

City of Clearwater, Kansas
Sedgwick County
Planning Commission - **MINUTES**
March 7, 2023
Clearwater City Hall
129 E. Ross Avenue Clearwater, KS 67026

1. Call to Order

Lyle Berntsen called the meeting to order.

2. Roll Call

Deputy City Clerk called the roll to confirm the presence of a quorum. The following members were present:

Lyle Berntsen, Kenny Watson, Michael McBee, J.J. Riggins, Samantha Warkins and John Hurley. Ryan Karrick was absent.

The following staff member was present:

Courtney Zollinger, City Administrator; Carol Reitberger, Deputy City Clerk and City Attorney Andrew Foulston

Steve and JaNell Clark were also present.

3. Approve Minutes from November 1, 2022

Motion: *McBee* moved, *Warkins* seconded to approve the minutes of November 1, 2022, as presented. The motion passed unanimously 6-0

4. Public Forum

Nothing at this time.

5. Public Hearing

None

6. Other Business:

Nothing at this time.

7. Adjournment

Motion: *Warkins* moved, *McBee* seconded to adjourn the meeting. The motion passed unanimously. 6-0

The meeting adjourned at 6:32 p.m.

CERTIFICATE

State of Kansas }
County of Sedgwick }
City of Clearwater }

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the March 7, 2023, Planning Commission meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 4th day of April 2023.

Carol Reitberger, Deputy City Clerk, Secretary

Lyle Berntsen, Chairperson

City of Clearwater, Kansas
Sedgwick County
Board of Zoning Appeals - **MINUTES**
March 7, 2023
Clearwater City Hall
129 Ross Avenue Clearwater, KS 67026

1. Call meeting to order

Lyle Berntsen called the meeting to order at 6:32 p.m.

2. Roll Call

Deputy City Clerk called the roll to confirm the presence of a quorum. The following members were present: Lyle Berntsen, Kenny Watson, Michael McBee, J.J. Riggins and Samantha Warkins were present.

The following staff member was present:

Courtney Zollinger, City Administrator; Carol Reitberger, Deputy City Clerk, City Attorney Andrew Foulston.

Also present was Steve and JaNell Clark.

3. Approval of Minutes from November 1, 2022

Motion: *Warkins* moved, *Riggins* seconded to approve the minutes of the November 1, 2022, as presented. The motion passed unanimously. 5-0

4. Public Hearing 436 N. 1st Ave Court
Berntsen opened the hearing at 6:33 p.m.

a. Agenda Report

436 N. 1st Ave Court currently has a pool (500 sq ft) in the back yard which is considered an accessory structure. The owners of the property are requesting to erect a building 24 X 36 (864 sq ft)

The building permit could not be pulled due to the total square feet of accessory structures exceed 900 sq ft.

The Clarks have submitted a Zoning Variance Request to exceed 900 sq ft.

b. Zoning Variance Request

Steve Clark informed the board that living on a cul de sac is very rewarding and challenging at the same time. They have limited street and off-street parking. To help alleviate some of the challenges with storing vehicles, tools, yard equipment, and pool supplies they are requesting to build a 24 X 36 building.

Clark answered questions from the Board.

Berntsen closed the hearing at 6:44 p.m.

c. Zoning Variance Action Form

The Board deliberated and discussed the uniqueness, adjacent property, hardship, public interest, and general spirit of the requested variances were supported.

Motion: *McBee* moved, *Watson* seconded to approve the variance as presented. The motion passed unanimously. 4-0 1 abstain.

5. Other Business

City Administrator Zollinger let the Board know that mailing a letter to residents 200 feet is not a requirement for Variances, required only for re-zoning. It will still be published in the newspaper. Zoning is governed by the city.

Zollinger also let the Board know the Art Walk is April 7, Fall Festival October 6 & 7th if anyone would like to volunteer. The cemetery Board is in discussions to disorganize the Cemetery District and the city is looking at a big street project. The governing body is seeking grants to aid in the project and will be putting a special question on an election ballot to implement a 1% sales tax to aid in all street projects.

6. Adjournment

With there being no other business, *Watson* moved, *McBee* seconded to adjourn the meeting. Voted and passed unanimously. 5-0

The meeting adjourned at 7:10 p.m.

CERTIFICATE

State of Kansas }
County of Sedgwick }
City of Clearwater }

I hereby certify that the foregoing is a true and correct copy of the approved minutes of the March 7, 2023, Board of Zoning Appeals Board.

Given under my hand and official seal of the City of Clearwater, Kansas, this 4th day of April 2023.

Carol Reitberger, Deputy City Clerk, Secretary

Lyle Berntsen, Chairperson