

**NEIGHBORHOOD AND COMMUNITY DEVELOPMENT
STANDING COMMITTEE MINUTES
Monday, December 5, 2022**

The meeting of the Neighborhood and Community Development Standing Committee was held on Monday, December 5, 2022, at 5:56 p.m. The following members were present: Commissioner McKiernan, Chairman; Commissioners Davis, Townsend, Stites and Burroughs. The following officials were also in attendance: Wendy Green, Assistant Counsel; Alan Howze, Assistant County Administrator; Jud Knapp, Land Bank Administrator; Angel Ferrara, Director of Parks & Recreation; Shaya Lockett, Recreation Division Manager; and Tifani Portley Lott, UG Clerk's Office.

Chairman McKiernan said for those who are present in the fifth floor conference room, unfortunately, I was not able to be there this evening, so I'm going to do my best to run this meeting remotely. If we were all online, that wouldn't be a problem, but given the fact that some of you are there, I'll probably lean on Commissioner Burroughs to let me know if we have committee members or public who are in the room who wish to get involved on any item.

Chairman McKiernan said before I call the meeting to order, I want to announce that due to continuing COVID-19, some committee members, staff, and the public are attending remotely via Zoom as well as on-site.

All participants joining by phone or Zoom should mute their devices when not speaking to avoid background noise. We do ask that during the meeting, you make sure you announce yourself by name and title every time you speak so the public that is observing remotely knows who is speaking. This is critical given the number of remote participants and is the current guidance from the Kansas Attorney General.

The public is allowed to participate by Zoom or submit comments by email prior to the meeting, and those comments will be included in the record of this meeting. As I said, the public may participate by zoom during this meeting, and will also have an opportunity to provide brief comments from the fifth-floor meeting in the Municipal Office Building.

Chairman McKiernan called the meeting to order. Roll call was taken, and all members were present as shown above.

Chairman McKiernan said we have no meeting minutes to approve this evening.

COMMITTEE AGENDA

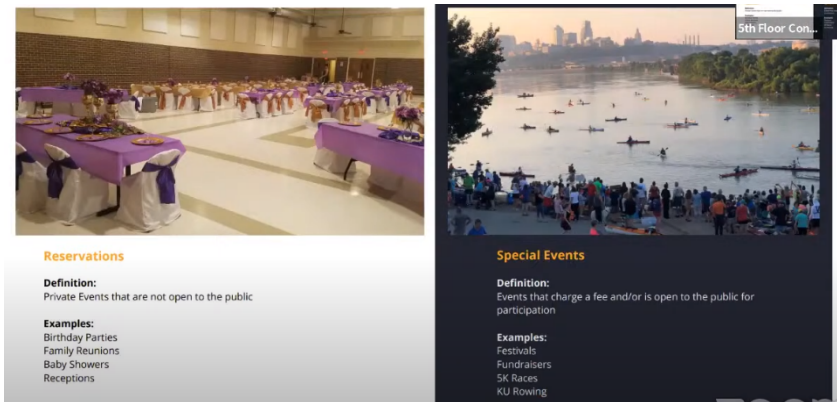
Item No. 1 – 212128...PRESENTATION: UPDATED DRAFT OF THE SPECIAL EVENT POLICY

Synopsis: The Parks and Recreation staff will provide an update on the draft Special Event Policy, submitted by Angel Ferrara, Director of Parks & Recreation.

Angel Ferrara, Director of Parks & Recreation, said I also have Shaya Lockett, Recreation Division Manager, with me. What we have tonight is a presentation of some draft updates to the existing Special Event Policy. A little bit of history, we do have an existing Special Event Policy within our department and so we try to do some research to see when the last time this policy had been reviewed or even taken a look at. So, what we could find, we believe that this existing policy we have hasn't been taken a look at since about 2014. Now, with that being said, we did do a fee study in 2019 and there were some changes to some of the special event fees at that time, but since then no additional changes to the policy at all.

During COVID, programming was pretty much non-existent, so in 2020-2021 we didn't have a lot of activities taking place, special events, and those types of things. Fast forward to earlier this year where we're building back up our programs and working with the community on getting those events back to our community, we did realize a high volume of special event requests coming back in and then also what we noticed as staff is the uniqueness of those events that we're starting to receive. We identified that now was a good time to take a look at our policy and see what we could do to update that so we could be transparent with our community and so we could also better accommodate and give better customer service to our clients as well.

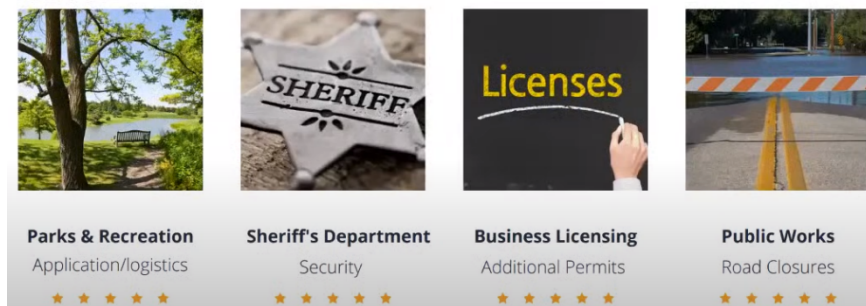
Again, this is just some draft updates that we are presenting tonight, so we are seeking your feedback and input on those items in here as well. Also, just for information, we did also look back to 2019. We thought that was a pretty good year of recordkeeping for us pre-pandemic and we do over 100 special events a year within our parks. I'll turn it over to Shaya Lockett for our first slide.



Shaya Lockett, Recreation Division Manager, said for the purpose of this presentation we felt it was really important that we define the difference between a reservation and a special event. Reservations are private events that are not open to the public. Examples of those are birthday parties, family reunions, baby showers, or a wedding reception. These events can take place anywhere from our building facilities or in our park locations.

A special event differs because it is an event that charges a fee and/or is open to the public for participation. Those events include festivals, fundraisers, 5K races, KU rowing, and things of that nature and, as Angel stated, we have over 100 special events take place in our facilities throughout the calendar year.

PROCESS



We also wanted to walk through what the process and organizations goes through when they are applying for a special event. The application lives in the Parks & Recreation Department, but is not our department alone that sees the organization through the entire process, so when an event organizer reaches out to us with interest in hosting a special event, we have a conversation with them and have them submit an application.

Our Special Events Coordinator will then schedule a meeting to review logistics and make sure we have clear information and application about the entire details of the event and at that time the fees are determined and assessed and then we also work with the Sheriff's Department if there is a need for security. An event that might need security is one that is serving alcohol or an event that has a larger number of participants at that event. Also if there's vending that takes place at the event, they're required to work with Business Licensing for additional permits. We also work with Public Works if there are street closures required for the event to take place and just to be clear, there is not a one-size-fits-all. No two special events generally come to us with all the same requirements. We assess it on a case-by-case, but this policy gives us guidance on how to assess those events.

