

**MEETING NOTICE  
MAIZE CITY COUNCIL  
REGULAR MEETING**

**TIME: 7:00 P.M.**  
**DATE: MONDAY, May 21, 2018**  
**PLACE: MAIZE CITY HALL**  
**10100 W. GRADY AVENUE**

**AGENDA  
MAYOR DONNA CLASEN PRESIDING**

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance/Moment of Silence
- 4) Approval of Agenda
- 5) Public Comments
- 6) Honorary Officer Presentation
- 7) Mayor's Reappointments
  - Mike Strelow, Planning Commission, June 1, 2018 – May 31, 2021
  - Dennis Downes, Planning Commission, June 1, 2018 – May 31, 2021
- 8) Consent Agenda
  - a) Approval of Minutes – Regular City Council Meeting of April 16, 2018.
  - b) Receive and file minutes Park & Tree Board meeting of April 10, 2018.
  - c) Cash Disbursements from April 1, 2018 thru April 30, 2018 in the amount of \$1,068,020.06 (Check # 66479 thru #66633)
- 9) Old Business
  - A. None
- 10) New Business
  - A. Planning Z-03-018 and CUP-01-018, 4551 N Maize Rd.
- 11) Reports
  - Police
  - Public Works
  - City Engineer
  - Planning & Zoning
  - City Clerk
  - Legal

- Operations
- Council Member's Reports
- Mayor's Report

12) Executive Session

13) Adjournment

**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, MAY 21, 2018**

**AGENDA ITEM # 6**

**ITEM: HONORARY OFFICER PRESENTATION**

**BACKGROUND:**

Luke Birch will be honored this evening by the police department.

Luke is a high school student and longtime attendee of the Maize 911 Camp program. Like has also served as camp counselor for the 911 program.

Sgt Catherine Herr and Chief Jensby will be presenting.

**FINANCIAL CONSIDERATIONS:**

None.

**LEGAL CONSIDERATIONS:**

None.

**RECOMMENDATION/ACTION:**

No Official Action.

Congratulate Luke Birch

**MINUTES-REGULAR MEETING  
MAIZE CITY COUNCIL  
Monday, April 16, 2018**

The Maize City Council met in a regular meeting at 7:00 p.m., Monday, **April 16, 2018** in the Maize City Hall, 10100 Grady Avenue, with **Mayor Donna Clasen** presiding. Council members present were **Karen Fitzmier, Kevin Reid, Alex McCreath and Pat Stivers**.

Also present were: **Richard LaMunyon**, City Administrator; **Rebecca Bouska**, Deputy City Administrator; **Jocelyn Reid**, City Clerk; **Matt Jensby**, Police Chief; **Ron Smothers**, Public Works Director; **Kim Edgington**, Planning Administrator, **Bill McKinley**, City Engineer, **Tom Powell**, City Attorney and **Mitch Walter**, Bond Counsel

**APPROVAL OF AGENDA:**

The Agenda was submitted for approval.

**MOTION:** **Fitzmier** moved to approve the agenda as submitted.  
**McCreath** seconded. Motion declared carried.

**PUBLIC HEARING – ISSUANCE OF INDUSTRIAL REVENUE BONDS (SHUTTLE AEROSPACE):**

**Mayor Clasen** opened the public hearing at 7:05 pm. Hearing no comments, **Mayor Clasen** closed the public hearing.

**CONSENT AGENDA:**

The Consent Agenda was submitted for approval including:

- a) Approval of minutes –Regular Council Meeting of March 19, 2018.
- b) Receive and file Planning Commission minutes of March 1, 2018.
- c) Receive and file Park & Tree Board minutes of February 13, 2018.
- d) Cash Disbursements from March 1, 2018 through March 31, 2018 in the amount of \$578,312.78 (Check #66326 thru #66478).

**MOTION:** **Stivers** moved to approve the Consent Agenda as submitted.  
**McCreath** seconded. Motion declared carried.

**2017 CITY AUDIT:**

Randy Ford with Busby, Ford & Reimer submitted the independent auditor's report for the year ended December 31, 2017 and the MPBC Summary Financial Information for the period January 1, 2017 through December 31, 2017 for receipt and file.

**MOTION:** **Fitzmier** moved to receive and file the 2017 Independent Auditor's Report and the 2017 Maize Public Building Commission Summary Financial Information.  
**Herington** seconded. Motion declared carried.

**AMENDING INDUSTRIAL REVENUE BONDS RESOLUTION:**

A resolution amending Resolution #599-17 to issue industrial revenue bonds for Shuttle Aerospace was submitted for Council approval. The new IRB tenant is Derby Property, LLC which is buying the land and building the facility for Shuttle Aerospace. Derby Property, LLC will sub-lease the facility to Shuttle Aerospace.

**MOTION:** **Reid** moved to approve the amending resolution to determine the advisability of issuing taxable industrial revenue bonds for the purpose of financing the acquisition, construction and equipping a commercial facility for the benefit of Shuttle Aerospace in the City of Maize.  
**Stivers** seconded. Motion declared carried.

**City Clerk assigned Resolution #610-18.**

**MAYOR'S APPOINTMENT TO PARK & TREE BOARD:**

*Mayor Clasen* recommended appointment of Maren Breit to the Park & Tree Board.

**MOTION:** *Fitzmier* moved to approve the Mayor's appointment of Maren Breit to the Park & Tree Board for a 3-year term through May, 2021.  
*McCreath* seconded. Motion declared carried.

**ADJOURNMENT:**

With no further business before the Council,

**MOTION:** *Stivers* moved to adjourn.  
*Fitzmier* seconded. Motion declared carried.  
Meeting adjourned.

**Respectfully submitted by:**

Jocelyn Reid, City Clerk

**MINUTES – REGULAR MEETING  
MAIZE PARK AND TREE BOARD  
TUESDAY, APRIL 10<sup>TH</sup>, 2018**

The Maize Park and Tree Board met in a regular meeting at 5:30 pm, Tuesday, April 10<sup>th</sup>, 2018 with *Chair Dennis Wardell* presiding. Board members present were *Vice-Chair Marina Fulton, Joshua Belcher* and *Nancy Scarpelli*. *Patrick Atchison* and *Hugh Nicks* were absent.

Also present was: *Richard LaMunyon*, City Administrator, *Ross Jensby*, Public Works and *Jolene Graham*, Recording Secretary.

**APPROVAL OF AGENDA:**

The Agenda was submitted for Board approval.

**MOTION:** *Fulton* moved approve the agenda.  
*Scarpelli* seconded. Motion declared carried.

**ELECTION TO FILL VACANT OFFICE OF VICE-CHAIR**

Due to the vacancy left by Chair Jennifer Herington from her appointment to the City Council, Vice-Chair Dennis Wardell became the new Park and Tree Board Chair.

**MOTION:** *Scarpelli* moved to nominate Marina Fulton as Vice-Chair.  
*Belcher* seconded. Motion declared carried.

**APPROVAL OF THE FEBRUARY 13<sup>TH</sup>, 2018 MINUTES:**

The Park and Tree Board Meeting Minutes of February 13<sup>th</sup>, 2018 were submitted for approval.

**MOTION:** *Belcher* moved to approve the minutes.  
*Fulton* seconded. Motion declared carried.

**BEAUTIFICATION OF MAIZE/ACADEMY STREET CORRIDORS DISCUSSION**

Six large planters with flowers are to be located on Maize Road at the detention pond, at the Splash Park and at City Hall.

**MOTION:** *Fulton* moved for City staff to purchase and install the planters.  
*Belcher* seconded. Motion declared carried.

**ARBOR DAY 2018**

The 2018 Arbor Day celebration will occur on Sunday, April 29 from 2:00pm to 3:00pm in the Community Building at Maize City Park. A reception with light refreshments will be held in honor of the City's fourteenth year of recognition as a Tree City USA. Per board member *Nicks*, nine trees are recommended to be planted on the southwest side of Maize City Park.

**MOTION:** *Belcher* moved for City staff to purchase and install nine trees at Maize City park and hold a drawing for a free tree up to a \$100 in honor of Arbor Day. *Fulton* seconded. Motion declared carried.

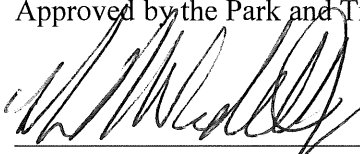
**ADJOURNMENT:**

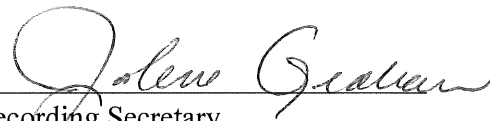
With no further business before the Board:

**MOTION:** *Belcher* motioned to adjourn.  
*Fulton* seconded. Motion declared carried.

Meeting adjourned at 6:32 pm

Approved by the Park and Tree Board on May 8<sup>th</sup> 2018.

  
\_\_\_\_\_  
Park and Tree Board Member

  
\_\_\_\_\_  
Recording Secretary

**CITY OF MAIZE**  
**Bank Reconciliation Report**  
**For April 2018**

**Fund Balances**

FUND	NAME	BEGIN PERIOD	RECEIPTS	DISBURSEMENTS	END PERIOD
01	General Fund	\$ 854,795.79	\$ 142,071.28	\$ 348,309.66	\$ 648,557.41
02	Street Fund	164,891.93	40,626.52	27,105.43	\$ 178,413.02
04	Capital Improvements Fund	284,009.41	41,844.04	115,714.70	210,138.75
05	Long-Term Projects	1,597,510.34	782,998.31	544,924.34	1,835,584.31
10	Equipment Reserve Fund	83,704.05	13,783.70	10,937.00	86,550.75
11	Police Training Fund	10,592.90	445.50	1,124.76	9,913.64
12	Municipal Court Fund	37,662.28	1,930.50	4,260.66	35,332.12
16	Bond & Interest Fund	773,830.04	46,109.87	-	819,939.91
19	Wastewater Reserve Fund	254,936.41	8,672.53	-	263,608.94
20	Wastewater Treatment Fund	865,662.24	90,228.73	57,414.09	898,476.88
21	Water Fund	688,254.15	96,341.24	64,431.26	720,164.13
22	Water Reserve Fund	185,991.31	3,000.00	-	188,991.31
23	Water Bond Debt Reserve Fund	268,000.00	-	-	268,000.00
24	Wastewater Bond Debt Reserve Fund	147,800.09	-	-	147,800.09
32	Drug Tax Distribution Fund	2,404.57	-	-	2,404.57
38	Cafeteria Plan	2,023.03	1,730.00	1,179.70	2,573.33
98	Maize Cemetery	134,372.44	4,589.82	1,594.01	137,368.25
<b>Totals All Fund</b>		<b>\$ 6,356,440.98</b>	<b>\$ 1,274,372.04</b>	<b>\$ 1,176,995.61</b>	<b>\$ 6,453,817.41</b>

