

HAYS AREA PLANNING COMMISSION MEETING AGENDA
CITY COMMISSION CHAMBERS
1507 MAIN ST, HAYS, KS
MARCH 15, 2021
6:30 PM

1. CALL TO ORDER BY CHAIRMAN.

2. CONSENT AGENDA.

- A. Minutes of the meeting of December 21, 2020

Action: Consider approval of the minutes of the December 21, 2020 meeting.

- B. Citizen Comments

3. PUBLIC HEARING ITEMS.

- A. None

4. NON- PUBLIC HEARING ITEMS.

- A. Annual Comprehensive Plan Review

- i. <https://www.haysusa.com/315/Comprehensive-Planning>

Action: Consider approval of the Annual Review of the Comprehensive Plan

- B. ETJ Review – County Comprehensive Plan Update

- i. <https://www.elliscounty.net/670/Ellis-County-Comprehensive-Plan-Draft>

Action: Consider approval of proposed ETJ boundary.

5. AGENDA ITEMS/COMMUNICATIONS.

- A. North Vine Street Update

- B. Survey Questions Discussion

- C. Planning Commissioner Comments

- i. Opportunity for Planning Commissioners to ask questions of staff or initiate topics for discussion.

6. ADJOURNMENT.

DRAFT
HAYS AREA PLANNING COMMISSION
CITY HALL COMMISSION CHAMBERS
DECEMBER 21, 2020
6:30 P.M.

1. CALL TO ORDER BY CHAIRMAN:

The Hays Area Planning Commission met for their regularly scheduled meeting on Monday, December 21, 2020 at 6:30 p.m. in the Commission Chambers at City Hall. Chairman Paul Phillips declared that a quorum was present and called the meeting to order.

The meeting was open through remote access to the public due to the recent increase in COVID cases. The Planning Commission Members and applicants associated with the agenda items met in the Commission Chambers. The public could provide questions or comments prior to the meeting by phone or online. There were no comments submitted.

Roll Call:

Present: Paul Phillips, Lou Caplan, Dustin Schlaefli, Jim Scheibler and Matthew Wheeler

Absent: Mike Vitztum and Bernie Gribben

City staff in attendance: Toby Dougherty, City Manager, Collin Bielser, Assistant City Manager, Curtis Deines, Superintendent of Planning, Inspection, & Enforcement, and Linda Bixenman, Administrative Assistant.

2. CONSENT AGENDA:

Paul Phillips asked if there were any changes to the agenda. There were none.

A. Minutes: Matthew Wheeler moved; Dustin Schlaefli seconded the motion to approve the minutes from the November 16, 2020 meeting.

Vote: AYES

Paul Phillips, Lou Caplan, Dustin Schlaefli, Jim Scheibler and Matthew Wheeler

B. Citizen Comments: None.

3. PUBLIC HEARING ITEMS: None.

4. NON-PUBLIC HEARING ITEMS:

A. Final Plat of the King's Gate Second Addition:

Curtis Deines provided a PowerPoint presentation for a request by the owner of the proposed King's Gate Second Addition for a final plat. The property is adjacent to the previously platted King's Gate First Addition Replat. It is a continuation of a large residential development along 41st Street. This is the final phase for this development and is comprised of 22 lots.

He showed the overall plat design and lot layout. The street and utilities will be extended north from 41st Street to the end of the cul-de-sac. Drainage easements are in place to allow for drainage to the north into the draw.

The proposed plat has been reviewed by staff and the Utility Advisory Committee on December 1, 2020.

The cul-de-sac is longer than the current Unified Development Code development standards. The original preliminary plat with the design of the cul-de-sac was approved by the Planning Commission at that time. The plat meets the requirements of the current UDC subdivision requirements.

Staff recommends approving the final plat as submitted.

He provided the action requested.

Matthew Wheeler moved; Lou Caplan seconded the motion to approve the King's Gate Second Addition final plat and recommend approval to the Hays City Commission based on staff recommendation.

