

BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS

WEDNESDAY, AUGUST 31, 2016

4:00 pm

CONSENT AGENDA

- (1) (a) Consider approval of Commission Orders;
 - (b) SP-16-00280: Site Plan for Broyless Seeds, a *Wholesale Establishment or Warehouse*. The plan proposes the construction of a 5,000 sq ft warehouse building and parking area on approximately 1.28 acres located at 902 N 300 Road. (Mary Miller is the Planner); and
 - (c) Consider acquisition of Easement for bridge replacement for Project No. 2015-68; Structure No. 0.64N-5.50E; County route 1029 (Michael Kelly).

REGULAR AGENDA

- (2) Consider approval to wave the bidding process and authorize staff to utilize the Houston Galveston Area Council (H-GAC) for the purchase one or two ambulances. (Mark Bradford)
- (3) (a) Consider approval of Accounts Payable (if necessary)
 - (b) Appointments
 - Board of Construction Codes Appeals (1) position 12/15**
 - (c) Public Comment
 - (d) Miscellaneous
- (3) Adjourn

WEDNESDAY, SEPTEMBER 7, 2016

-Proclamation for "First Responder Appreciation Week" (Michelle Derousseau)

WEDNESDAY, SEPTEMBER 14, 2016 – Cancelled

WEDNESDAY, SEPTEMBER 21, 2016

WEDNESDAY, SEPTEMBER 28, 2016

WEDNESDAY, OCTOBER 5, 2016

WEDNESDAY, OCTOBER 12, 2016

-NRA projects (826 Pennsylvania Street NRA and Vermont Place NRA)-Britt Crum-Cano

WEDNESDAY, OCTOBER 9, 2016

WEDNESDAY, OCTOBER 26, 2016 – light or cancelled

***Note:** The Douglas County Commission meets regularly on Wednesdays at 4:00 P.M. for administrative items and 6:00 P.M. for public items at the Douglas County Courthouse. Specific regular meeting dates that are not listed above have not been cancelled unless specifically noted on this schedule.*

SP-16-00280: A site plan for a *Wholesale Establishment/Warehouse* use which includes the construction of a 5,000 sq ft warehouse building and parking area on a 1.28 acre parcel at 902 N 300 Road. Submitted by Grob Engineering Services, LLC, for Wesley Broyles, contract purchaser, and Lee A Broyles and Patti B Harper, property owners of record.

STAFF RECOMMENDATION: Staff recommends approval of the above-described Site Plan based on the findings listed in this staff report, subject to the following conditions:

1. Provision of lighting spec sheets that illustrate the type of fixtures being used and the shielding or other means taken to prevent off-site glare from the exterior lighting prior to the release of the site plan for processing of building permits.
2. Provision of a revised site plan which includes the following notes:
 - a. *"The Director of Zoning and Codes indicated a restroom would not be required provided the warehouse and the residence at 908 N 300 Road/Highway 56 remain under common ownership. A restroom may be required if the ownership of either property changes."*
 - b. *"Disturbed areas that are not graveled will be seeded to grass."*

ASSOCIATED CASES

- There are no other cases associated with this application.

KEY POINTS

- The property is zoned B-2 (General Commercial) District. Per Section 12-310-2.12 of the Zoning Regulations, a *Wholesale Establishment or Warehouse* is permitted in the B-2 Zoning District so long as the business is located within a completely enclosed building and the floor area devoted to such uses does not exceed 20,000 sq ft. This proposal complies with these requirements.
- KDOT indicated the proposed access on E 900 Road was acceptable but required that the access point on N 300/Highway 56 be removed due to the proximity to the intersection.
- The B-2 Zoning District does not reach to the north boundary of the property. This is assumed to be the result of an error in the legal description for the zoning and the entire property is considered in the B-2 District.

OTHER ACTION REQUIRED

- Submittal of 1 paper copy and one PDF copy of the approved site plan for release to County Zoning and Codes Office for building permits.
- Submittal of building plans and application to the Zoning and Codes Office for building permit. A building permit must be obtained prior to any construction.

ATTACHMENTS

- Site plan

COMMUNICATIONS

No public communications were received prior to publication of this staff report.

GENERAL INFORMATION

Current Zoning and Land Use:

B-2 (General Business) District. Undeveloped. (Vacant commercial buildings were recently removed.)

Surrounding Zoning and Land Use:

To the north:

A (Agricultural) District; *Residential Detached Dwelling* (converted school).