**Bank Accounts and Adjustments**

Halstead Checking Account	\$ 413,696.44	\$ 1,860,612.78	\$ 1,648,130.45	\$ 626,178.77
Outstanding Items				\$ (176,497.89)
Halstead Bank Money Market Account	5,858,049.67	708,718.61	700,000.00	5,866,768.28
Maize Cemetery CD 85071	60,985.41	-	-	60,985.41
Maize Cemetery Operations	72,787.03	14,342.65	10,746.84	76,382.84
<b>Totals All Banks</b>	<b>\$ 6,405,518.55</b>	<b>\$ 2,583,674.04</b>	<b>\$ 2,358,877.29</b>	<b>\$ 6,453,817.41</b>



**CITY OF MAIZE**  
**Cash and Budget Position**  
**Thru April 30, 2018**

FUND	NAME	BEGINNING	MONTH	MONTH	END MONTH	ANNUAL	YTD	YTD	REMAINING	REMAINING
		CASH BALANCE	RECEIPTS	DISBURSEMENTS	CASH BALANCE	EXPENSE BUDGET	REVENUE	EXPENSE	EXPENSE BUDGET	BUDGET PERCENTAGE
01	General Fund	\$ 854,795.79	\$ 142,071.28	\$ 348,309.66	\$ 648,557.41	\$ 3,716,847.00	\$ 1,785,638.84	\$ 1,335,354.08	\$ 2,381,492.92	64.07%
02	Street Fund	164,891.93	40,626.52	27,105.43	178,413.02	310,050.00	121,819.31	116,849.00	193,201.00	62.31%
04	Capital Improvements Fund	284,009.41	41,844.04	115,714.70	210,138.75	544,000.00	210,558.70	130,968.77	413,031.23	75.92%
05	Long-Term Projects	1,597,510.34	782,998.31	544,924.34	1,835,584.31	-	1,456,219.44	2,532,375.35		
10	Equipment Reserve	83,704.05	13,783.70	10,937.00	86,550.75	170,000.00	53,338.64	93,726.82	76,273.18	44.87%
11	Police Training Fund	10,592.90	445.50	1,124.76	9,913.64	3,000.00	2,608.00	2,222.76	777.24	25.91%
12	Municipal Court Fund	37,662.28	1,930.50	4,260.66	35,332.12	-	7,767.16	13,343.83		
16	Bond & Interest Fund	773,830.04	46,109.87	-	819,939.91	2,264,103.00	1,021,569.16	374,483.84	1,889,619.16	83.46%
19	Wastewater Reserve Fund	254,936.41	8,672.53	-	263,608.94	-	34,674.44	-		
20	Wastewater Treatment Fund	865,662.24	90,228.73	57,414.09	898,476.88	798,000.00	329,532.84	236,501.27	561,498.73	70.36%
21	Water Fund	688,254.15	96,341.24	64,431.26	720,164.13	822,000.00	332,848.99	254,023.46	567,976.54	69.10%
22	Water Reserve Fund	185,991.31	3,000.00		188,991.31	-	12,000.00	11,970.00		
23	Water Bond Debt Reserve Fund	268,000.00	-	-	268,000.00	-	-	-		
24	Wastewater Bond Debt Reserve Fund	147,800.09	-	-	147,800.09	-	-	-		
32	Drug Tax Distribution Fund	2,404.57		-	2,404.57	-	-	-		
38	Cafeteria Plan	2,023.03	1,730.00	1,179.70	2,573.33	-	8,650.00	6,623.22		
98	Maize Cemetery	134,372.44	4,589.82	1,594.01	137,368.25	137,940.00	32,479.16	3,017.39	134,922.61	97.81%
<b>Report Totals</b>		<b>\$ 6,356,440.98</b>	<b>\$ 1,274,372.04</b>	<b>\$ 1,176,995.61</b>	<b>\$ 6,453,817.41</b>	<b>\$ 8,765,940.00</b>	<b>\$ 5,409,704.68</b>	<b>\$ 5,111,459.79</b>	<b>\$ 6,218,792.61</b>	<b>70.94%</b>

							City of Maize					
							Disbursement Report Totals					
							Dates Covered: 04/01/2018 - 04/30/2018					
<b>Accounts Payable:</b>												
Voucher		Voucher		Check		Check		Check Numbers				
Date		Amt		Date		Amount		Begin End				
4-Apr	\$	3,826.67	4-Apr	\$	3,826.67	66491	66495	Utilities				
4-Apr		610.51	4-Apr	\$	610.51	66496	66496	Postage				
6-Apr		264,433.66	6-Apr		264,433.96	66497	66548					
6-Apr		4,109.53	6-Apr		4,109.53	66549	66553	Housing Incentives				
10-Apr		16,974.05	10-Apr		16,974.05	66554	66560	Utilities				
18-Apr		364.12	19-Apr		364.12	66574	66575	Utilities				
24-Apr		11,435.48	24-Apr		11,435.48	66576	66582	Housing Incentives				
24-Apr		569,545.08	24-Apr		569,545.08	66583	66633					
AP Total	\$	871,299.10		\$	871,299.40							
<b>Payroll:</b>												
Run		Earning		Check		Check		Check Numbers				
Date		History		Date		Amount		Begin End				
14-May	\$	146,520.73	5-Apr	\$	84,686.59	66479	66490					
			19-Apr		112,034.07	66561	66573					
KPERS Employer Portion		11,604.82										
FICA Employer Portion		10,582.29										
Health/Dental Insurance (Employer Portion)		28,012.82										
PR Total	\$	196,720.66		\$	196,720.66							
<b>AP</b>							\$ 871,299.40					
<b>PR</b>							196,720.66					
Total Disbursements							\$ 1,068,020.06					
<b>Check Numbers used this period:</b>												
<b>#66479 thru #66633</b>												

**MAIZE CITY COUNCIL  
REGULAR MEETING  
MONDAY, MAY 21, 2018**

**AGENDA ITEM #10A**

**ITEM: Z-03-018 and CUP-01-018**

Zone change for approximately 9.47 acres from SF-F Single-Family Residential to LC Limited Commercial with a Community Unit Plan (CUP) at 4551 N Maize Road.

**BACKGROUND:** Upon approval of our current City of Maize Zoning Code a requirement was included that requires all LC or more intensive zone change requests for greater than 6 acres to be accompanied with a Community Unit Plan to further refine and describe the development plan.

The contract purchaser, who is proposing to construct an Atwoods Ranch and Home Store on the site, prepared and presented a CUP for the Planning Commission review, this document is included for your review. Certain recommendations of Staff have already been incorporated into the CUP document that was submitted to Staff by the Applicant's Engineer. Among those are Item 1 (limiting access control to 2 openings along Maize, Road, Item 8 (screening and landscaping shall be in accordance with the City of Maize Landscape Ordinance) and Item 10 (lighting height and design requirements). Also included is a memo from the applicant's agent presented to the Planning Commission requesting variances from other design requirements.

The Planning Commission reviewed this case on April 5, 2018 and recommended approval of the zone change request, conditional upon the following ten additional CUP requirements as recommended by Staff:

1. Setback language shall be as follows: 50 feet along Maize Road, 35 feet on the north and south property lines 35 feet on the west property line (this is included in the event that the use on the property changes in the future and will appropriately accommodate future development.)
2. Monument and building signage as permitted in the LC zoning district along Maize Road by the City of Maize Sign Code with the following provisions:  
No portable, billboard or off-site signs shall be permitted  
Flashing signs (rotating or moving signs, signs with moving lights or signs which create the illusion of movement are not permitted, except for signs that show the date, time, temperature and/or other public service message.
3. A 20 foot landscaped street yard shall be provided along Maize Road. Parking lot landscaping shall be provided at a rate of one tree per 20 parking spaces.
4. All building facades visible from public street right-of-way shall not have metal as the building material.
5. Outdoor storage – all outdoor storage shall be entirely within a fenced area. This fenced area may not be part of the required parking ratio for the site. Any outdoor storage on the east side of the building shall be within 10 feet of the building.

The following requirements are also part of the City of Maize Zoning Code and further define conditions for Outdoor Storage:

*Additionally, the following provisions regarding outdoor storage in LC zoning of the City of Maize Zoning Code shall apply:*

*The area used for outdoor storage shall be enclosed by a fence or wall not less than six feet in height nor less than the height of the merchandise to be screened except for outdoor storage within a portable storage container when subject to the special provisions contained herein. The fence or wall shall be comprised of material capable of screening the merchandise from view. One opening, not exceeding ten feet in width, may be left open during business hours, but must be gated and capable of screening merchandise from view when closed. When the material of the enclosure is not of the same general material as the main building, screening as required by Sec. IV-B.3 and landscaping as approved by the Planning Administrator shall be provided and maintained outside the enclosure. For outdoor storage areas within a CUP the fence or wall screening provisions may be modified provided that a design plan is submitted with the CUP application and such plan is deemed by the Planning Commission to provide an acceptable environment for the surrounding area based on the physical characteristics of the property, distances from adjacent properties and public streets, and the type of merchandise to be stored.*

*And*

***Size of storage area.*** *The enclosure around the storage area shall be attached to the principal building, and the area within such enclosure shall not exceed ten percent of the floor area occupied by the principal use within the building. Such enclosure shall comply with the same setback as is required for the main building. The area within the enclosure shall be calculated as floor area in determining the number of required off-street parking spaces. Outdoor storage of between ten percent and 20 percent may be allowed upon application and approval of a Conditional Use processed in accordance with Sec. V-D of these regulations.*

6. A minimum 6 feet high brick, masonry, stone, architectural tile or similar material (not including wood or woven wire) screening wall shall be required along the entire north and west property line, in accordance with the City of Maize Zoning Code. Solid screening shall be required along the south property line with the above described material or a combination of landscaping, berms, wrought iron fence, or brick, masonry, stone, architectural tile or similar material (not including wood or woven wire) with the final design to be approved by the Planning Administrator and City Administrator.
7. Proposed building site needs to indicate one building parcel and proposed uses. Proposed uses should include: All those uses allowed in LC Limited Commercial except: all those uses listed as a Conditional Use; Pawnshops; Taverns; Night Clubs; Drinking Establishments; Adult Entertainment; Sexually Oriented Businesses; Tattooing and Body Piercing; Limited and General Correctional Placement Residences; Manufactured Home; Limited and General Group

Residence; Limited and General Group Home; Commercial Recycling Collection Station; Asphalt or Concrete, Limited; Manufacturing, Limited.

