would be glad to answer any questions and that the civil engineer for the project is also in attendance. She stated she respectfully requested approval of their preliminary development plan.

Since no one else wished to speak, Acting Chairman Gies closed the public hearing at 7:07 p.m. and asked staff for any comments they wished to make. Mr. Schmitz stated there is no sidewalk on Eisenhower Road shown on the preliminary development plan and staff doesn't believe there needs to be one there, but wanted to know if members thought there should be one there. Acting Chairman Gies asked if the code requires one and Mr. Schmitz stated it can be waived by the City Council.

Commissioner McDougal stated since it would lead to nowhere, she didn't think it should be necessary to have a sidewalk there. Acting Chairman Gies asked if there was one, would it be in the right of way and Mr. Schmitz said it would be. Acting Chairman Gies asked if there would be room to put one there in the future should the other end of the sidewalk be extended, and Mr. Schmitz said there is adequate room to install one there, though some grading may be needed.

Commissioner Neidig said he believed, with the city's trail system and going forward, that a sidewalk should be required. Commissioner Bean stated he could see both sides, but leaned toward not making the sidewalk a requirement. Commissioner Suozzo stated he also didn't think it needed to be put in now.

Acting Chairman Gies then asked members to consider the checklist as a finding of fact. City Engineer Matt Harding stated the engineer will be coming back to staff with an actual drainage study showing the amount of runoff from the existing condition versus the amount of runoff from the proposed condition. Mr. Schmitz stated we need to verify that the runoff is the same or less, which staff believes it is, but need verification of that. He said if it exceeds current runoff, the developer would have to do something to reduce the runoff to meet our requirements.

At this time, Commissioner McDougal made a motion to approve the checklist as a finding of fact, seconded by Commissioner Bean. The motion passed, with Commissioner Neidig abstaining.

Mr. Schmitz stated there is a storm sewer line that crosses the surplus property that's on the back side and staff will need to have some discussion with QuikTrip about that because it crosses over property that may end up getting sold off, so an easement needs to be established to contain that. He said we also need to verify with Leavenworth that the storm drainage structure that's there and is outside the city of Lansing can accept that drainage, which staff believes it can. Acting Chairman Gies asked if it currently goes to that little pond by Home Depot and Mr. Schmitz stated that on the east side of the access drive that goes into Home Depot, there is kind of a depression there and this is where this would tie in and that depression would go away. He stated the plans have been sent to Leavenworth, but staff has not heard back from them yet.



Lansing Planning Commission  
Regular Meeting  
March 20, 2019

Mr. Schmitz stated staff has also talked with KDOT and its staff are generally in favor of the access that's shown and Mr. Eckhart will start the process of obtaining the KDOT access permit.

Since there was no further discussion, Acting Chairman Gies asked for a motion regarding the preliminary development plan. Commissioner Bean made a motion recommending approval of the Main Street Overlay District preliminary development plan for 1205 North Main Street. The motion was seconded by Commissioner McDougal and unanimously approved.

**3. Public Hearing – Consideration of the Unified Development Ordinance of the City of Lansing, Kansas.** Acting Chairman Gies stated that before the Commission can vote on a resolution to recommend adoption of the Unified Development Ordinance to the City Council, a public hearing must be held, so he opened the public hearing at 7:14 p.m., but since no one in the audience wished to speak, he closed the public hearing at 7:15 p.m.

Mr. Schmitz stated this had been reviewed at several work sessions and believes it's ready to be taken to the City Council for adoption.

**4. Resolution No. 19-1 – Resolution supporting adoption of the Unified Development Ordinance of the City of Lansing, Kansas.** Acting Chairman Gies asked for a motion regarding Resolution No. 19-1 supporting recommending adoption of the Unified Development Ordinance to the City Council. Commissioner Bean made the motion to approve, seconded by Commissioner McDougal, and the motion passed unanimously.

**Notices and Communications** – none

**Reports – Commission and Staff Members** – Commissioner Neidig wished to add that the Lansing Lions Robotic team will be participating at Rockhurst High School tomorrow through Saturday. He stated they have worked diligently since the fifth of January and have a fully functional robot to go forward.

**Adjournment** – Commissioner Bean made a motion to adjourn, seconded by Commissioner McDougal and approved by acclamation. The meeting adjourned at 7:18 p.m.

Respectfully submitted,

Cynthia Tripp, secretary

Reviewed by,

Matthew R. Schmitz, Community and Economic Development Director



**LANSING PLANNING COMMISSION RESOLUTION NO. 2019-1**

**A RESOLUTION SUPPORTING THE ADOPTION OF THE UNIFIED DEVELOPMENT  
ORDINANCE OF THE CITY OF LANSING, KANSAS**

**NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF  
THE CITY OF LANSING, KANSAS:**

- Section 1. Whereas, a public hearing was held by the city of Lansing Planning Commission on March 20, 2019, to consider the Unified Development Ordinance of the city of Lansing, Kansas.
- Section 2. Whereas, the city of Lansing Planning Commission believes it is desirable to adopt the Unified Development Ordinance of the city of Lansing, Kansas.
- Section 3. Whereas, the city of Lansing Planning Commission recommends the City Council adopt the Unified Development Ordinance of the city of Lansing, Kansas.

**PASSED BY THE PLANNING COMMISSION** of the city of Lansing, Kansas, this, the 20th day of March, 2019.

CITY OF LANSING PLANNING COMMISSION

  
Ron Barry, Chairman

  
Cynthia Tripp, Secretary

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator   
FROM: Matthew R. Schmitz, Director, Community & Economic Development   
DATE: April 4, 2019  
SUBJECT: Preliminary Development Plan – 1205 North Main Street, Lansing, Kansas

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**Explanation:** A preliminary development plan has been submitted by QuikTrip Corporation (Erik Eckhart, Agent), for Leavenworth County Cooperative Association, property owner, for property currently addressed as 1205 North Main Street, Lansing, Kansas.

This proposal begins the development process for this project, which consists of replacing an existing commercial building with a new 4,977 sq. ft. commercial building.

Staff has met with the developer and the engineer regarding this development and have found it to be in compliance with the Main Street Overlay District and the city of Lansing zoning regulations. The property is currently zoned I-1 Light Industrial, and the developer has not requested modification of zoning at this time. The proposed use of gasoline service stations - retail aligns with the current I-1 Light Industrial zoning for the property.

Staff believes that stormwater runoff from this lot will be reduced by the development of this project, so no detention has been required at this time; however, a storm drainage study will need to be completed to verify this belief.

On the attached checklist, Item 6 regarding rights-of-way is marked "N/A". Staff does not feel that additional right-of-way is necessary in this area. Additionally, Item 11 regarding phases is marked "no", due to this being a single-phase development.

Staff submitted this plan to the city of Leavenworth, as well as KDOT, for their review. To date, staff has not received any input from city of Leavenworth staff, but they have indicated they will present some for us to review. Regarding KDOT, staff has indicated that this plan is an improvement to the access in the area, and that they are generally in support of the plan as it is currently shown.

Staff has received general questions regarding this preliminary plan from two adjacent property owners. They were general questions about timeline, etc. and were not in reference to approval or disapproval of the project.

During the Planning Commission meeting on March 20, 2019, a discussion about sidewalk along Eisenhower Road occurred. Staff does not believe there needs to be sidewalk along the north side of Eisenhower Road at this time, but asked the Planning Commission members for their opinion. The Planning Commission discussed this item, and ultimately two members were in support of requiring sidewalk, and three agreed with staff that it was not necessary at this time. The Planning Commission voted to recommend approval of this preliminary development plan with a 5-0 vote. The minutes from that meeting, checklist, and the submitted preliminary development plan are included for your review.

