

I N T E R O F F I C E M E M O R A N D U M

Printed by: Betty Morgan
Date: 21-Apr-1994 09:27am CDT
From: Betty Morgan
MORGAN_BJ
Dept: Public Works
Tel No: 268-4501

TO: Ron Franks (FRANKS_R)
TO: Klenton Toothaker (TOOTHAKER_K)

CC: Mike Lindebak (LINDEBAK_M)
CC: Steve Lackey (LACKEY_S)
CC: Donald E. Schneider, P.E., L.S. (SCHNEIDER_D)

Subject: CDBG Fairview Improvements

The subject project is on hold pending Mennonite Housing platting a subdivision to the west. Sometime ago they had a sketch plat and there was a meeting with Planning, Engineering and O.C.I. Officials discussing the plat layout. Nothing has happened since.

I checked with MKEC and they said that they are working on the preliminary plat and think that they will submit the preliminary plat in the next few weeks. If this holds, Fairview may be paved later this year.

Vicky Huang, P.E.
Subdivision Engineer

I N T E R O F F I C E M E M O R A N D U M

Printed by: Mike Lindebak
Date: 18-Apr-1994 10:46am CDT
From: Ron Franks
FRANKS_R
Dept: Controller
Tel No: 268-4367

TO: Steve Lackey
TO: Mike Lindebak

(LACKEY_S)
(LINDEBAK_M)

CC: Klenton Toothaker

(TOOTHAKER_K)

Subject: Fairview Subdivision

Would you please let me know the status of the CDBG Fairview Subdivision Improvement project. The last information we received was a memo 12/13/93 stating someone in Public Works would be assigned to check on the status of this project. Also, do you think the funds allocated in 1992 (\$125,000) are still sufficient to complete this project.

Thanks, rf

NOTE: Most but not all of this site is involved in a Zone Change (Z-3122) to "A" Two-family Zoning. An area in the northeast corner of the plat was not included in the zone change and will retain "B" Multiple Family Zoning. However, this site is intended to be developed for conventional single-family development but in certain cases on lot sizes of under 6,000 square feet. For single-family homes, under "A" or "B" zoning, lot sizes of under 6,000 square feet can be allowed. This area is also intended to be developed as an affordable housing project by Mennonite Housing and is requesting that street right-of-way and paving requirements be given special consideration to help hold housing costs down. As part of this effort, the City has budgeted the use of CDBG funds for the paving of Fairview adjacent to this site.

STAFF COMMENTS:

- A. In order to prevent the development of lots in this Addition for duplex or even multi-family uses on lots zoned for such uses, the applicant shall submit a privately recorded covenant indicating that only single-family structures will be built on any lot or lots within this Addition. Such an assurance is also appropriate due to this plat's intentions to plat narrow public streets. That is, narrow public streets could not be justified if the lots in this Addition actually developed with duplex or denser type structures.
- B. The applicant shall guarantee the extension of sanitary sewer to serve the lots being platted.
- C. The applicant shall guarantee the extension of City water to serve the lots being platted.
- D. The applicant shall guarantee any drainage improvements required by the platting of this property.
- E. The applicant shall guarantee the paving of the narrow public streets to the 29-foot paving standard.
- F. If improvements are guaranteed by petition, a notarized certificate listing the petitions shall be submitted to the Planning Department for recording.
- G. City Engineering needs to indicate the situation involving the paving of Fairview adjacent to this site. That is, as access to this site, Fairview needs to be paved. Paving of this street, however, is expected to be provided through a CDBG. Engineering needs to confirm that this street will be paved.
- H. If any portion of this site, such as between the plat's west line and the Chisholm Creek Drainage Channel is within this Additions' ownership, such areas should be platted as Reserves and if intended to be dedicated to the City for public use, such dedication should be indicated in the plattor's text.
- I. As for the area between Lots 19 & 20, Block 1, this would appear to be intended as a Reserve and should be indicated as such. Again, if this is intended to be dedicated to the City for access to the Drainage Canal, the plattor's text needs to indicate this.
- J. Since this plat proposes the platting of narrow street right-of-way with adjacent "15-foot

street, drainage and utility easements," a restrictive covenant shall be submitted which calls out restrictions for lot-owner use of these easements. Retaining walls and change of grade shall be prohibited within these easements as well as fences, earth berms and mass plantings. Any plantings within the easement shall be reviewed by the City Forestry Division prior to installation.