Vote: AYES

Paul Phillips, Lou Caplan, Dustin Schlaefli, Jim Scheibler and Matthew Wheeler

B. Preliminary Plat and Final Plat of the proposed Big Creek Estates Second Addition

Curtis Deines provided a PowerPoint presentation for a request by the owner of the proposed Big Creek Estates Second Addition for a preliminary and final plat consideration for approval. This plat consists of 14 lots.

Ellis County has given a favorable recommendation for development with conditions the developer has agreed to.

He showed the preliminary plat. He pointed out the short cul-de-sac at the southern end that will be a private road and privately maintained.

The development is located within the Big Creek Sewer District which will extend sewer lines to accommodate the lots. The district acknowledged that their system is sized appropriately for the increased usage. There is a sewer

manhole at the north end. The new sewer will be extended south and then west to accommodate the lots.

He pointed to the oil well that is located east of the proposed development to show how close the structure is to the rear property line. The well has been there since 1981 and has pumped about 226 barrels a year for the past 10 years. There are no known issues or past history of contamination.

He showed the line on the map that indicates the preliminary floodplain mapping. A majority of the lots are out of the floodplain. When the structures are built, there should be no issue with being above the base flood elevations.

Water will be provided on each lot by private well. The closest rural water district is over a mile away east of the airport. It is not feasible to be extended.

A question came up about water wells and their distances to the floodplain. A water well can be in the floodplain as long as it is built to be protected from floodwaters.

The proposed lots are 200 feet deep from west to east. The floodplain is located on the eastern side of the proposed lots with no more than approximately 75 feet into the lots, leaving approximately 100 feet of buildable depth for each structure. The developer has incorporated a drainage easement back to the east toward the floodplain.

He showed a picture to show where the water would cross Reservation Road. The water drains closer to Commerce Parkway than this development.

He presented the final plat for review.

He stated that staff recommends approving the preliminary and final plat.

He provided the actions requested. The first motion would be to approve the preliminary plat and the second motion would be to approve the final plat.

Matthew Wheeler asked if there was a virtual way for public comments. Curtis Deines answered that the meeting is open to remote access. Public comment would have had to be sent to the web site as provided on the notice and the agenda or contact him prior to the meeting. They had not received any comments.

Paul Phillips entertained a motion.

Preliminary Plat

Dustin Schlaefli moved; Jim Scheibler seconded the motion to approve the Big Creek Estates Second Addition Preliminary Plat as submitted.

Vote: AYES

Paul Phillips, Lou Caplan, Dustin Schlaefli, Jim Scheibler and Matthew Wheeler

Final Plat

Jim Scheibler moved; Dustin Schlaefli seconded the motion to approve Big Creek Estates Second Addition Final Plat as submitted and recommend approval to the Hays City Commission.

Vote: AYES

Paul Phillips, Lou Caplan, Dustin Schlaefli, Jim Scheibler and Matthew Wheeler

5. **AGENDA ITEMS/COMMUNICATIONS:**

A. North Vine Street Update:

Curtis Deines provided the North Vine Street Update with images. He provided a film created by the Convention Visitors Bureau of the proper vehicle movements on the roundabout.

Matthew Wheeler stated that the film was nicely done.

Dustin Schlaefli stated that he likes the roundabout.

Dustin Schlaefli asked about the section from 41st to Skyline Drive. Curtis Deines answered that they are going to use it for a multi-use path.

B. Planning Commission Comments - None.

ADJOURNMENT:

Dustin Schlaefli moved; Matthew Wheeler seconded the motion to adjourn the meeting at 6:50 p.m.

Vote: AYES

Paul Phillips, Lou Caplan, Dustin Schlaefli, Jim Scheibler and Matthew Wheeler

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Planning Commission Action Report

AGENDA ITEM: Comprehensive Plan Annual Review
TYPE OF REVIEW: Comprehensive Plan Annual Review
PRESENTED BY: Curtis W. Deines, P.I.E. Superintendent
PREPARED DATE: March 5, 2021
AGENDA DATE: March 15, 2021

Summary

On an annual basis, City of Hays staff and the Planning Commission perform a review of the current Comprehensive Plan, which in this case is the 2012 Plan adopted in August 2012. The purpose of the review is to update the plan if necessary, review the future land use map, and generally review the environmental, economic, zoning and land use trends.

