



**Board of Riley County
Commissioners
Regular Meeting
Agenda
May 27, 2021**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

[District 2 – Greg McKinley, Vice Chair](#)

[District 3 – Kathryn Focke, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

1. Public Comments

Commission Comments

2. Commission Comments

Business Meeting

3. Fairmont Heights Sewer Collection System Improvements Completion of Work
4. South Otter Creek Rd. Bridge Replacement Project- Easements
5. Wieter's Road Streambank Rehabilitation Project - Easements
6. Action on Portable Communication Device Allowance Form(s)
7. Sign Riley County Personnel Action Form(s)

Review Minutes

8. Board of Riley County Commissioners - Regular Meeting - May 24, 2021 8:30 AM

Review Tentative Agenda

9. Tentative Agenda

Press Conference Topics

10. Discuss Press Conference

9:00 AM

Amanda Smeller, Planning/Special Projects Director

11. Approve contract with Governmental Assistance Services for Keats Sewer District income survey
12. Keats Sewer District funding

9:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

13. Administrative Work Session

9:35 AM

Kevin Howser, IT/GIS Director

14. IT/GIS Staff Update - May 2021

9:50 AM

Alice Massimi, PIO

15. PIO Monthly Update/ May

10:05 AM

Russel Stukey, Emergency Management Director

16. Staff Update

10:20 AM

Bob Isaac, Planner

17. Rezone the approximately east half of an unplatted tract of land from “AG” (Agricultural District) to “D-2” (Light Industrial).

10:30 AM

Bob Isaac, Planner

18. Rezone two (2) unplatted tracts of land from “AG” (Agricultural District) to “SF-4” (Single Family Residential) and plat said tracts together with Lot 4 of Little Valley Addition, into a single lot.

Adjournment

Announcements

Riley County Offices will be closed Monday, May 31st due to the observance of the Memorial Day Holiday.

The Board of County Commissioners will not be in session Monday, May 31st.

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



PUBLIC WORKS
Agreement

John Ellermann
Public Works
Director/County Engineer
6215 Tuttle Creek Blvd
Manhattan, KS 66503
Phone: 785-537-6330

COMMISSION AGENDA REPORT

FROM: Shannon Sterling, Admin. Assistant II

MEETING: May 27, 2021

SUBJECT: Fairmont Heights Sewer Collection System Improvements Completion of Work

PRESENTER: John Ellermann, Director of Public Works

In compliance with the General Conditions of this Project, Article 14.07, on the basis of observations and review of the Final Inspection, BG Consultants recommends that the Final Completion Date of this Project be set as April 19, 2021. Attached for your approval is the Fairmont Heights Sewer Collection System Improvements Completion of Work Certificate.

POSSIBLE MOTION(S)

Move to approve and sign the Fairmont Heights Sewer Collection System Improvements Completion of Work Certificate.

Move to deny.

Move to table for further discussion.

Enclosures:

- Completion of Work Certificate (PDF)

COMPLETION OF WORK CERTIFICATE

Owner's Project No. _____ Engineer's Project No. 18-1318M

Project: Fairmont Heights Sanitary Sewer Benefit District Improvements, Riley County KS

To: Riley County, KS (Owner)

In compliance with the General Conditions of this Project, Article 14.07, on the basis of my observations and review of the Work, Final Inspection, and Review of the Final Payment, I am satisfied that the Work has been completed and the Contractor has fulfilled all of his obligations under the Contractor Documents.

I hereby recommend that the Final Completion Date of this Project be set as April 19, 2021 and that the Final Payment be approved.

Dated this 3rd day of May, 20 21.

BG Consultants, Inc.
Engineer

By: Samuel Johnson, P.E. Digitally signed by Samuel Johnson, P.E.
Reason: I am approving this document
Date: 2021.05.03 11:25:38-0500

Title: Project Manager

The Final Completion Date as set in this Certificate is hereby approved.

J & K Contracting, L.C.
Contractor

By: Shannon Locke

Title: Managing Member

Approved by Owner:

Riley County, KS

By: _____

Date: _____

Title: Chairman, Riley County Commission



PUBLIC WORKS
Project

John Ellermann
Public Works
Director/County Engineer
6215 Tuttle Creek Blvd
Manhattan, KS 66503
Phone: 785-537-6330

COMMISSION AGENDA REPORT

FROM: Shannon Sterling, Administrative Assistant II

MEETING: May 27, 2021

SUBJECT: South Otter Creek Rd. Bridge Replacement Project- Easements

PRESENTER: Gary Rosewicz, Assistant Public Works Director

Attached for your approval are 2 Permanent Easement Agreements for the South Otter Creek Rd. Bridge Replacement Project.

Staff recommends approval. This is a Sales Tax project.

POSSIBLE MOTION(S)

Move to approve the Easement Agreements and authorize the Chairman to sign.

Move to table for further review.

Enclosures:

- Permanent Easement_M Lund (PDF)
- Permanent Easement_W&D Hanson (PDF)

GRANT OF PERMANENT EASEMENT

This agreement, made this _____ day of _____, 2021, by and between, Myron A. Lund, a single person, by: Delbert Lund, Power of Attorney, hereinafter called Party of the First Part; and the BOARD OF COUNTY COMMISSIONERS OF RILEY COUNTY, KANSAS, Party of the Second Part.