To the east:

A (Agricultural) District; *Residential Detached Dwellings*

To the west:

A (Agricultural) District; *Agriculture*

To the south:

A (Agricultural) District; *Church* and *Residential Detached Dwelling*

(Figure 1)

Legal Description:

A tract beginning at the southwest corner of Section 32, Township 14 South, Range 19 East of the Sixth Principal Meridian; thence North 341 feet on the section line; thence East 168 feet parallel to the south line of said section; thence South 341 feet parallel to the west line of said section to the south line; thence west 168 feet on said section line to the point of beginning, less 0.03 acres belonging to the state of Kansas, said property containing 1.28 acres, more or less, in Douglas County, Kansas

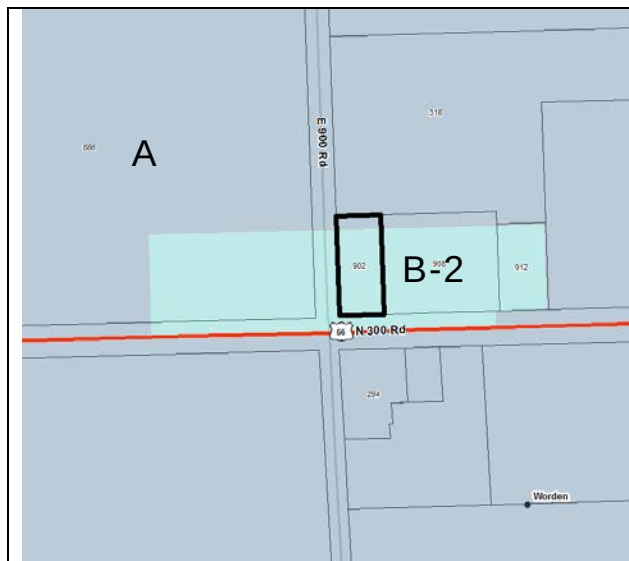


Figure 1a. Zoning in the area.



Figure 1b. Land Use/development in the area.

SITE SUMMARY		
	Existing	Proposed
Land Area :	1.28 acres	No change
Building Coverage:	0	5,000 sq ft

SUMMARY OF REQUEST

The property is located in the northeast quadrant of the intersection of N 300 Road/Highway 56, a principal arterial, and E 900 Road, a minor arterial. The property is zoned B-2 (General Business) District. The property is a vested parcel; therefore, development may occur without platting unless land division or combination is proposed, per Section 11-101(e) of the Subdivision Regulations.

The property previously housed a residence and a service garage which included a paint shop and detailing service. (Figure 2) Both structures had been vacant for some time and were demolished in 2016.



Figure 2. Structures previously on the site. These were demolished in 2016.

The applicant intends to construct a 5,000 sq ft metal building on the site to serve as a warehouse for his seed business. A gravel drive will circle the building to allow maneuvering room for semi-truck deliveries. (Figure 3) The site will have little traffic: the applicant estimates that there will be approximately 15 semi-trucks bringing in products for about 3 months of the year and the rest of the year he will be the only traffic to the site.

PARKING

The Zoning Regulations require parking for a *Wholesale/Warehouse* use at the ratio of 1 space per 2 employees, plus a space for each vehicle used in the business. The business owner is the only employee; therefore, one parking space is required. The Zoning Regulations require 1 ADA accessible parking space for parking areas with between 1 and 25 parking spaces. One parking space and one ADA accessible space are provided on the plan.

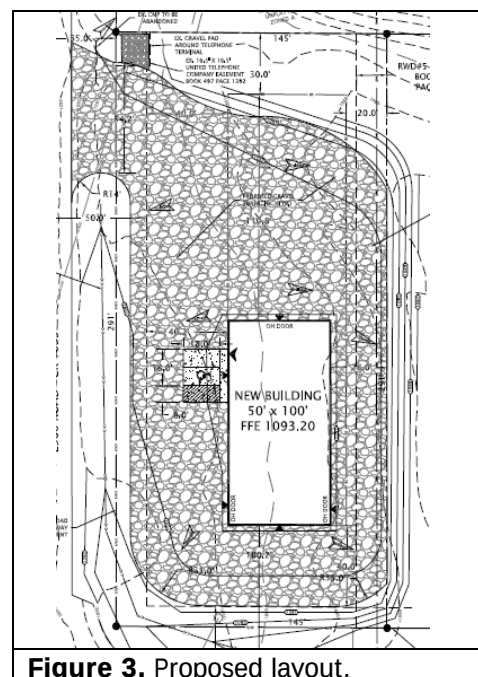


Figure 3. Proposed layout.

HEIGHT, AREA, AND BULK REQUIREMENTS

The Zoning Regulations require a minimum lot area of 15,000 sq ft, a minimum lot width of 150 ft, and a minimum lot depth of 125 ft in the B-2 District. The subject property complies with these standards with an area of approximately 55,756 sq ft, a lot width of 291 ft, and a lot depth of 145 ft.

