

City of Clearwater, Kansas
Sedgwick County
Planning Commission - **MINUTES**
September 2, 2025
Clearwater City Hall
129 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, Jarod Ledington, Duane Schneider. Ron Wiit, Ryan Karrick and John Hurley were absent.

The following staff members were present:
Carol Reitberger, Deputy City Clerk, City Attorney Scott Ufford.

3. Approve August 5, 2025, Minutes

Motion: *Schneider* moved, *Ledington* seconded to approve the minutes of the August 5, 2025, as presented. The motion passed unanimously. 4-0

4. Hearing: Amendment to Article 23-2 Fences

The hearing was opened at 6:32 pm *Ledington* moved, and *Schneider* seconded the motion to open the hearing. 4-0

Ufford stated the proper notice was sent for the hearing. The public hearing was posted in the Time Sentinel Newspaper on July 24, 2025 setting the hearing date for September 2, 2025 at 6:30pm. Since the amendment doesn't affect a specific property address, notices within 200' were not required.

Nobody has made any reports about the hearing for the Planning Commission to consider.

The amendments to the code include the following added language:

- Fence permits are required prior to construction. All permit applications must be accompanied by a plot plan and an application for zoning compliance. The Zoning Administrator may require a photograph or sketch of the proposed fence.
- Fences are not permitted in the city right-of-way.
- Except as otherwise set forth in this Ordinance, permitted materials in residential districts for fences on all properties shall include:
 - new lumber and new wood boards;
 - split rail;
 - chain link;
 - wrought iron and decorative aluminum;
 - vinyl;
 - brick and masonry;
 - stone, rock and concrete block;
 - stucco;

- Prohibited materials in residential districts shall include but not be limited to:
 - sheet metal;
 - metal building siding and roofing materials;
 - corrugated metal or fiberglass;
 - barbed wire except as may be permitted for security requirements;
 - chicken wire;
 - plywood;
 - scrap wood;
 - scrap metal;
 - canvas, nylon or other non-rigid material or fabric;
 - cast-off, secondhand or other materials not originally intended to be used for constructing or maintaining a fence; and
 - stock fences.
- Conditional use for fences: The Board of Zoning Appeals may as a conditional use approve the construction of higher fences and/or permitted placement in the right-of-way in any district if the Board finds that the public welfare is preserved.
- Any fence existing on the effective date of Ordinance No. ____ (September__, 2025) which has been previously approved by the City shall be allowed. However, if any such fence is removed, then any new fence will need to comply with the then, existing city code.
 - Repairment of a fence with the same material, size and location is not considered removed.

Any fence existing on the effective date of Ordinance No. ____ (September__, 2025) which has been previously approved by the City shall be allowed to remain as constructed so long as the fence complies with the city code or approved zoning variance applicable at the time of its construction. However, if any such fence is removed, then any new fence constructed shall comply with all current provisions of the city code.

- a. Any fence that is repaired with the same material that is of the same size and at the same location is not considered removed for the purposes of this section.

The Board liked the addition at the end whether a fence is removed or if a fence is rebuilt. They would recommend this to the governing body.

The hearing closed at 6:46 p.m.

Motion: *Ledington* moved, *Watson* seconded to close the hearing. The motion passed unanimously.

4-0

5. Other Business None at this time.

6. Adjournment

With there being no other business, *Ledington* moved, *Schneider* seconded to adjourn the meeting.

Voted and passed unanimously. 4-0

The meeting adjourned at 6:47 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 September 2, 2025, Planning Commission Board.

Given under my hand and official seal of the City of Clearwater, Kansas, this 7th October 2025.



Carol Reitberger, Deputy City Clerk, Secretary



Lyle Berntsen, Chairperson

City of Clearwater, Kansas
Sedgwick County
Board of Zoning Appeals - **MINUTES**
September 2, 2025
Clearwater City Hall
129 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, Jarod Ledington and Duane Schneider. Ron Witt was absent.

The following staff members were present:

Carol Reitberger, Deputy City Clerk, City Attorney Scott Ufford.

3. Approval of Minutes from August 5, 2025

Motion: *Schneider* moved, *Watson* seconded to approve the minutes of the August 5, 2025, as presented. The motion passed unanimously. 4-0

4. Hearing: None

5. Other Business None at this time

6. Adjournment

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

The meeting adjourned at 6:31 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 September 2, 2025, Board of Zoning Appeals Board.

Given under my hand and official seal of the City of Clearwater, Kansas, this 7th day of October 2025.



Carol Reitberger, Deputy City Clerk, Secretary



Lyle Berntsen, Chairperson