PROPOSED UPDATES TO THE POLICY

3th Floor Con...

Event Type	Park, Park Shelter, Building Fee	Event Size Fee	Deposit	Insurance	Additional Permits/Fees
Free Community Event	Required	50% of fee waived	Required	Required	Applicable permits/fees as needed
Local Non-Profit	Required	First 2 events= fee waived 50% of fee waived for additional events	Required	Required	Applicable permits/fees as needed
Non-Profit	Required	50% of fee waived	Required	Required	Applicable permits/fees as needed
Events that Charge Fees (excluding Non-Profits)	Required	100% of fee is charged	Required	Required	Applicable permits/fees as needed
Recurring Events	MOU is created				

Ms. Ferrara said here I'm going to walk through the proposed updates to the policy. I'm hopeful that you've received the draft update to the policy and also the existing policy which still lives on our website so it's available for anyone to view. We believe that this is the most significant section in the policy that we are proposing updates to. I'm going to walk us through this so if you have questions, definitely ask them, because it can get a little confusing through here.

Like I said, this is the most significant proposed update to the policy. You'll see the top line there are components to this section, so what didn't exist before were event types. Here in a minute I'm going to walk through those event types and also explain what those are, but you'll see in the five other categories, they're listed at the top. Those are what we believe are the components within the process that a special event organizer or application could be subject to as far as fees or additional permits.

Then, just looking at this quickly, you'll see there are three sections in here where any event type it would be required for them to have those items. For example, the park, park shelter

and building fee, that's required by all event types. The deposits would be required and the insurance would be required. We felt as if those are standard, those are not things that can be waived.

I'm going to go ahead and walk us through this. We decide to work through what this looks like because our staff gets a lot of applications and trying to figure out the best way to streamline these moving forward and also for efficiency, so we did create five different event types. The Free Community Event, that is an event that's completely free to the community. You're not charged to go to the event. The event organizer is not charging vendors for that event and it's completely free. In this chart you'll see where the biggest differences lies when it comes to event applications that we work with. It'll be in the Event Size Fee.

If you did receive the policy, on page 3 you will see the event sizes that we have. We have three different event sizes. We have a small event size, a medium event size, and a large event size. Again, it's not a one-size-fits-all, so we work with each individual organizer to determine what that is. For a free community event, the event size would be waived at 50%.

Moving on the next event type, we have local non-profits and so what that means, in a little bit of history, a lot of special events that we do have are from local non-profits here in the community, so it's a local non-profit located in Wyandotte County, Kansas City, Kansas. So, what that would mean, when we work through them, through their application, again, you go to the event size fee and depending on where that lands, they would have the first two events. That fee would be waived and then additional events after that would be 50% waived.

The third event type we'll take a look at is a non-profit and how that differs from a local non-profit is exactly that. A good example is, we're currently working with an organization called PanCAN. They do fundraising for pancreatic cancer and that's a national non-profit and that's an example of what that would look like. The event size fee would then be determined and based off of their application submission, and then 50% of that fee would be waived.

The fourth event type we'll take a look at is events that charge a fee. What that means is an event organizer that's charging vendors to come to the park and whether that be for popcorn or handmade goods or they're charging an admission fee to come attend the event, so that would be a 100% of that event size fee.

Lastly, we included recurring events, not something that existed before and I'm actually going to touch on this on the next slide, but you'll see where it says an MOU would most likely be created.

Quickly I'll touch on the additional permits and fees and what that means. If you've had a chance to take a look at the process and if you heard Shaya, this process touches multiple departments, so there are additional permits that an applicant could need whether that be through Business Licensing or working with the Sheriff's Department to secure security or even getting permits for road closures, so those are some examples there.

Also, real quickly, I want to mention on this slide, that no fees were adjusted throughout this process. No fees were changed. Those are still the same fees from 2019 that have been approved.

ADDITIONAL UPDATES 5th F

Recurring Events	The policy now addresses recurring events. If an organization has an event more than twice in the same location an MOU to outline fees and responsibilities of organization and the UG will be required.
Refunds	Special Events fees may be refunded in full up to 90 days prior to the event. The only time a refund will be issued within 90 days of an event is if Parks and Recreation is unable to provide the event space/location.

The last two additional updates that we would propose in this draft are the recurring events that we discussed previously before. So what we would propose in this policy, and it would now address, is that if an organization has an event more than twice in the same location, an MOU to outline those fees and responsibilities between that organization and UG Parks & Recreation would be determined. A reason we thought that was important is so that we can still create equity within those parks and allow other neighborhood groups or organizations to still have an opportunity to have an event at a park instead of just one group having complete reservations of it throughout the entire summer.

Lastly, refunds. The policy did not address refunds before so we did think it was important to just include some language and be transparent with the community on what those expectations are. You'll see here we would issue that in full up to 90 days prior to the event only if Parks & Recreation were unable to provide the space or location.

5th Floor Con...

UG vs Surrounding Jurisdictions

	UG	KCMO	Jackson County	Leavenworth, KS	Overland Park
Micro events	N/A	< 50 people, up to 2 hours, \$80 fee			
Small events	< 250 people, up to 12 hours, \$200 fee, fundraising allowed at reduced rate	< 250 people, up to 5 hours, \$175 fee, \$501c3 allowed to fundraise at this rate	A committee meets to review the application. The committee determines the fee and they can range from \$500 up to \$30K.	They do not have a formal policy. Only permits required are noise permits for amplified music. They allow nonprofit groups to utilize the park by only paying facility fees.	Have four types of special events. All require a special event permit. No more than four special event permits of any type are issued per location per calendar year. Fees vary based on event type.
Medium events	> 500 people, up to 12 hours, \$425 fee, \$501c3 allowed to fundraise at reduced rate	> 500 people, up to 12 hours, \$175 fee, \$501c3 allowed to fundraise at this rate			
Large events	> 500 people, up to 12 hours, \$1300, \$501c3 allowed to fundraise at reduced rate	> 500 people, up to 12 hours, \$700, \$501c3 allowed to fundraise at this rate			
Sales in Parks/Vending in Parks	\$50 Park Vending Fee, \$50 Alcohol Fee and up to \$302 fees for Business Licence permits	\$900 each day of sales, events w/ rental Equipment and access is closed, \$5,000 per day			
Large events/Private parties	N/A				

Ms. Lockett said we also thought it was really important to look at what surrounding jurisdictions are doing in regards to their special events to get a handle on what some of the best practices are. This slide outlines some of the research and information we received from metro jurisdictions and if you see, our policy is most closely aligned with that policy of Kansas City, Missouri. They have their policy broken out into event categories very similar to ours. They do have two additional categories which is a micro event and then a large event/private parties. Our fees are also very similar. What you will see is that some of our fees are slightly higher than theirs, but they also have additional permits that are required on top of their event fees.

It's also important to note when we looked at Jackson County, as we stated, no two events come with the same information and the same criteria, so Jackson County has a committee that meets to determine what the fee for the event can be and it's anywhere from \$500 up to \$30K depending on the scope of that event.