The B-2 District requires a 40 ft setback in addition to the base setback for the front and side setback that is adjacent to the road. The Zoning Regulations require a base setback of 60 ft from the centerline of the road for properties adjacent to a highway. The setback for the structure from the centerline of N 300 Road/Highway 56 is 100 ft. The plan shows that the building is 100.2 ft from the centerline. E 900 Road is classified as a Minor Arterial. The Zoning Regulations did not specify a base setback for a Minor Arterial; however the design standards in the Subdivision Regulations require 100 ft of right-of-way for a Minor Arterial, with 50 ft being on either side of the centerline. Using this as the base setback, the setback for the structure from E 900 Road is 90 ft. The plan shows the structure 90.2 ft from the centerline of E 900 Road. A 30 ft rear yard (east) is required and a 20 ft side yard (north). The plan shows 40 ft setback to the east property line and 110.8 ft to the north. The lot and building layout are in compliance with the Height Area and Density requirements in Article 12-318 of the Zoning Regulations.

OTHER

The Director of Zoning and Codes indicated that a restroom was not required at this time, as the property owner's residence at 908 N 300 Road/Highway 56 is within 300 ft of the structure. If the ownership of either the warehouse or the residence changes, it may be necessary to add a restroom to comply with the Douglas County Construction Codes. The Lawrence-Douglas County Health Department noted that a septic system was not required as the building will not have a restroom. The plan should note that it may be necessary to add a restroom to the building in the event the building is no longer under the same ownership as the residence to the east.

Findings

Per Section 12-319A-5, staff shall first find that the following criteria have been met:

1. The proposed use is permitted in the district in which the property is located;

This property is zoned B-2 (General Business) District. The proposed seed warehouse is classified as a *Wholesale Establishment or Warehouse* use which is an allowed use in the B-2 District subject to the requirement that the operation occur in a completely enclosed building and the floor area for warehouse use does not exceed 20,000 sq ft. The proposed warehouse is 5,000 sq ft and there is no other warehouse use in this district at this time.

2. The proposed arrangement of buildings, off-street parking, access, lighting, landscaping, and drainage is compatible with adjacent land uses;

The building location was selected to allow turning movements for semi-trucks which access the site from E 900 Road. Two parking spaces are provided to the west of the building. Given the small size of the property, landscaping will be fairly limited. Portions of the site that aren't graveled will be seeded to grass. Trees were considered along E 900 Road; however, they aren't required as the applicant indicated that the leaf litter and seeds from the trees would provide issues with the seed storage.

Building mounted exterior lighting is being proposed at this time. Per Section 12-319A-4.12 lighting information regarding fixture type and shielding used to prevent glare should be provided.

3. The vehicular ingress and egress to and from the site and circulation within the site provides for safe, efficient and convenient movement of traffic not only within the site but on adjacent roadways as well;

The property currently has access points on N 300 Road/Highway 56 and E 900 Road. KDOT indicated that the access point on N 300 Road/Highway 56 was unacceptable due to the proximity to the intersection. The plan does not show a connection to N 300 Road/Highway 56 and shows access being taken to E 900 Road. The access to E 900 Road is acceptable; however, the County Engineer recommended that the note on the plan be revised to note the existing entrance CMP to be removed rather than abandoned. The site plan notes that the access to N 300 Road/Highway 56 will be removed and replaced with grass. A permit to work in the right-of-way will be required from KDOT for this removal.

4. The site plan provides for the safe movement of pedestrians within the site;

Given the warehouse nature of the use, pedestrian traffic is not anticipated within the site.

5. There is a sufficient mixture of grass, trees, and shrubs within the interior and perimeter (including public right-of-way) of the site so that the proposed development will be in harmony with adjacent land uses and will provides a pleasing appearance to the public. Any part of the site plan not used for building, structures, parking or access ways shall be landscaped with a mixture of grass, trees, and shrubs;

The Zoning Regulations do not specify an amount of landscape material (trees and shrubs) required for a specific use. The portion of the property that is not covered in gravel or building should be seeded to grass. This should be noted on the plan. No trees are required with this site plan. Trees along N 300 Road/Highway 56 would interfere with the sight visibility for the intersection and the applicant indicated that the leaf litter and seeds from trees would cause issues with the seed storage.

The existing and proposed landscaping will result in a development that is in harmony with adjacent land uses and will provide a pleasing appearance to the public.

6. All outdoor trash areas are screened

No outdoor trash area is proposed.

Conclusion

This application has been reviewed in accordance with the County Zoning Regulations. The proposed development, as conditioned, complies with the standards listed in the Regulations.



DOUGLAS COUNTY PUBLIC WORKS

3755 East 25th Street
Lawrence, KS 66046
(785) 832-5293 Fax (785) 842-1201
dgcopubw@douglas-county.com
www.douglas-county.com

Keith A. Browning, P.E.
Director of Public Works/County Engineer

MEMORANDUM

TO : Board of County Commissioners

FROM : Keith A. Browning, P.E., Director of Public Works
Michael D. Kelly, P.S., County Surveyor

DATE : August 25, 2016

RE : Consent agenda
Acquisition of Easement; Bridge Replacement
Project No. 2015-68; Structure No. 0.64N – 5.50E; County Route 1029

A project has been designed to replace a deficient drainage structure located south of Globe on County Route 1029 (E550 Road), 0.6 miles north of the Franklin County line. Plans were developed by consulting engineers and negotiations with pertinent landowners for permanent easement have been completed.