WITNESSETH: That WHEREAS, it has been found necessary by the Second Party to lay out, relocate, widen, or alter the public road known as:

South Otter Creek Road

NOW, THEREFORE, in consideration of the sum of:

Permanent Easement- 0.06 acre ~ \$200.00

The party of the First Part does HEREBY AGREE TO GRANT, to the party of the Second Part, PERMANENT EASEMENTS, solely for the purpose of constructing a road and/or Bridge Project, described as follows:

PERMANENT ROAD RIGHT-OF-WAY EASEMENT

A tract of land located in the Northeast One-Quarter (NE 1/4) of Section 20, Township 7 South, Range 5 East of the Sixth Principal Meridian, Riley County, Kansas, more particularly described as follows:
Commencing at the Northwest Corner of said NE 1/4 of said Section 20; Thence South 0°21'18" West (assumed bearing), 625.10 feet along the West line of said NE 1/4 to the TRUE POINT OF BEGINNING; Thence on a curve to the right, having a radius of 160.00 feet, an arc length of 80.39 feet, with a chord bearing of South 34°45'26" East, and a chord distance of 79.54 feet; Thence South 35°07'32" East, 69.51 feet; Thence South 13°32'47" West, 131.46 feet; Thence South 0°21'18" West, 100.00 feet along a line parallel with the West line of said NE 1/4; Thence North 89°38'42" West, 56.10 feet to a point on the West line of said NE 1/4; Thence North 0°21'18" East, 349.67 feet along the West line of said NE 1/4 to the POINT AND PLACE OF BEGINNING. Said tract contains 0.46 acres, more or less, including approximately 0.40 acres of existing county road right-of-way. Subject to all public roads, easements, reservations, restrictions, covenants and conditions, if any, now of record.

Attachment: Permanent Easement_M Lund (10869 : S. Otter Creek Rd. Bridge Replacement Project- Easements)

SAID PERMANENT RIGHT OF WAY EASEMENT, HEREBY GRANTED AND RIGHTS HEREIN SET FORTH to continue so long as said property is used as a Public Road Right of Way, or in connection therewith, subject to all the provisions of the law relating thereto.

THIS AGREEMENT will become binding only after both Parties have signed this document.

IN WITNESS WHEREOF: The Said Parties have hereunto subscribed their names.

Party of the First Part

Dated: 5-24-21

Delbert Lund
Myron A. Lund
By: Delbert Lund, Power of Attorney

STATE OF Kansas)
COUNTY OF Riley) SS



BE IT REMEMBERED, That on this 24th day of May, 2021, before me, the undersigned, a Notary Public, in and for the County and State aforesaid, came Myron A. Lund, a single person, by: Delbert Lund, Power of Attorney, who is personally known to me to be the same person, who executed the within instrument of writing and such person duly acknowledged the execution of the same.

IN WITNESS WHEREOF. I have hereunto set my hand and affixed my notarial seal on the day and year last above written.

My appointment expires: 8/14/2024

[Signature]
NOTARY PUBLIC

Party of the Second Part

Dated: _____

Chairman, Riley County
Board of Commissioners

Attachment: Permanent Easement_M Lund (10869 : S. Otter Creek Rd. Bridge Replacement Project- Easements)

GRANT OF PERMANENT EASEMENT

This agreement, made this _____ day of _____, 2021, by and between, William J. Hanson and Deanna J. Hanson, husband and wife, hereinafter called Party of the First Part; and the BOARD OF COUNTY COMMISSIONERS OF RILEY COUNTY, KANSAS, Party of the Second Part.

WITNESSETH: That WHEREAS, it has been found necessary by the Second Party to lay out, relocate, widen, or alter the public road known as:

South Otter Creek Road

NOW, THEREFORE, in consideration of the sum of:

Permanent Easement- 0.08 acre x \$2,500.00/acre = \$200.00

The party of the First Part does HEREBY AGREE TO GRANT, to the party of the Second Part, PERMANENT EASEMENTS, solely for the purpose of constructing a road and/or Bridge Project, described as follows:

PERMANENT ROAD RIGHT-OF-WAY EASEMENT

A tract of land located in the Northwest One-Quarter (NW 1/4) of Section 20, Township 7 South, Range 5 East of the Sixth Principal Meridian, Riley County, Kansas, more particularly described as follows:

Commencing at the Northeast Corner of said NW 1/4 of said Section 20; Thence South 0°21'18" West (assumed bearing), 650.72 feet along the East line of said NW 1/4 to the TRUE POINT OF BEGINNING; Thence continuing South 0°21'18" West, 324.04 feet along the East line of said NW 1/4; Thence North 89°38'42" West, 3.90 feet; Thence North 4°46'35" West, 297.07 feet; Thence North 47°36'12" East, 41.49 feet to the POINT AND PLACE OF BEGINNING. Said tract contains 0.13 acres, more or less, including approximately 0.05 acres of existing county road right-of-way. Subject to all public roads, easements, reservations, restrictions, covenants and conditions, if any, now of record.

SAID PERMANENT RIGHT OF WAY EASEMENT, HEREBY GRANTED AND RIGHTS HEREIN SET FORTH to continue so long as said property is used as a Public Road Right of Way, or in connection therewith, subject to all the provisions of the law relating thereto.

THIS AGREEMENT will become binding only after both Parties have signed this document.

IN WITNESS WHEREOF: The Said Parties have hereunto subscribed their names.

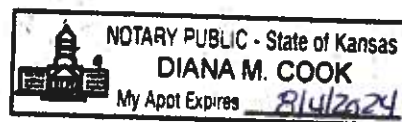
Party of the First Part

Dated: 5-24-21

William J. Hanson
William J. Hanson

Deanna J. Hanson
Deanna J. Hanson

STATE OF Kansas)
COUNTY OF Riley) SS



BE IT REMEMBERED, That on this 24th day of May, 2021, before me, the undersigned, a Notary Public, in and for the County and State aforesaid, came William J. Hanson and Deanna J. Hanson, husband and wife, who are personally known to me to be the same persons, who executed the within instrument of writing and such persons duly acknowledged the execution of the same.