- K. If this plat is finalized with the street system as now shown, the following street names should be used; Meadow Creek Circle should delete "Circle" since the street would be continuous and not end in a cul-de-sac and Meadow Creek Court should be used for the entire name of the two deadend streets stemming off of Meadow Creek. That is, while neither of these streets are being platted as a conventional cul-de-sac, they are still deadend streets, coming off of a main street and therefore should use the main street's name while adding the Court suffix.
- L. On Lots 21 & 22, Block 1, additional dimensions shall be provided to better locate the easement along the rear of these lots.
- M. On the final plat, the dedication of access controls shall also be referenced in the plat's text.
- N. The applicant shall submit a covenant which provides for four (4) off-street parking spaces per dwelling unit on each lot which abuts a 58-foot street. The covenant shall inventory the affected lots by lot and block number and shall state that the covenant runs with the land and is binding on future owners and assigns.
- O. Requirements for a final plat (see pages 5-5 through 5-10, Part 4, Article 5 of the MAPC Subdivision Regulations).
- P. Prior to or at the time of submitting the final plat, the applicant shall submit a drainage plan to City Engineering for review and approval.
- Q. The applicant shall install or guarantee the installation of all utilities and facilities which are applicable and described in Article 8 of the MAPC Subdivision Regulations.
- R. The applicant's engineer is advised that the Register of Deeds is requiring the name(s) of the notary public, who acknowledges the signatures on this plat, to be printed beneath the notary's signature.
- S. To receive mail delivery without delay, and to avoid unnecessary expense, the applicant is advised of the necessity to meet with the U.S. Postal Service Growth Management Coordinator (phone 316-946-4527) prior to development of the plat so that the type of delivery, and the tentative mailbox locations can be determined.
- T. The representatives from the utility companies should be prepared to comment on the need for utility easements to be platted on this property.
- U. Prior to or at the time of submitting the final plat, the applicant shall submit a drainage concept to City Engineering for review and approval. Engineering also needs to indicate if maximum building pad elevations need to be platted for this site.

**SUBDIVISION COMMITTEE
METROPOLITAN AREA PLANNING COMMISSION**

AGENDA ITEM NO.

3

June 23, 1994

**STAFF REPORT
(Final Plat, Preliminary Plat Approved 5/26/94)**

CASE NUMBER: S/D 94-33 MEADOW CREEK ADDITION

OWNER/APPLICANT: Mennonite Housing Rehabilitation Services, Inc., 2145 North Topeka, Wichita, KS 67203

SURVEYOR/ENGINEER: Mid-Kansas Engineering Consultants, Inc., c/o Greg Allison, 3500 North Rock Road - #800, Wichita, KS 67226

LOCATION: South of 29th Street North and west of Fairview

SITE SIZE: 6 Acres (Approximate)

NUMBER OF LOTS

Residential:	36
Office:	
Commercial:	
Industrial:	
Total:	<u>36</u>

MINIMUM LOT AREA: 5,098 sq. ft.

CURRENT ZONING: "E"

PROPOSED ZONING: "A" (Z-3122)

VICINITY MAP:



NOTE: This final plat represents only a portion of the approved preliminary plat. Most but not all of this site is involved in a Zone Change (Z-3122) to "A" Two-family Zoning. However, this site is intended to be developed for conventional single-family development but in certain cases on lot sizes of under 6,000 square feet. For single-family homes, under "A" zoning, lot sizes of under 6,000 square feet can be allowed. This area is also intended to be developed as an affordable housing project by Mennonite Housing and is requesting that street right-of-way and paving requirements be given special consideration to help hold housing costs down. As part of this effort, the City has budgeted the use of CDBG funds for the paving of Fairview adjacent to this site.

STAFF COMMENTS:

- A. In order to prevent the development of lots in this Addition for duplex or even multi-family uses on lots zoned for such uses, the applicant shall submit a privately recorded covenant indicating that only single-family structures will be built on any lot or lots within this Addition. Such an assurance is also appropriate due to this plat's intentions to plat narrow public streets. That is, narrow public streets could not be justified if the lots in this Addition actually developed with duplex or denser type structures.
- B. The applicant shall guarantee the extension of sanitary sewer to serve the lots being platted.
- C. The applicant shall guarantee the extension of City water to serve the lots being platted.
- D. The applicant shall guarantee any drainage improvements required by the platting of this property.
- E. The applicant shall guarantee the paving of the narrow public streets to the 29-foot paving standard. This guarantee shall also provide for a temporary turnaround in the area of Lot 15, Block 1. It is recommended that the right-of-way be provided off-site by separate instrument or if possible included as part of this plat.
- F. If improvements are guaranteed by petition, a notarized certificate listing the petitions shall be submitted to the Planning Department for recording.
- G. As requested by the Parks Department, the final plat tracing shall indicate a means of public access along the west line of this plat or for the lots adjacent to the Chisholm Creek Drainage Canal. That is, either a portion of the utility easement (7 to 10 feet) along the west line of Lots 9 through 15, Block 1 should be indicated as also being for public access (walking, biking, etc. type trails) or a 10-foot or so strip of Reserve A could be extended along the rear of these lots. As a Reserve, this strip could be dedicated to the City for purposes of ownership and maintenance. By also designating this Reserve as easement or showing a utility easement in this Reserve, the easements on the adjoining lots could be reduced accordingly (if Reserve is 10 feet, easement on lots shown as 10 feet).
- H. As indicated by City Engineering, the paving of Fairview adjacent to this site is expected to be provided through a CDBG.
- I. Since this plat proposes the platting of narrow street right-of-way with adjacent "15-foot

street, drainage and utility easements," a restrictive covenant shall be submitted which calls out restrictions for lot-owner use of these easements. Retaining walls and change of grade shall be prohibited within these easements as well as fences, earth berms and mass plantings. Any plantings within the easement shall be reviewed by the City Forestry Division prior to installation.

- J. The applicant shall submit a covenant which provides for four (4) off-street parking spaces per dwelling unit on each lot which abuts a 58-foot street. The covenant shall inventory the affected lots by lot and block number and shall state that the covenant runs with the land and is binding on future owners and assigns.
- K. On the final plat tracing, the 20-foot building setback to Meadow Creek on Lots 13, 14 & 15, Block 1 shall be labeled.
- L. On the final plat tracing, the MAPC Chairman shall be shown as James D. Miner and Pat Burnett shall be indicated as the "Deputy City Clerk".
- M. The applicant's agent is reminded that the platting binder needs to be submitted for this site and the plat will not be scheduled for City Council review until the binder is received and appropriately reviewed by Planning.
- N. The applicant shall install or guarantee the installation of all utilities and facilities which are applicable and described in Article 8 of the MAPC Subdivision Regulations.
- O. The applicant's engineer is advised that the Register of Deeds is requiring the name(s) of the notary public, who acknowledges the signatures on this plat; to be printed beneath the notary's signature.
- P. To receive mail delivery without delay, and to avoid unnecessary expense, the applicant is advised of the necessity to meet with the U.S. Postal Service Growth Management Coordinator (phone 316-946-4527) prior to development of the plat so that the type of delivery, and the tentative mailbox locations can be determined.
- Q. If indicated as needed by City Engineering, minimum building pad elevations were to be shown for this site. Engineering needs to indicate if any such minimum building pad elevations are required.
- R. Perimeter closure computations shall be submitted with the final plat tracing. Section 5-101(c).
- S. Recording of the plat within 30 days after approval by the City Council.
- T. The representative from City Engineering should be prepared to comment on the status of the applicant's drainage plan.

I N T E R O F F I C E M E M O R A N D U M

Printed by: Mike Lindebak
Date: 07-Oct-1994 08:54am CDT
From: Ron Franks
FRANKS_R
Dept: Controller
Tel No: 268-4367

TO: Vickey Huang (PAPER MAIL)
TO: Mike Lindebak (LINDEBAK_M)
CC: Klenton Toothaker (TOOTHAKER_K)

Subject: CDBG Fairview Subdivision

I am writing to follow up on our phone conversation from last week regarding the status of the Fairview Subdivision project. The Memorandum of Understanding expired June 30, 1993 and we have not received any request to extend the M of U.

Would you please let me know the following or tell me who I should contact for this information:

1. Has a final plat been submitted and approved? *Final Plat has been approved by MAPC in June.*
2. Is the Mennonite Housing project still a go or has it been canceled? *Has not been approved by City Council*
3. \$774.64 in July and \$395.77 in August was charged against personal services, please explain what work was done. *Staff time was spent to prepare paving plan.*
4. If work has started what is the new project timetable?
5. Is the \$125,000 allocated for this project still sufficient.