Construction is currently planned for late fall/early winter 2016 and will be accomplished using contracted forces.

To ensure the proper completion of a necessary construction project approval is recommended for the attached CONTRACT's FOR HIGHWAY PURPOSES.

ACTION REQUIRED: Consent agenda approval of the CONTRACT's FOR HIGHWAY PURPOSES for Bridge No. 0.64N – 5.50E.

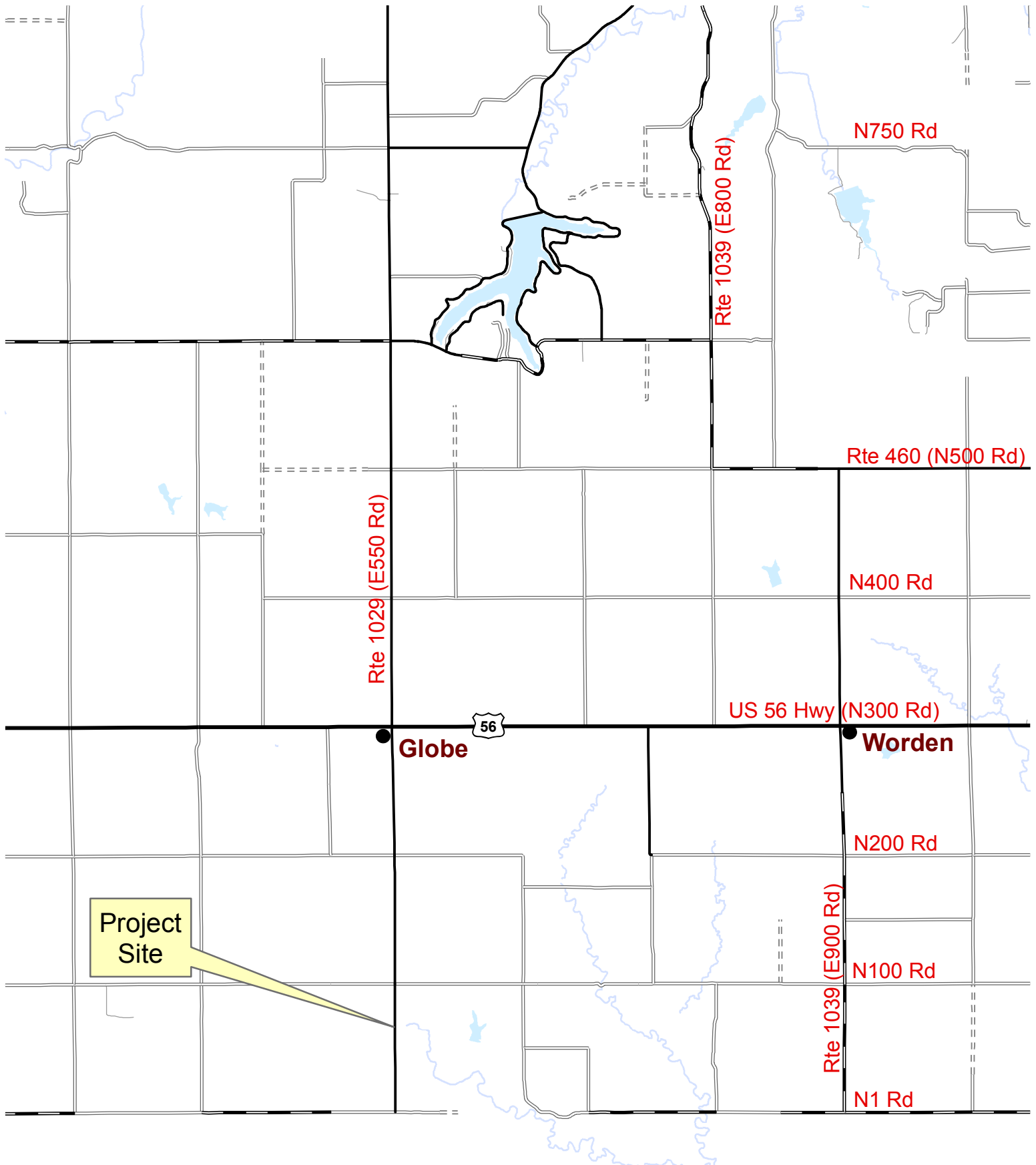
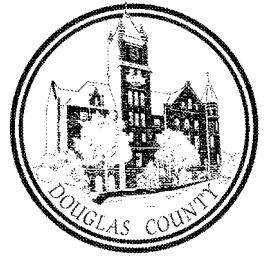
General Location Map

