



**AGENDA**  
**CITY OF AUGUSTA**  
**PLANNING COMMISSION**  
April 9, 2018  
8:00am

*“Augusta – Where the metro’s edge meets the prairie’s serenity offering the perfect blend of opportunity and proximity for living, commerce and culture.”*

**A. CALL TO ORDER**

**B. MINUTES**

**1. MARCH 12, 2018 AND MARCH 30, 2018 PLANNING COMMISSION MINUTES**

Approval of minutes for the March 12, 2018 Planning Commission meeting and the March 30, 2018 Special Planning Commission meeting.

**a) Commission Motion / Vote**

**C. BUSINESS**

**1. Z2018-4: SITE PLAN FOR SUGAR SHANE’S CAFE**

Consider approval of a Site Plan produced by William Morris Associates Architects for the expansion of Sugar Shane’s Café located at 430 State Street.

**a) Staff Report**

**b) Commission Motion / Vote**

**D. MATTERS FROM / FOR COMMISSION**

1. City Staff is currently working on a development in front of the old Wal-Mart that will require Planning Commission activity as shown in the tentative schedule below:

| <i>Document/Drawing Required</i>      | <i>Public Meeting Date</i>    |
|---------------------------------------|-------------------------------|
| Preliminary Plat                      | April 23, 2018                |
| Final Plat (Planning Commission)      | May 14, 2018                  |
| Preliminary Master Drainage Plan      | May 14, 2018                  |
| Final Plat (City Council)             | May 21, 2018                  |
| Final Master Drainage Plan            | May 30, 2018 or June 11, 2018 |
| Conditional Use Permit (w/ Site Plan) | May 30, 2018 or June 11, 2018 |

**E. ADJOURN**



**Planning Commission Minutes**  
March 12, 2018  
8:00am

**Members Present:** David Bisagno; Jim Keller; Connie Thurman; Elmer Simon; Rick Blue; Nick Hoefgen

**Members Absent:** None

**Staff Present:** Cody Sims, Assistant City Manager  
Susan Smith, Community Development Administrative Assistant  
Austin Parker, City Attorney

**Visitors Present:** Bill Morris  
Mark McCollom  
Shane Scott

**Call to Order:**

Chairman Bisagno called the meeting to Order at 8:00am. Sims made an announcement that staff received a letter of resignation from the Planning Commission from David Berndsen, effective at the conclusion of the February 26, 2018 meeting.

**Minutes:**

Thurman made a motion to approve the minutes from the February 26, 2018 meeting; Blue seconded the motion. Motion carried without opposition.

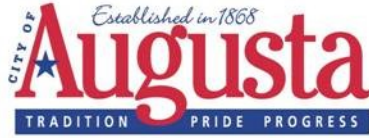
**Business:**

*Z2018-4 Site Plan for Sugar Shan's Café.* Thurman made a motion to table the Site Plan until the City Engineer is able to review the plan for surface water drainage from the proposed parking lot. As designed, the development will shed all surface drainage to the alley along the east side of the development. Hoefgen seconded the motion. Motion carried without opposition.

**Adjourn:**

Keller made a motion to adjourn at 8:48am; Thurman seconded the motion. Motion carried without opposition.

/s/Susan Smith, Secretary



**Planning Commission Minutes**  
March 30, 2018  
8:00am  
Special Meeting

**Members Present:** David Bisagno; Jim Keller; Connie Thurman; Elmer Simon; Nick Hoefgen

**Members Absent:** Rick Blue

**Staff Present:** Cody Sims, Assistant City Manager  
Susan Smith, Community Development Administrative Assistant

**Visitors Present:** (No Visitors)

**Call to Order:**

Chairman Bisagno called the meeting to Order at 8:00am.

**Business:**

*Amendment to Chapter 5 of the Augusta Zoning Regulation:* Sims provided a staff report regarding the purpose of the amendment for the zoning regulations. At the present time, Section 504.1 of the Augusta Zoning Regulations requires a minimum site size of 87,000 square feet to develop public park space. However, with the Council's desire to establish a new public park in the Main Street District, new minimum site requirements for public park space must be defined. Chairman Bisagno opened the public hearing. With nobody present to speak, Chairman Bisagno closed the public hearing. Thurman made a motion to approve the amendments to Chapter 5, Section 504, of the Augusta Zoning Regulations, defining the site requirements for downtown park space by adding Section 504.3. Simon seconded the motion. Motion carried without opposition.

**Adjourn:**

Simon made a motion to adjourn at 8:24am; Keller seconded the motion. Motion carried without opposition.

/s/Susan Smith, Secretary



**CITY OF AUGUSTA  
PLANNING COMMISSION  
AGENDA REPORT**

Meeting Date:           April 9, 2018  
Department:           Community Development  
Submitted By:           Cody Sims, Assistant City Manager  
Prepared By:           Cody Sims, Assistant City Manager  
Agenda Title:           **Z2018-4: Site Plan for Sugar Shane’s Café**

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**RECOMMENDED ACTION:**

Approval of the Site Plan produced by William Morris Associates Architects for the expansion of Sugar Shane’s Café located at 430 State Street.

