

EL DORADO

K A N S A S

PLANNING COMMISSION AGENDA

July 24, 2025

5:30 PM

1. CALL TO ORDER & ROLL CALL

James Barnaby
Steve Fellers
Lawrence Fischetti
Debbra LaForge
Scott Leason
Austin Letts
Brad Long
Norman Wilks

2. APPROVAL OF MINUTES

1 - 5/22/25 MINUTES

3. NEW BUSINESS

ITEM NO. 1 - SUP - ACCESSORY APARTMENT 255 SE 20TH ST.

- A. Presentation of Request
- B. Public Hearing
- C. Discussion by Planning Commission
- D. Motion

ITEM NO. 2 - ZONING AMENDMENT - PUBLIC ASSEMBLY VENUES

- A. Presentation of Request
- B. Public Hearing
- C. Discussion by Planning Commission
- D. Motion

ITEM NO. 3 - SUP - PUBLIC ASSEMBLY VENUE 294 SE BLUESTEM RD

- A. Presentation of Request
- B. Public Hearing
- C. Discussion by Planning Commission
- D. Motion

ITEM NO. 4 - PRELIMINARY PLAT - EL DORADO HILLS BUSINESS PARK

- A. Presentation of Request
- B. Public Hearing
- C. Discussion by Planning Commission
- D. Motion

ITEM NO. 5 - REZONE - EL DORADO HILLS BUSINESS PARK ADDITION

- A. Presentation of Request
- B. Public Hearing
- C. Discussion by Planning Commission
- D. Motion

4. OLD BUSINESS

5. STAFF ITEMS

6. ADJOURNMENT

EL DORADO

K A N S A S

PLANNING COMMISSION MINUTES-DRAFT

May 22, 2025

5:30 p.m.

1. CALL TO ORDER & ROLL CALL

Chairman Letts called the meeting to order at 5:30 pm.

Members Present

James Barnaby
Steve Fellers
L J Fischetti
Debra LaForge
Austin Letts
Norman Wilks

Staff Present

Scott Rickard

2. APPROVAL OF MINUTES 4/24/25

Commissioner Fellers requested an amendment to the minutes to note that trees are an important factor for the special use permit at 720 N Oak.

3. NEW BUSINESS

ITEM NO. 1 – CASE NO. 25-03-SUP: PUBLIC HEARING FOR THE CONSIDERATION OF A REQUEST FOR A SPECIAL USE PERMIT TO ALLOW VEHICLE REPAIR, AT 301 S MAIN STREET.

A. Presentation of Request

David Turner has requested a Special Use Permit (SUP) to allow Limited Vehicle Repair at 301 S. Main Street. The property is zoned C-2 Central Business District and includes an existing commercial structure historically used for automotive services and fuel sales, but more recently used as office space for a plumbing business. The applicant intends to perform light maintenance work, including tire and brake repair, oil changes, and other related services.

The proposed use falls under the definition of Limited Vehicle Repair in the zoning regulations, which is defined as:

“Establishments providing specialized motor vehicle repair or maintenance services, which activities take place within an enclosed building, excluding paint and body shops or other major vehicle repair services. Typical services include electronic tune-ups, brake repairs, air

conditioning repairs, tire repairs, front-end alignments, battery recharging, and oil/lubrication services. May also include the sales, repair, or installation of parts and accessories, such as tires, batteries, windshield wipers, hoses, windows, etc.”

This use is only permitted by a Special Use Permit in the C-2 zoning district.

Staff recommended conditions be added to the special use:

If the Planning Commission recommends approval, staff recommends the following conditions:

1. All repair activities must occur entirely within the enclosed building.
2. No outdoor storage of parts, tools, fluids, tires, or equipment.
3. Hours of operation shall be limited to 7:00 AM to 7:00 PM.
4. No blocking of alley access; vehicles or equipment shall not be staged in the alley.
5. Refuse and recycling must be screened from the public’s view.

Commissioner LaForge inquired how this use is different than the plumbing business. Mr. Rickard stated it was previously used as office space. Commissioner LaForge asked if vehicles will be parked on the property while they are waiting to be worked on. Mr. Rickard noted that there is adequate space for vehicle entry and exit, but staff recommend clear designation of parking and staging areas to avoid congestion near sidewalks and alleys. Zoning requirements in a C-2 district do not have off street parking requirements. There is public parking to the north and on street parking available. Commissioner LaForge inquired if vehicles could be parked in the parking lot to the north while waiting on parts for a period would be a problem. Mr. Rickard stated the cars would need to be parked on his property. Commissioner Wilks stated he would like a clear designated parking and staging area established and the sidewalk & alley should be avoided listed as conditions.

B. Public Hearing

Chairman Letts opened the public hearing. As there was no one to speak, the public hearing was closed.

C. Discussion by Planning Commission

Commissioner Letts commented that the building looks like a repair shop, has two garage bays, and an area behind the building could be used to park the cars waiting for service and to store supplies. Commissioner Letts is concerned about Congestion in front of the building during business hours and doesn’t want to see a bunch of cars parked in front of the building waiting to be serviced and that a scheduled service time not a walk in service would work better. Mr. Rickard noted the parking on Ash isn’t that far from the building and materials and parts would need to be stored in the rear of the property. If any parking issues arise, they could be addressed by other city codes in place.

Commissioner Fischetti inquired if vehicles could be sold on the property. Mr. Rickard stated the property would need to meet the Kansas Department of Revenues requirements to sell vehicles

and he was unsure if it was allowed in the current zoning. Commissioner Fellers noted he would want cars not to be sold as a condition of the special use. Mr. Rickard noted selling vehicles is another process.

Commissioner Fischetti inquired if the special use would be transferred to a new owner if the property was sold. Mr. Rickard stated if the use continued it would transfer, otherwise it would cease after six months.

Commissioner Fellers commented on environmental issues and any liquids being on the outside of the building, when oil is changed would it be stored inside or outside, if the oil barrels were vandalized the oil could be a problem for the city. Mr. Rickard stated his personal perspective is this is an existing building that was previously used as the same as requested, if the building was remodeled an oil/water separator would be required. Commissioner Fellers inquired about the environmental trap requirements for the city sewer system. Mr. Rickard noted the building official will be involved during a remodel of the building and before a certificate of occupancy is issued. Commissioner Letts inquired if the separator has been installed. Mr. Rickard stated the meeting is only about the proposed use of the building.

Commissioner Letts inquired if the work done would be light maintenance work, oil changes, tires, etc. like the 10-minute oil change shop on North Vine. Mr. Rickard stated he believes the work would be more similar with Norris's repair shop. Commissioner LaForge noted that the Norris repair shop has their parking in the back and questioned if this shop would have enough parking space. Commissioner Letts stated he believes they have approximately 5 or six spots in the back.

Commissioner LaForge stated if the oil drum storage is not visible from the front, she does not have an issue with the request. Mr. Rickard noted the Fire Department would also do an inspection of the property. Commissioner LaForge requested the clear designated parking and staging area established and the sidewalk & alley should be avoided as a condition of the special use permit, as previously stated by Commissioner Wilks be added. Commissioner Fellers inquired if the applicant agreed with the hours from 7:00 AM to 7:00 PM. Mr. Rickard stated that he did.

D. Motion

Commissioner Wilks moved to recommend Case No. 25-03-SUP, a request by David Turner for a Special Use Permit to allow Limited Vehicle Repair at 301 S. Main Street, subject to staff's recommended conditions 1-6 and based on the findings in the staff report, seconded by Commissioner Fellers.

1. All repair activities must occur entirely within the enclosed building.
2. No outdoor storage of parts, tools, fluids, tires, or equipment.
3. Hours of operation shall be limited to 7:00 AM to 7:00 PM.
4. No blocking of alley access; vehicles or equipment shall not be staged in the alley.
5. Refuse and recycling must be screened from the public's view.
6. Clear designated parking and staging area established, and the sidewalk & alley should be avoided.