Str. No. 0.64N - 5.50E

Project No. 2015-68



1 inch = 1 mile



STATE	PROJECT NO.	YEAR	SHEET NO.	TOTAL SHEETS
KANSAS	2015-68	2016	3	47

Ref. N 1/4 Cor. Sec. 15 T15S R18E
Found 5/8" rebar 0.3' deep

- | | |
|-------------------------------|------------|
| 1. In center N-S asphalt road | |
| 2. ☉ E-W gravel road | 2.0' S |
| 3. Found spike in power pole | 41.16" SW |
| 4. Found spike in power pole | 67.05" ESE |
| 5. ☉ Top telephone pedestal | 51.23' NE |
| 6. ☉ Top telephone pedestal | 75.04' WNW |

Sta. 91+00, END
Douglas County Bridge
Project No. 2015-68

Ref. Ctr. Sec. 15 T15S R18E Sta. 80+00
Found 1/2" rebar 0.2' deep

1. $\odot$ N-S asphalt road 1.0' E
2. $\odot$ Gravel drive to W 15.0' N
3. $\odot$ Top 6" steel fence post 42.55' NW
4. Nail & shiner in power pole 33.20' WNW
5. Nail & shiner in power pole 32.70' E
6. Nail & shiner in S gate post 44.05' SE

Ref. P.O.T. Sta. 82+03.48
Set 1/2" rebar

1. In center N-S asphalt road
2. Spike & washer in power pole 32.94' W
3. ☪ Top telephone pedestal 86.81' NNE
4. "X" Cut S end 15" RCP 160.44' NNE

Note: The Contractor shall construct shoulder widening & install 25'-0" Steel Plate Guardrail with End Terminal, (SRT or FLEAT) at each quadrant of the new bridge. TOTAL: 100'-0" Guardrail and 4 Terminals.

Sta. 87+00, Const.
Br. No. 000000000230301
27'-36'-27" R.C. Haunched
Slab Spans (RCSH)
32'-0" Roadway.
See Sh. No. 11-21

Wayne A. Hopkins trustee &
Gail M. Hopkins trustee
51 E. 550 Rd.
Overbrook, KS, 66524-8808

Ref. B P.O.T. Sta. 91+59.69
Set 1/2" rebar

- | | |
|-----------------------------------|------------|
| 1. In line with field entrance to | W |
| 2. ☉ N-S asphalt road | 2.0' W |
| 3. ☉ Field entrance to E | 7.0' N |
| 4. RR Spike in power pole | 85.58' SSW |

Sta. 87+08, O.R.
Remove Br. No. 000000000230300
Category A Demolition

NW 1/4 SEC. 15-T15S-R18E
R/W=60' §

The Contractor shall Construct Conc. Bridge Approach Pavement (10"), Sta. 86+40.75 to Sta. 86+53.75 and Sta. 87+46.25 to Sta. 87+59.25
See Sheet No. 4-6 Total 92.4 Sq. Yd.

Note: All Saw Cuts are full depth. Saw Cuts will not be paid for directly, but shall be Subsidiary to other items of the Contract.

Note: The Contractor shall construct Slope Protection (Riprap Stone) (200lb) on the berm and channel slopes as shown.

Abutment No. 1	=	278	Cu. Yds.
Abutment No. 2	=	257	Cu. Yds
Total	=	535	Cu. Yds.

Existing Electric Fence to
be relocated by owner

1 #2 - "□" cut in southeast corner of west
guard of bridge (E Sta. 86+84-16' Lt.)
ev.=1014.35

BM #3 - Railroad Spike in power pole
Elev.=1012.37 (E Sta. 90+80, 33' Lt.)

Wendel H. Crist &
Beverly J. Crist
58 E. 550 Rd.
Verbrook, KS, 66524-8808

Note: All elevations shown on this project are based on
OPUS Observation NAVD 88 Datum.

"X" Cut S end 15" RCP 26' Rt. Sta. 83+11
El. 1026.85

SCALE IN FEET

PLAN: Lat. & Long.

PROFILE: Horiz. same as above
Vert. _____

Note: All disposal sites must be approved by the Kansas Department of Health & Environment. Material either stockpiled or disposed of in a Flood Plain shall require a Kansas State Board of Agriculture permit. Any material dumped in waters of the United States or Wetlands is subject

Any material buried or stockpiled beyond approved construction limits would require additional archeological investigations, unless buried in a previously approved borrow location.			
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Borrow areas provided by the Contractor shall be approved by the Engineer as to suitability of material and location. Special care shall be taken in this approval to minimize the increase of siltation & turbidity of Streams, Lakes, and Reservoirs, and to avoid interference with the movement of migratory fish. Areas which, in the opinion of the Engineer, may leave an unsightly appearance to the project will not be approved.

All borrow area locations shall be submitted by the Contractor for clearance from the Kansas Historical Society & the Kansas Department of Wildlife & Parks prior to any excavation.

