



CITY OF WESTWOOD, KANSAS

PLANNING COMMISSION MEETING

4700 RAINBOW BLVD. WESTWOOD, KS 66205

Monday, March 06, 2023 at 7:00 PM

AGENDA

Welcome to your Westwood City Council meeting. This meeting may be attended remotely via Zoom:

Access Online: <https://us02web.zoom.us/j/89009964959>

Access by Phone: (312) 626-6799 / **Webinar ID:** 890 0996 4959

[Note: This agenda is subject to changes, additions, or deletions at the discretion of the Governing Body]

REGULAR MEETING AGENDA

I. CALL TO ORDER

- A. Administer Affirmation of Office to Samantha Kaiser, David Kelman, and Sarah Page.

II. APPROVAL OF THE AGENDA AND MEETING MINUTES

- A. Consider January 9, 2023 Planning Commission Meeting Minutes

III. PUBLIC HEARINGS

IV. PRESENTATIONS

V. OLD BUSINESS

VI. NEW BUSINESS

- A. 2022 City Facilities Assessment and Feasibility Analysis - Planning Commission Discussion

VII. ANNOUNCEMENTS/PLANNING COMMISSIONER COMMENTS

VIII. STAFF REPORTS

- A. Administrative Report (City Administrator Leslie Herring)

IX. UPCOMING ITEMS

- A. April Presentation: Explore Street Tree Requirements with New Construction (Commissioner Prout)
- B. May Presentation: Westwood Communities for All Ages Report (Council President Jeff Harris)
- C. June Presentation: Diverse Housing Types (Commissioners Kelman and Page)

X. ADJOURNMENT

UPCOMING MEETINGS

Regular meetings of the Westwood Planning Commission are held at 7:00 PM on the first Monday of each month. The next regular meeting of the Westwood Planning Commission will be held April 3, 2023, at 7:00 PM at Westwood City Hall or virtually, depending on current public health protocols in place. The City Calendar may be accessed at www.westwoodks.org. To receive further updates and communications, please see or sign up for the following:

Westwood Buzz Email: <https://bit.ly/3wA4DWx>

Facebook: [City of Westwood Kansas-Government](#)
[Westwood, KS Police Department](#)

**City of Westwood, Kansas
Planning Commission Meeting
4700 Rainbow Boulevard
January 9, 2023 – 7:00 PM**

Commissioners Present: Clay Fulghum
Ann Holliday
Samantha Kaiser
David Kelman
Sarah Page, Chair
Matt Prout
M. Scott Weaver

Commissioners Absent: Kevin Breer, Vice Chair
Mark Neibling

Staff Present: Leslie Herring, City Administrator

Guests Present: Jeff Harris, City Council President

Call to Order

Chair Page called the meeting to order at 7:00 PM on January 9, 2023.

Approval of Agenda and Meeting Minutes

Chair Page called for modifications or discussion of the November 7, 2022 meeting minutes. Commissioner Weaver moved to approve the minutes as presented. Commissioner Kelman seconded. Motion passed unanimously.

Public Hearings

None.

Presentations

None.

Old Business

None.

New Business

Debrief 2022 Cases and Topics of Interest and Discuss 2023 Priorities

Chair Page opened a discussion amongst the Planning Commissioners related to topics of interest from the Commission and invited conversation amongst the members.

Chair Page recognized Council President Harris who was present to share work he and City Administrator Herring are doing with Mid-America Regional Council and the Communities for All Ages program that they facilitate. Council President Harris shared background on the program and the City of Westwood's current involvement. Council President Harris and City Administrator Herring will keep the

Planning Commission apprised of opportunities for the Planning Commission to engage in this age-friendly community work.

Commissioner Kaiser asked about process for resident-led private funding of traffic calming improvements on residential streets. Discussion on the topic took place amongst the Commissioners and Commissioner Kaiser offered to independently research how neighboring cities handle resident interest in traffic calming on their streets. City Administrator Herring offered to share with Commissioner Kaiser research she conducted over the past year on this topic.

Chair Page asked Commissioner Prout to share his thoughts following the June 2022 conversation he and Commissioner Breer led on Massing and Architectural Controls in the R-1 District and whether the topic needs to be revisited and how. Commissioner Prout stated that he didn't feel there was consensus or direction from the Planning Commission during that discussion but that he feels the topic is still relevant and the related issues have not yet been resolved.

Chair Page raised a related issue for discussion, centered on stormwater management and environmental design, which was the topic of Commissioner Holliday and Neibling's September 2022 presentation to the Planning Commission. Chair Page asked about the possibility of the City adopting the 2021 International Energy Conservation Code (IECC) sooner than later. City Administrator Herring shared administrative challenges and possible unintended negative consequences in the construction market for one city to adopt the international codes off/outside of the six-year cycle.

Commissioner Prout raised the unresolved topic of street trees related to new residential construction. The Planning Commission had a conversation about the tree canopy and protecting and replacing it when trees are removed.

Chair Page transitioned into a conversation about the importance of trees and diverse housing types and products in maintaining the viability of and attractiveness of Westwood to people considering making Westwood home. She shared that there is still work to be done in allowing for and supporting housing types in Westwood outside of single family residential.

Commissioner Weaver asked about the status of the Shawnee Indian Mission and recent news related to the Shawnee Tribe's attempts to take the land back. Chair Page shared information and insights she has from sitting on the board of the Shawnee Indian Mission Foundation.

Commissioner Kelman asked the potential impact and relationship of the City with the KCATA's current East-West Transit Study, focusing on possibly bringing light rail service to KU Med. City Administrator Herring shared that the City is watching the progress of that project and the results of that study will be folded into the 2023 Complete Streets and Traffic Management Plan for Rainbow Blvd., on schedule to take place from May – November 2023 in partnership with numerous stakeholders including the City of Westwood and KCATA.

Commissioner Holliday shared her involvement in the newly-forming Plaza Area Council through her professional position at the Downtown Council. She provided an overview of the process to-date and there was discussion about the value of this conversation to Westwood.

Chair Page asked City Administrator Herring if there were any other topics that should be brought up for discussion. City Administrator Herring shared that at the November regular meeting, Commissioner

Neibling suggested the Planning Commission have a conversation about the results of the 2022 Facilities Assessment and Feasibility Study and the related public comment period.

Commissioner Weaver asked about City or regional planning or forecasting about the impact of some large regional events and projects, including: the 2026 FIFA World Cup, the recreational plans for bridges across the river, a possible downtown baseball stadium for the Royals, etc. Commissioner Holliday shared some insights from her work with the Downtown Council, through which she follows these topics.

Chair Page framed out the following work plan for the topics discussed at the meeting:

- February – Debrief City Facilities Assessment and Feasibility Analysis
- March – Traffic Calming Techniques Research and Review (Commissioner Kaiser)
- April – Explore Street Tree Requirements with New Construction (Commissioner Prout)
- May – Westwood Communities for All Ages Report (Council President Jeff Harris)
- June – Diverse Housing Types (Commissioners Kelman and Page)

City Administrator Herring asked the Planning Commissioners to consider topics they might want to add to the 2023 joint Planning Commission-City Council meeting, to take place in late summer/early fall.

Announcements/Planning Commissioner Comments

None.

Staff Reports

City Administrator Herring provided an update on the following items:

- Website redesign planned to launch in February.

Upcoming Items

None.

Adjournment

Motion by Commissioner Weaver to adjourn the meeting. Second by Commissioner Prout. Motion passed unanimously. The meeting adjourned at 8:29 PM.

APPROVED: _____
Sarah Page, Chair

ATTEST: _____
Leslie Herring, Secretary