8. The transfer of title of all or any portion of the land included with the CUP does not constitute a termination of the plan or any portion thereof, but said plan shall run with the land for commercial development and be binding upon the present owners, their successors and assigns, unless amended.
9. For purpose of any possible future development/redevelopment of the property the building coverage should be set at a maximum of 30% or 123,754 square feet, with a gross floor area not to exceed 247,508 square feet.
10. Maximum building height shall be 40 feet.

The Planning Commission reviewed this case on April 5, 2018 following a great deal of discussion with the applicant's representative, several neighboring property owners and Staff. The Planning Commission voted unanimously (based upon the 5 findings of fact on page 16 of 44 of the Staff Report to Planning Commission dated April 5, 2018) to recommend approval of the zone change request, with the CUP conditions as recommended by Staff and outlined in items 1-10 above along with the conditions already submitted by the applicant on the face of the CUP, to the City Council. Several letters of protest of the Planning Commission's action were submitted by the Applicant and neighboring property owners and are included for your review, along with the Staff Report as presented to the Planning Commission.

**FINANCIAL CONSIDERATIONS:** None

**LEGAL CONSIDERATIONS:** None

**RECOMMENDATION/ACTION:** Accept the recommendation of the Planning Commission, approve the zone change request. A final CUP document shall be submitted to the City with all required conditions within 60 days of the date of approval by the City Council.

**ALTERNATIVE ACTIONS:**

-Return the case to the Planning Commission for further review. Such recommendation shall require a statement specifying the basis for the Council's failure to approve or disapprove the request.

-Override the Planning Commission recommendation, deny the zone change request. Such action requires 4 out of 5 votes of the Council.

-Accept the recommendation of the Planning Commission, approve the zone change request, but amend the required CUP conditions as Council sees fit. Such action also requires 4 out of 5 votes of the Council.

**STAFF REPORT**

**CASE NUMBER:** CUP-01-018 – Creation of Atwoods Home and Ranch Community Unit Plan

**OWNER/APPLICANT:** Lewis W. Dotson Revoc. Living Trust  
 4551 N Maize Road  
 Maize, KS 67211

**AGENT:** MTG Engineers c/o Kayla Wood  
 H.L. Murray & Associates, Inc.  
 5930 Summerhill Road  
 Texarkana TX 75503

Warren Rabb  
 Rabb’s Construction  
 224 S Main St.  
 Monticello AR 71655

**GENERAL LOCATION:** West side of Maize Road, approximately ¼ mile south of 45<sup>th</sup> Street

**SITE SIZE:** ±9.47 acres

**CURRENT ZONING:** SF-5 Single Family Residential

**PROPOSED ZONING:** LC Limited Commercial with Community Unit Plan

**PROPOSED USE:** Big-box commercial development

**BACKGROUND:** Upon approval of our current City of Maize Zoning Code a requirement was included that requires all LC or more intensive zone change requests for greater than 6 acres to be accompanied with a Community Unit Plan to further refine and describe the development plan.

The contract purchaser, who is proposing to construct an Atwoods Ranch and Home Store on the site, has prepared and presented a CUP for the Planning Commission review, this document is included for your review. Also included is a memo from the applicant’s agent requesting variances from certain design requirements. A representative will be present at the Planning Commission meeting to address the variance requests and justifications for them.

**CASE HISTORY:** The property was annexed into the City of Maize in March 2018. The property is currently undeveloped.

**ADJACENT ZONING AND LAND USE:**

NORTH:	LC Limited Commercial	Undeveloped Commercial
SOUTH:	LC Limited Commercial and SF-5 Single Family Res.	Hampton Lakes Addition and Residential
WEST:	SF-5 Single Family Res.	Undeveloped/Agricultural
EAST:	SF-5 Single-Family Res.	Residential

**PUBLIC SERVICES:** Maize Road is a 4-lane paved arterial at this location. Municipal water and sewer are available to serve the site.

**CONFORMANCE TO PLANS/POLICIES:** The City of Maize Comprehensive Plan designates this area as suitable for commercial development due to it’s location along an arterial and proximity to the intersection of 45<sup>th</sup> and Maize Road.

**RECOMMENDATION:** The proposed change is an appropriate use, given proper design considerations. Based upon these factors, plus the information available prior to the public hearing, staff recommends the request be APPROVED subject to the following conditions being included in the language on the CUP:

1. Setback language shall be as follows: 50 feet along Maize Road, 35 feet on the north and south property lines 35 feet on the west property line (this is included in the event that the use on the property changes in the future and will appropriately accommodate future development.)
2. Monument and building signage as permitted in the LC zoning district along Maize Road by the City of Maize Sign Code with the following provisions:  
No portable, billboard or off-site signs shall be permitted  
Flashing signs (rotating or moving signs, signs with moving lights or signs which create the illusion of movement are not permitted, except for signs that show the date, time, temperature and/or other public service message.
3. A 20 foot landscaped street yard shall be provided along Maize Road. Parking lot landscaping shall be provided at a rate of one tree per 20 parking spaces.
4. All building facades visible from public street right-of-way shall not have metal as the building material.
5. Outdoor storage – all outdoor storage shall be entirely within a fenced area. This fenced area may not be part of the required parking ratio for the site. Any outdoor storage on the east side of the building shall be within 10 feet of the building.

Additionally, the following provisions regarding outdoor storage in LC zoning of the City of Maize Zoning Code shall apply:

The area used for outdoor storage shall be enclosed by a fence or wall not less than six feet in height nor less than the height of the merchandise to be screened except for outdoor storage within a portable storage container when subject to the special provisions contained herein. The fence or wall shall be comprised of material capable of screening the merchandise from view. One opening, not exceeding ten feet in width, may be left open during business hours, but must be gated and capable of screening merchandise from view when closed. When the material of the enclosure is not of the same general material as the main building, screening as required by Sec. IV-B.3 and landscaping as approved by the Planning Administrator shall be provided and maintained outside the enclosure. For outdoor storage areas within a CUP the fence or wall screening provisions may be modified provided that a design plan is submitted with the CUP application and such plan is deemed by the Planning Commission to provide an acceptable environment for the surrounding area based on the physical characteristics of the property, distances from adjacent properties and public streets, and the type of merchandise to be stored.

And

**Size of storage area.** The enclosure around the storage area shall be attached to the principal building, and the area within such enclosure shall not exceed ten percent of the floor area occupied by the principal use within the building. Such enclosure shall comply with the same setback as is required for the main building. The area within the enclosure shall be calculated as floor area in determining the number of required off-street parking spaces. Outdoor storage of between ten percent and 20 percent may be allowed upon application and approval of a Conditional Use processed in accordance with Sec. V-D of these regulations.

6. A minimum 6 feet high brick, masonry, stone, architectural tile or similar material (not including wood or woven wire) screening wall shall be required along the entire north and west property line, in accordance with the City of Maize Zoning Code. Solid screening shall be required along the south property line with the above described material or a combination of landscaping, berms, wrought iron fence, or brick, masonry, stone,

architectural tile or similar material (not including wood or woven wire) with the final design to be approved by the Planning Administrator and City Administrator.

7. Proposed building site needs to indicate one building parcel and proposed uses. Proposed uses should include: All those uses allowed in LC Limited Commercial except: all those uses listed as a Conditional Use; Pawnshops; Taverns; Night Clubs; Drinking Establishments; Adult Entertainment; Sexually Oriented Businesses; Tattooing and Body Piercing; Limited and General Correctional Placement Residences; Manufactured Home; Limited and General Group Residence; Limited and General Group Home; Commercial Recycling Collection Station; Asphalt or Concrete, Limited; Manufacturing, Limited.
8. The transfer of title of all or any portion of the land included with the CUP does not constitute a termination of the plan or any portion thereof, but said plan shall run with the land for commercial development and be binding upon the present owners, their successors and assigns, unless amended.
9. For purpose of any possible future development/redevelopment of the property the building coverage should be set at a maximum of 30% or 123,754 square feet, with a gross floor area not to exceed 247,508 square feet.
10. Maximum building height shall be 40 feet.

This recommendation is based on the following findings:

1. The zoning, uses and character of the neighborhood: This property is located within an area that is currently or will be developed with a wide variety of uses, including commercial and residential.
2. The suitability of the subject property for the uses to which it has been restricted: The property is used for agricultural and residential purposes as currently zoned, but is appropriate due to its relatively large size and the design considerations for a well-designed commercial development.
3. Extent to which removal of the restrictions will detrimentally affect nearby property: Assurances will need to be made that this development will not negatively affect the Maize Road corridor. Staff has addressed these issues in the recommended additions to the CUP language.
4. Conformance of the requested change to the adopted or recognized Comprehensive Plan and Policies: The City of Maize Comprehensive Plan designates this area as appropriate for urban commercial development.
5. Impact of the proposed development on community facilities: Municipal water and service is available to serve this site. Concurrent platting will require the dedication of street right-of-way and necessary easements. The developer will be required to submit petitions for the construction of all public improvements, including but not limited to street construction, water, sanitary sewer, storm sewer and drainage facilities.

#### **Planning Commission Action**

Having reviewed the above zone change request and Community Unit Plan, I \_\_\_\_\_  
move that the Planning Commission

Approve the zone change request and Community Unit Plan subject to conditions and modifications as heretofore agreed upon and listed, based upon the findings of fact outlined above, or

Disapprove the zone change request and Community Unit Plan for reasons heretofore agreed upon

Or defer the request until the May regular meeting of the Planning Commission for further information or study as heretofore specified

Motion seconded by \_\_\_\_\_ and passed by a vote of \_\_\_\_\_ to \_\_\_\_\_. Member(s) abstaining from the vote was (were) \_\_\_\_\_.



Note: Except in the case of a tie vote, abstentions are counted as part of the majority vote. Members disqualifying themselves are not a part of the quorum and unable to vote.