**Policy Considerations:** The Future Land Use Map in the Comprehensive Plan shows this area as Commercial, so there are no policy considerations related to this request.

**Action:** Approve, approve with conditions, or remand back to Planning Commission, the preliminary development plan for 1205 North Main Street.

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**AGENDA ITEM #**

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7

**CHECKLIST FOR COMPLETENESS**  
**OF**  
**APPLICATION FOR PLANNING COMMISSION**  
**REVIEW AND APPROVAL**  
**OF**  
**MAIN STREET OVERLAY DISTRICT**  
*Preliminary Development Plan*  
**FOR**  
**QUIKTRIP STORE NO. 0188**

Completed by: Matthew R. Schmitz

Date: 3-12-19



COMPLETION OF THIS CHECKLIST IN NO WAY CONSTITUTES AN EVALUATION OF THE MERITS OR ACCURACY OF THE PLANS, DESIGN OR ENGINEERING OF THE PLAN AT. THIS STEP IS INTENDED ONLY AS AN ADMINISTRATIVE REVIEW OF THE COMPLETENESS OF THE APPLICATION FOR APPROVAL.

## PRELIMINARY DEVELOPMENT PLAN CHECKLIST

	<u>N/A</u>	<u>YES</u>	<u>NO</u>
1. Has a Conceptual Plan been approved by Staff?		<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Have primary and accessory uses been clearly defined in the plan?		<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Preliminary architectural elevations of all sides of all proposed buildings indicating size, height, materials and colors, location and arrangement of buildings, parking areas with proposed arrangement of stalls and number of cars, entrance and exit driveways and their relationship to existing and/or proposed streets		<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Boundaries of the project with dimensions to scale		<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Contour intervals of two (2) feet.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Note provision of the following, if needed: Dedication of new or additional rights-of-way; such to be dedicated to the City prior to approval of a Final Development Plan.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Legally executed cross access easements in all cases where shared parking is approved prior to approval of a Final Development Plan.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Proposed size, height, location and arrangement of buildings, parking areas with proposed arrangement of stalls and number of cars, entrance and exit driveways and their relationship to existing and/or proposed streets.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Drainage plan.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. General landscape plan to include location and height of all walls, fences, signs and screen plantings.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Phases of final development.		<input type="checkbox"/>	<input checked="" type="checkbox"/>
12. Name and address of owner, applicant and architect, engineer or landscape architect who prepared the plan.		<input checked="" type="checkbox"/>	<input type="checkbox"/>
13. Professional seal of architect, engineer or landscape architect who prepared the development plan		<input checked="" type="checkbox"/>	<input type="checkbox"/>
14. Technical evaluation, including drainage, has been completed.		<input checked="" type="checkbox"/>	<input type="checkbox"/>

***The Preliminary Development Plan shall indicate existing and proposed landscaping as follows:***

- |     |  |                                     |                          |
|-----|--|-------------------------------------|--------------------------|
| 15. | Provide location, type and approximate sizes of all proposed landscape and screening materials.  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 16. | Provide a preliminary planting schedule including size, quantity, type (shade, evergreen, shrub, etc.) and a list of possible plant species for each type indicated. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 17. | The Director of Public Works may require the submittal of additional information to describe unique project situations.  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
- N/A

Lansing Planning Commission  
Regular Meeting  
March 20, 2019

**Call to Order** – The monthly meeting of the Lansing Planning Commission was called to order at 7:00 p.m. by Community and Economic Development Director Matthew R. Schmitz. Due to the absences of Chairman Ron Barry and Vice-Chairman Kirsten Moreland, Mr. Schmitz stated the Commission would need to elect an acting chairman for tonight’s meeting. Commissioner Nancy McDougal made a motion to appoint Jerry Gies as acting chairman, seconded by Commissioner Marcus Bean. The motion passed, with Commissioner Gies abstaining. Also in attendance were Commissioners Mike Suozzo and Chad Neidig. Acting Chairman Gies noted there was a quorum present.

**Approval of Minutes, February 20, 2019, Regular Meeting** – Commissioner Neidig made a motion to approve the minutes, seconded by Commissioner McDougal. The motion was unanimously approved.

**Old Business** – none

**New Business: 1. Public Hearing – Conditional Use Permit – 212 North Main Street, Lansing, Kansas.** Acting Chairman Gies stated that an application was submitted by Jeff Asher, acting as the authorized agent for RPJ Inc., property owner, for renewal of a conditional use permit to continue to operate a tow storage lot at 212 North Main Street, Lansing, Kansas. He said the property is zoned B-3 Commercial Business.

Acting Chairman Gies opened the public hearing at 7:03 p.m., but since no one in the audience wished to speak, he closed the public hearing at 7:04 p.m.

Acting Chairman Gies asked Mr. Schmitz if there was anything he wanted to say. Mr. Schmitz stated no concerns or complaints had been received from anyone, and that when City Inspector Rebecca Savidge conducted her inspection, she found the business to be in compliance.

Since there were no other comments or questions, Acting Chairman Gies asked for a motion to accept the checklist as a finding of fact for 212 North Main Street. Commissioner McDougal made a motion to accept the checklist, seconded by Commissioner Bean, and the motion was unanimously approved.

Acting Chairman Gies then asked for a motion regarding the conditional use permit application for 212 North Main Street. Commissioner McDougal made a motion to recommend approval of the conditional use permit for 212 North Main Street. The motion was seconded by Commissioner Bean and passed unanimously.

**2. Public Hearing – Main Street Overlay District Preliminary Development Plan – 1205 North Main Street, Lansing, Kansas.** Acting Chairman Gies noted that an application was submitted by Erik Eckhart, authorized agent for Leavenworth County Cooperative Association, property owner, for a preliminary development plan in compliance with the Main Street Overlay District for 1205 North Main Street, Lansing, Kansas. He stated this property is zoned I-1 Light Industrial.

Acting Chairman Gies opened the public hearing at 7:05 p.m. Jessica Glavas of the QuikTrip Corporation stated that QuikTrip is very excited about this project and believes it will be great

for both QuikTrip and the city of Lansing and looks forward to working with this city in getting this project done. She stated she would be glad to answer any questions and that the civil engineer for the project is also in attendance. She stated she respectfully requested approval of their preliminary development plan.

Since no one else wished to speak, Acting Chairman Gies closed the public hearing at 7:07 p.m. and asked staff for any comments they wished to make. Mr. Schmitz stated there is no sidewalk on Eisenhower Road shown on the preliminary development plan and staff doesn't believe there needs to be one there, but wanted to know if members thought there should be one there. Acting Chairman Gies asked if the code requires one and Mr. Schmitz stated it can be waived by the City Council.

Commissioner McDougal stated since it would lead to nowhere, she didn't think it should be necessary to have a sidewalk there. Acting Chairman Gies asked if there was one, would it be in the right of way and Mr. Schmitz said it would be. Acting Chairman Gies asked if there would be room to put one there in the future should the other end of the sidewalk be extended, and Mr. Schmitz said there is adequate room to install one there, though some grading may be needed.

Commissioner Neidig said he believed, with the city's trail system and going forward, that a sidewalk should be required. Commissioner Bean stated he could see both sides, but leaned toward not making the sidewalk a requirement. Commissioner Suozzo stated he also didn't think it needed to be put in now.

Acting Chairman Gies then asked members to consider the checklist as a finding of fact. City Engineer Matt Harding stated the engineer will be coming back to staff with an actual drainage study showing the amount of runoff from the existing condition versus the amount of runoff from the proposed condition. Mr. Schmitz stated we need to verify that the runoff is the same or less, which staff believes it is, but need verification of that. He said if it exceeds current runoff, the developer would have to do something to reduce the runoff to meet our requirements.