IN WITNESS WHEREOF. I have hereunto set my hand and affixed my notarial seal on the day and year last above written.

My appointment expires: 8/4/2024

Diana M. Cook
NOTARY PUBLIC

Party of the Second Part

Dated: _____

Chairman, Riley County
Board of Commissioners

Attachment: Permanent Easement_W&D Hanson (10869 : S. Otter Creek Rd. Bridge Replacement Project- Easements)



PUBLIC WORKS
Project

John Ellermann
Public Works
Director/County Engineer
6215 Tuttle Creek Blvd
Manhattan, KS 66503
Phone: 785-537-6330

COMMISSION AGENDA REPORT

FROM: Shannon Sterling, Administrative Asst. II

MEETING: May 27, 2021

SUBJECT: Wieter's Road Streambank Rehabilitation Project - Easements

PRESENTER: Gary Rosewicz, Asst. County Engineer

Attached for your approval are two Permanent Easement Agreements for the Wieter's Road Streambank Rehabilitation Project.

Staff recommends approval. This is a Sales Tax project.

POSSIBLE MOTION(S)

Move to approve the Easement Agreements and authorize the Chairman to sign.

Move to table for further review.

Enclosures:

- Permanent Easement_Loren&Marjorie Gugenhan (PDF)
- Permanent Easement_Mark&Dianna Gugenhan (PDF)

GRANT OF PERMANENT EASEMENT

This agreement, made this _____ day of _____, 20__, by and between, Loren and Marjorie Gugenhan, husband and wife, hereinafter called Party of the First Part; and the BOARD OF COUNTY COMMISSIONERS OF RILEY COUNTY, KANSAS, Party of the Second Part.

WITNESSETH: That WHEREAS, it has been found necessary by the Second Party to lay out, relocate, widen, or alter the public road known as:

Wieters Road

NOW, THEREFORE, in consideration of the sum of:

One Dollar (\$1.00)

The party of the First Part does HEREBY AGREE TO GRANT, to the party of the Second Part, PERMANENT EASEMENTS, solely for the purpose of constructing a road and/or Bridge Project, described as follows:

PERMANENT ROAD RIGHT-OF-WAY EASEMENT

A tract of land in the West Half of Section 06, Township 07 South, Range 06 East and in the Southeast Quarter of Section 1, Township 07 South, Range 05 East of the Sixth Principal Meridian, Riley County, Kansas described as follows:

Beginning at a point that is S 00°29'01" E 2001.34 feet and S 89°30'59" W 173.63 feet from the Northwest Corner of the Southwest Quarter of said Section 06; thence N 01°36'49" E 30.00 feet; thence S 88°23'11" E 37.66 feet; thence on a curve to the left with a radius of 48.00 feet, an arc distance of 59.58 feet, chord being N 56°03'10" E 55.83 feet; thence on curve to the right with a radius of 752.88 feet, an arc distance of 245.96 feet, chord being N 29°52'11" E 245.36 feet; thence N 40°52'40" E 270.04 feet; thence N 39°17'58" E 395.70 feet; thence on a curve to the left with a radius of 824.59 feet, an arc distance of 495.55 feet, chord being N 22°01'54" E 488.13 feet; thence N 07°15'59" E 226.57 feet; thence on a curve to the right with a radius of 973.78 feet, an arc distance of 113.49 feet, chord being N 10°36'19" E 113.43 feet; thence N 13°56'39" E 447.83 feet; thence on a curve to the left with a radius of 689.83 feet, an arc distance of 200.34 feet, chord being N 05°37'27" E 199.64 feet; thence N 03°05'42" W 466.51 feet to the South right of way line of Fancy Creek Road; thence S 65°40'48" E 33.64 feet along the South right of way line of Fancy Creek Road; thence S 03°06'45" E 451.23 feet; thence on a curve to the right with a radius of 719.83 feet, an arc distance of 209.06 feet, chord being S 05°37'27" W 208.32 feet; thence S 13°56'39" W 447.83 feet; thence on a curve to the left with a radius of 943.78 feet, an arc distance of 110.00 feet, chord being S 10°36'19" W 109.94 feet; thence S 07°15'59" W 225.28 feet; thence on a curve to the right with a radius of 854.59 feet, an arc distance of 513.58 feet, chord being S 22°02'05" W 505.89 feet; thence S 39°17'58" W 396.14 feet; thence S 40°52'40" W 269.60 feet; thence

on a curve to the left with a radius 722.88 feet, an arc distance of 236.58 feet, chord being S 29°52'11" W 235.58 feet; thence on a curve to the right with a radius of 78.00 feet, an arc distance of 96.82 feet, chord being S 56°03'10" W 90.72 feet; thence N 88°23'11" W 37.66 feet to the point of beginning, containing 2.2 acres. Subject to easements and restrictions of record.

SAID PERMANENT RIGHT OF WAY EASEMENT, HEREBY GRANTED AND RIGHTS HEREIN SET FORTH to continue so long as said property is used as a Public Road Right of Way, or in connection therewith, subject to all the provisions of the law relating thereto.

THIS AGREEMENT will become binding only after both Parties have signed this document.

IN WITNESS WHEREOF: The Said Parties have hereunto subscribed their names.

Party of the First Part

Dated: May 5, 2021

Loren Gugenhan Marjorie Gugenhan
Loren Gugenhan Marjorie Gugenhan

STATE OF Kansas)
COUNTY OF Riley) SS

BE IT REMEMBERED, That on this 5th day of May, 2021, before me, the undersigned, a Notary Public, in and for the County and State aforesaid, came Loren and Marjorie Gugenhan, husband and wife, who are personally known to me to be the same persons, who executed the within instrument of writing and such persons duly acknowledged the execution of the same.