ROLL CALL VOTE

Commissioner Barnaby	Y
Commissioner Fellers	Y
Commissioner Fischetti	Y
Commissioner LaForge	Y
Chairman Letts	Y
Commissioner Wilks	Y

Motion passed 6-0.

4. **OLD BUSINESS** Mr. Rickard mentioned the City Commission upheld the Planning Commission's recommendation to deny the special use permit at 720 N. Oak. The Planning Commission can expect to rehear the case, although City staff has not heard back from the applicant yet.
5. **STAFF ITEMS** – Possible future special use permit application for an offsite advertising billboard at the Northeast corner of Haverhill and Central.
6. **ADJOURNMENT**

The meeting was adjourned at 5:52 pm.

PLANNING COMMISSION MEMORANDUM

TO: Planning Commission
CC:
FROM: Scott Rickard
RE:

BACKGROUND:

Jennifer Milbourn has requested a Special Use Permit (SUP) to allow an accessory apartment on the property located at **255 SE 20th Street**. The applicant plans to remodel the existing detached garage into a one-bedroom apartment. The apartment will be provided with separate water and electric meters. The property currently has two occupied single-family homes.

Under the **El Dorado Zoning Regulations**, an accessory apartment is defined as “an accessory use residential unit that is detached from a principal single-family residential unit.” The subject property is zoned **A-R (Agricultural Residential District)**, where the construction of an accessory apartment requires a **Special Use Permit** in compliance with **Article 10 – Special Use Permits** of the El Dorado Zoning Regulations.

This property falls within **El Dorado’s Extraterritorial Jurisdiction (ETJ)**, meaning that while land use regulations and zoning fall under the City’s authority, **Butler County retains jurisdiction over building permitting and inspections** as outlined in the **Interlocal Agreement between Butler County and the City of El Dorado**. The **City Planning Commission is responsible for zoning and land use decisions within the ETJ**, while **Butler County reviews and issues building permits for structures in this area**.

EVALUATION CRITERIA & STAFF FINDINGS:

The following considerations have been reviewed per **Section 10.3 of the Zoning Regulations**, which outlines the standards for the issuance of Special Use Permits:

- A. ***The location and size of the proposed use in relation to the site and to adjacent sites and uses of the property, and the nature and intensity of operations proposed thereon.*** Single-family residential uses and agricultural land surround the property.
- B. ***Accessibility of the property to police, fire, refuse collection and other municipal services; adequacy of ingress and egress to and within the site; traffic flow and control; and the adequacy of off-street parking and loading areas.*** The site has adequate access for emergency services, including **fire, police, and refuse collection**. The location is accessible via **20th Street** and is not expected to experience significant traffic impacts due to the addition of an accessory dwelling unit.
- C. ***Utilities and services, including water, sewer, drainage, gas, and electricity, with particular reference to location, availability, capacity and compatibility.*** The site is currently served by **water and electricity**; any additional utility load from the accessory apartment is expected to be minimal. **Sanitary sewer and drainage requirements fall under Butler County’s jurisdiction**, and the applicant must meet all county permitting requirements.
- D. ***The location, nature, and height of structures, walls, fences, and other improvements; their relation to adjacent property and uses; and the need for buffering or screening.*** No buffering or screening is required.

E. The adequacy of required yard and open space requirements and sign provisions. While **Butler County will review the final site plan**, preliminary evaluations indicate compliance with the necessary yard and open space provisions.

F. The general compatibility with adjacent properties, other properties in the district, and the general safety, health, comfort and general welfare of the community. The proposed accessory apartment is **not expected to have negative impacts** on neighboring properties.

INTERLOCAL AGREEMENT CONSIDERATIONS:

- **Zoning Jurisdiction:** Under **Section 3 of the Interlocal Agreement**, the City has zoning authority over the **Growth Area**, including this property.
- **County Building Codes:** Pursuant to Section 5, the County retains jurisdiction over building codes and permitting; therefore, the applicant must obtain approvals from **Butler County for all building permits and inspections**.
- **Comprehensive Plan Alignment:** The City and County must ensure that zoning decisions within the **ETJ** align with the broader **Butler County Comprehensive Plan**, as outlined in **Section 3.4 of the Interlocal Agreement**. The County Zoning Administrator was notified of this request and provided input per the terms of this agreement.

STAFF RECOMMENDATION:

Based on compliance with **El Dorado Zoning Regulations** and the **Interlocal Agreement for the ETJ**, staff recommend approval of the Special Use Permit for an accessory apartment at **255 SE 20th Street**. The Butler County Commission will **review the case on July 22, 2025**.


SUGGESTED MOTION:


I move to recommend Case No. 25-04-SUP, a request by Jennifer Milbourn, for a Special Use Permit to allow an accessory apartment on the property located at 255 SE 20th St., for the reasons outlined in the staff recommendation and heard at this public hearing.

Legend



 Subject Property

 1000' Buffer

 Parcels

ETJ District

ZONE

 A-R

 R-S

E WETLANDS DR

SE COWLES RD

SE-20TH ST

1000' Buffer

SUBJECT PROPERTY

SW HWY 77

SE HWY 77

SE TURKEY CREEK RD

PLANNING COMMISSION MEMORANDUM

TO: Planning Commission
CC:
FROM: Scott Rickard
RE:

BACKGROUND

Staff has received a request from a property owner located in the City's Extraterritorial Jurisdiction (ETJ) to establish a wedding and event venue on land currently zoned A-R (Agricultural Residential District). The proposed use would involve a permanent facility for public gatherings, such as weddings, receptions, and other private events. While the A-R zoning district supports large lot residential and agricultural uses, it does not currently allow Public Assembly Venues as a permitted or special use.

This inquiry has prompted staff to review whether Public Assembly Venues should be permitted by Special Use Permit (SUP) in rural residential districts. While the original request was tied to a specific property and event concept, **the Planning Commission's role is to evaluate zoning amendments based on broad applicability and long-term community impact—not just in response to a single project.** Zoning regulations must be consistently applied and reflect general land use policy, not be tailored to individual applicants.

Per the City's Zoning Regulations, a Public Assembly Venue is defined as:

An establishment that primarily provides sufficient space and facilities for more than 20 people to congregate for a singular purpose or event. Typical uses include public or private auditoriums, houses of worship, meeting halls, community centers, performing arts theaters, and concert halls. Does not include motion picture theaters, sports arenas and stadiums, or conference rooms associated with businesses or offices. May include incidental concessions, gymnasiums, non-commercial kitchens, and offices.

Under current zoning:

- The use is permitted by right in the C-1 General Business District.
- It is allowed by Special Use Permit (SUP) in the R-1, R-2, R-3, C-2, and O-I districts.
- It is not permitted in A-R or R-S districts, which make up the majority of the City's rural and fringe residential zoning.

PROPOSED ZONING AMENDMENT

Staff recommends initiating a text amendment to Appendix A – Listing of Uses by Zoning District to allow Public Assembly Venues by Special Use Permit in both A-R and R-S zoning districts.

This would give the Planning Commission and Governing Body the ability to evaluate such proposals on a case-by-case basis, applying site-specific conditions as needed through the Special Use Permit process.

By allowing this use through a SUP:

- The City retains full discretionary review and public hearing requirements.
- Conditions related to traffic, access, noise, screening, and hours of operation can be tailored to each site.
- The zoning framework remains consistent with the broader goals of preserving agricultural character while allowing low-intensity rural economic opportunities.

ZONING AMENDMENT PROCESS

Zoning text amendments are governed by the procedures set forth in the City’s zoning regulations. The process includes:

1. Initiation of Amendment

Amendments may be initiated by the Planning Commission, City Commission, or staff. This memo constitutes staff’s recommendation to initiate the amendment process.