The 2012 plan is intended to be a 15-20-year plan, so this plan is considered half to two-thirds the way through. This is important as we start discussing what we have accomplished and what type of plan we would like next. Population growth remains slow and steady, new construction housing numbers were much better this year and commercial projects have steadily increased in the past year north of I-70 and in the Downtown area. Hays continues to be the regional center for retail, healthcare, and a major employer for Western Kansas. (pg. 20, 2012 Comp. Plan)

Throughout the 2012 plan, there are various recommendations for key districts throughout Hays. Below are some notable highlights of progress within each district:

1. Downtown –
 - a. Downtown development has been steady and will only increase after the sale of Liberty Group properties. Several new property owners have met with PIE Staff and State Historical Preservation Office for the redevelopment of the property they own. Notable projects downtown are: 1205 Main - Hays Public Library Remodel, 1102 Main – The Strand Theater, 803 Fort – Sake2me, 1100 Main – residential apartment, 717 Main, Apartments and Something Blue, 109 W. 11th – Body and Soul, 110 W. 11th – Brick’s Rockin’ BBQ, and 804 Main – Blue Smoke BBQ.

2. North Vine District -

- a. The North Vine Street project is well underway with the roundabout completed at 32nd/33rd intersection. Work off Vine St. continues, and the project will be completed in November of this year.
- b. Hotels –The Hilton Garden Inn and Convention Center has opened and is a key part of the development of Hays, and many venues and conferences will be able to take advantage of this space. The AVID hotel will be opening sometime this spring.

What has the City of Hays Implemented-

1. Public Facilities, Parks, Transportation, Infrastructure
 - a. Park Improvements –
 - i. The ARC Park has begun construction with the playground portion and may have the funds to continue the next phase of a splash pad. The majority of the funds are fundraising or grants.
 - b. Water Resources Department
 - i. New water line and booster station that will improve pressure and flow to north of I-70 along Hall St.
 - ii. Water Conservation program continues rebates for low flow fixtures and landscaping practices
 - iii. Continued sewer maintenance program for aging infrastructure
 - c. Public Works
 - i. Completed a turn lane at 45th and Vine St. to assist in the change in traffic volumes.
 - d. Infrastructure
 - i. Continued Street Maintenance program
 - ii. State of Kansas has continued a project to update Ellis County's flood plain mapping (study and model flood risk areas). Preliminary maps are in effect and final adoption later this year.
 - iii. Northwest Corridor Build grant that will impact NW Hays and ETJ. Ellis County expects construction to start this year.
 - iv. Continuing to increase the construction of multi-use paths connecting areas of the city.
 - v. Hess Development – This is a major infrastructure extension to allow utilities to cross I-70 and 183 Bypass. These utilities will be utilized by a Travel Plaza with other development as well.