At this time, Commissioner McDougal made a motion to approve the checklist as a finding of fact, seconded by Commissioner Bean. The motion passed, with Commissioner Neidig abstaining.

Mr. Schmitz stated there is a storm sewer line that crosses the surplus property that's on the back side and staff will need to have some discussion with QuikTrip about that because it crosses over property that may end up getting sold off, so an easement needs to be established to contain that. He said we also need to verify with Leavenworth that the storm drainage structure that's there and is outside the city of Lansing can accept that drainage, which staff believes it can. Acting Chairman Gies asked if it currently goes to that little pond by Home Depot and Mr. Schmitz stated that on the east side of the access drive that goes into Home Depot, there is kind of a depression there and this is where this would tie in and that depression would go away. He stated the plans have been sent to Leavenworth, but staff has not heard back from them yet.



Lansing Planning Commission  
Regular Meeting  
March 20, 2019

Mr. Schmitz stated staff has also talked with KDOT and its staff are generally in favor of the access that's shown and Mr. Eckhart will start the process of obtaining the KDOT access permit.

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**Adjournment** – Commissioner Bean made a motion to adjourn, seconded by Commissioner McDougal and approved by acclamation. The meeting adjourned at 7:18 p.m.

Respectfully submitted,

Cynthia Tripp, secretary

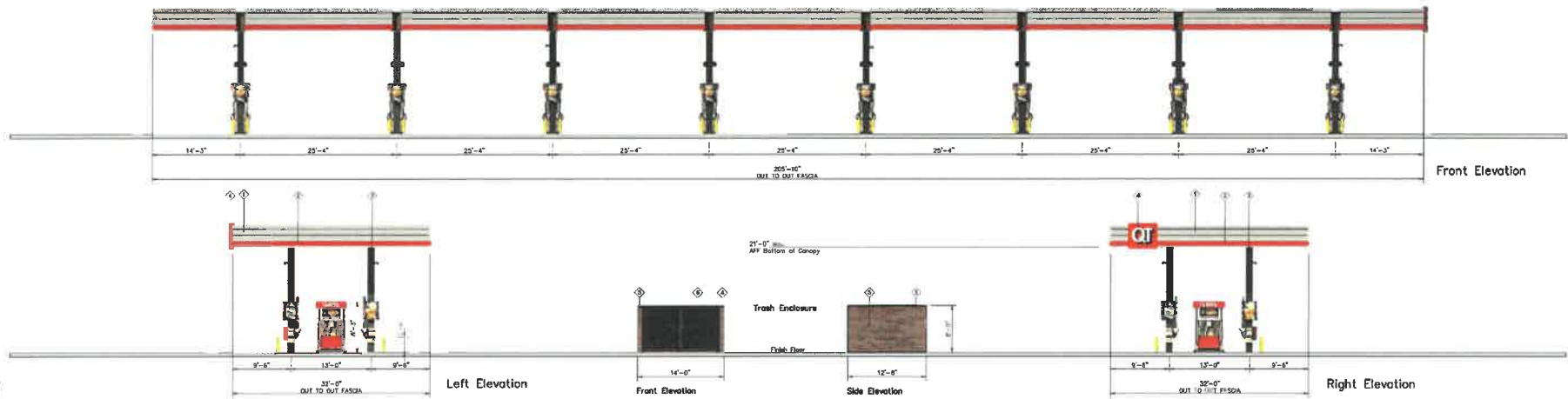
Reviewed by,

Matthew R. Schmitz, Community and Economic Development Director





	<b>QuikTrip</b> 4705 South 129th East Ave. Tulsa, OK 74134-7508 P.O. Box 3475 Tulsa, OK 74110-5475 (918) 915-7700	Store # <b>00088</b>	<b>G3S-L Building Elevations</b>	Address: <b>1205 N. Main St.</b>	City, State: <b>Lansing, KS</b>	<table border="1"> <thead> <tr> <th>FINISH</th> <th>MANUFACTURER</th> <th>SPECIFICATION</th> </tr> </thead> <tbody> <tr> <td>CONCRETE</td> <td>CONCRETE</td> <td>CONCRETE</td> </tr> <tr> <td>BRICK</td> <td>BRICK</td> <td>BRICK</td> </tr> <tr> <td>GLASS</td> <td>GLASS</td> <td>GLASS</td> </tr> <tr> <td>PAINT</td> <td>PAINT</td> <td>PAINT</td> </tr> <tr> <td>ROOFING</td> <td>ROOFING</td> <td>ROOFING</td> </tr> <tr> <td>MECHANICAL</td> <td>MECHANICAL</td> <td>MECHANICAL</td> </tr> <tr> <td>ELECTRICAL</td> <td>ELECTRICAL</td> <td>ELECTRICAL</td> </tr> <tr> <td>PLUMBING</td> <td>PLUMBING</td> <td>PLUMBING</td> </tr> <tr> <td>HVAC</td> <td>HVAC</td> <td>HVAC</td> </tr> <tr> <td>INSULATION</td> <td>INSULATION</td> <td>INSULATION</td> </tr> <tr> <td>FOUNDATION</td> <td>FOUNDATION</td> <td>FOUNDATION</td> </tr> <tr> <td>LANDSCAPE</td> <td>LANDSCAPE</td> <td>LANDSCAPE</td> </tr> <tr> <td>EXTERIOR LIGHTING</td> <td>EXTERIOR LIGHTING</td> <td>EXTERIOR LIGHTING</td> </tr> <tr> <td>INTERIOR LIGHTING</td> <td>INTERIOR LIGHTING</td> <td>INTERIOR LIGHTING</td> </tr> <tr> <td>MECHANICAL</td> <td>MECHANICAL</td> <td>MECHANICAL</td> </tr> <tr> <td>ELECTRICAL</td> <td>ELECTRICAL</td> <td>ELECTRICAL</td> </tr> <tr> <td>PLUMBING</td> <td>PLUMBING</td> <td>PLUMBING</td> </tr> <tr> <td>HVAC</td> <td>HVAC</td> <td>HVAC</td> </tr> <tr> <td>INSULATION</td> <td>INSULATION</td> <td>INSULATION</td> </tr> <tr> <td>FOUNDATION</td> <td>FOUNDATION</td> <td>FOUNDATION</td> </tr> <tr> <td>LANDSCAPE</td> <td>LANDSCAPE</td> <td>LANDSCAPE</td> </tr> <tr> <td>EXTERIOR LIGHTING</td> <td>EXTERIOR LIGHTING</td> <td>EXTERIOR LIGHTING</td> </tr> <tr> <td>INTERIOR LIGHTING</td> <td>INTERIOR LIGHTING</td> <td>INTERIOR LIGHTING</td> </tr> </tbody> </table>	FINISH	MANUFACTURER	SPECIFICATION	CONCRETE	CONCRETE	CONCRETE	BRICK	BRICK	BRICK	GLASS	GLASS	GLASS	PAINT	PAINT	PAINT	ROOFING	ROOFING	ROOFING	MECHANICAL	MECHANICAL	MECHANICAL	ELECTRICAL	ELECTRICAL	ELECTRICAL	PLUMBING	PLUMBING	PLUMBING	HVAC	HVAC	HVAC	INSULATION	INSULATION	INSULATION	FOUNDATION	FOUNDATION	FOUNDATION	LANDSCAPE	LANDSCAPE	LANDSCAPE	EXTERIOR LIGHTING	EXTERIOR LIGHTING	EXTERIOR LIGHTING	INTERIOR LIGHTING	INTERIOR LIGHTING	INTERIOR LIGHTING	MECHANICAL	MECHANICAL	MECHANICAL	ELECTRICAL	ELECTRICAL	ELECTRICAL	PLUMBING	PLUMBING	PLUMBING	HVAC	HVAC	HVAC	INSULATION	INSULATION	INSULATION	FOUNDATION	FOUNDATION	FOUNDATION	LANDSCAPE	LANDSCAPE	LANDSCAPE	EXTERIOR LIGHTING	EXTERIOR LIGHTING	EXTERIOR LIGHTING	INTERIOR LIGHTING	INTERIOR LIGHTING	INTERIOR LIGHTING
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Serial # <b>02-0188-G3SL</b>	Scale: <b>1/16"=1'-0"</b>	Issue Date: <b>08.13.18</b>	Drawn by: <b>JK</b>	Rev/Notes: _____ _____ _____	COPYRIGHT © 2011 QUIKTRIP CORPORATION. DESIGN PATENTS QUIKTRIP PLUS IS THE EXCLUSIVE PROPERTY OF QUIKTRIP CORPORATION, TULSA, OKLAHOMA. THESE PLANS ARE PROTECTED BY INTELLECTUAL PROPERTY RIGHTS AND INTERNATIONAL COPYRIGHT AND PATENT STATUTES. ANY UNAUTHORIZED USE, REPRODUCTION, PUBLICATION, DISTRIBUTION OR SALE IN WHOLE OR IN PART, IS STRICTLY FORBIDDEN.																																																																									