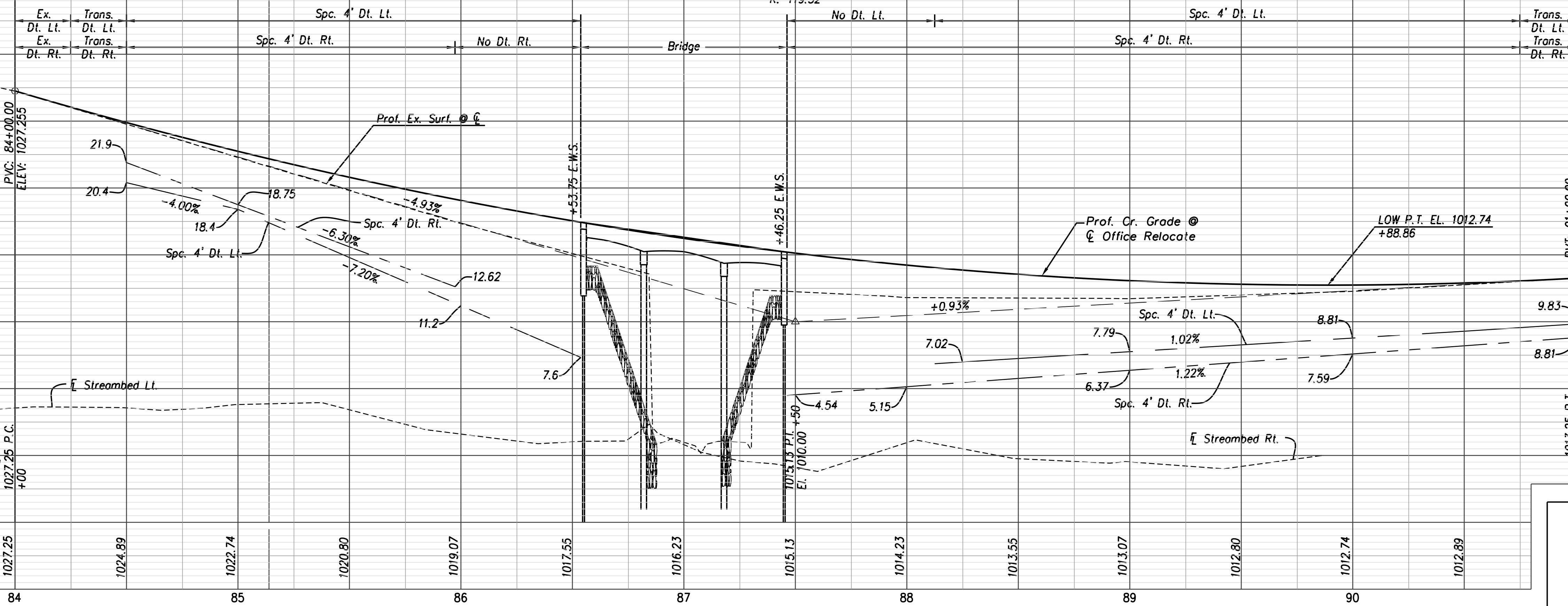
It shall be the responsibility of the Contractor to restore, seed and/or complete other operations noted in the agreement with the Land Owner, approved by the Engineer, on all disturbed areas -- used to provide borrow areas for Common Excavation (Contractor Furnished).

If an agreement is made with an individual entity to waste excess material on private property, furnish the engineer a written copy of agreement prior to disposal.				
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BM #1 - "+" cut in south end of 15" RCP under gravel drive East (Elev. from OPUS observation - @ Sta. 83+00, 26' Rt.) Elev.=1026.85

Wendel H. Crist &
Harlan J. Crist & Jerel J. Crist
58 E. 550 Rd.
Overbrook, KS, 66524-8808
NE 1/4 SEC. 15-T15S-R18E

2,454 C.Y. Common	Excavation (Contr. Furnished) (VMF=0.75)	
666 C.Y. Unclassified	Excavation (VMF=0.75)	
2,340 C.Y. Embankment		
287 C.Y. Rock Excavation (Exist. Asph. Pmnt.)		
700 VC		



PLAN & PROFILE
Douglas County Road 1029
STA. 84+00 TO STA. 91+00

CFS ENGINEERS
cfse.com

SCALE

INU. _____	B.M.'s NOTED _____	
STRUCTURE NOTATIONS CHECKED _____		

5/09/2016 - 2:09pm Rob

Ref. Ctr. Sec. 15 T1SS R1BE Sta. 80+00
Found 1/2" rebar 0.2' deep

1. In center N-S asphalt road 1.0' E
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3. Top 6" steel fence post 42.55' NW
4. Nail & shiner in power pole 33.20' WNW
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Note: The Contractor shall construct shoulder widening & install 25'-0" Steel Plate Guardrail with End Terminal (SPT or FLEAT) at each quadrant of the new bridge. TOTAL: 100'-0" Guardrail and 4 Terminals.