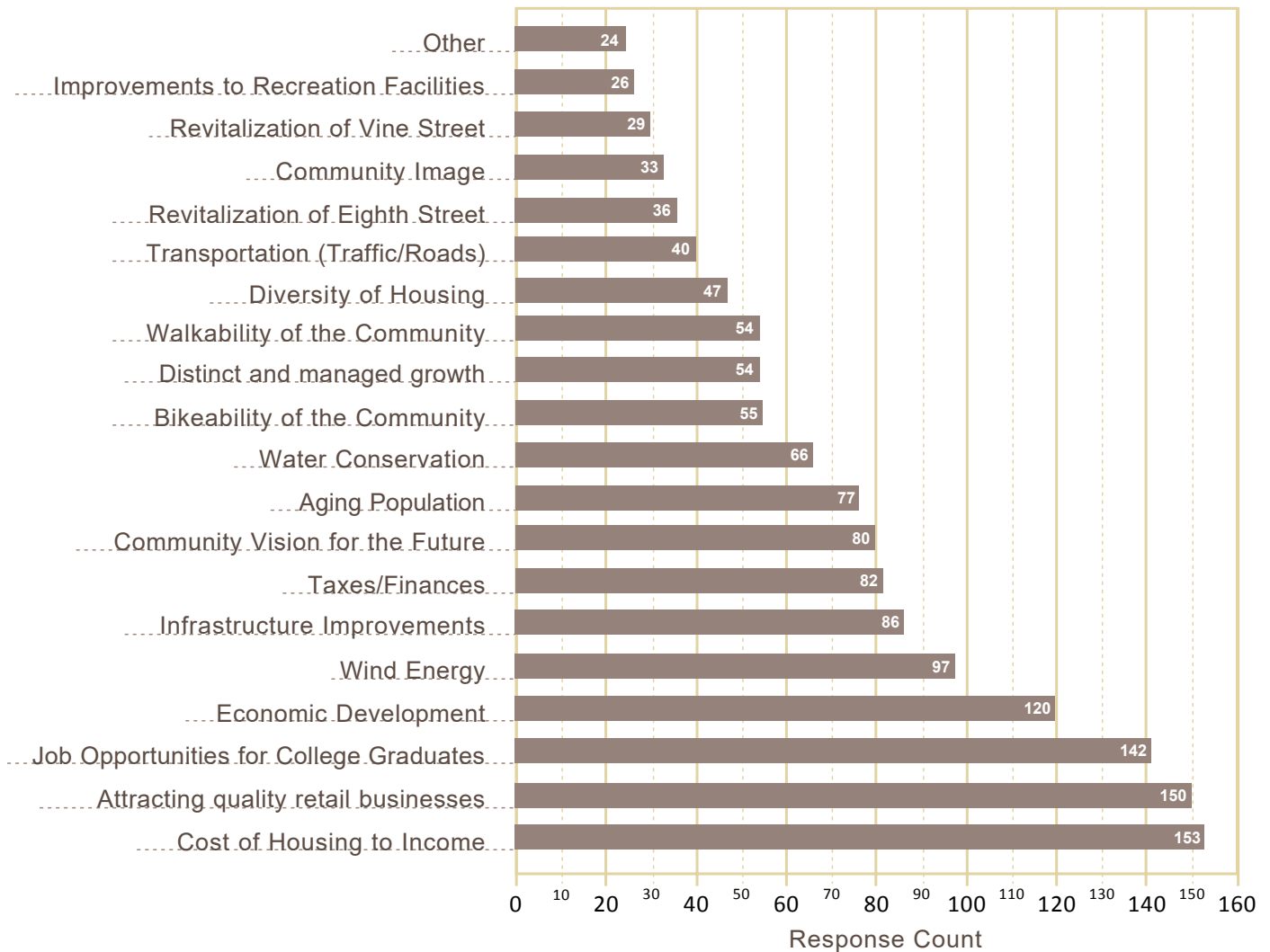
Recommended Action

Motion to approve the Comprehensive Plan Annual Review.

Supporting Documentation

- Progress Sheet

Figure 4.1: Most Important Issues or Projects



HOUSING

Availability of higher end housing (3.81)

Questionnaire Respondents identified the following as primary perceived weaknesses of Hays:

HOUSING

- › Cost of housing relative to income (1.90)
- › Quality of the rental housing stock (2.20)
- › Quality of off-campus housing for students (2.34)
- › Availability of entry level housing (2.36)

TRANSPORTATION ALTERNATIVES

- › Bicycle friendliness (2.19)
- › Public transportation (2.13)
- › Access to trail networks (2.52)

ECONOMIC DIVERSITY

- › Job creation and growth (2.32)
- › Ability to retain young adults/recent graduates (2.36)
- › Retail growth (2.38)
- › Diversity of job opportunities (2.42)

The questionnaire also asked participants, what specific actions or projects they would like to see Hays accomplish during the next 10 years. Over 150 respondents replied that the cost of housing relative to area incomes need to be addressed, followed by attracting quality retail businesses, and the creation of job opportunities for college graduates. Figure 4.1 further illustrates the projects and actions that participants selected as being important to undertake.