2. Public Hearing

The Planning Commission is required to hold a public hearing on any proposed change to the text of the Zoning Regulations. Notice must be published at least 20 days in advance of the hearing.

3. Planning Commission Recommendation

Following the hearing, the Planning Commission may recommend approval, denial, or modification of the proposed amendment. Findings should address whether the amendment promotes the public health, safety, and welfare.

4. City Commission Action

The Planning Commission’s recommendation is forwarded to the City Commission for final adoption. The amendment becomes effective upon publication of the adopting ordinance.

This amendment follows the required procedure and does not affect any specific parcel’s zoning classification. Instead, it modifies the zoning use table to introduce flexibility in how public assembly venues are considered in rural zones.

PLANNING & POLICY CONSIDERATIONS

Amending the zoning regulations to allow this use by Special Use Permit in rural districts recognizes several realities:

- Demand is increasing for wedding venues and similar rural event spaces in agricultural or low-density settings.
- The Special Use Permit process provides oversight, transparency, and the ability to deny or condition proposals that do not meet community standards.
- The amendment does not automatically approve any specific venue. It simply enables the City to consider such requests within the A-R and R-S districts.
- The City retains its zoning authority within the ETJ through the interlocal agreement with Butler County, and therefore must ensure land uses align with both zoning intent and rural compatibility.

Importantly, this amendment does **not** introduce by-right commercial development in rural areas. Instead, it provides a controlled and conditional path for consideration of special-event facilities that may serve a public function while still being compatible with surrounding land uses.

RECOMMENDED AMENDMENT TO APPENDIX A – USE TABLE (EXCERPT)

Use Category	A-R	R-S	R-1	R-2	R-3	C-1	C-2	O-I
Public Assembly Venue	SUP	SUP	SUP	SUP	SUP	P	SUP	SUP

- “SUP” = Allowed by Special Use Permit
- “P” = Permitted by right

STAFF RECOMMENDATION

Staff recommends that the Planning Commission adopt a motion to recommend approval of an amendment to Appendix A – Listing of Uses by Zoning District to allow Public Assembly Venues by Special Use Permit in A-R and R-S districts.

This recommendation reflects the need for flexibility in rural land use policy, supports entrepreneurial rural development opportunities, and retains local control through the SUP process.

SUGGESTED MOTION

I _____ move to recommend approval of the proposed amendment to Appendix A of the Zoning Regulations to allow Public Assembly Venues by Special Use Permit in the A-R and R-S zoning districts, based on the findings and rationale presented in the staff report and as heard at this public hearing: Second _____.

PLANNING COMMISSION MEMORANDUM

TO: Planning Commission
CC:
FROM: Scott Rickard
RE:

BACKGROUND

Mike Carney has submitted a request for a Special Use Permit (SUP) to allow a Public Assembly Venue on property located at 294 SE Bluestem Rd, within the City of El Dorado's A-R (Agricultural Residential District) and inside the Extraterritorial Jurisdiction (ETJ). The venue is proposed as a rural wedding and event facility, which will include a 130' x 40' metal structure with an interior kitchenette, two ADA-compliant restrooms, and a separate lagoon wastewater treatment system.

At the time of application, Public Assembly Venues were not a listed use in the A-R zoning district. However, a separate zoning text amendment to Appendix A – Listing of Uses by Zoning District is under concurrent consideration by the Planning Commission during this same meeting. If approved, the amendment will allow Public Assembly Venues in the A-R and R-S districts by Special Use Permit, subject to all procedural requirements of Article 10 of the Zoning Regulations and subsequent City Commission approval.

This property lies within the ETJ, which means the City retains zoning and land use jurisdiction, while Butler County is responsible for building permits, site inspections, wastewater permits, and construction code enforcement in accordance with the adopted Interlocal Agreement. The City Planning Commission serves as the decision-making body for zoning entitlements in the ETJ area, including SUPs.

EVALUATION CRITERIA & STAFF FINDINGS

The request was evaluated in accordance with Section 10.3 of the El Dorado Zoning Regulations, which outlines the standards for granting Special Use Permits. Staff findings for each criterion are as follows:

A. Location, Size, and Intensity of Use

The proposed facility is appropriately scaled for the size of the parcel. The building will be centrally located with ample setbacks on all sides. The nature of the use—hosting periodic events such as weddings—presents a low to moderate intensity of use that is intermittent rather than continuous. The surrounding area is primarily large-acre residential and agricultural, which limits potential for conflict.

B. Accessibility, Traffic Flow, and Municipal Services

Access to the property is provided via SE Bluestem Rd, a paved collector roadway capable of accommodating low-volume traffic typical of event-based land uses. No new public infrastructure is required.

The location is accessible for fire, police, and emergency medical services, and there is sufficient frontage and internal area to accommodate on-site guest parking and event circulation. No adverse traffic impacts are anticipated due to the site's rural setting and the limited frequency of use.

C. Utilities and Services

- Water: Available and already extended to the site.
- Electricity: Available and will be extended as part of the building installation.
- Sewer: A private lagoon system is proposed, subject to Butler County Environmental Health review and permitting.
- Stormwater: The rural nature of the property, combined with the low building-to-lot ratio, will accommodate runoff without off-site drainage impacts. The applicant will be required to comply with County regulations.

D. Structures, Buffers, and Visual Compatibility

The proposed building is consistent in height and scale with typical agricultural structures. No fences, walls, or new accessory structures are proposed at this time.

Given the distance from nearby residences and the open character of the surrounding land, no buffering or screening is required under current zoning standards. However, the applicant has expressed willingness to install landscaping or other treatments if requested during final design review.

E. Yard, Open Space, and Sign Requirements

The building footprint complies with minimum setbacks and yard requirements in the A-R district. There is no request for signage at this time; any future signage must comply with applicable dimensional and placement regulations. Butler County will verify final site conformance as part of the building permit review process.

F. Compatibility and General Welfare

The intermittent and low-density nature of the use ensures compatibility with the surrounding agricultural and residential properties. Noise, traffic, and activity levels associated with wedding venues are periodic and can be managed through SUP conditions. The proposed use supports the economic viability of rural parcels and contributes to diversified land use without disrupting surrounding landowners' reasonable expectations of quiet enjoyment.

INTERLOCAL AGREEMENT CONSIDERATIONS

- **Zoning Jurisdiction:** Per Section 3 of the Interlocal Agreement, the City of El Dorado retains land use authority in the designated growth area, including this parcel. The Special Use Permit is being processed under City zoning authority.
- **Building Permits and Codes:** Section 5 affirms that Butler County has sole jurisdiction over building codes, on-site wastewater systems, inspections, and occupancy enforcement. All development must receive permits through Butler County.
- **Coordination:** The County Zoning Administrator and Environmental Health Department were notified of the application. Future permitting will be coordinated accordingly.
- **Comprehensive Plan Compatibility:** While the County's Comprehensive Plan discourages commercial sprawl, it allows consideration of low-impact rural economic uses through discretionary zoning processes, including SUPs. The proposed venue does not alter the underlying land use pattern and maintains open space character.

STAFF RECOMMENDATION

Contingent upon approval of the related text amendment to Appendix A, staff recommends approval of the Special Use Permit for a Public Assembly Venue on the property located at 294 SE Bluestem Rd. The proposed use complies with the intent of the Special Use process, preserves neighborhood compatibility, and aligns with zoning authority under the Interlocal Agreement.

A positive recommendation by the Planning Commission will be forwarded to the City Commission, and Butler County will consider the building permitting application on July 22, 2025.


SUGGESTED MOTION


I move to recommend approval of Case No. 25-05-SUP, a request by Mike Carney, for a Special Use Permit to allow a Public Assembly Venue on the property located at 294 SE Bluestem Rd., contingent upon adoption of the related zoning text amendment, and for the reasons stated in the staff report and heard at this public hearing.