IN WITNESS WHEREOF. I have hereunto set my hand and affixed my notarial seal on the day and year last above written.

Shannon Sterling
NOTARY PUBLIC

My appointment expires: 11/05/2021

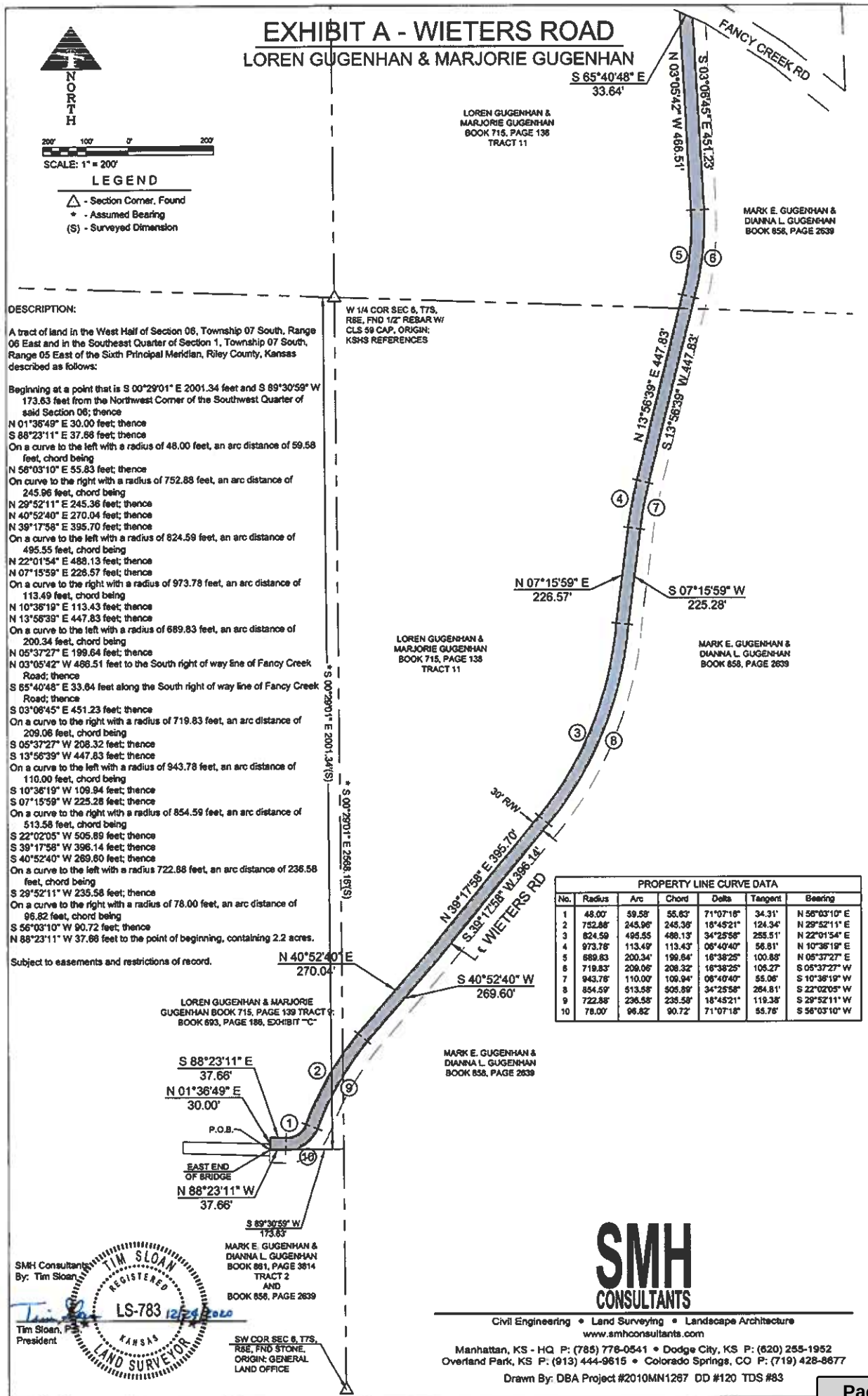


Party of the Second Part

Chairman, Riley County
Board of Commissioners

Date _____

Attachment: Permanent Easement_Loren&Marjorie Gugenhan (10868 : Wieter's Road Streambank Rehabilitation Project - Easements)



GRANT OF PERMANENT EASEMENT

This agreement, made this _____ day of _____, 20__, by and between, Mark E. and Dianna L. Gugenhan, husband and wife, hereinafter called Party of the First Part; and the BOARD OF COUNTY COMMISSIONERS OF RILEY COUNTY, KANSAS, Party of the Second Part.

WITNESSETH: That WHEREAS, it has been found necessary by the Second Party to lay out, relocate, widen, or alter the public road known as:

Wieters Road

NOW, THEREFORE, in consideration of the sum of:

One dollar (\$1.00)

The party of the First Part does HEREBY AGREE TO GRANT, to the party of the Second Part, PERMANENT EASEMENTS, solely for the purpose of constructing a road and/or Bridge Project, described as follows:

PERMANENT ROAD RIGHT-OF-WAY EASEMENT

A tract of land in the West Half of Section 06, Township 07 South, Range 06 East and in the Southeast Quarter of Section 1, Township 07 South, Range 05 East of the Sixth Principal Meridian, Riley County, Kansas described as follows:

