



**AGENDA**  
CITY OF AUGUSTA  
PLANNING COMMISSION  
September 9, 2019  
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. PLANNING COMMISSION MEETING MINUTES**

Approval of minutes for the April 22, 2019 Planning Commission meeting.

**a) Planning Commission Motion / Vote**

**C. BUSINESS**

**1. Z2019-15: SITE PLAN AND GRADING/DRAINAGE PLAN FOR 810 EAST BROADWAY AVENUE**

Consider approval of the Site Plan and Grading/Drainage Plan for an industrial expansion project for D-J Engineering, Inc. located at 810 East Broadway Avenue in the Augusta Industrial Park.

a) Staff Report

**b) Planning Commission Motion / Vote**

**2. APPOINTMENT TO THE STREET SALES TAX COMMITTEE**

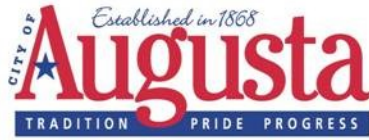
Consider appointing a member of the Augusta Planning Commission to serve on the City’s Street Sales Tax Committee.

a) Staff Report

**b) Planning Commission Motion / Vote**

**D. MATTERS FROM / FOR COMMISSION**

**E. ADJOURN**



## Planning Commission Minutes

April 22, 2019

8:00am

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

**Members Absent:** Jake McClure

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

**Visitors Present:** Shelby Smith

### *Minutes:*

Thurman made a motion to approve the minutes from the April 8, 2019 meeting; Keller seconded the motion. Motion carried without opposition.

### *Business:*

*Z2019-11: Conditional Use Permit for 720 North State Street:* Sims provided the staff report for the CUP for residential occupancy in the basement of the existing church structure. Sims specified the structure must meet the minimum requirements for residential occupancy, as required by the city's adopted building code. The applicant was already working with the Inspection Division to make the necessary improvements. Keller made a motion to approve the Conditional Use Permit for 720 N State St; Simon seconded the motion. Motion carried without opposition.

### *Adjourn:*

Hoefgen made a motion to adjourn at 8:33am; Keller seconded the motion. Motion carried without opposition.

/s/Susan Smith, Secretary



**CITY OF AUGUSTA  
PLANNING COMMISSION  
AGENDA REPORT**

Meeting Date: September 9, 2019  
Department: Community Development  
Submitted By: Cody Sims, Assistant City Manager  
Prepared By: Cody Sims, Assistant City Manager  
Agenda Title: **Z2019-15: Site Plan and Grading/Drainage Plan for 810 East  
Broadway Avenue**

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**RECOMMENDED ACTION:**

Approval of the Site Plan and Grading/Drainage Plan for an industrial expansion project for D-J Engineering, Inc. located at 810 East Broadway Street in the Augusta Industrial Park.

**BACKGROUND:**

For the past several months, staff has been working with representatives at D-J Engineering on an industrial expansion project located at 810 East Broadway in the Industrial Park. The property is platted as Lot 1 Block 1 of the Augusta Industrial Park.

**ANALYSIS:**

With the property already platted, the only remaining planning includes a site plan and drainage. D-J Engineering has contracted with Alan’s Excavating and Mid-Kansas Construction Services to prepare the site for the development of a 29,080 SF manufacturing building that is needed to expand their operations. As shown on the site plan, the building will house 20 employees. The plan calls for 15 parking stalls, which satisfies the requirements of one parking stall for every two employees in the Industrial district. In addition, all building setbacks have been satisfied with the layout of the building. Due to the electrical requirements of the equipment in the building, a large 2500 KVA pad-mount transformer will be required. The transformer measures 71” wide x 94” deep x 76” tall. At last discussion, D-J Engineering will be purchasing two transformers, one as a back-up, since this is a size of transformer that we do not keep in stock. In addition, D-J Engineering will be responsible for contracting with a crane service to set the transformers into their proper operating location.

The site will drain via two drainage swales around each side of the building. Near the southwest corner of the site, the western swale will drain to a four-foot manhole with a beehive top. Near the southeast corner of the site, the eastern swale will drain to a double-drop inlet. A 15” pipe will connect

the two drainage inlets with an 18" pipe running from the double-drop inlet to the existing drainage box on Custer Lane. The City Engineer was involved in conversations regarding drainage and provided his approval with the submitted drainage concept. Sheet 3 of the drawing packet shows the proposed drainage infrastructure in greater detail. This infrastructure will be privately owned and maintained.