Legend



 Subject Property

 1000' Buffer

 Parcels

ETJ District

ZONE

 A-R

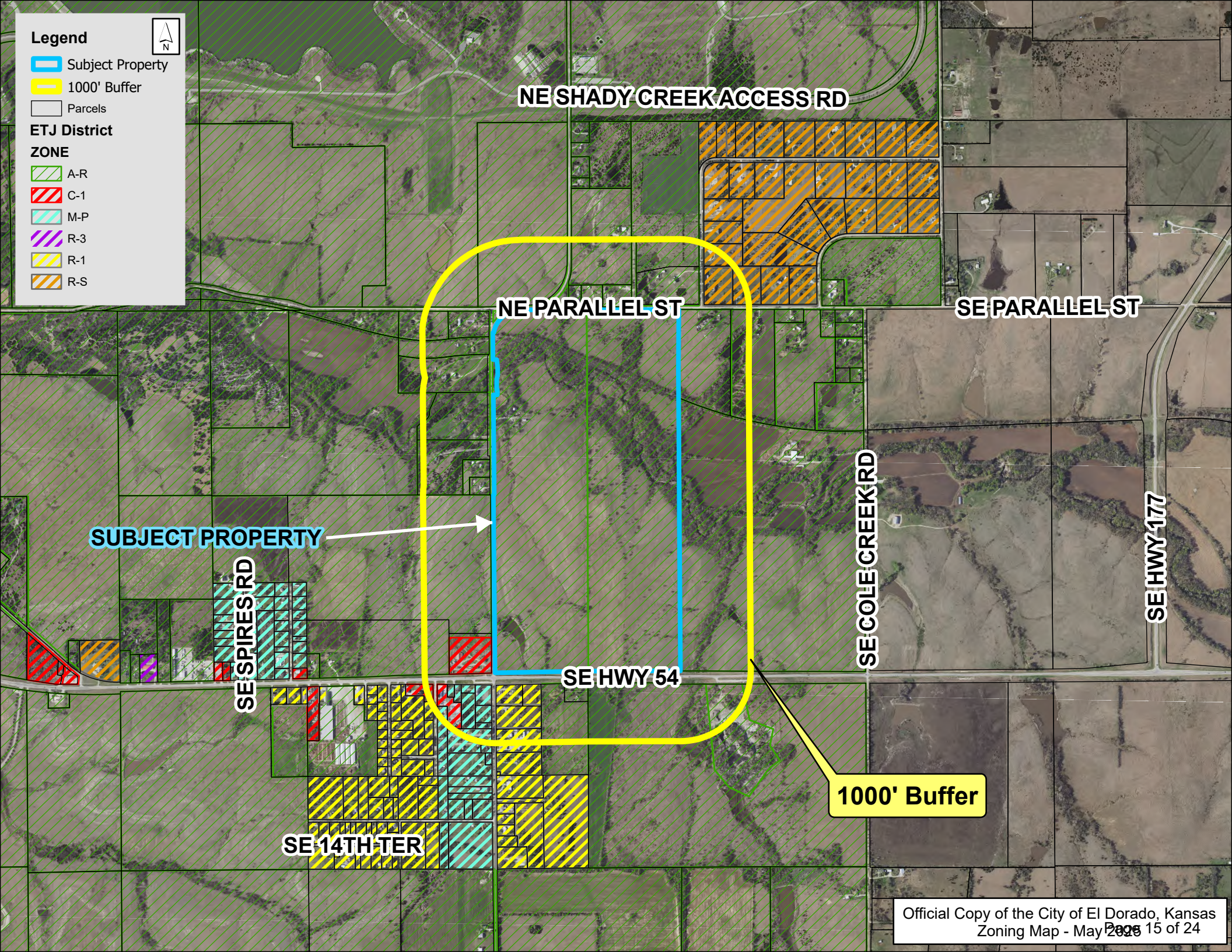
 C-1

 M-P

 R-3

 R-1

 R-S



NE SHADY CREEK ACCESS RD

NE PARALLEL ST

SE PARALLEL ST

SUBJECT PROPERTY

SE SPIRES RD

SE HWY 54

SECOLE CREEK RD

SE HWY 177

SE 14TH TER

1000' Buffer



This map is intended for informational purposes only. It should not be used in lieu of a survey to determine property boundaries.

PLANNING COMMISSION MEMORANDUM

TO: Planning Commission
CC:
FROM:
RE:

INTRODUCTION:

Garber Surveying Service, P.A., on behalf of Easy to Remember Development, LLC, has submitted a preliminary plat for the proposed El Dorado Hills Business Park. The plat subdivides one parent parcel into fourteen lots intended for commercial/light industrial development. The subject property is located in Section 04, Township 26 South, Range 5 East, on the north side of Towanda Avenue between Haverhill Road and Boyer Road. The property was annexed into the City in May 2024 and is zoned A-R (Agricultural Residential District).

The purpose of this memo is to evaluate the proposed plat for conformance with the City of El Dorado's Subdivision Regulations, Zoning Regulations, and Comprehensive Plan, as well as to summarize infrastructure considerations and staff findings. This plat is being reviewed concurrently with a rezoning request to allow for C-1 (General Business), I-1 (Light Industrial), and R-3 (Multi-Family Residential) zoning districts across the proposed lots, contingent upon final plat approval.

PLAT COMPONENTS & COMPLIANCE:

The preliminary plat submission has been reviewed for completeness and compliance with the City's adopted regulations. Based on the Preliminary Plat Checklist and requirements from the Subdivision Regulations, staff makes the following findings:

- The plat shows the correct subdivision name, legal description, location data, scale, north arrow, and preparation date.
- The ownership, subdivider, and surveyor are clearly identified.
- Topographic contours, existing structures, right-of-way widths, easements, and utility corridors are accurately presented.
- Existing and proposed lot boundaries, sizes, street layout, easements, and setbacks meet applicable requirements.
- All lots meet minimum width and depth standards and are suitable for development under current zoning.

INFRASTRUCTURE AND UTILITIES:

Drainage: • A drainage study was submitted as part of the preliminary plat review. The proposed grading and drainage system utilize existing ditches and incorporate stormwater easements where necessary. Drainage calculations appear to support the design intent and account for downstream impact. The plan will be further reviewed at the final plat stage.

Sanitary Sewer: • The property is located within the City's sanitary sewer service area. Existing sewer mains are present along the north side of Towanda Avenue, and the site is proposed to connect to the City's system. Preliminary layout supports gravity flow connections to all proposed lots. Final design will be reviewed during the construction document phase. • Future subdivision of larger lots may necessitate density-driven infrastructure upgrades. Based on findings from the City's Utility Master Plan, increased development in this basin will require improvements to the Towanda Avenue lift station and associated force main to support added capacity.

Water: • The City of El Dorado will provide water service. Existing water lines in Towanda Avenue and Boyer Road can be extended as needed to serve the development. Individual service connections and fire hydrant spacing will be reviewed at the construction phase.

Gas, Electric,: • Kansas Gas Service, Evergy, Coordination with utility providers will be required prior to final plat approval.

LOT LAYOUT & DESIGN: • The lots are arranged in a cul-de-sac pattern with access to Towanda

Avenue and Boyer Rd.. • A total of 14 lots will be created, varying in size from approximately 2.0 acres to 30.7 acres, allowing for a range of development opportunities. •

Some of the larger lots may be further subdivided in the future based on market demand and project-specific needs. Future subdivisions will require site-specific review and may trigger utility upgrades depending on density and use.

COMPREHENSIVE PLAN ALIGNMENT: The site is identified as a targeted employment and business growth area within the Comprehensive Plan. The plat supports the City's land use goals by promoting orderly development, increasing shovel-ready inventory, and facilitating utility extension to underutilized areas.