If you have any questions, please give me a call.

thanks, rf

Pls respond



I N T E R O F F I C E M E M O R A N D U M

Printed by: Betty Morgan
Date: 20-Oct-1994 12:30pm CDT
From: Betty Morgan
MORGAN_BJ
Dept: Public Works
Tel No: 268-4501

TO: Ron Franks (FRANKS_R)

CC: Klenton Toothaker (TOOTHAKER_K)

CC: Mike Lindebak (LINDEBAK_M)

CC: Steve Lackey (LACKEY_S)

Subject: CDBG Fairview Subdivision

This is in response to your October 7th memo. The final plat of Meadow Creek Addition has been approved by Metropolitan Planning Commission in June, 1994. Thus, the engineering division has started the design of the subject project. The paving plan is approximately 80% complete.

However, Mennonite Housing has not moved the plat forward for City Council's approval. I checked with the platting engineer (MKEC) and they made several attempts to contact Mennonite Housing to inquire about their schedule without much success. I finally talked to a Mr. Brad Snapp of Mennonite Housing today and he said that they intend to develop the site next spring. He also indicated that he will contact MKEC to finalize the plat.

If they hold their schedule, we can finish the design and let the project this winter for spring construction.

The \$125,000 is still sufficient for the paving improvements but may be insufficient to include also the sanitary sewer extension to their site.

Vicky Huang

Memo to: Ron Franklin - Controller
Subject: CDBG, Fairview Subdivision
cc. Kileton Toothaker
Mike Lindebaker
Steve Lackey

This is a response to your Oct. 7 memo. The final plat of Meadow Creek Addition has been approved by Metropolitan Planning Commission in June, 1994. Thus, the engineering division has started the design of the subject project. The paving plan is approx. 80% complete.

However, Mennonite Housing has not moved the plat forward for City Council's approval. I checked with the platting engineer (MKEC) and they made several attempts to contact Mennonite Housing to inquire about their schedule without much success. I finally talked to a Mr. Brad Snapp of Mennonite Housing today and he said that they intend to develop the site next spring. He also indicated that he will contact MKEC to finalize the plat.

If they hold their schedule, we can finish the design and let the project

this winter for spring construction.

The \$25,000 is still sufficient for the paving improvements but may be insufficient to include ^{also the} sanitary sewer extension to their site.

Farron's

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1 drive @ 10,000

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O.K.

I N T E R O F F I C E M E M O R A N D U M

Printed by: Mike Lindebak
Date: 18-Oct-1994 08:17am CDT
From: Klenton Toothaker
TOOTHAKER_K
Dept: Controller
Tel No: 268-4367, (2127)

TO: Mike Lindebak (LINDEBAK_M)
CC: Steve Lackey (LACKEY_S)
CC: Kelly Carpenter (CARPENTER_K)
CC: Ron Franks (FRANKS_R)

Subject: Fairview Subdivision Improvements

After speaking with Vicky Huang, Ron Franks sent a memo October 7 requesting information on this project. This request was prompted by notice of charges against a budget for which the Memorandum of Understanding terminated over a year ago.

I presume the charges are for design work which indicates the final plat has been submitted and approved. However, funding was approved two years ago, and unless Mennonite Housing has advised you otherwise, I have no information indicating the housing project will be undertaken. Unless the project for which the improvements are being designed will be done, the need to do design work is questioned.

If the housing project is going to be done I would like to know the timetable presented by Mennonite Housing. I would also like to know the timetable expected for the improvements.

Because two years have passed since funding was approved for the site improvements I think it is important to review anticipated cost. If the \$125,000 allocated will not be sufficient, a decision needs to be made concerning additional funding. I don't know that additional CDBG funds can be assumed, particularly with the project delay created by Mennonite Housing's failure to proceed with the project.

Please review the status of this project for me so a determination can be made whether the Memorandum of Understanding should be extended for design and construction of the site improvements.

Pls prepare a
response.



I N T E R O F F I C E M E M O R A N D U M

Date: 07-Oct-1994 08:54am CDT
From: Ron Franks
FRANKS_R
Dept: Controller X 2132
Tel No: 268-4367

TO: Vickey Huang ✓
TO: Mike Lindebak

(PAPER MAIL)
(LINDEBAK_M)

CC: Klenton Toothaker

(TOOTHAKER_K)

Subject: CDBG Fairview Subdivision

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