Persons addressing the Planning Commission will be limited to four minutes of public address on a particular agenda item. Debate, questions/answer dialogue or discussion between Planning Commission members will not be counted towards the four minute time limitation. The Commission by affirmative vote of at least five members may extend the limitation an additional two minutes. The time limitation does not apply to the applicant’s initial presentation.

Items on this agenda will be forwarded to the City Council for final consideration.

All information forwarded to the City Council can be accessed via the internet on Thursday prior to the City Council meeting at: https://www.topeka.org/calendar

ADA Notice: For special accommodations for this event, please contact the Planning Department at 785-368-3728 at least three working days in advance.
HEARING PROCEDURES

Welcome! Your attendance and participation in tonight’s hearing is important and ensures a comprehensive scope of review. Each item appearing on the agenda will be considered by the City of Topeka Planning Commission in the following manner:

1. The Topeka Planning Staff will introduce each agenda item and present the staff report and recommendation. Commission members will then have an opportunity to ask questions of staff.

2. Chairperson will call for a presentation by the applicant followed by questions from the Commission.

3. Chairperson will then call for public comments. Each speaker must come to the podium and state his/her name. At the conclusion of each speaker’s comments, the Commission will have the opportunity to ask questions.

4. The applicant will be given an opportunity to respond to the public comments.

5. Chairperson will close the public hearing at which time no further public comments will be received, unless Planning Commission members have specific questions about evidence already presented. Commission members will then discuss the proposal.

6. Chairperson will then call for a motion on the item, which may be cast in the affirmitive or negative. Upon a second to the motion, the Chairperson will call for a roll call vote. Commission members will vote yes, no or abstain.

Each item appearing on the agenda represents a potential change in the manner in which land may be used or developed. Significant to this process is public comment. Your cooperation and attention to the above noted hearing procedure will ensure an orderly meeting and afford an opportunity for all to participate. Please Be Respectful! Each person’s testimony is important regardless of his or her position. All questions and comments shall be directed to the Chairperson from the podium and not to the applicant, staff or audience.

Members of the Topeka Planning Commission

- Brian Armstrong, 2020 Chairperson
- Ariane Messina
- Corey Dehn
- Marc Fried
- Wiley Kannarr
- Jim Kaup
- Corliss Lawson
- Katrina Ringler
- Matt Werner

Topeka Planning Staff

- Bill Fiander, AICP, Director, Planning & Development Dept.
- Dan Warner, AICP, Planning Division Director
- Carlton Scroggins, AICP, Transportation Planning Manager
- Mike Hall, AICP, Current Planning Manager
- Tim Paris, Planner
- Annie Driver, AICP, Planner
- Taylor Ricketts, Planner
- Bryson Risley, Planner
- Melissa Fahrenbruch, Planner
- Megan Rodecap, Zoning Inspector
- Kris Wagers, Administrative Officer
A. Roll call

B. Approval of minutes – November 16, 2020

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

D. Action Items

1. **CPA20/01 by the City of Topeka**, a request to amend the text and map of the City of Topeka's Comprehensive Plan creating the East Topeka North Neighborhood Plan. The area affected by the amendment is bounded by the BNSF railways to the north and west, Deer Creek Trail to the east, and SE 6th Avenue to the south. (Risley)

2. **Z20/05 by Topeka North American Legion Post 400**, requesting to amend the district zoning map on property located at 3029 NW U.S. 24 Highway from “M-2” Multiple Family Dwelling District to “I-1” Light Industrial District. (Driver)

3. **CU20/03 by: Kansas Sand & Concrete, Inc.**, requesting a Conditional Use Permit on property presently zoned “I-2” Heavy Industrial District and located along the east side of NW Stina Court near the intersection of NW 25th Street and NW Stina Court, in order to allow for “Manufacturing Processing, Type III” (concrete mixing plant). (Driver)

4. **ACZR20/01**, a request to amend the Topeka Municipal Code (TMC) Title 18 (Comprehensive Plan-Signs-Subdivisions-Zoning) as follows: Amendments to the Definitions in Chapter 18.55, Use Tables in Chapter 18.60, and Special Use Requirements in Chapter 18.225 to regulate Short-Term Residential Rentals, uses currently referred to as “Bed and Breakfast Home” and “Bed and Breakfast Inn” by TMC Title 18. Amendments to other chapters of TMC Title 18 may also be considered as needed to regulate Short-Term Residential Rentals which are generally owner-occupied or non-owner occupied dwellings that offer lodging to transient guests. (Hall)

E. Communications to the Commission

F. Adjournment