March 22, 2018



Kim Edgington, Planning Administrator  
10100 W. Grady Avenue  
Maize, Kansas 67101

*Re: Atwoods CUP*

Ms. Kim,

Please find attached the CUP for Atwoods for the next Zoning Meeting. Staff Comments have been reviewed and mostly addressed. The following were not addressed and we are kindly requesting variances as follows:

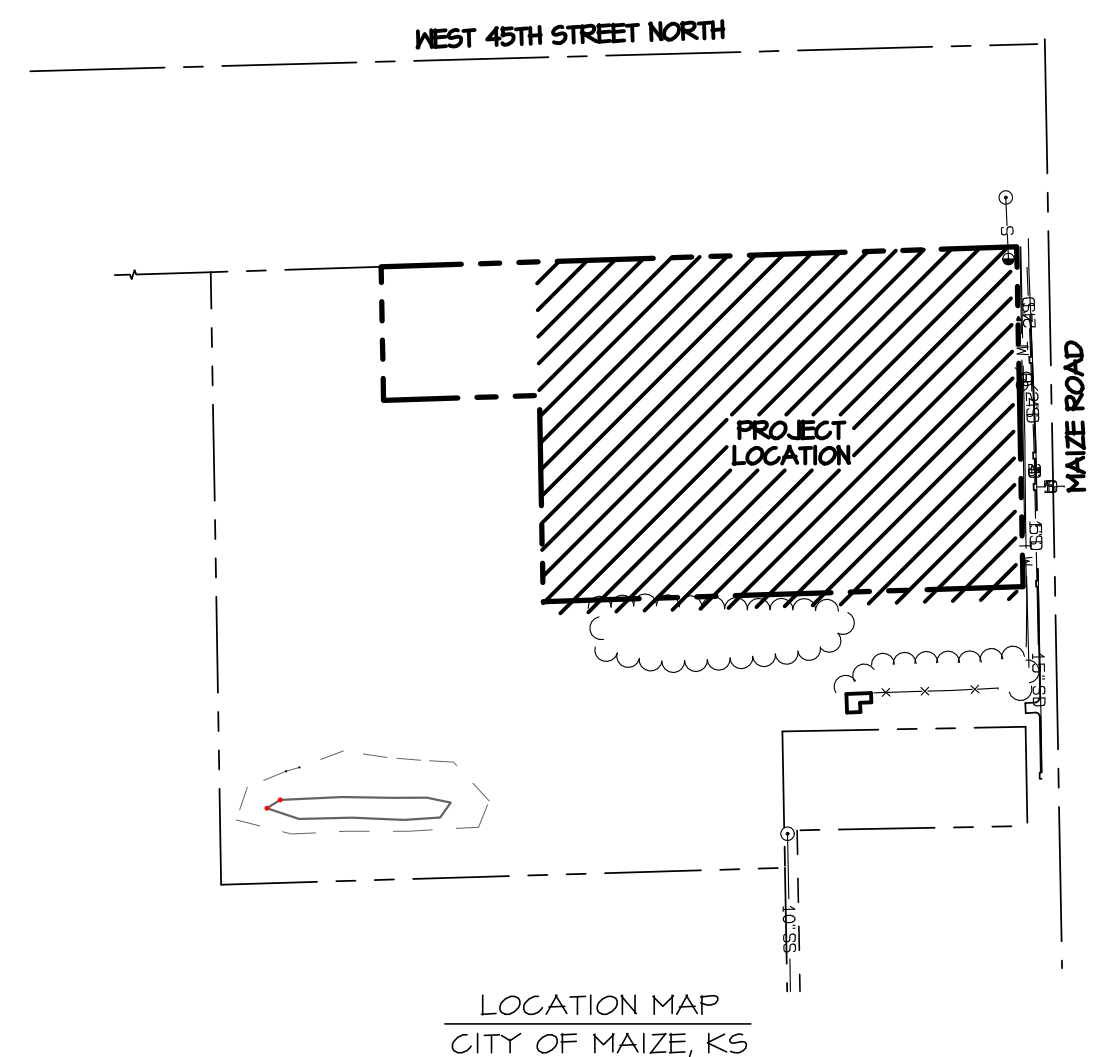
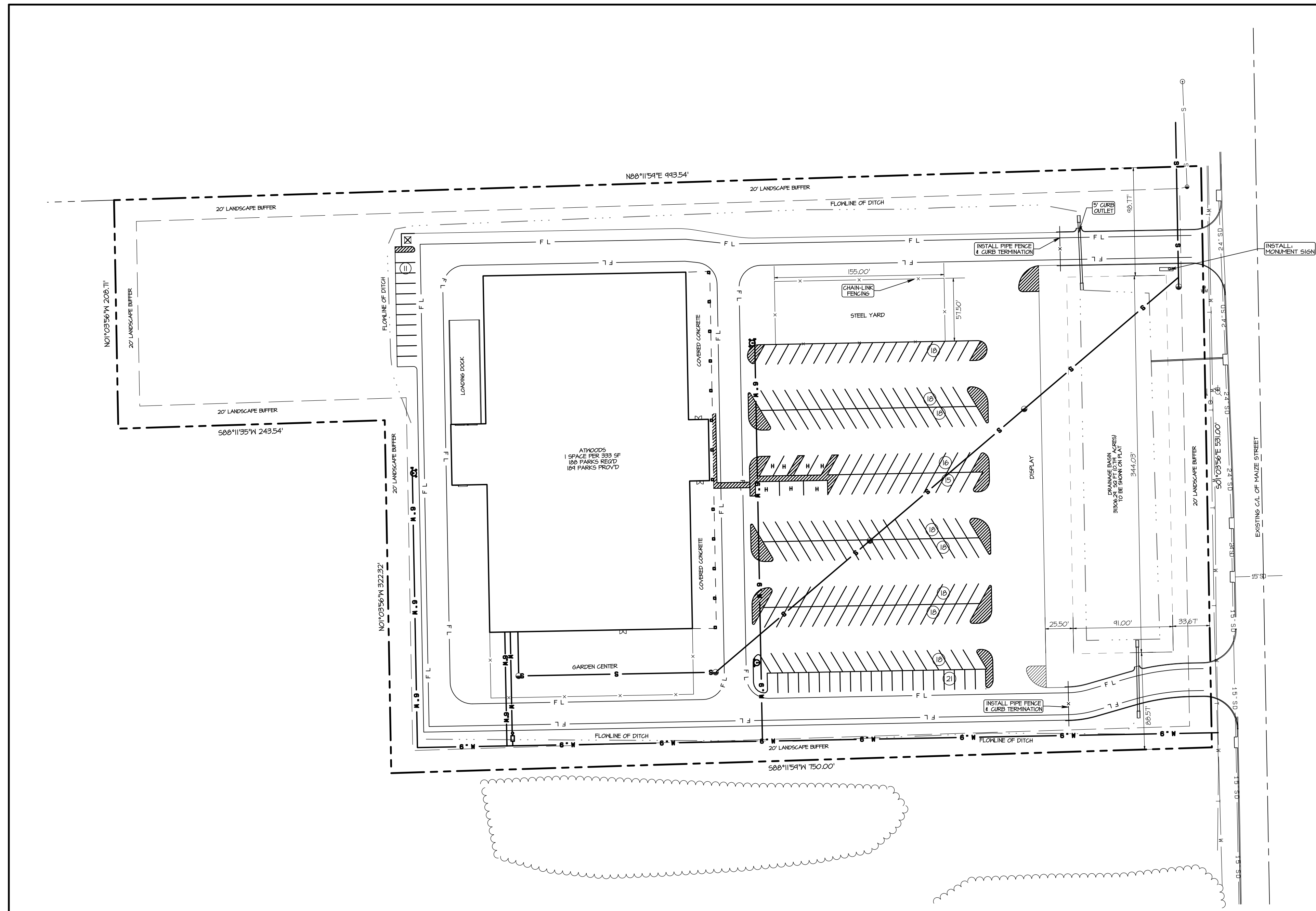
- 1.) Building Façade - Would like to request a variance for the current elevation of the building to remain.
- 2.) Outdoor Storage - Would like to request a variance for the current configuration of the outdoor storage with shown gates and chain link fence surround.
- 3.) Landscape Parking - Landscape buffers have been added to make up for the required landscape parking. We'd like to request a variance to the parking islands due to the difficulty truck and trailers have parking next to one without running over it.

Sincerely,

A handwritten signature in blue ink that reads 'Robert H. Murray'.

Robert H. Murray, P.E.  
PE #25960  
H. L. Murray & Associates, Inc.

W:\Projects\180611 - Alwoods - Kansas\05 - Engineering Design\Design\Design\_02.dwg  
 T:\M\13-2018-002PW



**GENERAL**

- TOTAL GROSS AREA= 9.47 ACRES +/-  
 TOTAL NET AREA= 9.47 ACRES +/-
- THIS DEVELOPMENT IS PROPOSED TO CONTAIN 9.47 ACRES +/- OF "LC" ZONING OF RETAIL.  
 IF DEVELOPED TO THE MAXIMUM PERMITTED, THIS DEVELOPMENT WOULD CONTAIN THE FOLLOWING:
- GENERAL PROVISIONS
1. ACCESS CONTROL: TWO CONNECTIONS OFF OF MAIZE ROAD.
  2. ALL NEW UTILITIES SHALL BE INSTALLED UNDERGROUND.
  3. DRAINAGE: DRAINAGE SHALL BE IN ACCORDANCE WITH DRAINAGE PLANS APPROVED BY THE ENGINEERING DIVISION OF THE CITY OF MAIZE.
  4. BUILDING SETBACKS: THE BUILDING IS LOCATED 46' OFF OF MAIZE ROAD, 86' OFF OF THE NORTH PROPERTY LINE, 138' OFF THE SOUTH PROPERTY LINE AND 60' OFF THE REAR PROPERTY LINE. THE BUILDING SETBACKS ARE 50' FRONT, 35' NORTH AND SOUTH, 35' WEST. ALL SETBACKS ARE MET.
  5. PARKING RATIO SHALL BE IN ACCORDANCE WITH THE APPROPRIATE CODE OF THE CITY OF WICHITA. ALL PARKING AND DRIVES SHALL BE HARD SURFACED WITH CONCRETE OR ASPHALT.
  6. SIGNAGE: ONE MONUMENT SIGN WILL BE INSTALLED ALONG MAIZE ROAD. THE SIGN SHALL BE IN ACCORDANCE WITH CITY OF MAIZE STANDARDS.
  7. PRIOR TO FINAL APPROVAL OF THE PARKING PLAN, THE FIRE CHIEF, OR HIS DESIGNATED REPRESENTATIVE, SHALL APPROVE THE PLAN AS TO THE LOCATION AND DESIGN OF ANY REQUIRED FIRE LANE(S).
  8. SCREENING AND LANDSCAPING: SHALL BE PER THE UNIFIED ZONING CODE AND LANDSCAPE ORDINANCE. TRASH RECEPTACLES, LOADING DOCKS, AND GROUND LEVEL MECHANICAL EQUIPMENT SHALL BE APPROPRIATELY SCREENED TO REASONABLY HIDE THEM FROM GROUND VIEW.
  9. A LANDSCAPE PLAN FOR THE REQUIRED PLANTING STRIPS, SHALL BE SUBMITTED TO THE PLANNING DEPARTMENT FOR THEIR REVIEW AND APPROVAL PRIOR TO THE ISSUANCE OF BUILDING PERMIT(S).  
 A FINANCIAL GUARANTEE FOR THE PLANT MATERIALS APPROVED IN THE LANDSCAPE PLANS SHALL BE REQUIRED PRIOR TO THE ISSUANCE OF ANY OCCUPANCY PERMIT IF THE REQUIRED LANDSCAPING HAS NOT BEEN PLANTED.
  10. ALL LIGHTING SHALL BE SHIELDED TO REFLECT LIGHT DOWNWARD OR DIRECT LIGHT AWAY FROM RESIDENTIAL AREAS TO THE NORTH AND WEST. LIGHT POLES SHALL BE LIMITED TO 25 FEET IN HEIGHT, EXCEPT 15 FEET TALL WHEN WITHIN 200 FEET OF RESIDENTIAL ZONING.