In Overland Park, one of the things that we found interesting is that their Special Event Policy doesn't sit in their Parks & Recreation Department, it's in their Planning & Zoning Department. They do not allow more than four special events at the same location per calendar year. So, that's some of the information that we were able to obtain when looking at the other jurisdictions and how they align with this policy.



Ms. Ferrara said we'll just talk about next steps and what that looks like. We've been working over the last few months with staff internally to bring these drafted updates before you for some feedback, so we're here tonight to receive that feedback and input. We look to take that next week to the Park Board to also go through the same process and get their feedback and input and then we'll take all of that information as staff and we'll work together with leadership and County Administration to make any changes if needed and our hope is to have an updated approved policy rolled out in 2023 and also update that application. Happy to take any questions, listen to any feedback and input on these drafted updates to the policy.

Chairman McKiernan said, Angel and Shaya, thank you so much for presenting this. I really like this. This looks very good and I think it adds some clarity to the process which will be beneficial both for the Unified Government and for anybody who wants to have a special event or otherwise. Are you planning to come back to this committee, because I'm assuming you want feedback now from the committee back to you regarding this. Would that be correct? **Ms. Ferrara** said yes. **Chairman McKiernan** said and do you have a timeframe or an ideal deadline by which you would like to get that feedback? **Ms. Ferrara** said that is a great question. I think we would like to have it in two weeks. I don't have a calendar in front of me, but probably within the next two or three weeks. **Chairman McKiernan** said basically, if we could get it to you before Christmas, life would be good. **Ms. Ferrara** said it would be a great Christmas present.

Chairman McKiernan said, Committee, for our benefit if we do look through these policies, if we have questions, if we have comments, if we have suggestions, let's do our best to get these back to Angel and Shaya at least before Christmas and as early as possible would be great.

I'd ask if any members of the committee have comments or questions now that they would like to share and if whoever's running the camera pulls back and gives me the wide shot from the camera that's above the presentation screen, I can see hands physically raised and I do see Commissioner Burroughs.

Commissioner Burroughs said looking through the policies I see 3.2% beer only. I don't even know if you can buy 3.2 anymore. I think it's all one strength beer. Anything over 5% is considered alcohol, so I would think that you might want to look into that. I think state—I don't think Kansas even has 3.2 anymore. Manufacturers quit making it. **Ms. Ferrara** said thanks Commissioner Burroughs. Is that in the updated or the existing? I do think they caught that in the updated, but I'll take a look and make note and make sure that we correct that. **Commissioner Burroughs** said you may want to differentiate between one strength and alcohol by 5% and above I believe is what the state considers alcohol. Anything lower than that is one strength beer, just as a point of clarification. **Ms. Ferrara** said yeah, thank you.

Commissioner Davis said first off I want to say thank you all as well Angel and Shaya. I actually had some questions that your presentation answered. As I was typing, you were answering them and then I was promptly saying yes, so I was going to ask the question, but you all have done your research on other jurisdictions, which I was going to ask about and then I was also going to ask about the Park Board, so I'm glad that you all are going to hear back.

Currently, because I'm just thinking of like neighborhood groups, are they paying \$200 to host their event or is that considered an event for like a quarterly neighborhood group? How does that qualify? **Ms. Ferrara** said good question. Are you referring to maybe the NBR's specifically? **Commissioner Davis** said could be NBR or non-NBR, but still, you know, present. We're going to talk about you know—**Ms. Ferrara** said to be honest, you know we've had an existing policy and we've not done the best job upholding that and so through that process and throughout this past year, our policy just had a lot of holes in it to where we weren't being transparent with all of our user groups. I will say it's something that we are hoping to take a look at is working with Neighborhood Resource Center and looking at the agreements for the NBR's and seeing how we can accommodate and work with them through those agreements because we do realize the NBR's do have expectations to uphold in their contracts with the Unified Government and also do work

with Parks & Rec to have those events and they are issued funding through the Unified Government and to give that back to Parks & Rec might not make the most sense. So, we're seeing what we can do in there to have a better understanding and at least develop some language to where we can say, and transparently say, this is what we do for NBR's and here's why. Just like in this process with the event type, we can say well here's what we do for these groups in the process and where they fall under.

Alan Howze, Assistant County Administrator, said at the very beginning Shaya was saying that it's either open to the public or a charge event, so a neighborhood association isn't really open to the public. I mean it's a geographically bounded area that is more in kind of that reservation category than a neighborhood gathering together on a quarterly basis for a barbecue or whatever. It's not really a special event. They're not charging, so I don't know if that helps answer your questions. **Commissioner Davis** said for sure. I guess the only thing I think about this and I think engaging the NBR in addition to the Park Board is a good call. It's just kind of that equity piece of this looking at having \$300 for insurance or paying \$250 or whatever for, you know, reserving. I can just hear some folks who may not have that type of money to say well, what about us. If I don't have this much money, does that mean like my park or local community center is no longer accessible. I don't know what the answer of that is.

I don't know and I guess maybe this is another question, is the purpose of these funds to engage in some sort of cost recovery efforts for our community centers or how have you all thought about this is like a revenue generation. **Ms. Ferrara** said yeah, that's a great question. I will say, for example, for some of these funds like there's a level of prep work that goes into preparing the park for a special event whether that be mowing the park, you know, for removing a lot of graffiti, cutting down limbs. Sometimes some events require more work than others. I also will say we've had events in the past that have left some significant damage to some of our parks and that even the deposit won't cover, so we don't really necessarily look at it to generate revenue because at the end of the day, it just really won't. You know just to kind of cover some of that overhead and the expense is on our end to either keep up the park or maintain it to a level that's acceptable for these special events for the community.

Commissioner Davis said I appreciate that feedback. I was actually going to ask you, do we have any numbers on how much money we've gotten, maybe 2019 and 2021, from this

particular revenue source? **Ms. Ferrara** said we did not pull that data before and we've actually been in conversations and we implemented our new software in 2020, so still building that out, but we've also identified that through the reservation process we kind of need to track more of the data as it relates to special events specifically. We could probably piece it out. I just don't know how accurate it would be. **Commissioner Davis** said gotcha. This could be kind of an opportunity to set that foundation going forward. Thank you all so much.

Commissioner Townsend said you raised some questions I was going to ask Mr. Chair. So, after you receive corrections, Ms. Ferrara, will this come back to this committee next year. Is that what's supposed to happen Mr. Chair? We submit to you by Christmas, you've made what to get Parks & Rec for Christmas easy, you're going to get these comments so we can scratch you off the Christmas list and then that will come back again to this committee. Is that the plan? **Ms. Ferrara** said it's my understanding it doesn't need to come back through this committee. It's administrative, but it is important for us to have your feedback which is what we're looking to do and gather that, so we'll take it in internally and work with Administration from there.