Participants were also asked more detailed questions regarding housing needs and opportunities. The greatest demands

Most Important Issues or Project – Detailed breakdown of progress

Page 70 of our Comprehensive Plan

- Improvements on Recreational Facilities
 - Parks Department has continued to improve parks with amenities for use, experiences, and beautification.
 - Restroom Facilities, Shelter and picnic structures
 - Hike/bike Trails
 - Dog Park
 - ARC Park
 - Continued tree and landscaping beautification
- Revitalization of Vine St.
 - North Vine St – Roundabouts
 - Connecting 37th St. to Skyline
 - Turn lane for 45th St.
- Community Image
 - Our Hays Convention & Visitors Bureau, Downtown Hays Development Corporation, & Grow Hays continue to do great things to improve our image and make Hays welcoming.
- Revitalization of 8th St.
 - New Street from Vine to Oak St.
- Transportation (Traffic/Roads)
 - The City continues to make improvements to our infrastructure of streets. Private businesses continue to do well with public transportation. (Taxi, Uber, Lyft)
- Diversity of Housing
 - RHID Development 22nd & Wheatland with key price points
 - Continued Single Family housing north of 41st. and Tallgrass Addition
 - Multi-family near downtown
 - Downtown Living – Apartments above businesses on Main St.
- Walkability of the Community
 - Development of a walking trail system interconnecting the City of Hays
 - Creating events for downtown that allow patrons to interact with businesses and FHSU.
- Distinct and managed growth
 - City staff continue to work with developers to be efficient and logical about redevelopment within the City of Hays and extending services for new developments.
- Bikeability of the Community
 - Installation of Hike/Bike Trails
 - Continued growth of multi-purpose paths
- Water Conservation
 - Continued efforts to be a leader in Kansas for Water Conservation
- Aging Population
 - Ellis Estates will be starting the next phase for 20-30 new apartments.

- Taxes/Finances
 - City of Hays continues to maintain current mill levy without property tax increases. The City of Hays has not raised the mill levy for 12 consecutive years.
 - City of Hays continues to pay for infrastructure projects with cash
- Infrastructure Improvements
 - Water Resources, Public Works, and Project Management have developed good maintenance strategies over the past 10 years for existing infrastructure to minimize long term issues.
 - City of Hays continues to improve infrastructure with other funding mechanisms other than local dollars
- Wind Energy
 - Buckeye Wind Farm is online and producing.
 - Future projects may be in the works with other energy sources like solar.
- Economic Development
 - Ellis County Economic Coalition, now Grow Hays, has been very engaged creating the image and culture for development in Hays.
 - Hays continues to be steady with new building construction and even better with redevelopment.
- Job Opportunities for College Graduates
 - Educators
 - Medical Professionals
 - Personal services – Hair Salons, Spas, Massage services, etc.
- Attracting quality retail businesses
 - COVID -19 has made this difficult this past year and ideally as the economy returns, businesses will continue see Hays as a place to come.
- Cost of Housing to Income
 - This past year, Grow Hays worked to establish the city’s first RHID in over 20 years. This housing development near 22nd and Wheatland has a lot of potential to increase the housing market for new construction at a lower entry cost.

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Planning Commission Action Report

AGENDA ITEM:	ETJ Review – County Comprehensive Plan Update
TYPE OF REVIEW:	ETJ Review – County Comprehensive Plan Update
PRESENTED BY:	Mason Ruder, Ellis County Environmental Planning Supervisor, Jesse Rohr, Director of Public Works
PREPARED DATE:	March 5, 2021
AGENDA DATE:	March 15, 2021

Summary

Ellis County has been working to update their Comprehensive Plan since 2018, and adoption of a new plan is expected in the near future. A component of the updated plan is to alter the footprint of the Extra-Territorial Jurisdiction (ETJ). The ETJ is a designated area, approximately 3 miles outside the City's limits, where the City's zoning regulations are enforceable. The purpose of the ETJ is to allow logical development to occur along the periphery of the City, in accordance with the City's Comprehensive Plan and Future Land Use Map. County and City staff have worked together to propose a change to the Extra-Territorial Jurisdiction that will alter the footprint and ultimately modify the planning and zoning responsibilities of each organization.