Beginning at a point that is S 00°29'01" E 2001.34 feet and S 89°30'59" W 173.63 feet from the Northwest Corner of the Southwest Quarter of said Section 06; thence S 88°23'11" E 37.66 feet; thence On a curve to the left with a radius of 78.00 feet, an arc distance of 96.81 feet, chord being N 56°03'10" E 90.71 feet; thence on curve to the right with a radius of 722.88 feet, an arc distance of 236.63 feet, chord being N 29°52'11" E 235.58 feet; thence N 40°52'40" E 269.60 feet; thence N 39°17'58" E 396.14 feet; thence on a curve to the left with a radius of 854.59 feet, an arc distance of 513.58 feet, chord being N 22°02'05" E 505.89 feet; thence N 07°15'59" E 225.28 feet; thence on a curve to the right with a radius of 943.78 feet, an arc distance of 110.00 feet, chord being N 10°36'19" E 109.94 feet; thence N 13°56'39" E 447.83 feet; thence on a curve to the left with a radius of 719.83 feet, an arc distance of 209.06 feet, chord being N 05°37'27" E 208.32 feet; thence N 03°06'45" W 451.23 feet to the South right of way line of Fancy Creek Road; thence S 65°40'48" E 33.64 feet along the South right of way line of Fancy Creek Road; thence S 03°07'52" E 435.95 feet; thence on a curve to the right with a radius of 749.83 feet, an arc distance of 217.77 feet, chord being S 05°37'27" W 217.01 feet; thence S 13°56'39" W 447.83 feet; thence on a curve to the left with a radius of 913.78 feet, an arc distance of 106.50 feet, chord being S 10°36'19" W 106.44 feet; thence S 07°15'59" W 224.65 feet; thence on a curve to the right with a radius of 884.59 feet, an arc distance of 530.96 feet, chord being S 22°03'21" W 523.03 feet; thence S 39°17'58" W 396.58 feet; thence S 40°52'40" W 269.58 feet; thence on a curve to the left with a radius 692.88 feet, an arc

distance of 226.39 feet, chord being S 29°51'08" W 225.39 feet; thence on a curve to the right with a radius of 108.00 feet, an arc distance of 134.06 feet, chord being S 56°03'10" W 125.62 feet; thence N 88°23'11" W 37.66 feet; thence N 01°36'49" E 30.00 feet to the point of beginning, containing 2.1 acres. Subject to easements and restrictions of record.

SAID PERMANENT RIGHT OF WAY EASEMENT, HEREBY GRANTED AND RIGHTS HEREIN SET FORTH to continue so long as said property is used as a Public Road Right of Way, or in connection therewith, subject to all the provisions of the law relating thereto.

THIS AGREEMENT will become binding only after both Parties have signed this document.

IN WITNESS WHEREOF: The Said Parties have hereunto subscribed their names.

Party of the First Part

Dated: 5-19-21


Mark E. Gugenhan

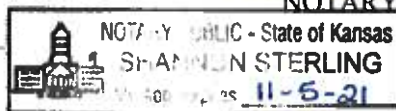

Dianna L. Gugenhan

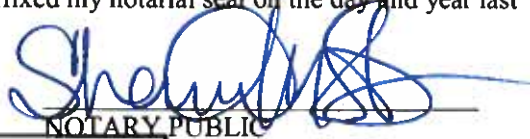
STATE OF Kansas)
COUNTY OF Riley) SS

BE IT REMEMBERED, That on this 19th day of May, 2021, before me, the undersigned, a Notary Public, in and for the County and State aforesaid, came Mark E. and Dianna L. Gugenhan, husband and wife, who are personally known to me to be the same persons, who executed the within instrument of writing and such persons duly acknowledged the execution of the same.

IN WITNESS WHEREOF. I have hereunto set my hand and affixed my notarial seal on the day and year last above written.

My appointment expires: 11-5-2021




NOTARY PUBLIC

Party of the Second Part

Chairman, Riley County
Board of Commissioners

Dated _____

EXHIBIT A - WIETERS ROAD

MARK E. GUGENHAN & DIANNA L. GUGENHAN

LOREN GUGENHAN &
MARJORIE GUGENHAN
BOOK 715, PAGE 138
TRACT 11

MARK E. GUGENHAN &
DIANNA L. GUGENHAN
BOOK 858, PAGE 2639

DESCRIPTION:

A tract of land in the West Half of Section 06, Township 07 South, Range 08 East and in the Southeast Quarter of Section 1, Township 07 South, Range 05 East of the Sixth Principal Meridian, Riley County, Kansas described as follows:

Beginning at a point that is S 00°29'01" E 2001.34 feet and S 89°30'59" W 173.63 feet from the Northwest Corner of the Southwest Quarter of said Section 06; thence
S 88°23'11" E 37.66 feet; thence
On a curve to the left with a radius of 78.00 feet, an arc distance of 96.81 feet, chord being
N 56°03'10" E 90.71 feet; thence
On curve to the right with a radius of 722.88 feet, an arc distance of 236.63 feet, chord being
N 29°52'11" E 235.58 feet; thence
N 40°52'40" E 269.60 feet; thence
N 39°17'58" E 396.14 feet; thence
On a curve to the left with a radius of 854.59 feet, an arc distance of 513.58 feet, chord being
N 22°02'05" E 505.89 feet; thence
N 07°15'59" E 225.28 feet; thence
On a curve to the right with a radius of 943.78 feet, an arc distance of 110.00 feet, chord being
N 10°38'19" E 109.94 feet; thence
N 13°56'39" E 447.83 feet; thence
On a curve to the left with a radius of 719.83 feet, an arc distance of 209.06 feet, chord being
N 05°37'27" E 208.32 feet; thence
N 03°06'45" W 451.23 feet to the South right of way line of Fancy Creek Road; thence
S 65°40'48" E 33.64 feet along the South right of way line of Fancy Creek Road; thence
S 03°07'52" E 435.95 feet; thence
On a curve to the right with a radius of 749.83 feet, an arc distance of 217.77 feet, chord being
S 05°37'27" W 217.01 feet; thence
S 13°56'39" W 447.83 feet; thence
On a curve to the left with a radius of 913.78 feet, an arc distance of 106.50 feet, chord being
S 10°38'19" W 106.44 feet; thence
S 07°15'59" W 224.65 feet; thence
On a curve to the right with a radius of 884.59 feet, an arc distance of 530.96 feet, chord being
S 22°03'21" W 523.03 feet; thence
S 39°17'58" W 396.58 feet; thence
S 40°52'40" W 269.58 feet; thence
On a curve to the left with a radius of 692.88 feet, an arc distance of 226.39 feet, chord being
S 29°51'08" W 225.39 feet; thence
On a curve to the right with a radius of 108.00 feet, an arc distance of 134.06 feet, chord being
S 58°03'10" W 125.62 feet; thence
S 88°23'11" W 37.66 feet; thence
N 01°36'49" E 30.00 feet to the point of beginning, containing 2.1 acres.

