

PHILLIPSBURG PLANNING COMMISSION  
Phillipsburg City Office,  
945 2<sup>nd</sup> Street  
February 21, 2024  
6:30 P.M.

ATTENDANCE       PRESENT: Caleb Breon, Mike Erhart, Doug Isernhagen, Tad Felts, Mike Shied, Craig Cole, Lauren Weinert, Mike James

ABSENT:

ALSO PRESENT:     Tim Driggs, City Administrator, Tim Ellenberger, Shawn Ellenberger, Max Dibble, Randall Hrabe, George Searight

CALL TO ORDER     Driggs called the meeting to order at 6:30 p.m. Driggs reminded all persons present that these meeting are recorded for documentation for minutes.

CHANGES TO THE AGENDA     Erhart moved to approve the agenda as presented. Breon seconded the motion. All in favor. Motion pass.

APPROVAL OF MINUTES     Cole made the motion to approved the minutes as presented. Breon seconded the motion. All in Favor. Motion passes.

NORTHWEST

KANSAS PLANNING & HOUSING     Randall Hrabe addressed the Planning Commissioner by supplying documents. Driggs indicated that those documents had not been submitted as required by the ordinance & regulation and could not be distributed or reviewed by the planning commission at this time. Hrabe spent time explaining the project. Explained the funding received and discuss Northwest Kansas Planning and Housing background. Phillips County applied for a base grant for a housing development. Phillips County received a base grant for \$1,608,287 which prompted the purchase of approximately 21 acres of property located in the City of Phillipsburg by Northwest Kansas Planning and Development from the Jansonius Family. Base Grant is for infrastructure only such as electrical, gas, sewer, water, streets and curb and gutter. No county tax dollars involved. They applied for some moderate-income housing funding to knock off 30k but was not approved at this time. Looking for additional funding assistance. Dibble indicated that these houses will have no special assessments.

Driggs asked Hrabe if he has his request for Zoning change completed and ready to submit? Driggs indicated that he had spoke with Chris Beyers with Penco Engineering earlier about getting this completed. Driggs indicated that this is about a 30-day process which can be done along side with the platting process. Driggs highlighted that there is a process in place that must be followed for submittals of developments. Driggs provided guidance as where those regulations are located. Sheid express frustration of how long the process is. Hrabe indicated that he has been working on this BASE grant for almost 3 years. Dibble responded that it was the first time he has heard anything about the zoning. Currently zone agriculture. Hrabe acknowledged that Driggs did mention that to him awhile back and he forgot about it. Dibble asked about variation to curb and gutter and whether the city would approve. Driggs indicated it would have to be reviewed. Hrabe discussed possible drainage concerns. Driggs indicated that is an engineering question and should be addressed by them. Sheid express frustration of how long the process is. Cole expressed a concern to make sure that planning commission members show up consistently so we can continue to move things forward. Driggs indicated that the development groups are well aware of all time lines and requirements and how fast thing go forward is on them. The City's process is very well defined.

CODE REVIEW  
HEALTH AND  
WELFARE

Discussion of Article 8. Shied asked who the compliance officer was. Driggs indicated that this time it was him and was designated by the City Council. Discussion was held about animal remains.

George Searight asked about personnel surveying the areas around his house. Breon indicated that nothing has been ordered to be done there. Not sure who is doing that work. Breon asked about timelines for inspections in regards to section 8-103. Driggs indicated 24-48 hours typically. Erhart asked for clarification on the process of the notice of violation. Fines are accessed by the judge in municipal court only. Erhart would like to see some different language in section 8-107 provided for further discussion. Driggs will review with Mr. Sage and bring back some recommendations.

Discussion stopped after review of Article 1 Health Nuisances Erhart the importance to continue moving forward and participation of all members.

Next meeting will be March 20, 2024.

ADJOURN

Cole made the motion to adjourn. Sheid seconded the motion. All in Favor.

This meeting was adjourned at 7:40 pm

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Timothy D. Driggs, Secretary