**PRELIMINARY ~ FOR REVIEW  
 ONLY NOT INTENDED FOR  
 BIDDING, CONSTRUCTION OR  
 PERMIT PURPOSES ~ 3-13-18  
 ROBERT H. MURRAY P.E. #25960**

**LEGAL DESCRIPTION**

Beginning at the Northeast corner of Government Lot 1, in the Northeast Quarter of Section 30, Township 26 South, Range 1 West, of the 6th Principal Meridian; thence S 88°11'54" W, on the North line of said Government Lot 1, a distance of 800.00 feet; thence S 1°03'56" E, parallel with the East line of said Section 30, a distance of 550.00 feet; thence N 88°11'54" E, parallel with the North line of said Government Lot 1, a distance of 800.00 feet; thence N 1°03'56" W, on the East line of said Section 30, a distance of 550.00 feet, to the point of Beginning. EXCEPT the East 50 feet for road.

Parcel contains 412,466.52 sq ft ± or 9.47 ac ±.  
 Subject property is zoned Rural Residential, but requested to be zoned LC.

**PROPOSED BUILDING SITE:**

GROSS AREA= 9.47 ACRES +/-  
 GROSS FLOOR AREA= 62,430 SF  
 BUILDING HEIGHT= 31.5'  
 BUILDING COVERAGE= 15.25%

<b>COMMUNITY UNIT PLAN</b>		 <b>H. L. MURRAY &amp; ASSOCIATES, INC.</b> 5430 SUNNYSIDE ROAD TEXARKANA, TEXAS 75503 P 903.836.8533   F 903.832.4700 www.mtgengineers.com KANSAS COA E-2015 © MTG 2018
<b>ATWOOD'S HOME &amp; RANCH          MAIZE, KANSAS</b>		
Date	Revision/Description	
Drawn By	Checked By	Project No.
Dwg. Date	File No.	Sheet No.
		<b>14</b>

# Sedgwick County Online Map Portal

Sedgwick County, Kansas

W-SC Access Zoning MAPD Regulations About Help



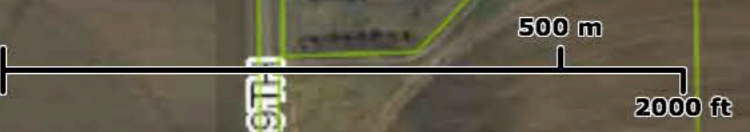
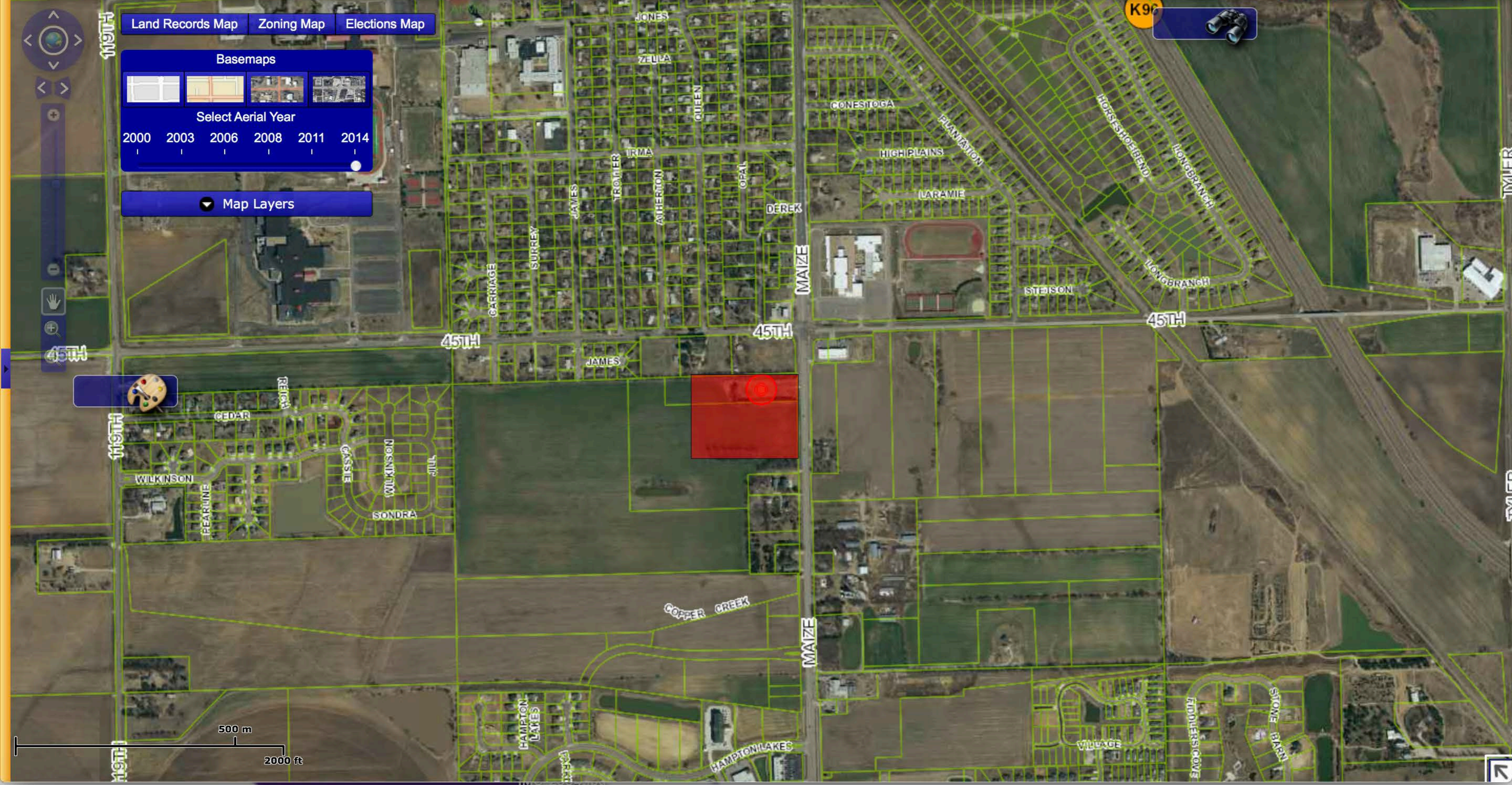
Land Records Map Zoning Map Elections Map

Basemaps

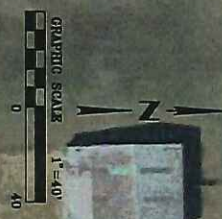
Select Aerial Year

2000 2003 2006 2008 2011 2014

Map Layers







**MINUTES-REGULAR MEETING  
MAIZE CITY PLANNING COMMISSION AND  
BOARD OF ZONING APPEALS  
THURSDAY, APRIL 5, 2018**

**Draft**

The Maize City Planning Commission was called to order at 7:00 p.m., on Thursday, April 5, 2018, for a Regular Meeting with **Mike Burks**, presiding. The following Planning Commission members were present: **Mike Burks**, **Dennis Downes**, **Andy Sciolaro**, and **Mike Strelow**. Not present was **Bryant Wilks** and **Bryan Aubuchon**. Also present were **Sue Villarreal**, Recording Secretary; **Kim Edgington**, Planning Administrator; **Richard LaMunyon**, City Administrator; **Bill McKinley**, City Engineer; **Ward Rabb**, Rabb's Construction; **Greg Dotson**, Applicant; **Jackie Storer**, Citizen.

**APPROVAL OF AGENDA**

**MOTION:** **Sciolaro** moved to approve the agenda as presented.  
**Downes** seconded the motion.  
Motion carried unanimously.

**APPROVAL OF MINUTES**

**MOTION:** **Sciolaro** moved to approve the minutes of March 1, 2018 as presented.  
**Strelow** seconded the motion.  
Motion carried unanimously.

**NEW BUSINESS**

**Z-03-018 – Zone change for approximately 9.7 acres from SF-5 Single Family to LC Limited Commercial with a Community Unit Plan at 4551 N Maize Road**

**Edgington** explained that this area is suitable for commercial development as designated in the Maize Comprehensive Plan. All LC or more intensive zone change requests for greater than 6 acres must be accompanied with a Community Unit Plan. The contract purchaser has prepared a CUP for review along with a request for the following variances:

- 1) Building Façade – Would like to request a variance for the current elevation of the building to remain.
- 2) Outdoor Storage – Would like to request a variance for the current configuration of the outdoor storage with shown gates and chain link fence surround.
- 3) Landscape Parking – Landscape buffers have been added to make up for the required landscape parking. We'd like to request a variance to the parking islands due to the difficulty truck and trailers have parking next to one without running over it.

**Edgington** also added that a waiver would be needed for outdoor storage display east of parking area along front of property.

**Storer** asked about drainage behind the building just South of her property. **Edgington** stated the size and location would be determined during the platting process.

**Rabb** indicated that Atwoods has different building models. This model uses the least amount of metal, regarding the building façade. He stated that a large display area is important to sell product in regards to outdoor storage.