Subject to easements and restrictions of record.

LOREN GUGENHAN & MARJORIE
GUGENHAN BOOK 715, PAGE 138 TRACT 11
BOOK 693, PAGE 188, EXHIBIT "C"

S 88°23'11" E
37.66'

P.O.B.
EAST END
OF BRIDGE

N 01°36'49" E
30.00'

N 88°23'11" W
37.66'

S 89°30'59" W
173.63'

MARK E. GUGENHAN &
DIANNA L. GUGENHAN
BOOK 851, PAGE 3814
TRACT 2
AND
BOOK 858, PAGE 2639

SW COR SEC 6, T7S,
R8E, FND STONE,
ORIGIN: GENERAL
LAND OFFICE

SMH Consultants
By: Tim Sloan

Tim Sloan,
President

LS-783
KANSAS
LAND SURVEYOR

W 1/4 COR SEC 6, T7S,
R8E, FND 1/2" REBAR W/
CLS 59 CAP, ORIGIN:
KSHS REFERENCES

LOREN GUGENHAN &
MARJORIE GUGENHAN
BOOK 715, PAGE 138
TRACT 11

LOREN GUGENHAN &
MARJORIE GUGENHAN
BOOK 715, PAGE 138
TRACT 11

MARK E. GUGENHAN &
DIANNA L. GUGENHAN
BOOK 858, PAGE 2639

N 07°15'59" E
225.28'

S 07°15'59" W
224.65'

MARK E. GUGENHAN &
DIANNA L. GUGENHAN
BOOK 858, PAGE 2639



SCALE: 1" = 200'

LEGEND

- △ - Section Corner, Found
- - Assumed Bearing
- (S) - Surveyed Dimension

PROPERTY LINE CURVE DATA						
No.	Radius	Arc	Chord	Delta	Tangent	Bearing
1	78.00	96.81	90.71	71°07'18"	55.75'	N 56°03'10" E
2	722.88	236.63	235.58	18°45'21"	119.39'	N 29°52'11" E
3	854.59	513.58	505.89	34°25'58"	284.81'	N 22°02'05" E
4	943.78	110.00	109.94	08°40'40"	55.08'	N 10°38'19" E
5	719.83	209.06	208.32	16°36'25"	105.27'	N 05°37'27" E
6	749.83	217.77	217.01	18°38'25"	109.88'	S 05°37'27" W
7	913.78	106.50	106.44	08°40'40"	53.31'	S 10°38'19" W
8	884.59	530.96	523.03	34°23'28"	273.75'	S 22°03'21" W
9	692.88	226.39	225.39	18°45'15"	114.21'	S 29°51'08" W
10	108.00	134.06	125.62	71°07'18"	77.21'	S 58°03'10" W

SMH
CONSULTANTS

Civil Engineering • Land Surveying • Landscape Architecture
www.smhconsultants.com

Manhattan, KS - HQ P: (785) 778-0541 • Dodge City, KS P: (620) 255-1952
Overland Park, KS P: (913) 444-9615 • Colorado Springs, CO P: (719) 428-8677

Drawn By: DBA Project #2010MN1267 DD #120 TDS #83



COUNTY CLERK & ELECTIONS
Personnel

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resource Manager

MEETING: May 27, 2021

SUBJECT: Action on Portable Communication Device Allowance Form(s)

PRESENTER: Elizabeth Ward, Human Resource Manager

POSSIBLE MOTION(S)

Move to approve the Portable Communication Device Allowance Form(s).

Move to deny the Portable Communication Device Allowance Form(s).

Move to table the Portable Communication Device Allowance Form(s).

Enclosures:

- D Schroller cell phone stipend 2021-05(PDF)
- J Yuen cell phone stipend 2021-05 (PDF)
- K Cameron-Harp cell phone stipend 2021-05 (PDF)

PORTABLE COMMUNICATION DEVICE ALLOWANCE FORM

EMPLOYEE CERTIFICATION: I have read and understand the requirements stated above and agree to adhere to them. I will fully cooperate with the County in making its response to any open record request directed to my personal portable communication device. I will immediately advise the County Counselor of any electronic or written open record request I receive which is directed to my personal portable communication device.

Please indicate if you wish to continue with existing phone number as currently issued by the county.