RECOMMENDATION AND MOTION: Staff recommends approval of the preliminary plat for El Dorado Hills Business Park, contingent on the following:

1. Final plat shall comply with all applicable conditions of approval.
2. All utility easements and public right-of-way dedications necessary for long-term infrastructure service must be clearly shown on the final plat to ensure effective service delivery.

Suggested Motion: "I move to approve the preliminary plat for the El Dorado Hills Business Park as presented, subject to the conditions outlined in the staff recommendation."

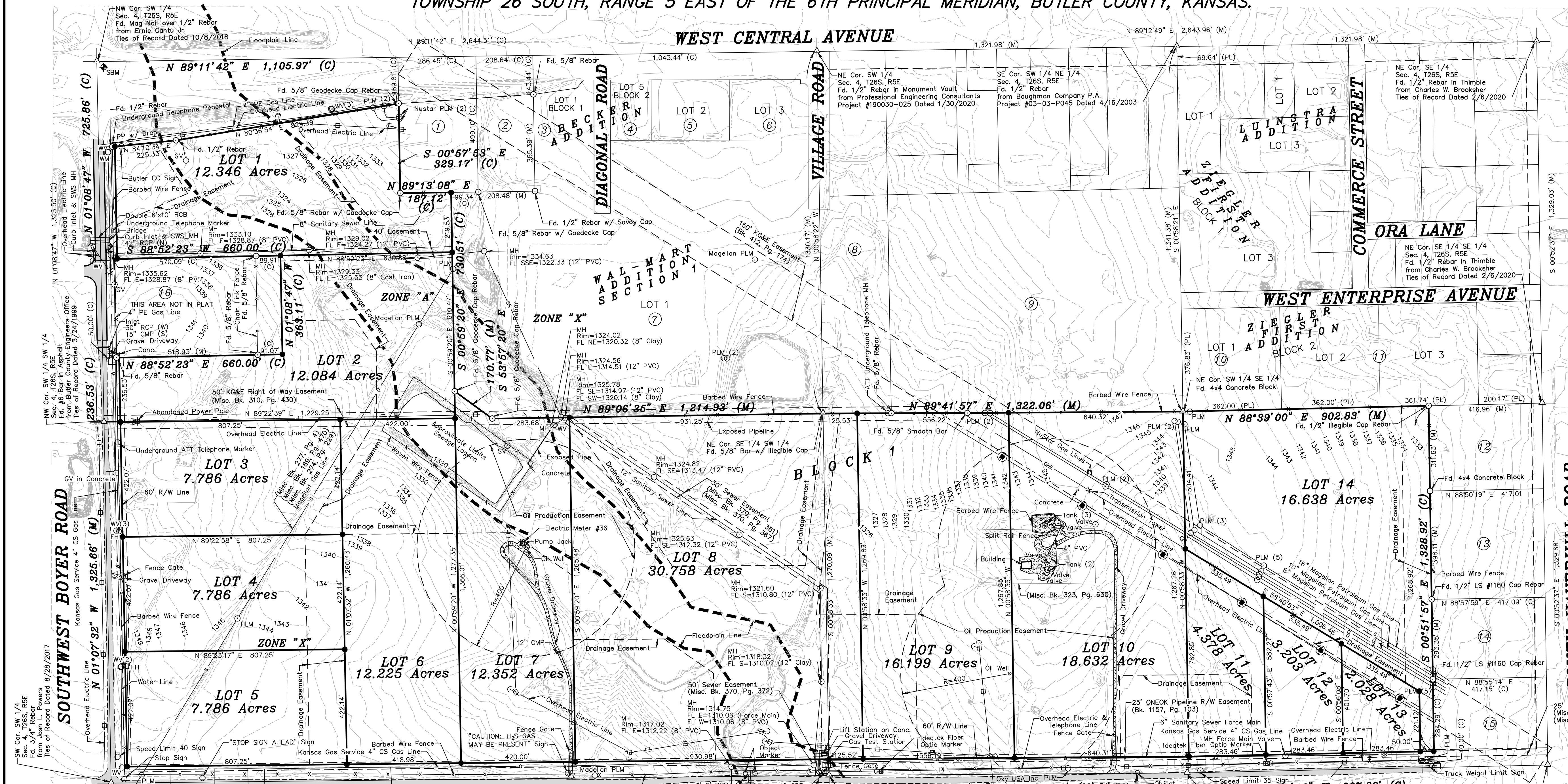
Attachments:

- Preliminary Plat Drawing (Garber Surveying)
- Drainage Plan

EL DORADO HILLS BUSINESS PARK

PRELIMINARY PLAT
A PORTION OF THE SOUTH HALF OF SECTION 4,
TOWNSHIP 26 SOUTH, RANGE 5 EAST OF THE 6TH PRINCIPAL MERIDIAN, BUTLER COUNTY, KANSAS.

PRELIMINARY PLAT



LEGEND

- △ Sectional Monument Found
- Survey Monument Found
- 5/8" x 24" Iron Rebar Set w/G.S.S. Cap
- Fence
- Fire Hydrant
- Guy Anchor
- Gas Valve
- Pipeline Marker
- Light Pole
- Transmission Pole
- Power Pole
- Sanitary Sewer Manhole
- Sanitary Sewer Valve
- Underground Fiber Optic Pedestal
- Water Meter
- Water Valve
- Calculated
- Measured
- Platted
- Benchmark
- Point of Beginning

ADJACENT OWNERSHIP TABLE

#	OWNER	PARCEL ID	ZONING
1	MARY M HARMS	212040031004000	C-1
2	PLYMOUTH'S PLACE LLC	212040031003000	C-1
3	COMMUNITY NATIONAL BANK	212040033001050	C-1
4	CARRINGTON CAPITAL INVESTMENTS LLC	202040033001010	C-1
5	NILAYAA LLC	212040033001060	C-1
6	INTRUST BANK NA	212040033001070	C-1
7	WAL-MART REAL ESTATE BUSINESS TRUST	212040033001080	C-1
8	LUNSTRA, LEE & ELIZABETH	212040033001090	C-1
9	LUNSTRA, LEE & ELIZABETH A	212040033001080	M-P
10	WALNUT VALLEY INVESTMENTS LLC	2120400332003000	R-1
11	SILVERWOOD LLC	2120400332002000	C-1
12	KELVIN E DODSON	2120400332005000	R-1
13	PATRIOT STORAGE OF KANSAS LLC	2120400332007020	C-1
14	WHEAT STATE RENTAL INC	2120400332007000	C-1
15	EAW LLC	2120400332007010	C-1
16	CITY TRUCK & TIRE REPAIR INC	2120400331006000	A-R