**QuikTrip.**  
 4705 South 129th East Ave.  
 Tulsa, OK 74134-7008  
 P.O. Box 3475  
 Tulsa, OK 74131-3475  
 (918) 815-7700

Store # **0188 Custom 21ft Clear Canopy Elevations**  
 Serial # **02-0188-GV08**  
 Scale: **1/8" = 1'-0"**  
 Issue Date: **02.13.19**

Address: **1205 N. Main St.**  
 City, State: **Lansing, KS**  
 Drawn By: **JK**

Rev/Notes:

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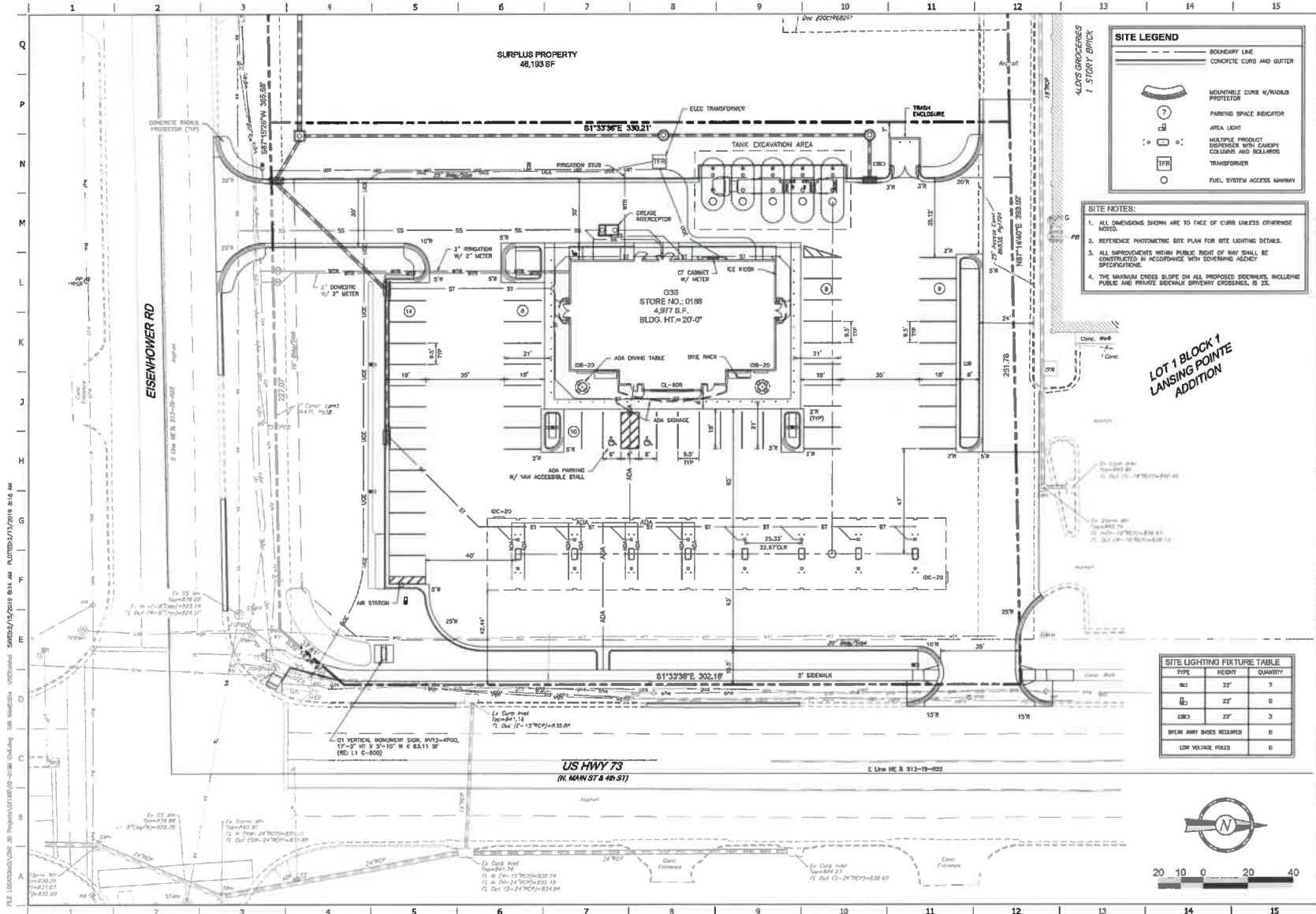
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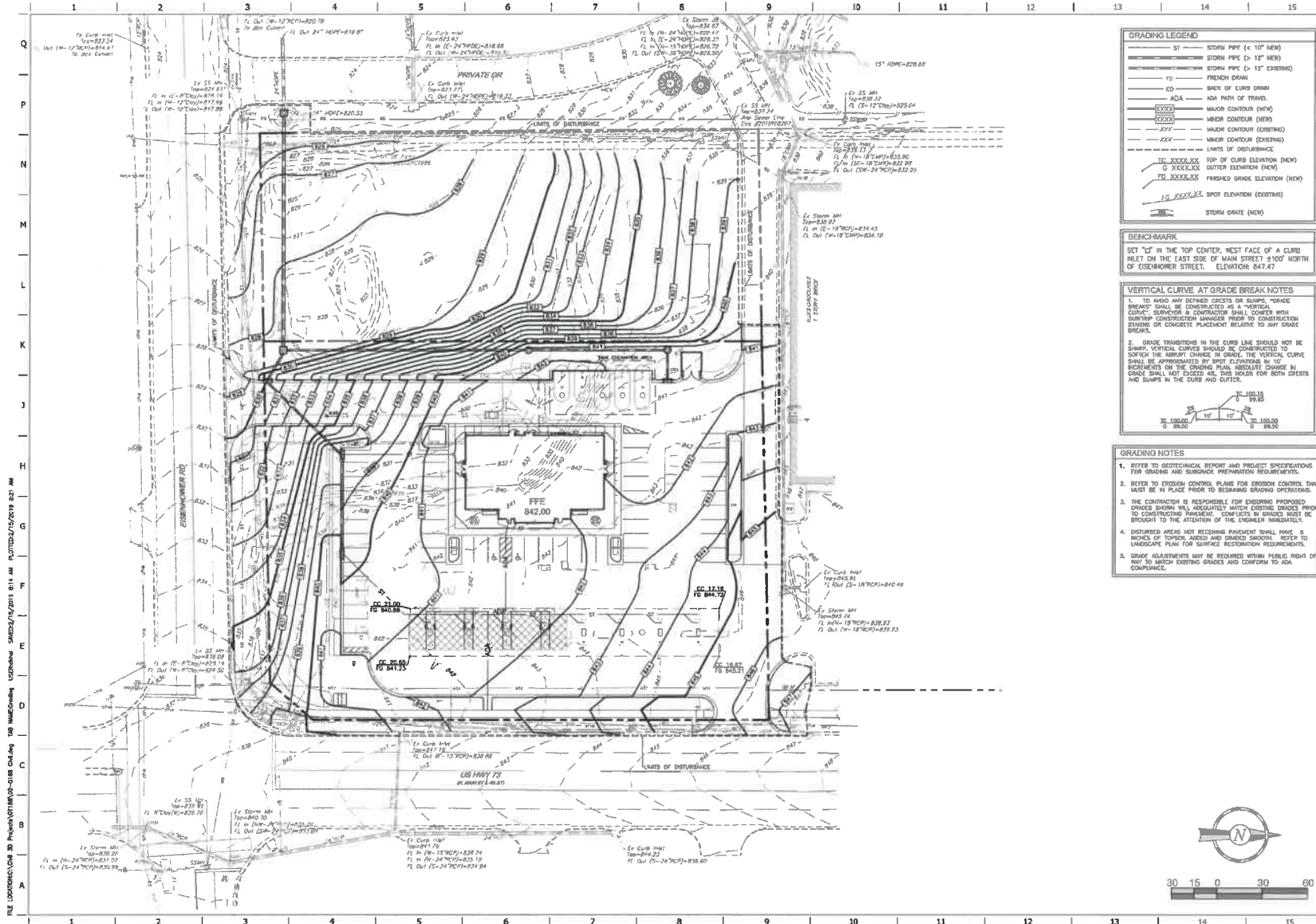
**MG**  
 Misha E. Birkman, PE  
 1205 N. MAIN STREET  
 LAWNSING, KANSAS 66043