Sta. 87+00, Const.
Br. No. 00000000230301
27'-36"-27' R.C. Haunched
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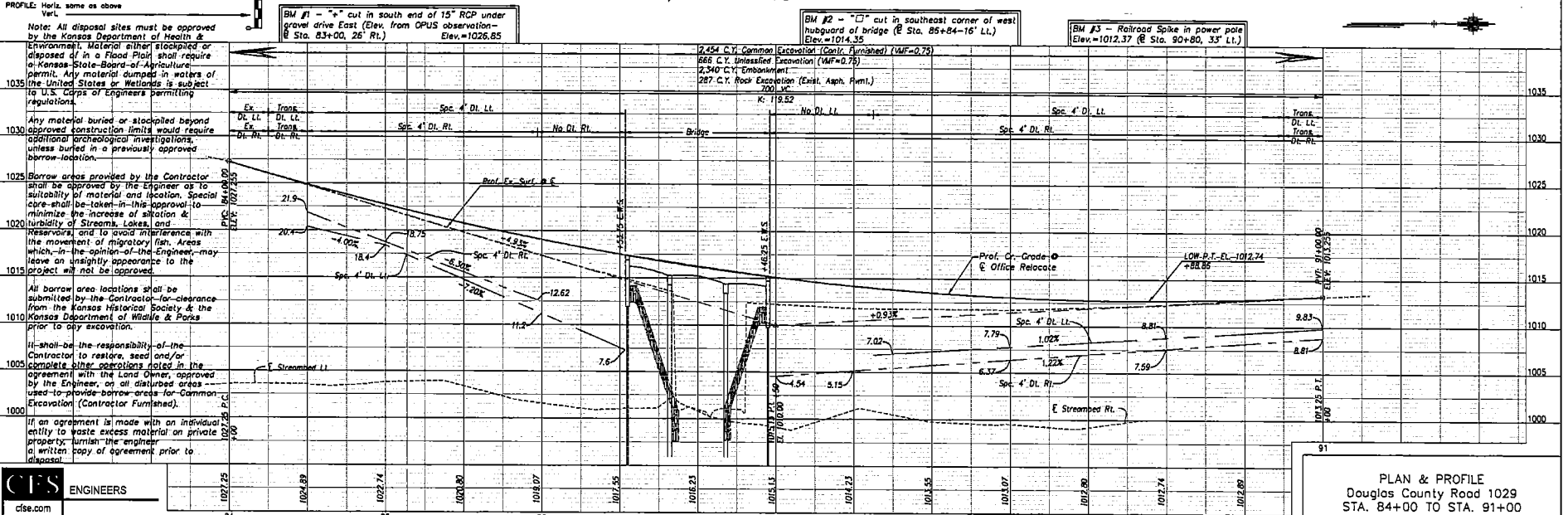
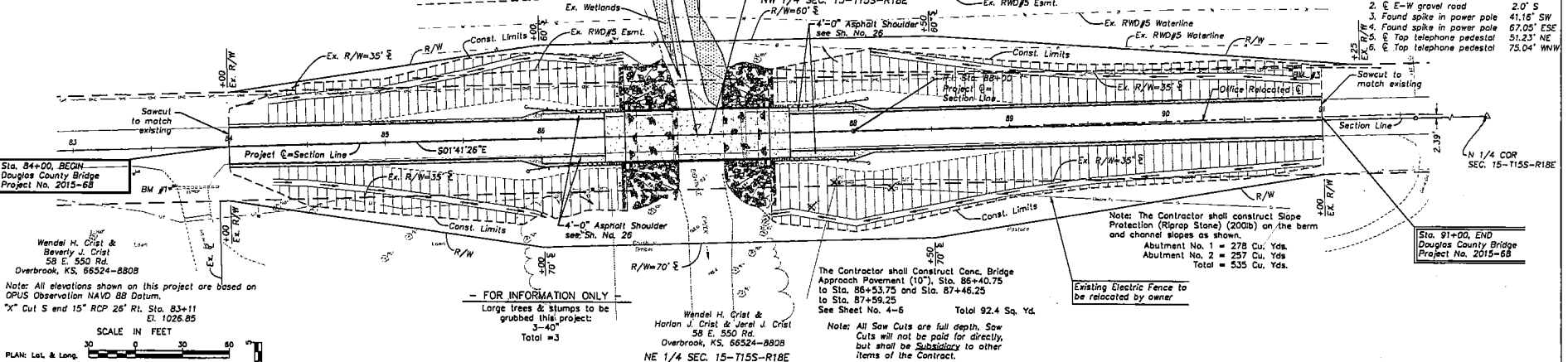
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5. Top telephone pedestal 75.04' WNW



PLAN & PROFILE
Douglas County Road 1029
STA. 84+00 TO STA. 91+00

CS ENGINEERS
cse.com

Memorandum

Lawrence-Douglas County
Fire Medical

To: The Board of County Commissioners
Craig Weinaug, County Administrator

From: Mark Bradford, Fire Chief

Date: August 23, 2016

Re: Purchase of Two Ambulances
· NE Ambulance (Eudora)
· FY 2017 Request

NE Ambulance – Eudora:

As part of FY 2017 Operating Budget a new ambulance base has been established that will be housed in the City of Eudora Fire Department. As part of this operation the County Commission approved the purchase of an additional ambulance.