Background

There has been an Extra-Territorial Jurisdiction around Hays for many decades as allowed by Kansas State Statute. The ETJ's designated area is approximately 3 miles outside the City's limits, where the City's zoning regulations are enforceable. This allows logical development to occur as the City continues to grow in accordance with the City's Comprehensive Plan and Future Land Use Map. In 2006, Ellis County adopted zoning regulations that also formally adopted this ETJ. In 2016, The County and City worked to reduce the ETJ slightly and define the boundaries more clearly along property and section lines, while preserving key areas for growth in the future.

In 2018, Ellis County started working to update their Comprehensive Plan. Recent residential developments within this 3-Mile zone has brought to light the need to re-evaluate the ETJ. County and City staff have worked together to propose a change to the ETJ that will alter the footprint and ultimately the planning and zoning responsibilities of each organization. The changes are logical as the County will have more control of certain areas where annexation by the City is unlikely. The City on

the other hand, will be able to create a more specific Future Land Use Map to assist future development that better aligns with practical City growth.

Discussion

How will this affect Ellis County?

- More properties that the County will have to manage for zoning and floodplain regulations.
- This allows Ellis County to have more jurisdiction closer to the city limits of Hays where City annexation is unlikely, and where the County maintains roads and other traffic controls.
- Development in certain areas will now be solely administered by Ellis County due to the proposed change of the ETJ's footprint.

How will this affect the City of Hays?

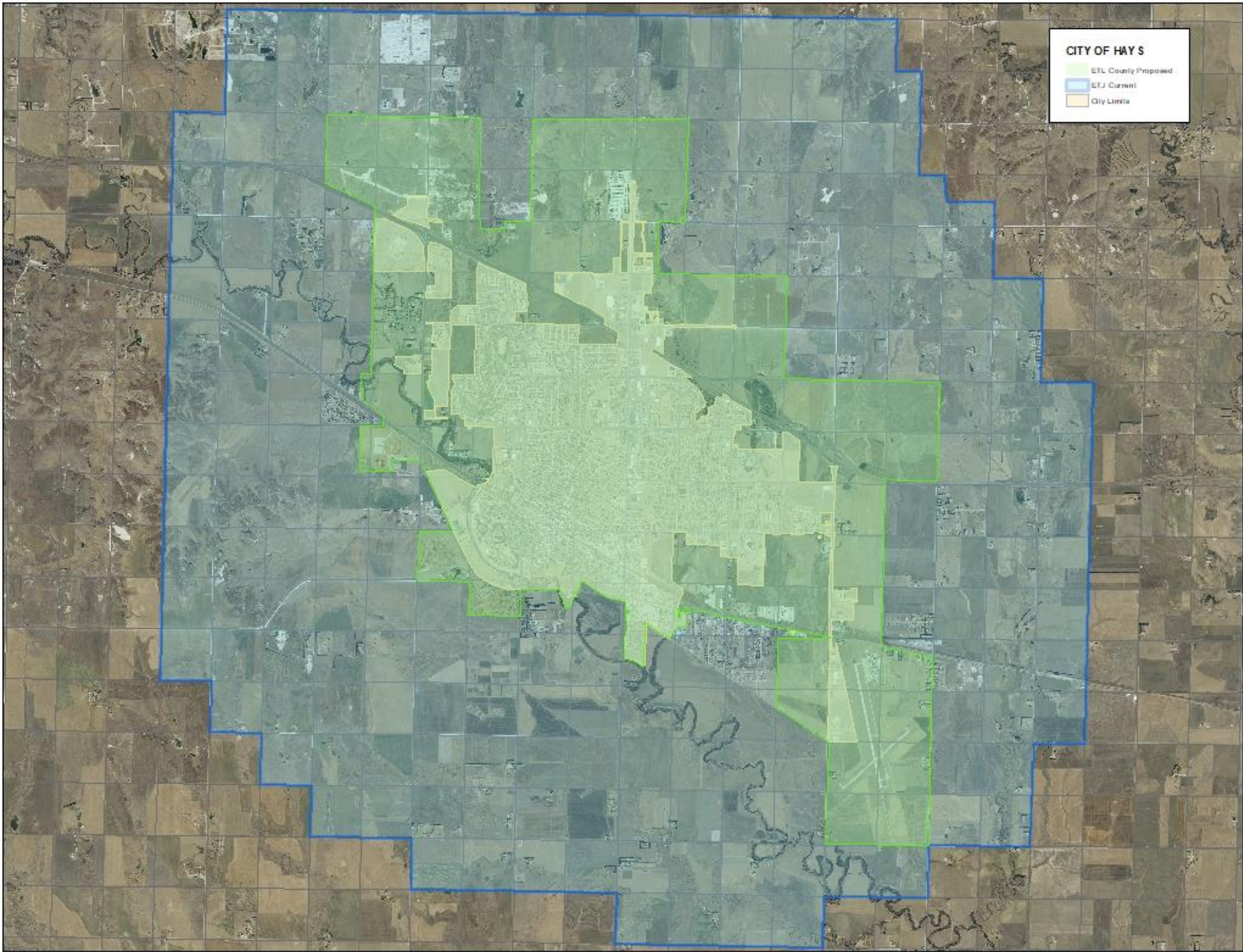
- The area of responsibility for zoning and floodplain regulations will be reduced.
- Provides the opportunity to be more specific updating our Future Land Use map that will justify future residential and commercial developments as they occur.

