

City of Clearwater, Kansas
Sedgwick County
Planning Commission - **MINUTES**
August 6, 2024
Clearwater City Hall
129 E. Ross Avenue Clearwater, KS 67026

1. Call meeting to order.

Lyle Berntsen called the meeting to order at 6:30 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. John Hurley was online. Jarod Ledington and Ryan Karrick were absent.

The following staff member was present:

Courtney Zollinger, City Administrator; Carol Reitberger, Deputy City Clerk, City Attorney Scott Ufford.

Also present: Logan Mills, CED

3. Approve May 7, 2024, Minutes

Motion: *Hurley* moved, *McBee* seconded to approve the minutes of the May 7, 2024, as presented. The motion passed unanimously. 5-0

4. Final Plat Approval – Park Glen Estates Median

At the April 2, 2024, meeting the Board after lengthy discussion made a motion to vacate the median at the entrance of Park Glen Estates and give it to the Park Glen Estates HOA.

CED spent some time and asked around how can a city vacate something in the middle of the road. By state statute, when a right of way is vacated it is split 50/50 with the property owners on either side of it. This means that if the city vacated the middle of the road, then the ownership would automatically become 50/50 with owners of Lots 1 and 11, Block 1 of Park Glen Estates. Then they would in turn have to sign over ownership to the Park Glen Estates Homeowners Association.

Instead of vacating the area the cleanest way to notate the area and sign over proper ownership was to create another “subdivision” for the median, a.k.a Reserve A.

A letter was sent out to all property owners within 200’ of the median asking them to send in written comments. No one had any comments.

In accordance with Section 32-92 – Final Plat of our City Code, CED has prepared a Final Plat for the Park Glen Estates Median Addition for your recommendation to City Council.

The Final Plat will be approved by the City Council who will take your recommendation into consideration.

The Board discussed the options but ultimately wants the Park Glen Estates to be the owners of the median.

Motion: *McBee* moved, *Riggins* seconded to approve the final plat of Park Glen Estates Median Plat

Reserve as presented. The motion passed unanimously. 5-0

5. Other Business

Zollinger let the Board know that there will be a meeting on Tuesday September 3, 2024. On the agenda is Rausch Addition Plat and a PUD change for Indian Ridge.

6. Adjournment

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

The meeting was adjourned at 6:40 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 May 7, 2024, Planning Commission Board.

Given under my hand and official seal of the City of Clearwater, Kansas, this 6th of August 2024.

Carol Reitberger, Deputy City Clerk, Secretary

Lyle Berntsen, Chairperson

City of Clearwater, Kansas
Sedgwick County
Board of Zoning Appeals - **MINUTES**
August 6, 2024
Clearwater City Hall
129 Ross Avenue Clearwater, KS 67026

1. Call meeting to order

Lyle Berntsen called the meeting to order at 6:40 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 and J.J. Riggins. Jarod Ledington was absent.

The following staff member was present:

Courtney Zollinger, City Administrator; Carol Reitberger, Deputy City Clerk, City Attorney Scott Ufford.

Also Present: Logan Mills, CED

3. Approval of Minutes from June 4, 2024

Motion: **McBee** moved, **Watson** seconded to approve the minutes of the June 4, 2024, as presented. The motion passed unanimously. 4-0

4. Other Business

Zollinger stated that there is a Planning Commission meeting on Tuesday September 3, 2024. Nothing for Board of Zoning at this time.

5. Adjournment

With there being no other business, **Riggins** moved, **Watson** seconded to adjourn the meeting. Voted and passed unanimously. 4-0

The meeting was adjourned at 6:43 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 August 6, 2024, Board of Zoning Appeals Board.

Given under my hand and official seal of the City of Clearwater, Kansas, this 6th day of September 3, 2024.

Carol Reitberger, Deputy City Clerk, Secretary

Lyle Berntsen, Chairperson