Commissioner Townsend said okay. As I was looking at your presentation tonight, at this point do you have any plans to add to the policy, like shortcuts as you showed there, so someone can look and see this particular event is a small event, it costs this much, if you need this, that might be helpful in addition to the text that you have. **Ms. Lockett** said one of the things that we will be doing is building out the application and the application will—as you answer the questions, it'll take you to the correct next steps so if you state that it's 250 people, then it'll automatically take you to the next required information. If you're not serving alcohol, we won't ask additional questions about alcohol, so the application will be a little more interactive, but we will have the policy on that application attached to that application as well so they can see the language. **Commissioner Townsend** said so you're saying when you give someone an application, you're going to attach the policy? **Ms. Lockett** said yes.

Commissioner Townsend said what I'm asking is just as you've shown tonight, do you intend at this point to incorporate (inaudible) with reference into that so people won't have to get into the policy. They may look and say I don't want to do this based on that. It's just something to consider. **Ms. Ferrara** said that's good feedback and I think we can even use that exact same infographic to kind of as, you know, a quick question, FAQ, people can look at it.

Commissioner Townsend said all right. I have some other questions, but I'll just submit them. Thank you again for the work that you do with our Parks & Rec.

Chairman McKiernan asked, does anyone else in the room or online have any questions and Tifani and I can team up online because we'll both see hands that go up there. I will ask if anyone who is online—first of all, Tifani, I'd ask if we got any written feedback regarding this item. **Ms. Portley Lott** said none received. **Chairman McKiernan** asked, is there anyone attending online who would like to comment on this item. I see no hands raised. I'll ask if there is anybody who is present in the room that would like to comment on this item. **Ms. Portley Lott** said no one is here to speak.

Chairman McKiernan said, Angel, Shaya, thank you so much for this work. Committee, if we do our work, then we will have feedback to them before Christmas and we'll see a revised policy for consideration by the whole Commission after the first of the year. Unless there is anything else on this item, that wraps this up. Thank you so much, we appreciate it.

Action: Presentation Completed.

Item No. 2 – 212084...LAND BANK OPTION APPLICATIONS

Synopsis: Request consideration of the following Land Bank option applications, submitted by Jud Knapp, Land Bank Manager.

Please visit the new site to review the applications below.

<https://experience.arcgis.com/experience/b63e9cb3cca44be59f458765dbeddc8/>

Chairman McKiernan said Judd Knapp is our Land Bank Manager and, unfortunately, like me, he is remote this evening, so he and I and Tifani and everyone else will kind of coordinate and tag team on this. As always Mr. Knapp, I do appreciate the fact that the map that you are showing on the screen right now, that you send us that link ahead of time. It is great to be able to quickly visualize all the properties that are up for consideration. I very much appreciate that and as always, I'll let you make the call in terms of whether or not certain groups of applications can be grouped together so that we can consider them as a group rather than individually.

Jud Knapp, Land Bank Manager, said we're going to start with the first grouping A1 through A7. It's by Chris Solutions to build 7 single-family homes. Chris Solutions has already built a home on a Land Bank lot in Armourdale. He currently has 11 current options. It's a mix of single-family homes and commercial. For this month they're requesting 7 additional single-family homes. We asked the status updates on the 11 currently approved options. We've received photos of two homes that are in the process of being built and a letter from an engineering firm for their commercial building at 48th & Parallel proving the progress on that item. The staff comments for A1 through A7 there was no—they were all designed related about where the driveways should be. Overall, staff was very happy with Items 1 through 7. They said that this is what infill development should look like. They did state it's the same home 7 times, but there's so much distance in-between each one that there wasn't really an issue with that.

A. New Construction – Single Family Homes – 26 Homes

A1 is at 2007 S. 19th St. – Chris Solutions LLC - 112309

A2 is at 2203 N. 45th St. – Chris Solutions LLC - 174615

A3 is at 3001 N. 42nd St. – Chris Solutions LLC - 105426

A4 is at 5118 Douglas Ave. – Chris Solutions LLC – 050257 - The staff did have a comment that said since there is sidewalks on both sides of this, that the applicant should complete the sidewalk.

A5 is at 4516 Lafayette Ave. – Chris Solutions LLC - 174684

A6 is at 4340 Parallel Pkwy. – Chris Solutions LLC – 914269 - The staff comment was the house has to face Parallel with the driveway that comes off of 43rd St.

A7 is at 4100 Waverly Ave. – Chris Solutions LLC - 108900

This completes Items A1 through A7.

Chairman McKiernan asked if anyone on the committee has comments or questions for Mr. Knapp on this particular item. Commissioner Burroughs, because we still have Mr. Knapp's presentation up full screen, I can only see small tiles, so it's a little bit hard for me to see hands, so if you could tag team with me if there are any hands raised in the room. **Commissioner Burroughs** said Commissioner Townsend has a comment.

Commissioner Townsend said, Mr. Knapp, I believe you said Chris Solutions, the company, has asked for these 7 homes. How many did you say that he already has options on currently? **Mr. Knapp** said he has 11. **Commissioner Townsend** said he has 11 and are all 11 in process actually or where are they? What I'm getting at is this committee has talked around this issue before, but as we look to do some changes with the Land Bank Policy still the concern I have to be addressed, we talked about it and around it, is having just one developer having so many plots open at one time. I don't know how far in the year process these other 11 are, if they're 10 months into their one year, two months, but I do think this is something that we need to seriously grapple with before. I would like to see a presentation or notations about what any requester has on hand and the progress on what they've already come to us for before they come back for requests. Obviously, we want to see these lots filled with homes, but the counterpoint is having one individual or one company have so much access without actually completing already options that have been granted to them by the Unified Government.

I don't have any particular questions about these 7, but I would have concerns and want more detail about what would be now 18 homes or requests for homes that any individual comes forward to the committee for.

Chairman McKiernan said Mr. Knapp and I did discuss this earlier and, Commissioner Davis, I think we can pin this on to our ongoing review of Land Bank Policy and Procedure because one of the things I asked Mr. Knapp was whether or not we wanted to consider, is there a maximum number of properties that a single applicant can get at one time, is there a maximum number over time, does the applicant need to demonstrate X level of completion with the already acquired properties before going on to acquire more. So, I support all these applications, but I do think it's something that we want to consider as part of our ongoing Land Bank Policy review process.

Commissioner Townsend said if Mr. Chris, what is his last name, I'm sorry, but Chris Solutions that's the company, I want him to understand this is not a slam at him. This is a policy issue that we need to deal with regardless of who the applicant is and he has been very active, which is good that we have a developer interested in, a developer who can do. But, again, the issue is having so many plots assigned to one individual or company, that is the issue, but I want it understood this

is not to denigrate this particular applicant in any way or any other applicants that may be in a similar situation.

Chairman McKiernan asked, any other comments or questions in the room? **Commissioner Burroughs** said seeing none. **Chairman McKiernan** said so we would consider A1 through A7 as a group. I'd ask the Clerk if we received written correspondence on any of these applications. **Ms. Portley Lott** said none were received. **Chairman McKiernan** said I'd ask if anyone who is joining us online would like to make a public comment on any of these applications. **Ms. Portley Lott** said there are no hands raised. **Chairman McKiernan** said and then I'd ask if there's anyone who's present in the room who would like to offer public comment on any of these applications. **Ms. Portley Lott** said no one is present.