*Dotson* asked why Woodard Mercantile and Ace Hardware were not held to the zoning code and design standards. *Edgington* stated they were built prior to adoption of the zoning code and design standards and were grandfathered in.

**MOTION:** *Sciolaro* moved to deny the variance request regarding building façade.  
*Burks* seconded the motion.  
Motion carried unanimously.

*Rabb* indicated that Atwood's would not build in Maize if they were not granted the requested variances.

**MOTION:** *Sciolaro* moved to approve Z-03-018 zone change request with CUP -01-018 as submitted, without the variance conditions requested by Atwoods and subject to the following conditions added to the language of the CUP and based on the listed findings:

1. Setback language shall be as follows: 50 feet along Maize Road, 35 feet on the north and south property lines 35 feet on the west property line (this is included in the event that the use on the property changes in the future and will appropriately accommodate future development.)
2. Monument and building signage as permitted in the LC zoning district along Maize Road by the City of Maize Sign Code with the following provisions:  
No portable, billboard or off-site signs shall be permitted  
Flashing signs (rotating or moving signs, signs with moving lights or signs which create the illusion of movement are not permitted, except for signs that show the date, time, temperature and/or other public service message.
3. A 20 foot landscaped street yard shall be provided along Maize Road. Parking lot landscaping shall be provided at a rate of one tree per 20 parking spaces.
4. All building facades visible from public street right-of-way shall not have metal as the building material.
5. Outdoor storage – all outdoor storage shall be entirely within a fenced area. This fenced area may not be part of the required parking ratio for the site. Any outdoor storage on the east side of the building shall be within 10 feet of the building.

Additionally, the following provisions regarding outdoor storage in LC zoning of the City of Maize Zoning Code shall apply: The area used for outdoor storage shall be enclosed by a fence or wall not less than six feet in height nor less than the height of the merchandise to be screened except for outdoor storage within a portable storage container when subject to the special provisions contained herein. The fence or wall shall be comprised of material capable of screening the merchandise from view. One opening, not exceeding ten feet in width, may be left open during business hours, but must be gated and capable of screening merchandise from view when closed. When the material of the enclosure is not of the same general material as the main building, screening as required by Sec. IV-B.3 and landscaping as approved by the Planning Administrator shall be provided and maintained outside the enclosure. For outdoor storage areas within a CUP the fence or wall screening provisions may be modified provided that a design plan is submitted with the CUP application and such plan is deemed by the Planning Commission to provide an acceptable environment for the surrounding area based on the physical characteristics of the property, distances from adjacent properties and public streets, and the type of merchandise to be stored.

And

**Size of storage area.** The enclosure around the storage area shall be attached to the principal building, and the area within such enclosure shall not exceed ten percent of the floor area occupied by the principal use within the building. Such enclosure shall comply with the same setback as is required for the main building. The area within the enclosure shall be calculated as floor area in determining the number of required off-street parking spaces. Outdoor storage of between ten percent and 20 percent may be allowed upon application and approval of a Conditional Use processed in accordance with Sec. V-D of these regulations.

6. A minimum 6 feet high brick, masonry, stone, architectural tile or similar material (not including wood or woven wire) screening wall shall be required along the entire north and west property line, in accordance with the City of Maize Zoning Code. Solid screening shall be required along the south property line with the above described material or a combination of landscaping, berms, wrought iron fence, or brick, masonry, stone, architectural tile or similar material (not including wood or woven wire) with the final design to be approved by the Planning Administrator and City Administrator.
7. Proposed building site needs to indicate one building parcel and proposed uses. Proposed uses should include: All those uses allowed in LC Limited Commercial except: all those uses listed as a Conditional Use; Pawnshops; Taverns; Night Clubs; Drinking Establishments; Adult Entertainment; Sexually Oriented Businesses; Tattooing and Body Piercing; Limited and General Correctional Placement Residences; Manufactured Home; Limited and General Group Residence; Limited and General Group Home; Commercial Recycling Collection Station; Asphalt or Concrete, Limited; Manufacturing, Limited.
8. The transfer of title of all or any portion of the land included with the CUP does not constitute a termination of the plan or any portion thereof, but said plan shall run with the land for commercial development and be binding upon the present owners, their successors and assigns, unless amended.
9. For purpose of any possible future development/redevelopment of the property the building coverage should be set at a maximum of 30% or 123,754 square feet, with a gross floor area not to exceed 247,508 square feet.
10. Maximum building height shall be 40 feet.



1. The zoning, uses and character of the neighborhood: This property is located within an area that is currently or will be developed with a wide variety of uses, including commercial and residential.
2. The suitability of the subject property for the uses to which it has been restricted: The property is used for agricultural and residential purposes as currently zoned, but is appropriate due to its relatively large size and the design considerations for a well-designed commercial development.
3. Extent to which removal of the restrictions will detrimentally affect nearby property: Assurances will need to be made that this development will not negatively affect the Maize Road corridor. Staff has addressed these issues in the recommended additions to the CUP language.
4. Conformance of the requested change to the adopted or recognized Comprehensive Plan and Policies: The City of Maize Comprehensive Plan designates this area as appropriate for urban commercial development.
5. Impact of the proposed development on community facilities: Municipal water and service is available to serve this site. Concurrent platting will require the dedication of street right-of-way and necessary easements. The developer will be required to submit petitions for the construction of all public improvements, including but not limited to street construction, water, sanitary sewer, storm sewer and drainage facilities.

**Burks** seconded the motion.

**Burks** requested a roll call vote to approve Z-03-018 zone change request and CUP -01-018 with the following results:

**Burks** – yes

**Sciolaro** - yes

**Downes** - yes

**Strelow** - yes

Motion carried unanimously.

**Edgington** stated that there would be a 14 day protest period and City Council would make a final ruling on May 21, 2018. A supermajority would be required by the Council to overturn the Planning Commission decision.

#### **MEETING DATE CHANGES:**

Requests for meeting date changes were submitted due to staff and holiday conflicts.

**MOTION:** **Burks** moved to reschedule the May 3, 2018 meeting to May 10, 2018.

**Sciolaro** seconded the motion

Motion carried unanimously.

**MOTION:** **Downes** moved to reschedule the July 5, 2018 meeting to July 12, 2018.

**Sciolaro** seconded the motion

Motion carried unanimously.

#### **ADJOURNMENT:**

**MOTION:** With no further business before the Planning Commission, **Strelow** moved to adjourn.

**Downes** seconded the motion

Motion carried unanimously.

Meeting adjourned at 7:58 PM.

---

Sue Villarreal  
Recording Secretary

---

Mike Burks  
Vice-Chairman

April 12, 2018

To the Mayor and City Commissioners of Maize,

Thank you for reading this letter concerning the pending Atwoods store. I attended the April meeting of the Maize Planning Committee to hear their views and opinions about Atwoods. The Chairperson of the committee did not want to hear anything that we were trying to say. He acted like he did not want to be at the meeting. It is nice to have this committee to help plan for the future of Maize, but the members must want to be on the committee.

There is an issue that the City of Maize does not want any metal on the part of the buildings that face Maize Road. Every store has their own style of building so they will be recognized. Atwoods builds their stores to look like a barn front. Barns are made out of metal so they usually put metal on the front of their stores. There are newer businesses that face Maize Road that have metal on the front of their buildings; the Child Care center, Halstead Bank, the strip mall and the Orthodontist office. Due to this, Atwoods should also be able to build the store they want to build.

There is another issue from the City of Maize that Atwoods must build a solid fence made of cement or wood around outdoor displays. What is the purpose of hiding trees, bushes and plants behind a wall if this is what you want the customers to see in order to purchase? Atwoods usually does and would like to display their line of tractor implements that they sale outside, and they also have various fencing materials displayed outside. These things are too big and cumbersome to have in the store for sale.

From the 1880's to present, there have been five generations of Dotsons that have lived in the Maize area. Three generations have attended and graduated from Maize schools. We have seen the beginning days of Maize and also the days when Maize had a thriving downtown with several retail businesses. We have seen the town less thriving with little business left open. New businesses like Atwoods is trying to help Maize become a more productive town. They plan to employ around 40 people in this store. The tax base would dramatically increase to help with improvements in Maize.

I hope that the City of Maize and Atwoods will be able to come to an agreement so this business would be able to build a store in Maize.

  
Greg Dotson

Maize Residents:

**Atwoods Ranch and Home** would like to build a new building in the City of Maize! They have asked the volunteer zoning board for 2 variances to the current building code:

1. To allow metal siding on the front of the building and
2. To allow their merchandise to be displayed without putting it behind solid screening

We believe the *Atwoods* proto-type store is an attractive building that would be a valued business for the Maize area.

If you would support such a project and would ask the Commission to approve the variances, please sign below to show your support of this motion:

NAME

ADDRESS

Pat Teach

7818W. 53<sup>rd</sup> St N Maize 67101

Maize Residents:

**Atwoods Ranch and Home** would like to build a new building in the City of Maize! They have asked the volunteer zoning board for 2 variances to the current building code:

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We believe the *Atwoods* proto-type store is an attractive building that would be a valued business for the Maize area.

If you would support such a project and would ask the Commission to approve the variances, please sign below to show your support of this motion:

NAME

ADDRESS

Penny Snyder	11826 W. Wilkinson Ct 67101
Dog Dotson	4551 N. MAIZE RD Maize KS 67101
Judy Dotson	4551 N. Maize Rd. Maize, KS 67101

Maize Residents:

**Atwoods Ranch and Home** would like to build a new building in the City of Maize! They have asked the volunteer zoning board for 2 variances to the current building code:

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2. To allow their merchandise to be displayed without putting it behind solid screening

We believe the *Atwoods* proto-type store is an attractive building that would be a valued business for the Maize area.

If you would support such a project and would ask the Commission to approve the variances, please sign below to show your support of this motion:

NAME

ADDRESS

Jasmin Verbeck

colwich ks. moving to maize soon

Brenda Robertson

maize resident

Bob Dicks

maize shopper

Brenda Dicks

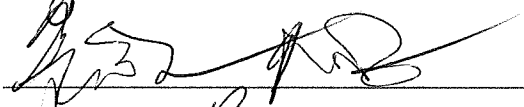
maize shopper

Jessica Pereira

maize ks.

Joe Pereira

maize ks.



Maize ks.

Nish Becker

fire dep. maize

Kara Loux

maize teacher

Jalsha Snow

Maize

Jessica Gray

Maize resident

Shelby Layfay

Paisseince Permenter

49th ridge

Maize Residents:

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2. To allow their merchandise to be displayed without putting it behind solid screening

We believe the *Atwoods* proto-type store is an attractive building that would be a valued business for the Maize area.