DESCRIPTION:
A portion of the South Half of Section 4, Township 26 South, Range 5 East of the 6th Principal Meridian, Butler County, Kansas, more particularly described by Daniel E. Garber, Professional Surveyor #683, on January 22, 2024 as follows:
Beginning at the Southwest corner of the Southwest Quarter of Section 4, Township 26 South, Range 5 East of the 6th Principal Meridian; Thence North 01°07'32" West (basis of bearings is NAD 83 Kansas South Zone) along the West line of said Southwest Quarter a distance of 1,325.66 feet to the Northwest corner of the Southwest Quarter of said Southwest Quarter; Thence North 01°08'47" West along the West line of said Southwest Quarter a distance of 236.53 feet; Thence North 88°52'23" East a distance of 660.00 feet; Thence North 01°08'47" West parallel with the West line of said Southwest Quarter a distance of 363.11 feet; Thence South 88°52'23" West a distance of 660.00 feet to the West line of said Southwest Quarter; Thence North 01°08'47" West along the West line of said Southwest Quarter a distance of 725.86 feet to the Northwest corner of said Southwest Quarter; Thence North 89°11'42" East along the North line of said Southwest Quarter a distance of 1,105.97 feet; Thence South 00°57'53" East a distance of 498.98 feet; Thence North 89°13'08" East a distance of 187.12 feet to the West line of Wal-Mart Addition Section 1 to the City of El Dorado, Kansas; Thence South 00°59'20" East along the West line of said Wal-Mart Addition Section 1 a distance of 730.51 feet; Thence South 53°57'20" East along the South line of said Wal-Mart Addition Section 1 a distance of 170.77 feet; Thence North 89°06'35" East along the South line of said Wal-Mart Addition Section 1 a distance of 1,214.93 feet to the Northeast corner of the Southwest Quarter of said Southwest Quarter; Thence North 89°41'57" East along the North line of the Southwest Quarter of the Southeast Quarter of said Section 4 a distance of 1,322.06 feet to the Northeast corner of the Southwest Quarter of said Southwest Quarter; Thence North 88°39'00" East along the South line of Ziegler First Addition to the City of El Dorado, Kansas (also the North line of the Southeast Quarter of said Southeast Quarter) a distance of 902.83 feet (to a point being 416.96 feet West of the Northeast corner of the Southeast Quarter of said Southeast Quarter); Thence South 00°51'57" East a distance of 1,328.92 to the South line of said Southeast Quarter; Thence South 88°45'16" West along the South line of said Southeast Quarter a distance of 907.33 feet to the Southeast corner of the Southwest Quarter of said Southeast Quarter; Thence South 89°34'51" West along the South line of the Southwest Quarter of said Southeast Quarter a distance of 1,314.96 feet to the Southeast corner of said Southwest Quarter; Thence South 89°23'36" West along the South line of said Southwest Quarter a distance of 2,637.07 feet to the point of beginning, containing 164.278 Acres, and subject to any easements, rights-of-way, and restrictions of record.

FLOOD NOTE:
According to Flood Insurance Rate Map No. 20015C0359E (dated June 2, 2009) & 20015C0367E (dated June 2, 2009) published by the Federal Emergency Management Agency, the property described above lies within ZONE "X", which is defined as "0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile. Area with Reduced Flood Risk due to Levees" and ZONE "A", which is defined as "Areas with a 1% annual chance of flooding." FEMA floodplain and regulatory floodway boundaries are subject to periodic change and such change may affect the intended land use within the subdivision.

DIGSAFE:
Utilities shown were located by respective owners. Any Utilities not shown are due to no response to Kansas One Call "1-800-DIG-SAFE" Ticket #23352719. Utility locations shown herein are based on information received from Kansas One-Call (1-800-DIG-SAFE) identified by Ticket #23352719 on July 4, 2023. Before any digging, contractor should verify utility locations by calling 1-800-DIG-SAFE.

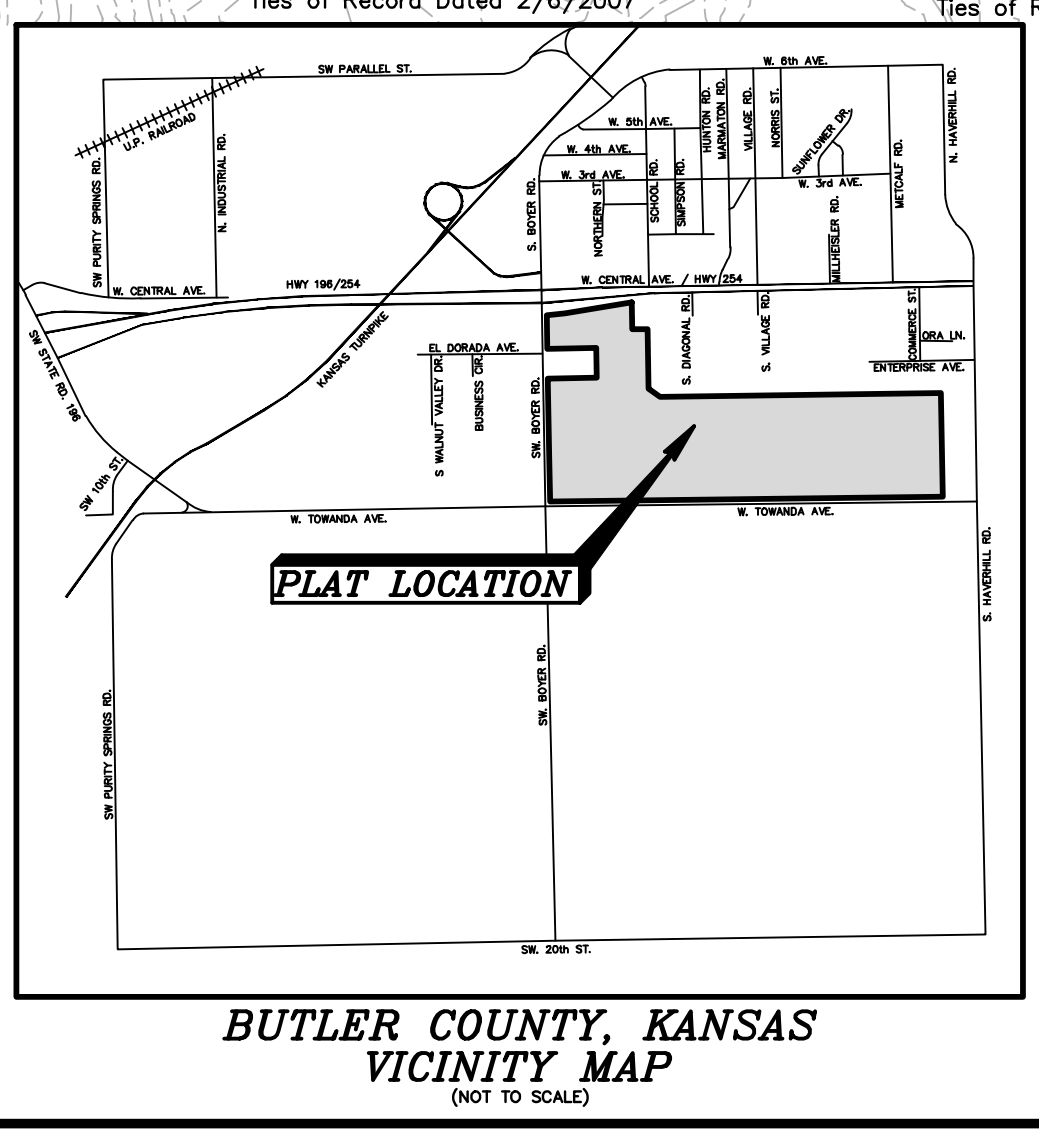
MASTER DRAINAGE PLAN:
A master drainage plan has been developed for this plat. All drainage easements, rights-of-way, and reserves shall remain at established grades (unless modified with the approval of the applicable City or County Engineer) and shall be unobstructed to allow for the conveyance of stormwater in accordance with the Stormwater Manual. The maintenance of all drainageways and drainage facilities in backyard drainage easements and reserves shall be the responsibility of the property owner and shall be enforced by the Homeowners Association and be provided for in the Homeowners Association covenants.

BENCHMARK:
SBM: Plus Cut in red concrete approximately 20.7 feet South and 24.9 feet East of the Northwest Corner of the Southwest Quarter of Section 4, Township 26 South, Range 5 East, Butler County, Kansas.
Elevation=1343.99 (NAVD88)

ZONING DATA:
Zoning Classification: "A-R" AGRICULTURE-RESIDENTIAL DISTRICT
ZONING REGULATIONS ARE SUBJECT TO INTERPRETATION, FOR FURTHER ZONING INFORMATION CONTACT CITY OF EL DORADO PLANNING & ZONING DIVISION: (316) 321-9100.
http://www.kansascity.org/

OWNER/SUBDIVIDER:
DANIEL DICKENS
EASY TO REMEMBER DEVELOPMENT, LLC
P.O. BOX 1627
HAMMOND, LA 70904
(985)-687-5162

SURVEYOR:
DANIEL E. GARBER
GARBER SURVEYING SERVICE, P.A.
2908 N. PLUM ST.
HUTCHINSON, KANSAS 67502
(620) 665-7032



PRELIMINARY PLAT
Description:
EL DORADO HILLS BUSINESS PARK

Prepared By:
Garber Surveying Service, P.A.