**QuikTrip No. 0188**  
 1205 N. MAIN STREET  
 LAWNSING, KANSAS 66043



**QT**

**3 OF 6**



FILE: USORIGEN\CAD 30 Project\0188\0188-0188 Chk.dwg TAD MME\Condon USORIGEN\0188\0188-0188.dwg DATE: 02/15/2019 01:14 AM PLOT DATE: 02/15/2019 08:21 AM

GRADING LEGEND	
ST	STORM PIPE (< 12" NEW)
ST	STORM PIPE (> 12" NEW)
ST	STORM PIPE (> 12" EXISTING)
FD	FRENCH DRAIN
CO	BACK OF CURB DRAIN
ADA	ADA ADA PATH OF TRAVEL
MAJOR	MAJOR CONTOUR (NEW)
MAJOR	MAJOR CONTOUR (EXIST)
MINOR	MINOR CONTOUR (EXISTING)
MINOR	MINOR CONTOUR (NEW)
---	LIMITS OF DISTURBANCE
TC XXXXX.XX	TOP OF CURB ELEVATION (NEW)
CT XXXXX.XX	CUTTER ELEVATION (NEW)
FG XXXX.XX	FRESHED GRADE ELEVATION (NEW)
TO XXXXX.XX	SPOT ELEVATION (EXISTING)
---	STORM GRATE (NEW)

**BENCHMARK**  
 SET "1" IN THE TOP CENTER, WEST FACE OF A CURB INLET ON THE EAST SIDE OF MAIN STREET AND NORTH OF EISENHOWER STREET. ELEVATION: 847.47

**VERTICAL CURVE AT GRADE BREAK NOTES**

1. TO AVOID ANY DEFINED CURBS OR SLOPS, "GRADE BREAK" SHALL BE CONSTRUCTED AS A "VERTICAL CURVE". SURVEYOR & CONTRACTOR SHALL COOPERATE WITH CURB/STREET CONSTRUCTION MANAGER PRIOR TO CONSTRUCTION STARTING OR CONCRETE PLACEMENT RELATIVE TO ANY GRADE BREAKS.
2. GRADE TRANSITIONS IN THE CURB LINE SHOULD NOT BE SHARP. VERTICAL CURVES SHOULD BE CONSTRUCTED TO SOFTEN THE ABRUPT CHANGE IN GRADE. THE VERTICAL CURVE SHALL BE APPROXIMATED BY SPOT ELEVATIONS IN 10' INTERVALS ON THE CHANGING PLANS. ABSOLUTE CHANGE IN GRADE SHALL NOT EXCEED 4%. THE SLOPES FOR BOTH CURBS AND SLOPS IN THE CURB AND CUTTER.

- GRADING NOTES**
1. REFER TO GEOTECHNICAL REPORT AND PROJECT SPECIFICATIONS FOR GRADING AND SURFACE PREPARATION REQUIREMENTS.
  2. REFER TO EROSION CONTROL PLANS FOR EROSION CONTROL THAT MUST BE IN PLACE PRIOR TO BEGINNING GRADING OPERATIONS.
  3. THE CONTRACTOR IS RESPONSIBLE FOR ENSURING PROPOSED GRADINGS SHOWN WILL ABSOLUTELY MATCH EXISTING GRADINGS PRIOR TO CONSTRUCTIVE WORK. COMPLETE GRADINGS MUST BE BROUGHT TO THE ATTENTION OF THE ENGINEER IMMEDIATELY.
  4. DISTURBED AREAS NOT RECEIVING PAVEMENT SHALL HAVE 6 INCHES OF TOPSOIL ADDED AND GRADDED GRADUALLY - REFER TO LANDSCAPE PLAN FOR SURFACE RESTORATION REQUIREMENTS.
  5. GRADE ADJUSTMENTS MAY BE REQUIRED WITHIN PUBLIC RIGHT OF WAY TO MATCH EXISTING GRADINGS AND CONFORM TO ADA COMPLIANCE.

PROJECT NO: 0188

M. G. Condon  
 Mechanical Design Group  
 215/19  
 215 Ben Avenue  
 Mansfield, MO 64554  
 Phone: 417-925-1200  
 Fax: 417-925-1201  
 Email: mcondon@mgc.com