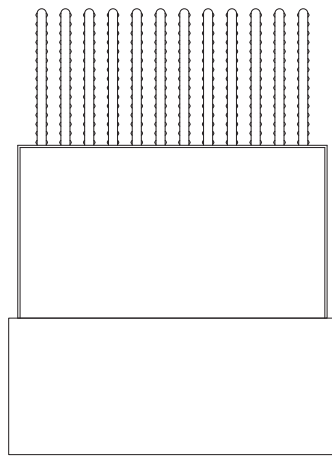
Sheet 4 illustrates the utility connections required for the development. The only infrastructure that will disturb the street is the water service line extension, which will require a utility patch to Broadway. Sheet 5 shows the proposed erosion control plan. Silt fence will be installed around the perimeter of the site with inlet barriers installed around the proposed drainage inlets. Erosion control will need to remain in place until such time that ground cover has been re-established to prevent erosion.

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**Zoning Administrator Approval Date:** 09-05-19

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

1. *Boundary / Topographic Survey*
2. *Site Plan*
3. *Grading / Drainage Plan*
4. *Storm Sewer Plan*
5. *Utility Plan*
6. *Erosion Control Plan*
7. *Transformer Spec Sheet*



CUSTOMER: Augusta Municipal Electric - Augusta, KS

PURCHASE ORDER # :

PROJECT:

**THREE PHASE PADMOUNT TRANSFORMER**

KVA: 2500

PRIMARY VOLTAGE: 12470GrdY/7200 (95 KV BIL)

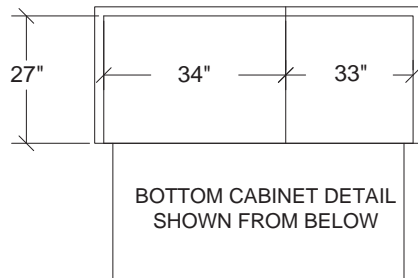
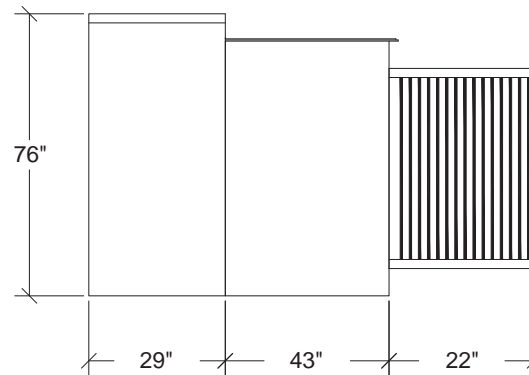
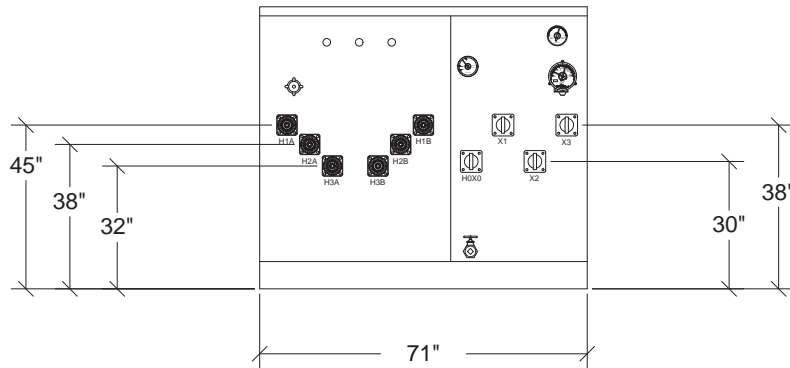
SECONDARY VOLTAGE: 480Y/277 (30 KV BIL)

PRIMARY TAPS: 2-2½ % A&B Nominal

GALLONS OF FLUID: 568

APPROXIMATE WEIGHT: 14,600 lbs

- 65 Degree C Rise, OA, 60 Hertz
- 6) Wells & 15 KV Inserts Primary Bushings
- Loop Feed
- 10-Hole Spade Secondary Bushings with Supports
- Bayonet Fusing
- IFD Device
- Liquid Level Gauge
- Temperature Gauge
- Pressure/Vacuum Assembly
- Drain Valve with Sampler
- Pressure Relief Valve
- Non-PCB Mineral Oil