YES X NO If, yes, please list the phone number: 785-799-5125

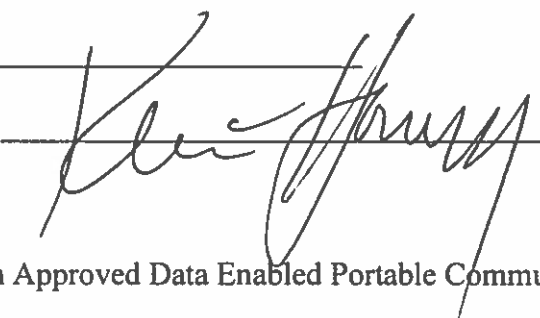
Portable Communication Device Allowance Plan: \$25 \$40 X \$65 Data Enabled

 Authorized to use personal portable communication device for business use reimbursed at a rate of \$.25/minute.

Name of Authorized User: Derick Schroller
(Please print)

Signature of Authorized User 5-12-2021
Date

Phone # 785-799-5125

Department Head Approval: 

Board of County Commission Approved Data Enabled Portable Communication Device

Signature of Chairman _____ Date _____

Note: Please keep a copy of this certificate for your records and send the original to the County Human Resource Manager.

PORTABLE COMMUNICATION DEVICE ALLOWANCE FORM

EMPLOYEE CERTIFICATION: I have read and understand the requirements stated above and agree to adhere to them. I will fully cooperate with the County in making its response to any open record request directed to my personal portable communication device. I will immediately advise the County Counselor of any electronic or written open record request I receive which is directed to my personal portable communication device.

Please indicate if you wish to continue with existing phone number as currently issued by the county.

YES WAAA JY NO _____ If, yes, please list the phone number: ~~(785) 320-0501~~ JY

Portable Communication Device Allowance Plan: _____ \$25 _____ \$40 ✓ \$65 Data Enabled

____ Authorized to use personal portable communication device for business use reimbursed at a rate of \$.25/minute.

Name of Authorized User: Jenny Yuen
(Please print)

Signature of Authorized User Date 5-18-2021

Phone # (785) 320-0501

Department Head Approval: [Signature]

Board of County Commission Approved Data Enabled Portable Communication Device

Signature of Chairman Date

Note: Please keep a copy of this certificate for your records and send the original to the County Human Resource Manager.

PORTABLE COMMUNICATION DEVICE ALLOWANCE FORM

EMPLOYEE CERTIFICATION: I have read and understand the requirements stated above and agree to adhere to them. I will fully cooperate with the County in making its response to any open record request directed to my personal portable communication device. I will immediately advise the County Counselor of any electronic or written open record request I receive which is directed to my personal portable communication device.

Please indicate if you wish to continue with existing phone number as currently issued by the county.

YES ☐ NO ☐ If, yes, please list the phone number: _____

Portable Communication Device Allowance Plan: ☐ \$25 ☐ \$40 ☒ \$65 Data Enabled

☐ Authorized to use personal portable communication device for business use reimbursed at a rate of \$.25/minute.

Name of Authorized User: Kelly Cameron-Harp
(Please print)

Kelly Cameron-Harp
Signature of Authorized User

5/18/21
Date

Phone # 607-351-5583

Department Head Approval: [Signature]

Board of County Commission Approved Data Enabled Portable Communication Device

Signature of Chairman

Date

Note: Please keep a copy of this certificate for your records and send the original to the County Human Resource Manager.



COUNTY CLERK & ELECTIONS
Personnel

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

COMMISSION AGENDA REPORT

FROM: Elizabeth Ward, Human Resource Manager

MEETING: May 27, 2021

SUBJECT: Sign Riley County Personnel Action Form(s)

PRESENTER: Elizabeth Ward, Human Resource Manager

Enclosures:

- 2021-05 H Webber - Contact Tracer (green) (PDF)
- 2021-05 R Ott - Med Clerk (green) (PDF)

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add		Fill Request Date	05/18/2021
☒ Change		Employee #	

☐ New Hire	☐ Rehire	☐ Transfer	☐ Promotion	☒ Separation from
☐ Step Change	☐ Status Change	☐ Demotion	☐ Other	County Service

☐ Full Time	☐ Regular	☐ As-Needed	☐ Seasonal
☐ Part Time	☐ Grant Funded	☐ Intern	☒ Temporary

Webber	Hannah		
--------	--------	--	--

Name: Last First Middle Home Phone

--	--	--	--

Address: Street City State Zip

Covid-19 Contact Tracer	HD	30-400-0337
-------------------------	----	-------------

Position Title Department Fund

05/23/2021	☐	☒		☐ Yes	☒ No
------------	--------------------------	-------------------------------------	--	------------------------------	--

Effective Date Exempt Non-Exempt Ending Date For Temporary Is this a budgeted position?

B	09	\$15.49	☒ Hour	\$	☐ Bi-weekly	☐ 40	☐
---	----	---------	--	----	------------------------------------	-----------------------------	--------------------------

Grade/Step Pay Rate Hours Per Workweek

Comments:

resignation

Approvals:

Department:

Date:

Personnel:

BOCC:

Chairman:

Member:

Member:

RILEY COUNTY PERSONNEL ACTION FORM

☐ Add		Fill Request Date	05/18/2021
☒ Change		Employee #	

☐ New Hire	☐ Rehire	☐ Transfer	☐ Promotion	☐ Separation from
☐ Step Change	☒ Status Change	☐ Demotion	☐ Other	County Service

☐ Full Time	☐ Regular	☐ As-Needed	☐ Seasonal
☒ Part Time	☒ Grant Funded	☐ Intern	☒ Temporary

Ott	Ruth		
Name: Last	First	Middle	Home Phone

Address: Street	City	State	Zip

Medical Clerk	Health Department	30-00400-349
Position Title	Department	Fund

5/24/2021	☐	☒		☒ Yes	☐ No
Effective Date	Exempt	Non-Exempt	Ending Date For Temporary	Is this a budgeted position?	