**QuikTrip No. 0188**  
 1205 N MAIN STREET  
 LANSHING, KANSAS 66043

DATE: 02/15/2019  
 DRAWN BY: DRG  
 CHECKED BY: ANG  
 REVIEWED BY: ANG

PROJECT: 0188 (MANSFIELD)  
 DRAWING: 0188  
 DESIGNED BY: DRG  
 CHECKED BY: ANG  
 REVIEWED BY: ANG

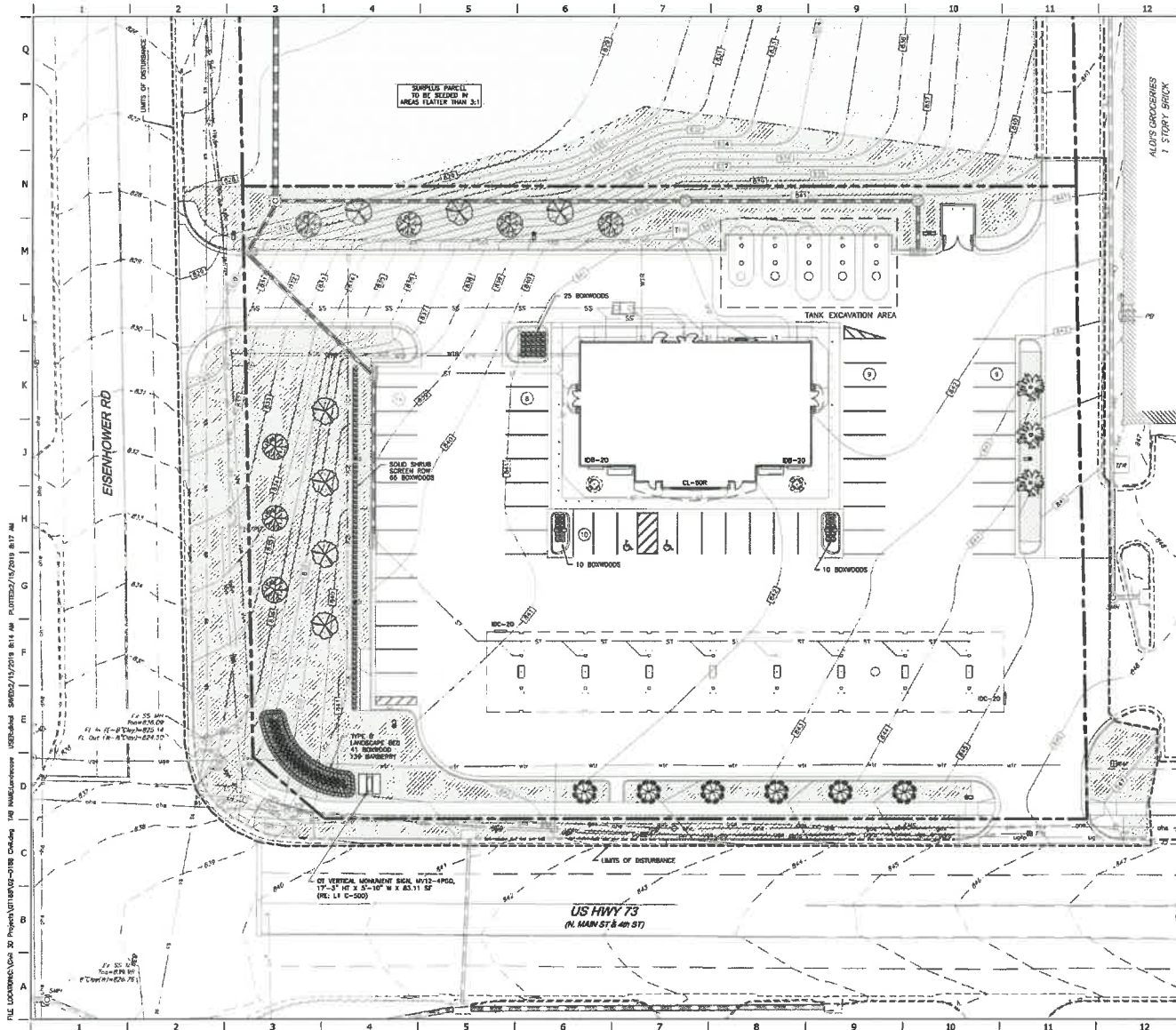
SHEET TITLE:  
 GRADING PLAN

SHEET NUMBER:  
 4 OF 6

ORIGINAL ISSUE DATE: 02-15-2019







USE	SYMBOL	COMMON NAME Botanical Name	MINIMUM SIZE/ HEIGHT/SPREAD	QUANTITIES
SHRUBS	○	CHRISOM PINKY BARBERY <i>Rosa Pratincola</i>	HEIGHT/SPREAD RATE = 3.2 15" x 10" x 10" MIN	130 EA.
	○	WINTERGREEN BOXWOOD <i>Buxus sempervirens</i>	HEIGHT/SPREAD RATE = 3.2 3" x 1.5" x 1.5" MIN	152 EA.
TREES	⊗	FRATLESS CRABAPPLE (DWARF) <i>Malus prunifolia</i>	3" CALIPER 8' HT	3 EA.
	⊗	OKLAHOMA REDBUD <i>Cercis floridana</i>	3" CALIPER 12' HT	8 EA.
	⊗	WHITE DWARF DAW <i>Quercus laevis</i>	3" CALIPER 12' HT	7 EA.
	⊗	WILLOW OAK <i>Quercus phellos</i>	3" CALIPER 12' HT	7 EA.
MISC	○	FESCUE 300		31,000 SF
	○	FESCUE SEED		42,000 SF

REQUIRED ORDINANCE	PROVIDED
1 TREE / 50' STREET FRONTAGE N MAIN 300 / 50' = 6 EISENHOWER 217 / 50' = 4	6 TREE EISENHOWER 3 TREES
1 TREE & 3 SHRUBS / 20 LF OF PARKING LOT ROADWAY FRONTAGE EISENHOWER 130 / 33' = 4 TREES, 20 SHRUBS	4 TREE 4 SHRUB
1 TREE / 4,000 SF OPEN SPACE 18,200 / 4,000 = 5 TREES	5 TREES

- LANDSCAPE NOTES:**
- ALL LANDSCAPE AREAS WILL BE EQUIPPED WITH A BELOW GROUND AUTOMATIC IRRIGATION SYSTEM EQUIPPED WITH FRETZE GUARD.
  - CYPRESS MULCH SHALL BE USED AS A FOUR INCH (4") TOP DRESSING AROUND ALL TREES AND IN LANDSCAPE BEDS.
  - ALL TREES ARE TO BE PLACED A MINIMUM OF 8- FEET FROM THE FACE OF CURB AND CENTERED ON PARKING STRIPES (WHERE APPLICABLE), UNLESS NOTED OTHERWISE.
  - ALL PLANT MATERIAL SHALL CONFORM TO THE AMERICAN STANDARDS FOR NURSERY STOCK PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN.
  - ALL AREAS DISTURBED BY CONSTRUCTION, NOT INCLUDING PAVEMENT, SHALL HAVE 6 INCHES OF BEDDED TOPSOIL, GRADED SMOOTH, AND SOGGED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR APPROVAL BY THE CHIEF ENGINEER. TOPSOIL SHALL BE CLOD FREE QUALITY BLACK DIRT. ALL SOIL AREAS WITHIN THE CONSTRUCTION PERMIT LIMITS AND WITHIN ALL ADJACENT RIGHT OF WAY ARE TO BE IRRIGATED AND MOVED.