**NOTE:**

1. ALL DIMENSIONS & WEIGHTS ARE APPROXIMATE. THE NUMBER AND PRECISE LOCATION OF GAUGES, VALVES PRESSURE RELIEF'S, BUSHINGS AND OTHER COMPONENTS SUBJECT TO CHANGE BEFORE UNIT IS COMPLETE.



**CITY OF AUGUSTA  
PLANNING COMMISSION  
AGENDA REPORT**

Meeting Date:           September 9, 2019  
 Department:           Community Development  
 Submitted By:         Cody Sims, Assistant City Manager  
 Prepared By:          Cody Sims, Assistant City Manager  
 Agenda Title:         **Appointment to the Street Sales Tax Committee**

**RECOMMENDED ACTION:**

Appoint a member of the Augusta Planning Commission to serve on the City’s Street Sales Tax Committee.

**BACKGROUND:**

On Tuesday, September 3, 2019 the Augusta City Council approved Resolution No. 2019-16, which formally establishes a Street Sales Tax Committee. The purpose of the Committee is to offer input and support to the City Council in prioritizing use of street sales tax revenues for street maintenance purposes. The Committee will be comprised of two citizens from each council ward and one member of the Planning Commission. A copy of Resolution No. 2019-16 is included for your review.

**Department Head Approval Date:**                           09-05-19

**City Manager Approval Date:**

**City Attorney Approval Date:**

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

1. *Copy of Resolution No. 2019-16*

**RESOLUTION NO. 2019-16**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AUGUSTA, KANSAS, ESTABLISHING A STREET SALES TAX COMMITTEE**

**WHEREAS** the voters of Augusta approved a 1% local city sales tax, of which, 50% of the revenues generated are utilized for street maintenance activities, and

**WHEREAS** the existing street maintenance needs exceed the financial resources available to address them all and projects must be prioritized, and

**WHEREAS** the City Council desires citizen feedback in the prioritization process and wishes to appoint a citizen committee to provide recommendations to the City Council on street maintenance projects,

**NOW, THEREFORE,** be it resolved by the Governing Body of the City of Augusta, Kansas, as follows:

**SECTION 1.** The Street Sales Tax Advisory Committee is hereby established.

**SECTION 2.** The Street Sales Tax Advisory Committee shall have nine (9) appointed members consisting of two (2) members from each city ward and one (1) member from the Augusta Planning Commission. Each councilmember shall appoint one member to the committee. The Planning Commission shall appoint one of its members to the Street Sales Tax Advisory Committee by majority vote.

**SECTION 3.** Street Sales Tax Advisory Committee members shall have indefinite terms and may be removed from the Committee at any time by the council member who appointed them or by that Council member's replacement.

**SECTION 4.** The City Engineer, City Manager, Assistant City Manager, Public Works Director and/or Streets Foreman shall serve the Street Sales Tax Advisory Committee in the capacity of non-voting, Ex-Officio members.

**SECTION 5.** The purpose of the Street Sales Tax Advisory Committee is to offer input and support to the City Council in prioritizing use of street sales tax revenues for street maintenance projects. The Street Sales Tax Advisory Committee shall make recommendations to the City Council for street maintenance packages on whatever schedule the Council may establish (currently every three (3) years).



**SECTION 6.** The Street Sales Tax Advisory Committee may elect a chairperson from the appointed members. The responsibilities of the chairperson include facilitating the meetings of the Committee with the assistance of city staff and representing the Committee when required at City Council meetings to present recommendations.

**SECTION 7.** The Street Sales Tax Advisory Committee shall coordinate with City staff to determine a schedule for meetings. For each Advisory Board meeting, minutes shall be taken, with the approval of the minutes to occur at the next regular meeting.

**PASSED, APPROVED, AND ADOPTED** this 3rd day of September, 2019.

(SEAL)

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MIKE L. RAWLINGS, MAYOR

**ATTEST:**

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ERICA L. JONES, CITY CLERK