Chairman McKiernan said we have A1 through A7 to consider. Committee, I would accept a motion.

Action: **Commissioner Burroughs made a motion, seconded by Commissioner Davis, to approve A1 through A7 as submitted.** Roll call was taken and there were five "Ayes," Stites, Davis, Townsend, Burroughs, McKiernan.

Mr. Knapp said our next group is A8 through A10. They're all a little different.

8. Kathryn C. Meyer
1895 S. St. Paul St. - 154930
1894 S. 6th St. - 154929
9. Steven Kinney
1830 S. 10th St. - 154930
10. Tom Groneman obo Tony Kassim
709 Reynolds Ave. - 120965

Mr. Knapp said A8 is at 1895 S. St. Paul St. – The applicant purchased 1893 S. St. Paul St. It has a home on it. They intend to rehab that house, but the problem is that property is currently landlocked. There is no road access to that property. So, what they're asking for is 1895 St. Paul

St. to create a driveway to this house that they plan to rehab. They also requested 1894 S. 6th Street because it is also an unbuildable lot because we can't build a house on it because it doesn't have access to a road. So, in summary, their request is they bought a house they want to rehab, but the house is currently landlocked and they want to use two unbuildable Land Bank parcels to extend the driveway so they have access to a road.

A9 is at 1830 S. 10th St. – This property, there's actually no sewer access to this property. It is just under an acre. I did have contact with the Health Department that handles the septic permits and they said that it's not a hard no that they couldn't have a septic system here, but they said they would look into it. So, that's why it is possibly a buildable lot, but on the other hand it might not be because the lot is too small. It all determines on the septic tests that they run.

A10 is at 709 Reynolds Ave. – With this one, the applicant bought the adjoining lot 707. They are 25 ft. lots. The plan is to join both of them together to create a 50 ft. lot to build an investment property on. The only staff comment on this one was drainage issues worrying about that the water from these two lot would run into 705, so they said that definitely make sure the water runs to the street or to the alley.

That summarizes A8 through A10.

Chairman McKiernan said A10 I have no problem with. They can figure out the drainage as a function of the construction. A9, I have no problem with following up with the Health Department to get their clarification as to whether or not this is buildable. My questions are about A8. For clarification, the applicant already owns the parcel that is listed as 1893 on the map that we're seeing on the screen, is that correct? **Mr. Knapp** said that is correct. **Chairman McKiernan** asked, is there a public road that services 1893? Regardless of whether or not there's a house there, is there a public road that services that parcel? **Mr. Knapp** said the closest road is just down here to the south of Douglas. So, the answer is, well, it's platted as there should be a road there, but the road was never built. So, the answer is no. There's currently not a road that services that parcel. **Chairman McKiernan** said and Douglas does not extend to the east past what is listed as St. Paul St. or the right-of-way for St. Paul, correct? **Mr. Knapp** said that is correct. **Chairman McKiernan** asked, is there an existing driveway from Douglas to the house on 1893? **Mr. Knapp** said there is not. We do have a comment that they need to talk to Public Works to see if they can

make this work using our public right-of-way to get access to this property. **Chairman McKiernan** said I don't see this as a feasible transfer, but I will listen to the committee.

Committee, any comments or questions? I do think we have the applicant online with us. At least that's who I assume has a hand raised. So, the applicant for one of these three appears to be online and that would be for this property. Committee, if you'll indulge me, I'll ask the applicant—so, Tifani, we have a Kathryn Meyer with her hand raised online. If you would give us your name and city of residence for the record and then if you would just address the committee on your plan for those two lots.

Kathryn Meyer, 2136 So. 18th St., said Jud is exactly right. We already own the property at 1890, 1886, 1895, 1893, 605 and 609 directly abutting this property. The prior owner of 1893 had been using the county's right-of-way of South St. Paul as their non-conforming driveway for many, many years. That right-of-way is not buildable, so our intention would be to explore a vacation with Public Works to basically extend the property closer to Douglas to facilitate the use for a minor extension of the existing right-of-way. That, of course, is something worth extensive discussion with Public Works, but the hope is that the structure of that is already located on 1893 which previously had both city water, electric and gas service as recent as the late 90s and would be able to be restored and brought back to existing condition through coordination with Public Works on that right-of-way. **Chairman McKiernan** said thank you very much for that explanation.

Chairman McKiernan asked, Committee, any comments or questions having heard that explanation from Ms. Meyer? **Commissioner Burroughs** said there are no hands raised.

Chairman McKiernan said I would say from my perspective, I guess I have no problem with the option agreement given as that is relatively unused land anyway and that any improvement of that land it seems to me, and Ms. Green I know you're in the room and you can help me out with this, it seems to me that any improvement of that land would be contingent on securing necessary public right-of-way and necessary public utilities. **Wendy Green, Assistant Counsel,** said that would be correct. **Chairman McKiernan** said I'm guessing that this is tree covered and nobody is cutting the grass on it now, so if nobody cuts the grass on it in the future, it doesn't change the

condition of that property. So, given that, I guess I would have no problem granting the option knowing that there are hurdles that the applicant would need to overcome and knowing that I personally am not wild about adding public infrastructure in this location, so I don't know if other members of the committee have any reflections on that, but I'm okay with it.

Action: **Commissioner Burroughs made a motion, seconded by Commissioner Stites, to approve A8 through A10 as submitted.**

Chairman McKiernan said I don't know that I've asked for any other public comment and so, Tifani, did anyone submit any comments regarding these three applications? **Ms. Portley Lott** said none were received. **Chairman McKiernan** asked, is there anyone who is with us online that would like to offer comment on these three applications. **Ms. Portley Lott** said there are no hands raised. **Chairman McKiernan** asked, did you tell me there was no one there in the room? **Ms. Portley Lott** said that is correct. No one is present.

Roll call was taken and there were five "Ayes," Stites, Davis, Townsend, Burroughs, McKiernan.

Mr. Knapp said the next one is A11.

Maria Hill – 10 homes

2541 N. 52nd St. – 039765

2524 N. 52nd St. - 039730

2514 N. 52nd St. - 039731

2552 N. 52nd St. - 039757

2508 N. 52nd St. - 039741

5209 Nogard Ave. - 039740

5141 Nogard Ct. - 039715

5316 Nogard Ct. - 039763

5134 Nogard Ct. - 039764

It is basically for an entire subdivision build. It is to build 10 single-family homes in this subdivision that was platted but never got finished and now it's in Land Bank ownership. The applicant will have to build, finish the streets, and extend the sewers because the sewers up here

on Rowland, they have to bring in all the way down and finish Nogard Street. The staff comments on this one was they should provide a third design. The applicant actually did that. The other staff comment was like 5214, 5210 and 5137 should maybe also be included in this application because to just finish out the subdivision to overcome the cost of the streets and sewer connections.