PROJECT NO. 02-0188

**MCG**  
Minden Design Group  
VERBA E. BRIDMAN, P.E.  
Principal  
810 West Plaza  
Lawrence, KS 66044  
785-843-1234  
mcdg@mcgdesign.com

**QuikTrip No. 0188**  
1205 N MAIN STREET  
LANSHING, KANSAS 66043

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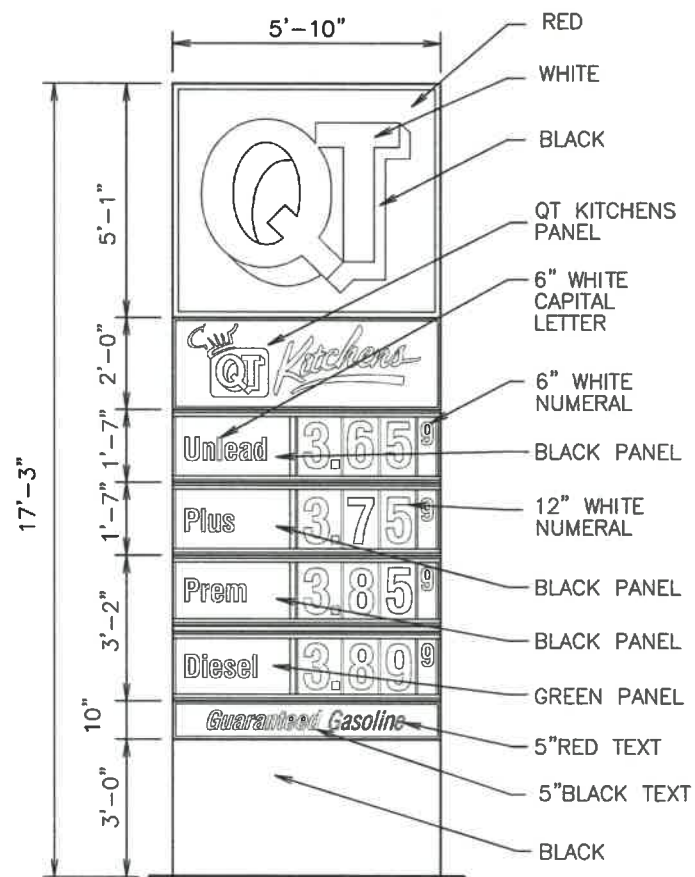
PROJECT NO.	02-0188
DATE	02/15/2019
DESIGNED BY	CS
CHECKED BY	CS
DRAWN BY	CS
REVIEWED BY	CS

SHEET TITLE:	LANDSCAPE PLAN
SHEET NUMBER:	6 OF 6

FILE LOCATION: C:\p01\1118\1118-0188\_Cad\1118-0188.dwg DATE: 02/15/2019 10:14 AM USER: mcdg

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**Vertical Monument Sign**  
MV12-4PGQ

NOTES			
DRAWN BY	TBR	ISSUE DATE	08/03/18

SQUARE FOOTAGE		
TYPEFACE	INSIDE CAN	ENTIRE SIGN
		84

SCALE:	
1/4" = 1'-0"	
SERIAL NUMBER:	
MV12-4PGQ	
STORE NUMBER:	
0188	



SPECIFICATIONS:	
<b>Logo:</b>	Flat Solar grade, Clear Cyro Face, .177 thickness, painted on 2nd surface to match 3M Cardinal Red Translucent #3632-53, Akzo Nobel, no embossment.
<b>QT Kitchens Panel:</b>	Sign panel
<b>Unlead, Plus &amp; Premium Panels:</b>	.177" thickness Cyro Acrylic with 1/4" Radius Corners. Panels are painted 2nd Surface with Akzo Noble Opaque Black Background with Translucent White Text
<b>Diesel Panel:</b>	.177" thickness Cyro Acrylic with 1/4" Radius Corners. Panels are painted 3M 3632 GPS-26 Green with Matching PMS #349C Green with Translucent White Text
<b>Logo Cabinet/Pricer Cabinet/Base:</b>	Aluminum Construction, Internally illuminated with GE Tetra PowerStrip DS65/GE PS24 Power Supplies. LOGO Cabinet painted Akzo Noble, QT Red SIGN9141 Low Gloss. Pricer Cabinet and Base painted Akzo Noble Black Low Gloss. Accent Trim section painted 1st surface Akzo Noble Silver-Low Gloss.
<b>Guaranteed Gasoline Panel:</b>	Sign panel

1 | 2 | 3 | 4 | 5 | 6

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator   
FROM: Matthew R. Schmitz, Director, Community & Economic Development   
DATE: April 4, 2019  
SUBJECT: Conditional Use Permit Renewal for 212 North Main Street, Lansing, Kansas

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**Explanation:** Jeff Asher, acting as the authorized agent for RPJ Inc., owner of the property at 212 North Main Street, has applied for a Conditional Use Permit renewal to continue operation of the tow business located there. All tow businesses operating in the city of Lansing must do so under a Conditional Use Permit.

There is no change to the previous Conditional Use Permit. The storage of the vehicles will be to the north of the paint shop, as it has in the past.

The business is operating within the guidelines of the code of the city of Lansing, and an inspection performed by Rebecca Savidge, City Inspector, found no issues with the business. There have been no complaints or issues received regarding this business during the current five-year timeframe of the permit.

The Planning Commission voted to recommend approval of this Conditional Use Permit at its March 20, 2019, meeting with a 5-0 vote. The minutes from that meeting and the Conditional Use Permit checklist are included for your review.

**Policy Considerations:** The Future Land Use Map within the Comprehensive Plan shows this area as Commercial, so there are no policy considerations related to this request.

**Action:** Approve, approve with conditions, remand back to Planning Commission, or deny with a super majority vote of the governing body. Staff recommends a motion to approve the request for a Conditional Use Permit for 212 North Main Street for a period not to exceed five years.

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**AGENDA ITEM #**

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**CONDITIONAL USE CHECKLIST**

Checklist Completed by: Matthew R. Schmitz  
Conditional Use Case No. 2019-1  
Date Filed: January 24, 2019  
Date Advertised: February 26, 2019  
Date Notices Sent: February 26, 2019  
Public Hearing Date: March 20, 2019



I. Applicant's Name: RPJ Inc.

Applicant's Authorized Agent: Jeff Asher

II. Information in Application Correct? Yes  No

If no, explain: \_\_\_\_\_

III. Adjacent Zoning and Land Use:

<u>Direction</u>	<u>Land Use</u>	<u>Zoning</u>
North	Single Family Residential	B-3
South	Mobile Home Park/Single Family	R-5
East	Mobile Home Park	R-5
West	Retail Sales	I-1

IV. Present Use of Property: Auto Body Repair and Tow Lot

V. Conditional Use Requested: To maintain existing Tow Lot

Excerpt from Lansing Zoning Ordinance, Article 9, Section 3:

VI. The proposed conditional use does or does not meet the standards:

A. The proposed conditional use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations, and use limitations, unless specifically exempted by the provisions of these regulations. \_\_\_\_\_

Yes  No

B. The proposed conditional use at the specified location will contribute to and promote the welfare or convenience of the public. \_\_\_\_\_

Yes  No

C. The proposed conditional use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located. \_\_\_\_\_

Yes  No

D. The location and size of the conditional 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 that the conditional use will not dominate the immediate neighborhood so as to

prevent development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the conditional use will so dominate the immediate neighborhood, consideration shall be given to the location, nature, and height of buildings, structures, walls, and fences on the site; and the nature and extent of landscaping and screening on the site. \_\_\_\_\_

Yes  No

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

Yes  No

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

Yes  No

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. \_\_\_\_\_

Yes  No



Lansing Planning Commission  
Regular Meeting  
March 20, 2019

**Call to Order** – The monthly meeting of the Lansing Planning Commission was called to order at 7:00 p.m. by Community and Economic Development Director Matthew R. Schmitz. Due to the absences of Chairman Ron Barry and Vice-Chairman Kirsten Moreland, Mr. Schmitz stated the Commission would need to elect an acting chairman for tonight’s meeting. Commissioner Nancy McDougal made a motion to appoint Jerry Gies as acting chairman, seconded by Commissioner Marcus Bean. The motion passed, with Commissioner Gies abstaining. Also in attendance were Commissioners Mike Suozzo and Chad Neidig. Acting Chairman Gies noted there was a quorum present.

**Approval of Minutes, February 20, 2019, Regular Meeting** – Commissioner Neidig made a motion to approve the minutes, seconded by Commissioner McDougal. The motion was unanimously approved.