If you would support such a project and would ask the Commission to approve the variances, please sign below to show your support of this motion:

NAME

ADDRESS

Paul Scarpello 5010 W. Maize Rd

Jim Schefelke 5010 N Maize Rd

L Garrett 1422 Kentucky Ln

Camp Saunders 920 S Heather Ln

Debra 320 S. Heather Ln

KL 31 328 Shon St

Alison 328 Shon St

Clayton 327 Shon St

TP 319 319 Shon St

Rachel Meebe 327 Shon

Bradley Vans Kike 327 Shon

Mike Miller 327 Shon

Tony Miller 327 Shon

Maize Residents:

**Atwoods Ranch and Home** would like to build a new building in the City of Maize! They have asked the volunteer zoning board for 2 variances to the current building code:

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We believe the *Atwoods* proto-type store is an attractive building that would be a valued business for the Maize area.

If you would support such a project and would ask the Commission to approve the variances, please sign below to show your support of this motion:

NAME

ADDRESS

Stephen Christian

maize residents

Cara Christian

Chayene Berry

323 Shen

Christina Metz

5026 N. Arkansas (shopper)  
" " " "

Carrie Yonkers

Belinda Grandstaff

5003 Shelton (Shops Atwoods)

James Johnson

maize resident

Candice Probst

Academy St.

MaryAnn Grandstaff

5003 Shelton (shopper)

Philip Walker

maize residents

Debbie Walker

maize residents

Sheeri Lythe

Maize

Autumn Lythe

maize resident

To Whom it May Concern,

Atwoods is wanting to build in the City of Maize. The Atwoods is asking for variance on being able to display merchandise, without putting it behind solid metal screening. Atwoods is also asking for variance, to allow the building to be metal siding for the frontage of Maize rd. The City of Maize Planning Commission, has denied our requests. If you would like to see an Atwoods in our Community, Please sign this Petition.

Name:

Milet (Hestermann)

Milet (Hestermann)

Maya (Jackie) Storer

Mary W. Storer

Ron Storer

LACON KILGORE

E. M. Fry

Karen Fry

Misti DeBerry

Jason King

Cassie Leigh

Allen Mable

Richard

Stephanie Frieser

Hallie Buckner

Robert McElhara

Robert McElhara

[Signature]

[Signature]

[Signature]

Jayne George

[Signature]

[Signature]

Michelle Brubaker

Anneke Piper

Amanda D'Fabrizio

[Signature]

WV-W

Ganet Mayford

Lynn Simon

Cotton Long

[Signature]

Auris Menfee



# May 2018



## Monthly Council Report

### Department Highlights

- Overall Department activities are functioning normal.
- This past month marks the one year anniversary of the Kendra Nystrom missing person case. Detective Piper held a one year media briefing in an attempt to solicit additional information about her disappearance. To date, no credible information has been received and her whereabouts are still unknown.
- Officers were involved in the investigation of the Maize High Teacher who was arrested for charges involving a relationship with a student. Following the investigation the former teacher was charged with 6 felony counts in District court.
- As the spring storm season rolls in, please remember to advise citizens of our public storm shelters located at both City Hall and the Community Building.

**Budget status: 30/100%**

**Major purchases: None**

#### Current Staff Levels.

11 Full-time

2 Part-time

1 Reserve

3 Reserve -Vacant

#### Monthly Activities

May Police Reports - 390

May calls for service- 570

#### Community Policing:

Registration started for 911 Camps.

## PUBLIC WORKS REPORT 5-15-18

### Regular Work

- Graded 61<sup>st</sup> and north Tyler Road, as well as 45<sup>th</sup> street, and Hidden Acres Rd. a couple of times this past month.
- Picked up 8 loads of brush for the elderly and disabled
- Had Over 200 locates this past month.
- Had a few requests for services (high water usage, stop signs and other signs down) etc.
- Shut off 17 water meters on shut off day. Have installed several more water meters this past month.
- We have dug and closed 5 graves this past month.
- We are mowing a lot right now. Have had just enough rain to make things really grow with the hot temperatures.
- Sold several loads of scrap metal and received over 1200 dollars for it.

### Special Projects

- We finished installing the Curlex and seed around the pond at City hall. Need some more gentle rains to fill the pond and germinate the seed.
- WE planted 9 trees along the south side of the park west of the water tower for a gathering for the Arbor Day celebration.
- Bought and installed 6 planters (2 at City Hall, 2 at Maize Road and Academy and 2 at the splash park). Then planted a variety of different flowers in each of them. Think they look pretty good right now. Hope they stay that way all summer.
- Repaired the culvert at 33<sup>rd</sup> and Lola where it had been damaged.
- Made some asphalt street repairs on 45<sup>th</sup> east of the RR Tracks and on Irma at Atherton.
- The WWTP is still being worked on to finish the retrofit of the old basin. The new wall is installed as well as a lot of the piping. The Hydro-Screen is installed and is working. A lot of trash is being removed with the new screen.
- Have installed all the splash park parts and have tested it and is ready to go.

Ron Smothers

Public Works Director

## **City Engineer's Report**

**5/21/2018**

### **Copper Creek Apartments**

They have completed several garage units and are storing their construction equipment inside. One and a half stores of the apartments are framed.

### **Kyodo Yushi**

I have some slides on the railroad spur and the tanks. I will also present the latest video of construction at the meeting.

### **Cypress Point**

KS Paving is installing the base for the roadways and they have closed the residential drives that used to exit onto 37<sup>th</sup> street.

### **Aero-tech**

The pad is poured and some steel has been erected for the expansion that will increase the plant size by 50%.

### **Monsanto**

Rough-in plumbing and electrical have been installed as well as an above-ground safe room.

### **119<sup>th</sup> Waterline**

The pipe has been installed in the Maize Industrial Park area. Currently they are installing the waterline along the south side of 53<sup>rd</sup> from the cemetery to 119<sup>th</sup>. Boring is complete under 119<sup>th</sup> and 53<sup>rd</sup> as well as under the two cemetery roads.

**PLANNING ADMINISTRATOR'S  
REPORT**

**DATE:** May 21, 2018

**TO:** Maize City Council and Mayor

**FROM:** Kim Edgington, Planning Administrator

**RE:** Regular May Council Meeting

The following is a summary intended to keep the Council apprised of the status of ongoing planning projects.

1. Comprehensive Plan Update – Gould Evans has prepared a second community survey to distribute. It will be published and go online the week of May 21<sup>st</sup>.
2. Zone change for Atwoods Farm and Home store – the property owner has filed a zone change to Limited Commercial and a Community Unit Plan request for 9.47 acres on the west side of Maize Road ¼ mile south of 45<sup>th</sup> Street. The Planning Commission reviewed this case at their April 5<sup>th</sup> meeting and recommended approval of the zone change request and Community Unit Plan with conditions as presented by Staff. The zone change request and CUP are on the current Council agenda.
3. Villas at Hampton Lakes – a 13-lot, 9.85 acres plat and zone change request for 13 tri-plex units immediately west of the Holiday Inn Express and Suites. This request will be reviewed by the Planning Commission at their June 7<sup>th</sup> meeting.
4. General planning issues – I continue to meet, both on the phone and in person, with citizens and developer's representatives requesting information on general planning matters, such as what neighboring property owners are planning to do, what they are allowed to do on their property, and what the process is for submitting various applications and materials to the Planning Commission.



**City Clerk Report  
REGULAR COUNCIL MEETING  
May 21, 2018**

Year to date status (Through 04/30/18):

<b>General Fund –</b>			
	Budget	YTD	
Rev.	\$3,511,343	\$1,785,639	49.58%
Exp.	\$3,716,847	\$1,335,354	35.93%
<b>Streets –</b>			
Rev.	\$309,380	\$ 121,819	39.38%
Exp.	\$310,050	\$ 116,849	37.69%
<b>Wastewater Fund-</b>			
Rev.	\$798,000	\$ 329,533	41.29%
Exp.	\$798,000	\$ 236,501	29.64%
<b>Water Fund-</b>			
Rev.	\$822,000	\$ 332,849	40.49%
Exp.	\$822,000	\$ 254,023	30.90%

**Health & Dental Benefits**

Per Council's request, here are the 2018 numbers (through 04/30/2018) for employee health, dental, and life (including accidental death and short-term disability).

	<u>City Portion</u>	<u>Employee Portion</u>	<u>Total Paid</u>
Health:	\$ 94,230.46	\$ 23,564.20	\$117,794.66
Dental:	7,219.46	1,804.14	9,023.60
Life:	<u>4,105.22</u>	<u>0</u>	<u>4,105.22</u>
	<b>\$105,555.14</b>	<b>\$ 25,368.34</b>	<b>\$130,923.48</b>

**CAPITAL PROJECTS**

**Temp Notes  
Series A  
2017**

Project	Fund	Resolution of Advisability	Total Resolution Amount	Expenditures thru 12/31/17	Expenditures 1/1/18 thru 4/30/18	Total Expenditures	Resolution Authorization Less Expenditures
Eagles Nest Phase 2B Water	05	585-16	\$ 123,000.00	\$ 95,278.15	\$ 1,490.54	\$ 96,768.69	\$ 26,231.31
Eagles Nest Phase 2B Paving	05	586-16	\$ 422,000.00	\$ 298,253.52	\$ 1,490.54	\$ 299,744.06	\$ 122,255.94
Maize Industrial Park 2nd Paving	05	591-17	\$ 843,800.00	\$ 408,826.81	\$ 243,729.81	\$ 652,556.62	\$ 191,243.38
Maize Industrial Park 2nd Water	05	592-17	\$ 60,200.00	\$ 54,374.38	\$ 2,088.43	\$ 56,462.81	\$ 3,737.19
Maize Industrial Park 2nd Sewer	05	593-17	\$ 75,800.00	\$ 49,855.58	\$ 2,088.44	\$ 51,944.02	\$ 23,855.98
Cypress Point Water	05	595-17	\$ 138,000.00	\$ 3,784.52	\$ 16,790.92	\$ 20,575.44	\$ 117,424.56
Cypress Point Sewer	05	596-17	\$ 694,000.00	\$ 3,784.52	\$ 50,890.91	\$ 54,675.43	\$ 639,324.57
Cypress Point Paving	05	594-17	\$ 1,022,000.00	\$ 3,784.52	\$ 242,940.61	\$ 246,725.13	\$ 775,274.87
119th Street Water	05	597-17	\$ 1,065,213.00	\$ 43,110.70	\$ 63,661.59	\$ 106,772.29	\$ 958,440.71
<b>Totals</b>			<b>\$ 4,444,013.00</b>	<b>\$ 961,052.70</b>	<b>\$ 625,171.79</b>	<b>\$ 1,586,224.49</b>	<b>\$ 367,323.80</b>