That concludes Item A11.

Commissioner McKiernan said I do see that we have the applicant with us online. It looks like Maria Hill has her hand raised. As we afforded Ms. Meyer the opportunity, Ms. Hill we will offer you the opportunity present your application, very briefly, for the committee and please start by giving us your name and your city of residence for the record.

Maria Hill said I currently live in Kansas City, Missouri. I just wanted to kind of briefly go over the subdivision. We are willing to do the other properties and hearing you speak earlier about not taking too many properties at one time, I didn't want to ask for all the properties until we were able to get some completed and then we would move on to the other ones. We're willing to do 5214 and 5210 on Nogard and then 5137 included in that project, of course, but we just didn't want to bog down too many of the city's properties without making sure some were developed and then moving on to the next stage of development and so on. We plan to do two or three homes at a time. As one is finished, we will continue on down the project to the different lots.

Chairman McKiernan said thank you for that additional information. Do members of the committee have comments or questions regarding this application?

Commissioner Stites said, Jud, when I look at it and I agree and I appreciate Ms. Hill kind of, you know, saying that you didn't want to sound too greedy on trying to get those at this point and I appreciate that. But, my question is when we look at 5127, 2532 and the ones down that whole side there, are we now creating landlocked parcels that will not be accessible to a street? **Mr. Knapp** said technically they're already landlocked because there's no street back here behind. By this application we're not creating additional landlocked properties. **Commissioner Stites** said okay, so I guess my question would be to Ms. Hill or to the developer, does it do larger lots. If we were to include them into those lots that are being requested, does that make your ability to sell

with larger lot sizes more appealing? I'm not trying to change your project. I'm just asking if we can also get maybe get them out of the Land Bank also.

Ms. Hill said we did look at that and like Mr. Jud said, those lots are landlocked, but we would like to take those lots and use them as larger plot plans. Once we develop that section the lots—Cleveland is a street that was never developed. I don't know about developing it, that may be a possibility down the road and we could possibly do those four lots at the bottom, but in driving the property, you know, going there and driving the property, Rowland Street, those four at the top, we would be willing to develop those down the road, but like I said, we want to develop three at a time and then move on. I guess once we get three or four or five down the road then, you know, we would consider going into those other lots, but we would like to have those other lots to make the properties larger, if at all possible, if the county is willing to do that, we would like to do that possibly. **Commissioner Stites** said okay, thank you.

Commissioner Townsend said I appreciate that you've already acknowledged you heard my concerns earlier about the number of applications before us or before this committee coming from anyone, so I appreciate that. Do you currently have any other applications or options that have been granted by the Unified Government for Land Bank lots? **Ms. Hill** said no I don't. (Inaudible) before in Wyandotte County and did some rehabs on a couple of properties, but I don't have any Land Bank properties whatsoever. **Commissioner Townsend** said I'm sorry, Ms. Hill, I didn't hear what you said at the beginning of that. You said something about development in Wyandotte County. **Ms. Hill** said we have developed—we have built a property in Wyandotte County, one in Shawnee Mission and then we've also had several properties in Wyandotte County, but I don't have any Land Bank properties in Wyandotte County. **Commissioner Townsend** said the properties that you have in Wyandotte County, were these properties that you developed? **Ms. Hill** said we did build a property in Wyandotte County on Leavenworth Road, 86th & Leavenworth Road, a property in Shawnee Mission, KS and we rehabbed several properties in Wyandotte County, but those were just properties we purchased and built or purchased land and built.

Commissioner Townsend said let's assume that a year from now all of these—all of the issues that the option agreements—the option agreement time that's given a year have been approved, for argument's sake, because you're asking for 10 properties, what is your estimate for actually putting up the 10 homes? **Ms. Hill** said our proposed time is we should have the first two

homes done by August of next year, hopefully, before that. That's my plan. That is our proposed plan is to have the first two homes done by August and then move on. As we develop, or you know, are almost completed with one property, we're going to move on to another property. We want to be doing at least three properties at a time. That is our plan and that is what we have financing for. **Commissioner Townsend** said okay, so again, if you're saying that you expect to be done with the first one in August of 2023, what about the other nine? **Ms. Hill** said it's probably going to take us two years to complete all the properties. **Commissioner Townsend** said okay, thank you.

Chairman McKiernan asked, any other comments or questions from the committee? **Commissioner Burroughs** said no hands. **Chairman McKiernan** said, Tifani, I'll ask if we got any written communication regarding this application. **Ms. Portley Lott** said none we're received. **Chairman McKiernan** said I'll ask if anyone else who is attending online would like to offer comment on this application. **Ms. Portley Lott** said no hands are raised. **Commissioner McKiernan** said, Committee, the floor is open for a motion if one is desired.

Action: **Commissioner Burroughs made a motion, seconded by Commissioner Stites, to approve A11 as submitted.** Roll call was taken and there were five "Ayes," Stites, Davis, Townsend, Burroughs, McKiernan.

Mr. Knapp said A13, The Village Initiative is requesting additional lots to build transitional housing.

2613 Quindaro Blvd. - 163465

2263 Quindaro Blvd. - 163312

2261 Quindaro Blvd. - 163311

2918 N. 27th St. - 116560

2914 N. 27th St. - 116561

2912 N. 27th St. - 116562

From the staff comments they did remove 2613 Quindaro because of the zoning issues that are present there, so they do not want that, so they just want these two lots on Quindaro and the three lots that are on 27th & Webster. Their plan is to build one home on these two lots here on Quindaro

and to build one home down here on 27th & Webster. This would bring their grand total of four transitional houses in this area because we've already approved two up here on Spring Street, 27th & Spring Street, to build two of them. I did ask for the progress update for those two. They're going to wait to build them together because they're cheaper to build if you build them in sets, so they assured me that they have the money to do it and they just want to build four at a time. The only staff comment we had was down here on 27th & Webster. They're requesting three lots. The staff was like they could probably get by with two lots and we reserve that third lot for future development.

That concludes A13.

Chairman McKiernan asked, does any member of the committee have comments or questions regarding this application?

Commissioner Townsend said I would like to know if any representative from Village Initiative is with us tonight. **Mr. Knapp** said Randy George said he had a family emergency and he will not be able to be here. **Commissioner Townsend** said of the six requested shown, you're saying they have withdrawn 2613 from their request on Quindaro Blvd., right? **Mr. Knapp** said yes. **Commissioner Townsend** said it was about this time last year that Village Initiative came with a proposition and the request for an option to build some transitional homes. Since Mr. George is not available to answer a couple of questions, I would like to have these held over for one month so I can consult with him for the particular purpose of making sure that the same ground rules apply for who's going to be in the home and if there are any changes from the procedure, the process that they intended to use with the transitional homes in the past and also to check to make sure that neighborhood area is good with that. One of our churches, I think it was Guiding Star, was kind enough last year to hold a neighborhood meeting about this, so we may not need to go to that extent, but I would like the opportunity to verify that things would be the same with these homes. That would be my motion.

