

**REGULAR PLANNING COMMISSION MEETING  
CITY OF MERRIAM, KANSAS  
9001 W. 62<sup>nd</sup> St.  
COUNCIL CHAMBERS  
MINUTES**

**January 2, 2019  
7:00 P.M.**

The Regular Planning Commission meeting for the City of Merriam, Kansas was called to order at 7:00 p.m. by Vice Chair Leah Ann McCormick on Wednesday, January 2, 2019 in the Council Chambers with the Vice Chair inviting everyone present to participate in the Pledge of Allegiance to the Flag.

Vice Chair Leah Ann McCormick welcomed Cole Stephens as the new Planning Commissioner, and Nancy Yoakum, Notary Public, swore in Cole Stephens at 7:05 p.m.

**I. ROLL CALL**

Members Present: Bill Bailey  
Reuben Cozmyer  
Brian Dailey  
Judy Devereay  
Mitchell Fowler  
Secretary Russ Harmon  
Vice Chair Leah Ann McCormick  
Cole Stephens

Members Absent: Bill Carter

Also Present: Bryan Dyer, Community Development Director, and Nancy Yoakum, Recording Secretary.

**II. APPROVAL OF MINUTES OF DECEMBER 5, 2018**

Vice Chair Leah Ann McCormick stated that the Planning Commission members had received a copy of the December 5, 2018 meeting minutes and asked if there were any corrections or additions.

Hearing no comments, Vice Chair Leah Ann McCormick entertained a motion.

**MITCHELL FOWLER MOVED THAT THE MINUTES OF THE PLANNING COMMISSION MEETING OF DECEMBER 5, 2018 BE APPROVED. REUBEN COZMYER SECONDED THE MOTION. THE MOTION WAS UNANIMOUSLY APPROVED.**

**III. ITEMS OF BUSINESS**

**1. Discussion of the Comprehensive Plan update process.**

Community Development Director Bryan Dyer reviewed the Comprehensive Plan update process to date. He stated that the city had issued a Request for Proposal (RFP) to provide services to update the city's comprehensive land use plan. He stated February 4<sup>th</sup> is the due date for RFP responses.

Mr. Dyer stated that there would be many opportunities for Commissioners to participate in the update process. Two of those opportunities would be in the form of the Firm Selection Group and the Comprehensive Plan Steering Committee. The Selection Group will be a small "ad hoc" group consisting of city staff, a Councilmember, and a Planning Commissioner. The group's task will be to review the RFP responses and recommend a Firm to the Council.

The Comprehensive Plan Steering Committee will be appointed by the Mayor to guide the updating process. The Committee will serve for the duration of the update process and will consist of residents, property owners, business persons, Councilmembers, and Planning Commissioners. The Committee will meet regularly.

Mr. Dyer stated that he had received a response from Commissioner Bill Bailey who expressed interest in the selection group.

Vice Chair Leah Ann McCormick inquired if anyone had any comments. Vice Chair Leah Ann McCormick stated it is a good opportunity, and she has volunteered in the past.

Commissioner Brian Dailey inquired to Mr. Dyer how many Planning Commissioners he is looking for to volunteer.

Mr. Dyer stated that for the selection group one (1) Planning Commissioner would be suitable. Mr. Dyer stated for the second group he is looking for at least one (1) volunteer

Mr. Dyer stated that the immediate need is for Selection Group and sought with the Planning Commission's input. Commissioner Russ Harmon stated that he thought Bill Bailey would be a great choice to serve on the selection committee.

Mr. Dyer inquired if the Planning Commissioners would like to have more discussion or if they would like to wait until next month's meeting. Mr. Dyer inquired if any of the Planning Commissioners had any interest serving on the Steering Committee.

Commissioner Brian Daily stated that he would be interested in serving on the Steering Committee.

Vice Chair Leah Ann McCormick has stated that the last plan has served the City of Merriam well, helped develop businesses and created a great road map.

Mr. Dyer stated he appreciated the discussion and will be discussing again at the next Planning Commission meeting.

## **2. Election of Officers**

Vice Chair Leah Ann McCormick stated that the first meeting of the year is the time to elect officers.

Community Development Director stated that there are two ways that the elections can take place. Officers can be nominated individually or as a group. Mr. Dyer reviewed the current officers and reviewed the responsibilities of each of the positions.

Mr. Dyer stated that the current officers are Carol Whitlock-Chair whom retired December 2018, Leah Ann McCormick-Vice Chair, and Russ Harmon-Secretary.

**COMMISSIONER JUDY DEVEREY NOMINATED BRIAN DAILEY FOR CHAIR, LEAH ANN MCCORMICK FOR VICE CHAIR, AND BILL BAILEY FOR SECRETARY. MITCHELL FOWLER SECONDED THE NOMINATIONS. THE NOMINATIONS WERE UNANIMOUSLY APPROVED.**

**IV. BUSINESS FROM THE FLOOR**

- Freddy's Frozen Custard and Steak Burgers are looking to start remodeling for the old Winsted's building in the spring.
- Grading is occurring for the new Community Center. Plans have been submitted and staff is working on comments.
- The new I-Hop restaurant is open for business.
- No applications have been submitted for the vacant Hen House building.
- No applications have been submitted for the vacant K-mart building.
- The large drainage project south of the Infiniti dealership is in the process of installing a sanitary sewer force main.

Commissioner Judy Devereay inquired if there was a specific automobile dealership for the space.

Community Development Director Bryan Dyer stated there have been no applications at this time.

Commissioner Bill Bailey stated that the old Mundy & Yazdi Oriental Rug building has been painted white.

**V. UNFINISHED BUSINESS**

None

**VI. OLD BUSINESS**

None

**VII. ADJOURNMENT**

With no further business for discussion, Vice Chair Leah Ann McCormick asked for a motion for adjournment.

**BILL BAILEY MOVED FOR ADJOURNMENT.** The meeting was adjourned 7:23 p.m.

Respectfully Submitted,



**Nancy B. Yoakum**  
Recording Secretary

Approved: February 6, 2019