**BACKGROUND:**

This issue is being returned to the Planning Commission after being tabled during the March 12, 2018 Planning Commission meeting due to concerns with surface water drainage. Immediately following that meeting, the City Engineer began the process of reviewing the design and met staff on site with the property owner and restaurant owner to review site and surrounding conditions. Two different Site Plan reviews were completed by the City Engineer to address drainage and other site conditions. In order to move the project forward, a meeting was coordinated by Mayor Childers and held on Friday, March 30, 2018 to identify what corrections were needed. At that meeting, the property owner decided to eliminate the parking area from the scope of the project due to high costs, additional requirements, and very limited return on the investment.

**ANALYSIS:**

The paved parking area on the south side of the proposed restaurant extension has been removed from the scope of the project. As a result, the driveway approach across the city sidewalk and the paved alley are no longer required. The architect has included the location of sanitary sewer infrastructure in the alley, as well as the location of an 8” water main along State Street. Electric power poles are shown in the alley, including the overhead transformer that services the development. As previously mentioned at the March 12, 2018 Planning Commission meeting, a pad-mounted transformer could be installed behind the development that would likely have a positive impact on electrical reliability for the restaurant; however, that would come with an added cost for the property owner. The exterior lighting has been included on the building and is

also shown on the electrical schedule in the construction plans. Storm water erosion BMP is shown on the site plan as an erosion fence. Erosion BMP details are also being added to the construction drawings to give the city's inspector information to inspect in the field. Lastly, in lieu of the parking area, a sidewalk has been designed with an accessibility ramp that will provide additional access to the restaurant.

In reviewing the Site Plan, all review comments have been incorporated into the plan and staff is comfortable recommending approval of the Site Plan to the Planning Commission.

**FISCAL IMPACT/FUNDING SOURCE:**

The project will provide revenue to the city in the form of the Site Plan Review fee of \$500, plus the issuance of building and trade permits that will offset the cost of the inspector's time on site reviewing the construction progress. After construction is completed, it is expected the expanded restaurant will produce additional sales tax for the community.

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**Zoning Administrator Approval Date:** 04-06-2018

**Attachments** (*list in packet assembly order*):

1. *Site Plan Review Comments*
2. *Proposed Site Plan*

Matt Childers  
Mayor

*City Council Members*

David Bates  
Paul Belt  
Eric Birk  
Jamie Crum  
Tom Leffler  
Justin Londagin  
Cale Magruder  
Mike Rawlings



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Josh Shaw  
City Manager  
Cody Sims  
Assistant City Manager  
Erica Jones  
City Clerk/Finance Director  
William Webster  
Director of Electric Utilities  
Ray Marbut  
Acting Public Safety Director  
Makala Navarro  
Human Resource Manager

April 4, 2018

RE: Review Comments – Site Plan for Sugar Shane’s Café

Dear Bill,

Attached are comments from the latest review of the Site Plan submitted to the City of Augusta for the expansion for Sugar Shane’s Café. With the owner’s decision to omit the parking lot, revisions to the Site Plan should be much easier. Please let me know if you have any questions.

1. Dimensions of building height and floor area are missing for the existing restaurant and the new construction. This information needs to be added to the Site Plan.
2. Utility systems are missing from the Site Plan. The 8” water main that runs along the east side of State Street, in front of the restaurant, needs to be shown on the Site Plan. The Sanitary Sewer utility that runs in the alley needs to be represented in greater detail to show drain lines extending north and south in the alley from the manhole. Also, please show the location of the overhead transformer for the electrical system. This is a specific request of the Planning Commission.
3. The “Owner of Record” information for the vacant lot needs to be shown on the Site Plan. It needs to be discussed with Mark McCollom to determine if all of lots 12, 13 and 14 will be transferred to Shane Scott, or if Mark will retain any of the vacant lot.
4. The “Owner of Record” information for the restaurant property needs to be updated to include “Mike Caro Properties, LLC” as indicated by Butler County and the Ownership & Encumbrance Report.
5. The notes in the lower right-hand corner of the Site Plan (Landscape Area, Demolition Notes, Construction Notes, and Project Area) need to be moved to show all abutting land uses/buildings on the north side of the restaurant. If needed to clearly and fully show the Site Plan, the notes can be moved to a separate sheet and submitted with the Site Plan.
6. Ownership information needs to be included for all buildings abutting the subject property along the north side.
7. Exterior lighting needs to be shown on the Site Plan. The Lighting Schedule includes wall sconces for the exterior of the building. Also, with a sidewalk now proposed for the vacant lot, rather than a parking lot, please show all lighting improvements for the walkway.

Matt Childers  
Mayor

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8. Erosion control BMP needs to be shown on the Site Plan for all areas of bare land disturbed during construction. A separate and thorough Erosion Control Plan needs to be shown in the construction plans.
9. Site Plan needs to be sealed and signed by Architect before Planning Commission review.

During a meeting on March 30, 2018 with the owner and contractor, it was determined the revised Site Plan will be presented to the Planning Commission on Monday, April 9, 2018 as long as all required information is included. If you have any questions, please contact me at your convenience.

Respectfully,

Cody R. Sims  
Assistant City Manager