Action: **Commissioner Townsend made a motion, seconded by Commissioner Davis, to hold over for one month to speak to the applicant.** Roll call was taken and there were five "Ayes," Stites, Davis, Townsend, Burroughs, McKiernan.

Chairman McKiernan said, Mr. Knapp, that takes us to A14.

Mr. Knapp said A14 and A15 are both applications with two different people, but they're requesting to build manufactured homes.

Francene Hutton – 2 homes

A 14 - 3124 S. 36th St. – 120122

3116 S. 36th St. – 079673

Tonya Love

A15 – 2278 Russell Ave. – 161803

A14 at 3214 S. 36th St. – There's actually two lots here. They plan to build two homes on these lots. I met this applicant at one of our Let's Talk Land Bank forums that we had. They have a commitment to build affordable housing and they said the only way to do that is with these manufactured homes. She informed me that they could deliver one of these homes for \$50K.

A15, 2278 Russell Ave. - I met this applicant at the WYCO Housing Summit. They have the similar commitment to affordable housing and actually quoted me the same exact \$50K number to get this home delivered and put on this lot for \$50K, so that pretty much sums up these two items.

Chairman McKiernan said certainly I think we're all open to the prospect of building additional affordable housing throughout Kansas City, Kansas and Wyandotte County and Edwardsville and Bonner Springs and all the places that we live. I would assume that these applicants would have to conform to all existing regulations as it applies to pre-manufactured dwellings that would be put on a lot. Is that correct? **Mr. Knapp** said that is correct. It has to be on a foundation and they have to have a storm shelter. **Chairman McKiernan** said so our regular inspection and permitting process would have to play through here. Okay, very good.

Does anyone on the committee have comments or questions on these applications? **Commissioner Burroughs** said no hands raised. **Chairman McKiernan** said I don't see any hands raised online. Wait a minute, we do have a hand raised. **Ms. Portley Lott** said Tanya is requesting to speak online. **Chairman McKiernan** said that would be the applicant for A15.

Tonya Love said I actually stay across the street from this property with my mom at 2275 Russell Ave. My question on building—I want to build a house—for that one I’m not doing affordable housing. I wanted to actually build that one for me to live in because we’re trying to get caretakers to live here, so we want to move. I need to move out of this house so we can have 24-hour caregivers to help take care of our mom. My question about this property was, when I look at it, it says that I have to have off the street parking and I’m fine with that because I own the lot next to it, but my question is, there used to be an alley in between 2280 and 2278. Would I be able to put a roadway back up that way to get to this property to the back of it to put parking or would I have to go through the alley that’s by 2266 to go all the way over to put parking in the back of that property? It said I had to have two off the street parking and there’s no access to get off the street on this end.

Chairman McKiernan said, Ms. Love, I think you’ve asked excellent questions that may be officially above the pay grade of this committee and so those are questions that I think we’re going to need to have other staff in other departments answer for you. Do you currently own 2280, is that what I understand? **Ms. Love** said no. I own 2266, 2270 and 2274 and 2275, 2273 and 2277 are my moms across the street. **Chairman McKiernan** said got it. Thank you.

Committee, I think that we have this before us. We’ve got some options, one of which would be to refer Ms. Love to staff who could answer her questions more completely than we could. Any comments or questions from the committee?

Commissioner Townsend said point of clarification, but before we get to that, have we already taken a vote on 14? I thought that’s what we were talking about with the housing and then it seemed like Ms. Love was on the phone. I just want to make sure. **Ms. Green** said he took both those items at once. **Chairman McKiernan** said we have not decided on A14 yet. Mr. Knapp grouped A14 and A15 together and we may, as a committee, choose to keep them together or to separate them. **Commissioner Townsend** said okay. I don’t have any problem. I wanted to make sure though. With regard to your suggestion to Ms. Love, are you suggesting that we refer those to her and hold this over until she gets that information as that might impact whether she wants to go forward with her application or not. **Chairman McKiernan** said myself, I think that would be a great thing to do and it would allow time to address the issue of the required access and infrastructure.

Ms. Love said for me it doesn't really matter if I had to go off-street parking and I have to come on the back side because I own all of that. I just wanted to know which way you would like me to build it. I mean I'll do it either way. It doesn't matter. I just want to make sure I'm within the guidelines. If I have to go up on the side of that property or if I can come up along the side of 2266 and create a driveway across the back of those properties to get to there, I can do it either way because I own all of that.

Chairman McKiernan asked, any other hands in the room? **Commissioner Burroughs** said no other hands. **Chairman McKiernan** said I'll ask if we received any written communication on either of these two applications. **Ms. Portley Lott** said none were received. **Chairman McKiernan** said I'll ask if there is anyone remaining online who would like to comment on either of these applications. **Ms. Portley Lott** said there are no hands raised. **Chairman McKiernan** said, Committee, we could entertain a motion for one or both of these applications.

Action: **Commissioner Townsend made a motion, seconded by Commissioner Davis, to approve A15, Ms. Love's application at 2278 Russell Ave. as submitted.** Roll call was taken and there were five "Ayes," Stites, Davis, Townsend, Burroughs, McKiernan.

Chairman McKiernan said now we will move backward to A14 which are the two parcels that are on South 36th St.

Action: **Commissioner Davis made a motion, seconded by Commissioner Stites, to approve A14 as submitted.** Roll call was taken and there were five "Ayes," Stites, Davis, Townsend, Burroughs, McKiernan.

Chairman McKiernan said we are into the B grouping now.

1. Hamdi Alsammarraie – 2 units
627 S. Pyle St. - 073588
2. Rudy Arias – 2 units
4225 Douglas Ave. - 176610

4230 Shearer Rd. - 176612

4. 505 Central

529 Central Ave. - 904421

525 Central Ave. - 904420

Mr. Knapp said I think we can do the whole B group together. We'll start with B1 at 627 S. Pyle St. They want to build a duplex there. It is zoned correctly for a duplex, but our staff comment was the lot may be too small to actually build that duplex there due to the parking requirements. So, this lot may only be big enough to build a single-family home.

B2 is part of another project. If you see just to the north of this one at 4229, they want to build a duplex on that lot, but there's no sewer connection in this area, so this request is for the two Land Bank landlocked Land Bank parcels that are behind this project. That would bring the acreage up to one acre. I believe this project has already went through Planning for approval of the duplex.

B3 actually got removed and B4 is for the Land Bank lots that are under the 505 Central Project.

That concludes the B items.

Chairman McKiernan asked, any comments or questions from the committee on these applications?

Commissioner Burroughs said I'm looking at Item No. 2, 4225 Douglas and 4230 Shearer. I believe I was notified there may be a road closure on Douglas occurring at 635 & Douglas. Would this be impacted by that? **Mr. Knapp** said I have no idea. It's the first time I've heard of this.

