



CITY OF
TOPEKA

MINUTES

TOPEKA PLANNING COMMISSION

Monday, February 17, 2020

6:00PM – Municipal Building, 214 SE 8th Street, 2nd floor Council Chambers

Members present: Corey Dehn, Marc Fried, Wiley Kannarr, Jim Kaup, Corliss Lawson, Katrina Ringler (5)

Members Absent: Brian Armstrong, Marc Fried, Wiley Kannarr, Ariane Messina (4)

Staff Present: Bill Fiander, Planning & Development Director; Dan Warner, Comprehensive Planning Manager; Kris Wagers, Administrative Officer; Mary Feighny, Legal

Roll Call – Chairperson Katrina Ringler called the meeting to order with five members present for a quorum.

Approval of Minutes from December 16, 2019

Motion to approve by Mr. Kaup, **second** by Mr. Dehn. **APPROVED** (3-0-2 with Ms. Lawson and Ms. Ringler abstaining)

Election of 2020 Officers – Chair and Vice Chair

Mr. Dehn nominated Mr. Armstrong and Mr. Fried to serve as 2020 Chair / Vice Chair respectively. The votes were taken separately by ballot. Results were **5-0-0** to elect **Brian Armstrong 2020 Planning Commission Chair** and **5-0-0** to elect **Marc Fried 2020 Planning Commission Vice-Chair**.

With both Mr. Armstrong and Mr. Fried being absent, Ms. Ringler was asked and agreed to act as Chair for the 2/17/2020 meeting.

Declaration of conflict of interest/ex parte communications by members of the commission or staff –

None

Action Items

2021-2030 CIP – In accordance with K.S.A. 12-748(b), review the City of Topeka's capital improvement program (CIP) to ensure that it is consistent with the comprehensive metropolitan plan. (Warner)

Mr. Warner explained that state statute designates the Planning Commission review the CIP for consistency with the Comprehensive Plan. Staff has selected projects from the CIP that may impact the City's Land Use and Growth Management Plan or other elements of the Comprehensive Plan and those projects are highlighted in a staff memo that was part of the February agenda packet.

Mr. Warner reviewed some of the projects and answered questions as they arose. Staff from the finance department were also present to take questions. Mr. Kaup asked if all the projects listed had been in previous CIPs and Mr. Warner confirmed that they had. Ms. Ringler stated that having seen and reviewed the CIP over a number of years, the projects seem consistent and show progress. Mr. Fiander agreed, noting that several of the line items have to do with implementation of projects/plans that the Planning Commission has reviewed.

Motion by Mr. Dehn to adopt a finding that the City's Capital Improvement Program (CIP) is consistent with the Comprehensive Plan; **Second** by Ms. Lawson. **APPROVED** (5-0-0).

APPROVED

Presentations / Non-Action Items

Downtown Master Plan – Mr. Fiander presented information and took questions about the ongoing Downtown Master Plan project. Mr. Warner added information about the River South District plan that is being created with the assistance of a consultant (Stantec), the funding for which is coming from a Brownfields grant. Mr. Fiander also noted how some of the downtown projects relate to and are in line with projects listed in the CIP.

2019 Development & Growth Management (DGM) Report – Mr. Fiander presented information and took questions about the year-end DGM Report.

Review of By-Laws – Mr. Fiander explained that it has been several years since the by-laws were formally reviewed and accepted, so staff is asking that commissioners review and send recommended changes/updates to staff. Adoption of an updated draft will appear as an action item at the next Planning Commission meeting.

Communications to the Commission

Mr. Fiander reported that the City is doing a citywide market study for housing and a presentation to the Planning Commission will take place sometime in the coming months.

With no further agenda items, meeting was adjourned at 7:19PM.