Recommendation Action

Motion of support from the Hays Area Planning Commission for the proposed changes to the ETJ, within the Ellis County Comprehensive Plan Update.

Supporting Documentation

ETJ proposal



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Planning Commission Action Report

AGENDA ITEM: Planning Commission and Staff Questionnaire
PRESENTED BY: Curtis W. Deines, P.I.E. Superintendent
PREPARED DATE: March 5, 2021
AGENDA DATE: March 15, 2021

Summary

A questionnaire was sent out to Planning Commissioners in February to gain some insight on our current Comprehensive Plan and some of the items we have and need to focus on for successful growth. Staff's key takeaways from the questions are as follows:

Overall Improvements (Rated noticeably higher than the answers in 2012)

- Access to Trail Networks
- Bicycle Friendliness
- Public Transportation
- Vine St. Traffic Flow
- Support Services for New Businesses
- Job Creation and Growth
- Strength of Local Economy
- Appearance of Downtown Hays
- Pedestrian Features: Sidewalks and Trails
- City Government
- Local Leadership

Needs Improvement (Rated similarly lower with the answers in 2012)

- Availability of Entry Level Housing
- Quality of Rental Housing Stock
- Cost of Housing to Income
- Ability to Retain Young Adults/Recent Graduates
- Retail Growth

What do you believe are Hays' Greatest Assets?

2012: FHSU – Medical Services – Quality of Life – Public Education – It's Citizens

2021: FHSU – Downtown Hays – Medical Services – Public Education Systems – Quality of Life

Staff Opinion:

Overall, City leaders and local business owners have worked hard to make improvements to our community. Strength of our local economy over the past year

has shown how the small business industry is a big part of Hays and Ellis County. This means we are on the right track and the items that do need improvement are starting to get traction. Housing for our community at all levels is important. If we have improvements to our range of housing, this will only help the successful businesses in our area. We not only have had steady new development, but redevelopment within Hays. More specifically, residential units near or in our Downtown and more businesses going into our downtown. This truly is the heart of our community.

We should challenge ourselves to see what creative development practices or incentives can be done to continue to encourage the development of our Downtown and residential housing market.