HUTCHINSON
2908 North Plum St. 67502
Ph. 620-665-7032
(Main Office)

BRANCH OFFICES:
MCPHERSON Ph. 620-241-4441
SALINA Ph. 785-404-6302

MANHATTAN Ph. 785-320-4810
NEWTON Ph. 316-283-5053
WICHITA Ph. 316-260-9933

Drawn By: CDS Scale: 1"=200' Date of Field Work: July 21, 2023 Job No:
Checked By: DEG Date: 06/10/2025 Sheet 1 of 1 Sheet(s) G2023-334

PLANNING COMMISSION MEMORANDUM

TO: Planning Commission
CC:
FROM: Scott Rickard
RE:

INTRODUCTION:

Easy to Remember Development, LLC has submitted a rezoning application to rezone 14 proposed lots within the El Dorado Hills Business Park from A-R (Agricultural Residential District) to a combination of:

- C-1 (General Business District) for Lots 1, 11, 12, 13, and 14, Block 1
- I-1 (Light Industrial District) for Lots 2, 3, 4, and 5, Block 1
- R-3 (Multiple Family Dwelling District) for Lots 6, 7, 8, 9, and 10, Block 1

This application is contingent upon the recommendation of approval by the Planning Commission and subsequent approval of the preliminary and final plats by the City Commission. The subject property was annexed into the City of El Dorado in May 2024 and is located on the north side of Towanda Avenue between Haverhill Road and Boyer Road.

FINDINGS OF FACT: In accordance with the City of El Dorado Zoning Regulations, the Planning Commission must evaluate rezoning requests based on the following criteria:

1. **Character of the Neighborhood**

The surrounding area consists of a mix of zoning classifications, including C-1, O-I, R-1, R-3, and I-1. Nearby land uses include residential dwellings, institutional properties, and commercial/light industrial uses. This request represents a logical extension of the City's land use framework.

2. **Consistency with the Comprehensive Plan and City Ordinances**

The Future Land Use Map (FLUM) designates this area as Neighborhood Mixed Use, supporting a blend of residential, commercial, and institutional uses. The proposed zoning map amendments support the City's growth strategy for business and residential infill development.

3. **Adequacy of Public Utilities and Services**

City water and sanitary sewer are currently available to some of the lots. Extensions will be required to serve all parcels. Road access will be provided via Towanda Avenue and Boyer Road. Improvements to the Towanda Avenue lift station and force main may be required based on the density and phasing of future development.

4. **Suitability of the Property Under Current Zoning**

Under its current A-R zoning designation, the site is limited to agricultural and rural residential uses. This designation does not reflect the City's land use or development objectives for the annexed area.

5. **Length of Time the Property Has Remained Vacant**

The parcel has historically been used for agricultural purposes.

6. **Compatibility with Nearby Properties**

The requested zoning classifications are consistent with adjacent zoning districts. I-1 and O-I zoning exists across Boyer Road; R-3 and C-1 zoning is present nearby. The configuration of proposed lots and transition buffers make the proposed zoning compatible with surrounding development.

7. **Detrimental Impacts to Nearby Properties**

No detrimental effects are anticipated. City review processes for final platting, building

permits, and utility extensions will ensure adequate buffering, stormwater management, and infrastructure capacity.

8. Relative Loss or Public Gain

The rezoning is not expected to result in disproportionate loss to neighboring landowners. Approval facilitates economic development and efficient use of municipal infrastructure in line with public goals.

RECOMMENDATION: Staff recommends approval of the requested rezoning, contingent upon:

- Planning Commission recommendation of the El Dorado Hills Business Park preliminary plat;
- Final plat approval by the City Commission;

SUGGESTED MOTIONS: To Approve:

"I move to recommend approval of Case No. 25-05-REZ, an application by Easy to Remember Development, LLC, to rezone Lots 1, 11, 12, 13, and 14, Block 1, of El Dorado Hills Business Park to C-1 (General Business District); Lots 2, 3, 4, and 5, Block 1, to I-1 (Light Industrial District); and Lots 6, 7, 8, 9, and 10, Block 1, to R-3 (Multiple Family Dwelling District), contingent upon final plat approval by the City Commission."

To Approve with Conditions:

"I move to recommend approval of Case No. 25-05-REZ, subject to the conditions stated in the staff recommendation

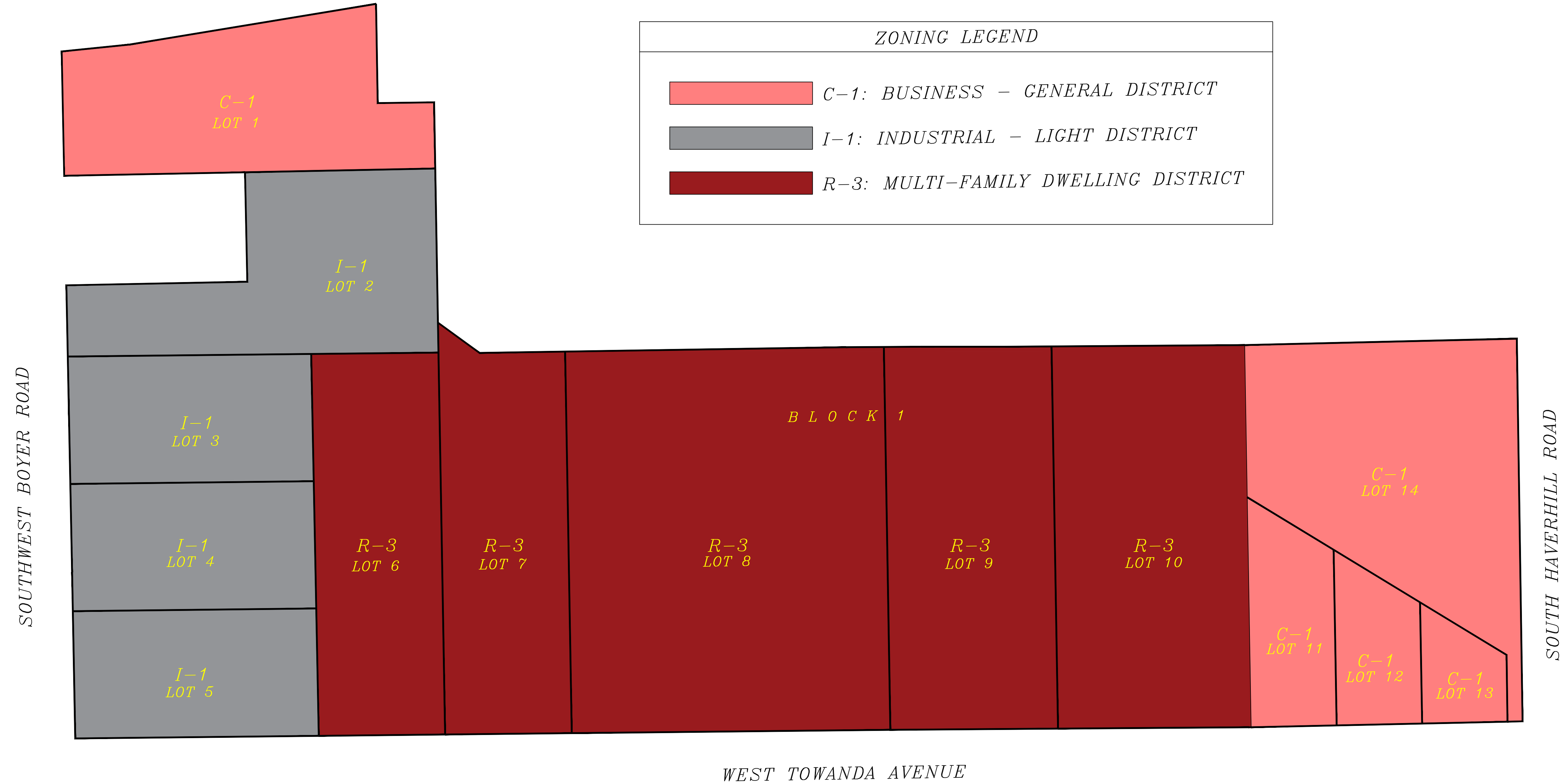
To Deny:

"I move to recommend denial of Case No. 25-05-REZ, an application by Easy to Remember Development, LLC, to rezone Lots 1–14, Block 1, of El Dorado Hills Business Park as described above."