**Projects w/o  
Temp Notes**

Project	Fund	Resolution of Advisability	Total Resolution Amount	Expenditures thru 12/31/17	Expenditures 1/1/18 thru 4/30/18	Total Expenditures	Resolution Authorization Less Expenditures
Hampton Lakes 3rd Sewer	05	588-16	\$ 110,000.00	\$ 10,652.81	\$ 55,995.00	\$ 66,647.81	\$ 43,352.19
<b>Totals</b>			<b>\$ 110,000.00</b>	<b>\$ 10,652.81</b>	<b>\$ 55,995.00</b>	<b>\$ 66,647.81</b>	<b>\$ 43,352.19</b>

KDHE Project	Fund	Ordinance	Total Resolution Amount	Expenditures thru 12/31/17	Expenditures 1/1/18 thru 4/30/18	Total Expenditures	Resolution Authorization Less Expenditures
WWTP Expansion	05	923	\$ 6,100,000.00	\$ 2,988,111.03	\$ 1,851,208.56	\$ 4,839,319.59	\$ 1,260,680.41

**Grand Total** \$3,959,816.54 \$2,532,375.35 \$6,492,191.89 \$1,671,356.40

**CIP 2017 (As of 4/30/2018)**

<u>Detail</u>	<u>Reason</u>	<u>April Revenue</u>	<u>April Expense</u>	<u>Budget</u>	<u>Year to Date Actual Cash</u>
Beg Cash - 01/01/18					\$ 130,548.82
Ad Valorem	Tax			-	-
Motor Vehicle	Tax			-	-
Delinquent	Tax	-		-	0.99
Interest	From Bank Accounts	2,677.37		3,500.00	10,101.03
Reimbursements	City Hall Pond Repair	-			43,225.00
Other Revenues		-			565.00
Transfers		39,166.67		470,000.00	156,666.68
Total Revenues		<u>41,844.04</u>		<u>473,500.00</u>	<u>210,558.70</u>
<b>Total Resources</b>					<b><u><u>341,107.52</u></u></b>
Street Improvements			115,714.70	350,000.00	119,534.54
Sidewalk/Bike Paths			-	100,000.00	-
Park Improvements			-	200,000.00	11,434.23
Other Capital Costs			-	-	-
Total Expenditures			<u>-</u>	<u>650,000.00</u>	<u>130,968.77</u>
Cash Balance - 4/30/18					<b><u><u>\$ 210,138.75</u></u></b>

CITY OF MAIZE/REC COMMISSION  
 SHARED COSTS FOR CITY HALL COMPLEX  
 THRU 04/30/2018

	MONTHLY BILL	CITY PORTION	REC PORTION	YEAR TO DATE COSTS	CITY PORTION YEAR TO DATE	REC PORTION YEAR TO DATE	PERCENT OR FLAT RATE
Phone	\$769.95	\$669.86	\$100.09	\$3,079.80	\$2,679.44	\$400.36	Flat - based on number of lines
Internet	750.51	675.46	75.05	3,002.04	2,701.84	300.20	Flat - \$75.05/month
Gas	726.36	400.22	326.14	4,485.29	2,471.39	2,013.90	44.90%
Electric	1,773.69	977.30	796.39	7,581.85	4,177.60	3,404.25	44.90%
Janitor	1,840.86	1,014.31	826.55	5,376.52	2,962.46	2,414.06	44.90%
Water/Sewer	0.00	0.00	0.00	0.00	0.00	0.00	
Trash	86.25	47.52	38.73	345.00	190.10	154.91	44.90%
Insurance (Annual Bill)	0.00	0.00	0.00	0.00	0.00	0.00	44.90%
Pest Control	300.00	275.00	25.00	1,200.00	1,100.00	100.00	Flat - Exterminator breaks rate out
Lawn Service	0.00	0.00	0.00		0.00	0.00	Provided by Public Works
<b>Total</b>	<b>\$6,247.62</b>	<b>\$4,059.69</b>	<b>\$2,187.93</b>	<b>\$25,070.50</b>	<b>\$16,282.83</b>	<b>\$8,787.67</b>	

Shared Costs for City Hall  
 Updated 5/15/2018



**Equipment Reserve 2018 (As of 04/30/2018)**

<u>Detail</u>	<u>Reason</u>	<u>April Revenue</u>	<u>April Expense</u>	<u>Budget</u>	<u>Year to Date Actual Cash</u>
Beg Cash - 01/01/18					\$ 126,938.93
Interest	From Bank Accounts	233.70		300.00	881.69
Reimbursement	Sale of PD Equipment	1,050.00			2,456.95
Transfers	From General Fund	12,500.00		150,000.00	50,000.00
<b>Total Revenues</b>		<b>\$ 13,783.70</b>		<b>\$ 150,300.00</b>	<b>\$ 53,338.64</b>
<b>Total Resources</b>					<b>\$ 180,277.57</b>
Trucks/Heavy Equipment			\$ -	\$ 50,000.00	\$ 39,738.30
Computers **		10,937.00	-	50,000.00	45,758.00
Police Department Expenses			-	70,000.00	8,230.52
<b>Total Expenditures</b>			<b>\$ -</b>	<b>\$ 170,000.00</b>	<b>\$ 93,726.82</b>
Cash Balance - 04/30/2018					<b>\$ 86,550.75</b>

\*\*\$24,408.50 encumbered in 2017 budget

CITY OF MAIZE/USD #266  
 SHARED COSTS FOR SCHOOL RESOURCE OFFICERS  
 THRU 04/30/2018

	MONTHLY BILL	CITY PORTION	USD #266 PORTION	YEAR TO DATE COSTS	CITY PORTION YEAR TO DATE	USD #266 PORTION YEAR TO DATE
Wages	\$ 6,382.78	\$ 1,595.70	\$ 4,787.09	\$ 25,879.99	\$ 6,470.00	\$ 19,409.99
FICA/Medicare Taxes	445.40	111.35	334.05	1,815.77	453.94	1,361.83
KPERS (Employer)	584.35	146.09	438.26	2,422.41	605.60	1,816.81
Health/Life/Other Employer Paid Benefits	1,411.65	352.91	1,058.74	5,646.60	1,411.65	4,234.95
<b>Total Shared Costs</b>	<b>\$ 8,824.18</b>	<b>\$ 2,206.05</b>	<b>\$ 6,618.14</b>	<b>\$ 35,764.77</b>	<b>\$ 8,941.19</b>	<b>\$ 26,823.58</b>



## CITY OPERATIONS REPORT

**DATE:** May 16, 2018  
**TO:** Maize City Council  
**FROM:** Richard LaMunyon-Becky Bouska-Sue Villarreal-Jolene Graham  
**RE:** May Report

### 1) Pending Council Items

- Carriage Crossing bids/contracts
  - ✓ Water/Sewer (June)
  - ✓ Streets (July)
    - Includes 2<sup>nd</sup> Entrance
- Refunding 2013 A & B bonds

### 2) 2019 Budget process/schedule

- Week of May 28<sup>th</sup> - Preliminary Council budget memo
- June 4<sup>th</sup> - Council Workshop
- June 11<sup>th</sup> - Council/P & T Board/Planning joint meeting
- June 18<sup>th</sup> - Regular Council Meeting
- July 9<sup>th</sup> - Council Workshop (*Final Budget Numbers*)
- July 16<sup>th</sup> - Regular Council Meeting (*Accept Budget/Set PH*)
- August 6<sup>th</sup> - Special Council (*Public Hearing & Adopt Budget*)

### 3) Cemetery Improvements

Staff is in preliminary discussions regarding opening a portion of the south addition. Planning and scheduling format is being examined. Further information will become available as the budget process develops.

### 4) WAMPO

WAMPO is developing a new concept of Return-on-Investment (ROI) style of evaluation for projects. Small cities have concerns that, since the current ROI is focused on regionalism and volume, it will push out the small city projects from consideration. We will keep close tabs on this process. (Mayor Clasen currently sits on the policy board.)

### 5) Economic Development Updates

- Kyodo Yushi
  - ✓ Construction continues on schedule

- Shuttle Aerospace
  - ✓ Review of appraisal & environmental requirements completed
  - ✓ Bank financing approved
  - ✓ Lease agreement prepared for signatures
  - ✓ Estimate construction to begin in June
- Aerotech project
  - ✓ Outer part of 3<sup>rd</sup> addition outer structure almost complete
- Copper Creek Apartments
  - ✓ Framing construction continuing
- Cypress Point Addition
  - ✓ Sewer line installations continues
  - ✓ Kansas Paving working on streets
- Mansanto Inc facility
  - ✓ Concrete flooring complete
- 119<sup>th</sup> Water Line
  - ✓ Industrial Park area almost complete
- Ian Dopps project
  - ✓ 45<sup>th</sup> & Tyler
  - ✓ Plat for consideration being developed
- Jay Russell project
  - ✓ 53<sup>rd</sup> east of 96 highway
  - ✓ Discussions to revise plat to accommodate patio homes/smaller lots
  - ✓ Additional information forthcoming
- Villas At Hampton Lakes Addition
  - ✓ Tri-plex project west of hotel
  - ✓ Plat to Planning Commission June 7<sup>th</sup>
- 22 - single family home permits

## 6) Upcoming Meetings

- Wednesday's - Mayor's Weekly Meeting @ 11 am
- May 21<sup>st</sup> - Council @ 7:00pm
- June 4<sup>th</sup> - Council workshop @ 6pm
- June 7<sup>th</sup> - Planning @ 7pm
- June 11<sup>th</sup> - Council/P & T Bd/Planning @ 6pm
- June 18<sup>th</sup> - Council @ 7pm
- July 9<sup>th</sup> - Council Workshop @ 6pm (*Budget Numbers*)
- July 12<sup>th</sup> - Planning Commission @ 7pm
- July 16<sup>th</sup> - Regular Council Meeting @ 7pm (*Accept Budget/Set PH*)
- August 6<sup>th</sup> - Special Council @ 7pm (*PH & Adopt Budget*)
- **NOTE:** - ***6pm workshops include meal@ 5:30pm***