FY 2017 Ambulance Request:

One ambulance requested as part of our present ambulance replacement program is based on an operating life of approximately 8-10 years. The replacement process includes an evaluation criterion that takes into account mileage, engine hours, age, maintenance costs and other operating factors. This approach is more objective than simply looking at years of service and is intended to retire vehicles prior to extensive maintenance cost and potential breakdowns during emergency incidents. The current consequence of this program provides a near zero residual value of the vehicles at the end of their operating life.

Houston Galveston Area Council (H-GAC):

The H-GAC Cooperative Purchasing Program assists local governments in reducing costs through a government-to-government procurement service. The cost of this service is \$1,000 and is administered through the Mid-America Regional Council (MARC) in Kansas City, MO. We have used the H-GAC program for the past 10 years in procurement of ambulances. The use of the nationwide H-GAC bidding process dramatically reduces the administrative time and cost associated with duplicating a formal public bidding process.

American Emergency Vehicles:

The department currently uses ambulances constructed by American Emergency Vehicles (AEV). The body is fabricated by AEV and assembled on a Ford 4500 Series chassis. Our last 12 -15 ambulances have been purchased from AEV using the H-GAC pricing.

Cost Saving by Purchasing Two Ambulances:

With the purchase of two units (NE Ambulance Program and the 2017 Capital Request) at the same time saves \$6,000 (\$5,000 in multi-unit discount and \$1,000 in H-GAC Contract fees.)

Funding:

Funding for these purchases is from the 501 Ambulance Equipment Reserve. FY2016 transfers are included and are sufficient for these requests.

Action Request:

Fire Medical Department staff requests approval from the County Commission to:

1. Waive formal bidding process and authorize staff to utilize the Houston-Galveston Area Council (H-GAC) for purchase;
2. Purchase two (2) ambulances from American Emergency Vehicles (AEV) for a purchase price of \$257,233.00, plus \$1,000 H-GAC, totally \$515,466.00.

SORT ORDER: Account within Org Key

SELECT Fund: 604

Lg Org Key	Title	Director	St Tr	FUND	Depart	SubDept	Function	Category	Fund Typ	Ledger N
GL 60400000	Ambulance Capital Res		A	604	000	00	00	2	60	1

Account	Date	Primary Ref.	Transaction Description	Debit	Credit	Balance
11000 Claim on Cash			Prior to 07/01/16	798,103.57	0.00	798,103.57
	07/19/16	TTLCR	AutoID: IR1080 Job: 357494	23,800.00	0.00	821,903.57
		DR	* Account Total *	821,903.57*	0.00*	821,903.57*
31000 Fund Balance			Prior to 07/01/16	159,084.30	957,187.87	798,103.57
		CR	* Account Total *	159,084.30*	957,187.87*	798,103.57*
		DR-CR	** Org Key Total **	980,987.87*	957,187.87*	23,800.00*

SORT ORDER: Account within Org Key

SELECT Fund: 604

Lg Org Key	Title	Director	St Tr	FUND	Depart	SubDept	Function	Category	Fund Typ	Ledger N
GL 60446000	Fire & Medical		A	604	460	00	00	2	60	1

Account	Date	Primary Ref.	Transaction Description	Debit	Credit	Balance
85000 Motor Vehicles	07/19/16	07/20/2016	ZZBLANK Motor Vehicles	0.00	23,800.00	-23,800.00
		DR	* Account Total *	0.00*	23,800.00*	-23,800.00*
		DR-CR	** Org Key Total **	0.00*	23,800.00*	-23,800.00*

SORT ORDER: Account within Org Key

SELECT Fund: 604

Account	Date	Primary Ref.	Transaction Description	Debit	Credit	Balance
=====	=====	=====	=====	=====	=====	=====
		DR-CR	G R A N D T O T A L	980,987.87	980,987.87	0.00

SORT ORDER: Account within Org Key

SELECT Fund: 604

Account	Date	Primary Ref.	Transaction Description	Debit	Credit	Balance
=====	=====	=====	=====	=====	=====	=====
		60400000	Ambulance Capital Reserve	980,987.87	957,187.87	23,800.00
		60446000	Fire & Medical	0.00	23,800.00	-23,800.00
			G R A N D T O T A L	980,987.87	980,987.87	0.00