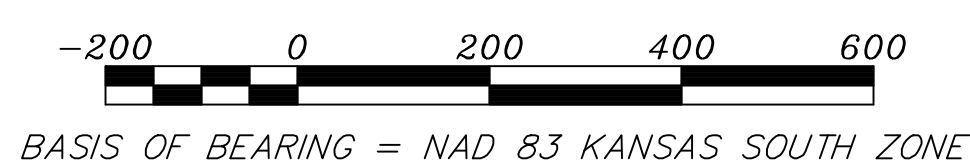
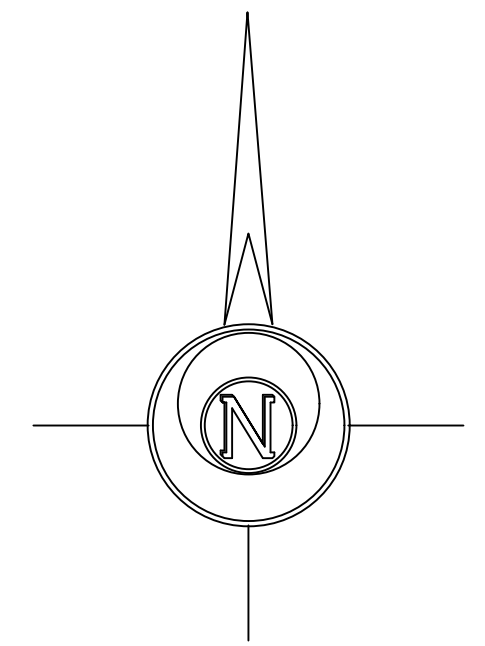
ZONING EXHIBIT

EL DORADO HILLS BUSINESS PARK

A PORTION OF THE SOUTH HALF OF SECTION 4,
TOWNSHIP 26 SOUTH, RANGE 5 EAST OF THE 6TH PRINCIPAL MERIDIAN, EL DORADO, BUTLER COUNTY, KANSAS.



ZONING LEGEND	
	C-1: BUSINESS - GENERAL DISTRICT
	I-1: INDUSTRIAL - LIGHT DISTRICT
	R-3: MULTI-FAMILY DWELLING DISTRICT



Prepared For: ZONING EXHIBIT		Description: EL DORADO HILLS BUSINESS PARK	
Prepared By: HUTCHINSON 2908 North Plum St. 67502 Ph. 620-665-7032 (Main Office)		Garber Surveying Service, P.A. BRANCH OFFICES: MANHATTAN Ph. 785-320-4810 MCPHERSON Ph. 620-241-4441 NEWTON Ph. 316-283-5053 SALINA Ph. 785-404-6302 WICHITA Ph. 316-260-9933	
Drawn By: CDS	Scale: 1"=200'	Date of Field Work: July 21, 2023	Job No:
Checked By: DEG	Date: 06/13/2025	Sheet 1 of 1 Sheet(s)	G2023-334

Legend



Subject Property

200' Buffer

Parcels

Zoning 2025

Zone

A-R

C-1

I-1

M-P

O-I

R-1

R-2

R-3

ETJ District

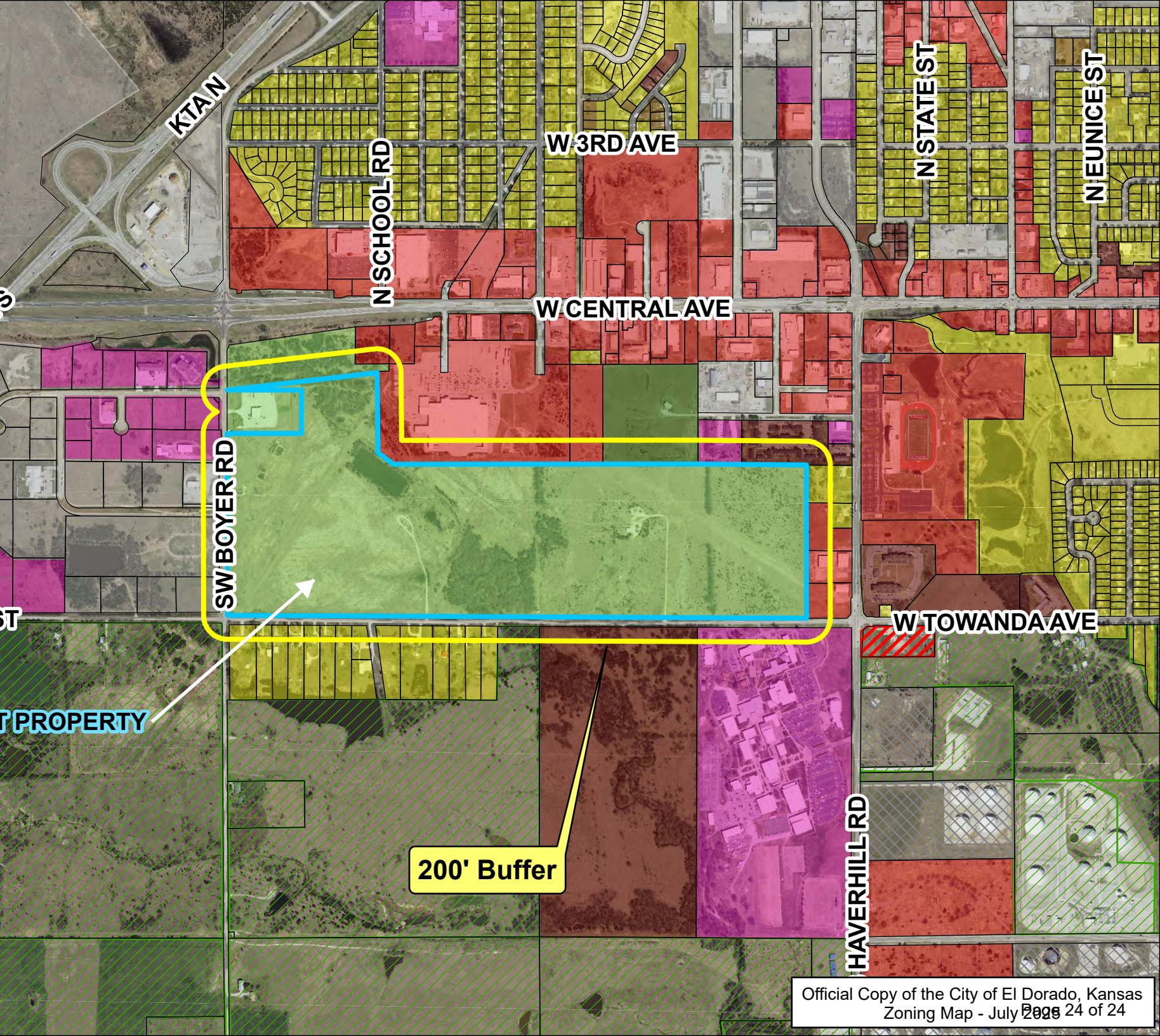
ZONE

A-R

C-1

I-1

R-S



SW 10TH ST

SUBJECT PROPERTY

200' Buffer