Chairman McKiernan said I guess I would follow up and ask if that is a permanent road closure or a temporary? **Commissioner Burroughs** said it's my understanding it may be a permanent. **Chairman McKiernan** said wow, that would seem to impact the applicant's plans for 4229 regardless of whether or not they would get access to the other two Land Bank lots. **Commissioner Burroughs** said just for the sake of clarification, I may be wrong in that location, but I believe that the information I'm bringing forward is accurate because I don't—Jud, I'm assuming, is that the east side or the west side of 635? **Mr. Knapp** said it's the east side.

Commissioner Burroughs said, Mr. Chairman, I do stand corrected. It is the east side and not the west side. I do know that there's discussion about Douglas with the Kansas Department of Transportation at this time, so I'll pull my comments back.

If I may, I would like to move to Item 1. Judd, did I hear you say that lot was not big enough to accommodate a duplex because of—is it parking that is the issue, because if somebody was to build a two-story home that had multiple family members, would parking still be considered then? **Mr. Knapp** said the staff comment we received was the lot may be too small for a duplex, so yes. **Commissioner Burroughs** said okay.

Chairman McKiernan asked, any other comments or questions from the committee? **Commissioner Burroughs** said seeing no hands here. **Chairman McKiernan** said, Tifani, I would ask if we got any written correspondence regarding any of these applications. **Ms. Portley Lott** said none were received. **Chairman McKiernan** said I'll ask if anyone online would like to offer a comment on any of these applications. **Ms. Portley Lott** said we have Gina with her hand raised.

Gina Julian with Keller Williams, Olathe, KS., said my client is the one who's looking at the duplex property. We did submit back to Jud that it would be fine for them to do a single-family. The other thing that we looked at was doing a duplex with a unit up and a unit down so they weren't a side by side unit, basically looking to see what would fit on the lot. **Chairman McKiernan** said so what I'm hearing is that you would work with UG staff to make sure that whatever you would propose to put there does in fact meet the requirements of the lot and of our staff. **Ms. Julian** said correct. **Chairman McKiernan** said very good.

Chairman McKiernan said with those comments, I guess the floor is open for a motion on Applications B1, 2 and 4.

Action: **Commissioner Burroughs made a motion, seconded by Commissioner Davis, to approve B1, 2 and 4 as submitted.** Roll call was taken and there were five "Ayes," Stites, Davis, Townsend, Burroughs, McKiernan.

Chairman McKiernan said that takes us to C1.

Commercial – 1

1. Karen Daniels – The Boston Daniels Peace and Arts Center

708 Quindaro Blvd. - 111909

714 Quindaro Blvd. - 132153

2307 N. Allis St. - 132204

Mr. Knapp said this request is for the Boston Daniels Peace and Arts Center to be built across from the Boston Daniels Park at 725 Quindaro. They are requesting the three Land Bank lots to put an option on them so the applicants would like to pursue to purchase the other three privately-owned lots on that block. I think that summarizes the application.

Chairman McKiernan asked, any comments or questions from the committee?

Commissioner Townsend said I would like to know if Karen Daniels is with us tonight online because I have some questions that she would probably be able to answer. **Chairman McKiernan** said we only have one person who is left online who has not already spoken and Karen Daniels is not the name associated with that Zoom account. **Commissioner Townsend** said if she is not available, I would like to have this held over to January so I can contact her. As you can see, the lots requested are not contiguous. I just have a few questions about where they are and their talks with the owners of those privately held. I can appreciate why Ms. Daniels would want them, that would be a perfect location across from Daniels Park. The other questions I have would be about parking because several months ago this committee approved to the extreme right there on 7th & Quindaro an option to accommodate parking for a new vendor that's there right at the corner with a convenience store. So, I just want to make sure that we kind of know the parking plans and the plans to acquire these other intervening lots are. I can certainly appreciate why they would want those across from there.

Also, want to consider parking because to the right across Allis is a thriving restaurant business, Ms. R's. Since Ms. Daniels isn't available with us tonight, I would move to hold this application over to get that information to the next monthly meeting of this group.

Action: Commissioner Townsend made a motion, seconded by Commissioner Davis, to hold this application over for one month to speak to the applicant to get information. Roll call was taken and there were five “Ayes,” Stites, Davis, Townsend, Burroughs, McKiernan.

Chairman McKiernan said that takes us to D1.

Garage

1. Zaira Judith Munoz
1966 N. 25th St. - 208302

Mr. Knapp said D1 is for a garage at 1966 N. 25th St. This was held over last month for additional review. The staff comment was they could build on their own lot that they have. They currently own 1970. I think that summarizes the application.

Chairman McKiernan said I do remember the conversation—I think I remember the conversation from last month and I didn’t know, Commissioner Townsend, if you had some additional thoughts on this application.

Commissioner Townsend said I don’t have any additional thoughts. I had gone by that property. It’s a pretty big property just to have a garage on it; however, there needs to be something done to protect the requester’s home if they’re concerned about trees, so I don’t know what could be done from staff. If staff can take a look and see if there’s some type of clearing that needs to be done. It seemed like a pretty good size lot just to have a garage, so other than that, maybe just to hold it over one more month to get clarity on what we as current property owners could do to mitigate or help lessen the likelihood of any damage that the current homeowner applicant is concerned about.

Chairman McKiernan said I would ask Ms. Green, who is in the room, if that is something that we could accomplish in terms of an inspection. **Mr. Green** said I will say that we can definitely ask Public Works to send somebody or Parks & Rec to send somebody. I can’t remember which department does the tree removal, maybe it’s Parks & Rec. The other thing I would say, is that something that the UG wants to go to the expense with because we are not liable for any damage

to other properties from our trees unless the tree is dead. If it is a live tree and it falls over due to an act of God because of a storm or wind, we're actually not liable for that damage, so that would be the only thing that I would caution is that an expense that we want to take. **Commissioner Townsend** asked, what about trees that may be dead? **Ms. Green** said if it's dead, then yes, we would be responsible for any damage it would cause if it fell. We could have an inspection so they could just inspect to see the condition of the trees. **Commissioner Townsend** said based on what you said, yeah, I'm even more supportive of that being done and Commissioner Davis has reminded me we need a motion.

Action: **Commissioner Townsend made a motion, seconded by Commissioner Davis, to hold this application over for an inspection of the requested property by the appropriate department in the UG and come back to us before the next month's meeting with comments about that and that this item be brought back for the January 2023 agenda of this committee.**

Chairman McKiernan said, Mr. Knapp, we'll task you with contacting the relevant UG departments for that inspection and information gathering. **Mr. Knapp** said will do.

Roll call was taken and there were five "Ayes," Stites, Davis, Townsend, Burroughs, McKiernan.

Adjourn

Action: **Commissioner Townsend made a motion, seconded by Commissioner Burroughs, to adjourn.** Roll call was taken and there were four "Ayes," Stites, Davis, Townsend, Burroughs, McKiernan.

The meeting was adjourned at 7:23 p.m.

dt