**Old Business** – none

**New Business: 1. Public Hearing – Conditional Use Permit – 212 North Main Street, Lansing, Kansas.** Acting Chairman Gies stated that an application was submitted by Jeff Asher, acting as the authorized agent for RPJ Inc., property owner, for renewal of a conditional use permit to continue to operate a tow storage lot at 212 North Main Street, Lansing, Kansas. He said the property is zoned B-3 Commercial Business.

Acting Chairman Gies opened the public hearing at 7:03 p.m., but since no one in the audience wished to speak, he closed the public hearing at 7:04 p.m.

Acting Chairman Gies asked Mr. Schmitz if there was anything he wanted to say. Mr. Schmitz stated no concerns or complaints had been received from anyone, and that when City Inspector Rebecca Savidge conducted her inspection, she found the business to be in compliance.

Since there were no other comments or questions, Acting Chairman Gies asked for a motion to accept the checklist as a finding of fact for 212 North Main Street. Commissioner McDougal made a motion to accept the checklist, seconded by Commissioner Bean, and the motion was unanimously approved.

Acting Chairman Gies then asked for a motion regarding the conditional use permit application for 212 North Main Street. Commissioner McDougal made a motion to recommend approval of the conditional use permit for 212 North Main Street. The motion was seconded by Commissioner Bean and passed unanimously.

**2. Public Hearing – Main Street Overlay District Preliminary Development Plan – 1205 North Main Street, Lansing, Kansas.** Acting Chairman Gies noted that an application was submitted by Erik Eckhart, authorized agent for Leavenworth County Cooperative Association, property owner, for a preliminary development plan in compliance with the Main Street Overlay District for 1205 North Main Street, Lansing, Kansas. He stated this property is zoned I-1 Light Industrial.

Acting Chairman Gies opened the public hearing at 7:05 p.m. Jessica Glavas of the QuikTrip Corporation stated that QuikTrip is very excited about this project and believes it will be great

for both QuikTrip and the city of Lansing and looks forward to working with this city in getting this project done. She stated she would be glad to answer any questions and that the civil engineer for the project is also in attendance. She stated she respectfully requested approval of their preliminary development plan.

Since no one else wished to speak, Acting Chairman Gies closed the public hearing at 7:07 p.m. and asked staff for any comments they wished to make. Mr. Schmitz stated there is no sidewalk on Eisenhower Road shown on the preliminary development plan and staff doesn't believe there needs to be one there, but wanted to know if members thought there should be one there. Acting Chairman Gies asked if the code requires one and Mr. Schmitz stated it can be waived by the City Council.

Commissioner McDougal stated since it would lead to nowhere, she didn't think it should be necessary to have a sidewalk there. Acting Chairman Gies asked if there was one, would it be in the right of way and Mr. Schmitz said it would be. Acting Chairman Gies asked if there would be room to put one there in the future should the other end of the sidewalk be extended, and Mr. Schmitz said there is adequate room to install one there, though some grading may be needed.

Commissioner Neidig said he believed, with the city's trail system and going forward, that a sidewalk should be required. Commissioner Bean stated he could see both sides, but leaned toward not making the sidewalk a requirement. Commissioner Suozzo stated he also didn't think it needed to be put in now.

Acting Chairman Gies then asked members to consider the checklist as a finding of fact. City Engineer Matt Harding stated the engineer will be coming back to staff with an actual drainage study showing the amount of runoff from the existing condition versus the amount of runoff from the proposed condition. Mr. Schmitz stated we need to verify that the runoff is the same or less, which staff believes it is, but need verification of that. He said if it exceeds current runoff, the developer would have to do something to reduce the runoff to meet our requirements.

At this time, Commissioner McDougal made a motion to approve the checklist as a finding of fact, seconded by Commissioner Bean. The motion passed, with Commissioner Neidig abstaining.

Mr. Schmitz stated there is a storm sewer line that crosses the surplus property that's on the back side and staff will need to have some discussion with QuikTrip about that because it crosses over property that may end up getting sold off, so an easement needs to be established to contain that. He said we also need to verify with Leavenworth that the storm drainage structure that's there and is outside the city of Lansing can accept that drainage, which staff believes it can. Acting Chairman Gies asked if it currently goes to that little pond by Home Depot and Mr. Schmitz stated that on the east side of the access drive that goes into Home Depot, there is kind of a depression there and this is where this would tie in and that depression would go away. He stated the plans have been sent to Leavenworth, but staff has not heard back from them yet.

Lansing Planning Commission  
Regular Meeting  
March 20, 2019

Mr. Schmitz stated staff has also talked with KDOT and its staff are generally in favor of the access that's shown and Mr. Eckhart will start the process of obtaining the KDOT access permit.

Since there was no further discussion, Acting Chairman Gies asked for a motion regarding the preliminary development plan. Commissioner Bean made a motion recommending approval of the Main Street Overlay District preliminary development plan for 1205 North Main Street. The motion was seconded by Commissioner McDougal and unanimously approved.

**3. Public Hearing – Consideration of the Unified Development Ordinance of the City of Lansing, Kansas.** Acting Chairman Gies stated that before the Commission can vote on a resolution to recommend adoption of the Unified Development Ordinance to the City Council, a public hearing must be held, so he opened the public hearing at 7:14 p.m., but since no one in the audience wished to speak, he closed the public hearing at 7:15 p.m.

Mr. Schmitz stated this had been reviewed at several work sessions and believes it's ready to be taken to the City Council for adoption.

**4. Resolution No. 19-1 – Resolution supporting adoption of the Unified Development Ordinance of the City of Lansing, Kansas.** Acting Chairman Gies asked for a motion regarding Resolution No. 19-1 supporting recommending adoption of the Unified Development Ordinance to the City Council. Commissioner Bean made the motion to approve, seconded by Commissioner McDougal, and the motion passed unanimously.

**Notices and Communications** – none

**Reports – Commission and Staff Members** – Commissioner Neidig wished to add that the Lansing Lions Robotic team will be participating at Rockhurst High School tomorrow through Saturday. He stated they have worked diligently since the fifth of January and have a fully functional robot to go forward.

**Adjournment** – Commissioner Bean made a motion to adjourn, seconded by Commissioner McDougal and approved by acclamation. The meeting adjourned at 7:18 p.m.

Respectfully submitted,

Cynthia Tripp, secretary

Reviewed by,

Matthew R. Schmitz, Community and Economic Development Director







# National Library Week Proclamation

**WHEREAS**, Today's libraries are not just about books but what they have for and with people;

**WHEREAS**, libraries of all types are at the heart of cities, towns, schools and campuses;

**WHEREAS**, Libraries have long served as trusted and treasured institutions where people of all backgrounds can be together and connect;

**WHEREAS**, Libraries and librarians build strong communities through transformative services, programs and expertise;

**WHEREAS**, Libraries, which promote the free exchange of information and ideas for all, are cornerstones of democracy;

**WHEREAS**, Libraries promote civic engagement by keeping people informed and aware of community events and issues;

**WHEREAS**, Librarians and library workers partner with other civic organizations to make sure their community's needs are being met;

**WHEREAS**, Libraries and librarians empower their communities to make informed decisions by providing free access to information;

**WHEREAS**, Libraries are a resource for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status, by offering services and educational resources that transform lives and strengthen communities;

**WHEREAS**, libraries, librarians, library workers and supporters across America are celebrating

## National Library Week

**NOW, THEREFORE**, be it resolved that I, Michael W. Smith, Mayor of the City of Lansing, State of Kansas, proclaim National Library Week, April 7-13, 2019. I encourage all residents to visit the library this week and explore what's new at your library and engage with your librarian. Because of you, Libraries Transform.

City of Lansing

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Michael W. Smith, Mayor

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Sarah Bodensteiner, City Clerk