G	02	\$15.96	☒ Hour	\$	☐ Bi-weekly	☐ 40	☒ 32
Grade/Step		Pay Rate				Hours Per Workweek	

Comments:

employee went to Part time instead of Full time and changed start date from 5/17 to 5/24

Approvals:

Department:

Date:

Personnel:

BOCC:

Chairman:

Member:

Member:



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
June 03, 2021**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

[District 2 – Greg McKinley, Vice Chair](#)

[District 3 – Kathryn Focke, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Approve payroll/accounts payables (when completed)

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:15 AM

Michael Boller, Noxious Weed Director

2. Staff update

9:30 AM

Greg McHenry, Appraiser

3. Staff update

9:55 AM

Break

10:00 AM

Amanda Smeller, Planning/Special Projects Director

4. Staff update

10:15 AM

Clancy Holeman, Counselor/Director of Administrative Services

5. Administrative Work Session

10:30 AM

Ron Fehr, Manhattan City Manager

6. Manhattan City General Update

Adjournment

Attachment: 06-03-21 tentative (10458 : Tentative Agenda)

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.



**Board of Riley County
Commissioners
Regular Meeting
TENTATIVE Agenda
June 07, 2021**

115 North 4th Street
Manhattan, KS 66502
www.rileycountyks.gov

Cindy Kabriel
785-565-6200

Commission Chambers

8:30 AM

[District 1 – John Ford, Chair](#)

[District 2 – Greg McKinley, Vice Chair](#)

[District 3 – Kathryn Focke, Member](#)

8:30 AM

Call to Order

Pledge of Allegiance

Public Comment

Commission Comments

Business Meeting

1. Discuss Joint City/County/County Meeting

Review Minutes

Review Tentative Agenda

Press Conference Topics

9:00 AM

Clancy Holeman, Counselor/Director of Administrative Services

2. Administrative Work Session

9:20 AM

Break

9:30 AM

Press Conference

3. RCPD - RCPD update (3-5 minutes)
4. Downtown Manhattan update - Gina Scroggs (3-5 minutes)

9:50 AM

Tami Robison, Budget and Finance Officer

5. Budget Work Session

Adjournment

Announcement

A commissioner will be on In Focus live at 9:05 a.m. Tuesday, June 8, 2021 (KF).

The KCCA Conference will be held June 8-10, 2021 at the Fairfield

Attachment: 06-07-21 tentative (10458 : Tentative Agenda)

Inn Suites and Conference Center in Liberal, Kansas.

In order to comply with provisions of the Americans with Disabilities Act (ADA), Riley County will make reasonable efforts to accommodate the needs of persons with disabilities. Please contact the Division of Human Resources at (785) 537-6303 (voice and TTY) for assistance.

Attachment: 06-07-21 tentative (10458 : Tentative Agenda)



PLANNING & DEVELOPMENT
Contract

Amanda Smeller
Planning/Special Projects
Director
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6332

COMMISSION AGENDA REPORT

FROM: Amanda Smeller, Planning Director

MEETING: May 27, 2021

SUBJECT: Approve contract with Governmental Assistance Services for Keats Sewer District income survey

PRESENTER: Amanda Smeller, Planning Director

BACKGROUND/DISCUSSION:

At their May 10, 2021 meeting, the BOCC approved Option 1, connecting to the City of Manhattan, for the Keats sewer benefit district. The County is now working through the background documentation to apply for both a CDBG grant and a USDA Rural Development grant, and both require an income survey. An income survey was completed in 2016 for the USDA Rural Development grant, but application was never made. An updated survey is necessary for both grant programs.

Governmental Assistance Services will be assisting the county with the income survey. Their proposed contract is attached. Work will begin immediately and be complete by June 15, 2021.

FISCAL IMPACT

The cost for the income survey is \$4,400. This will be reimbursed from the grant funding. In the meantime, the District will need to borrow from the County General Fund to cover this cost. Please see separate Commission Agenda Report for this request.

RECOMMENDATION:

Staff recommends the Board of County Commissioners authorize the Chairman to sign the contract.

POSSIBLE MOTION(S)

Move to approve the contract with Governmental Assistance Services for the Keats sewer district income survey.

Enclosures:

- Keats Survey Contract (PDF)

CONTRACT FOR SERVICES

THIS AGREEMENT, MADE AND ENTERED INTO THIS DAY OF May 2021, between WESTERN CONSULTANTS DBA GOVERNMENTAL ASSISTANCE SERVICES, PO BOX 187, LAWRENCE, KANSAS 66044, hereafter referred to as “CONSULTANT”, and RILEY COUNTY, KANSAS, hereafter referred to as “COUNTY”.

WHEREAS, the COUNTY desires to engage in a Low-to-Moderate Income survey AND a Medium Household Income survey to qualify the COUNTY for present and future grants, and

WHEREAS, the COUNTY understands that before it can compete for Community Improvement grant funds its Low-to-Moderate Income (LMI) population must comprise over 51% of its total population. Each entity surveyed must stand on its own, and

WHEREAS, the COUNTY understands the best way to establish its LMI and MHI percentage to over 51% is to conduct a door-to-door survey.

NOW, THEREFORE, the COUNTY engages the CONSULTANT upon the following terms and conditions:

CONSULTANT AGREES TO PERFORM THE FOLLOWING to-wit:

- A. Do all background work and prepare all forms for surveys according to Kansas Department of Commerce CDBG regulations and USDA-RD regulations;
- B. Provide all personnel necessary to conduct surveys in professional and timely manner;
- C. Furnish all forms and materials necessary to conduct and tabulate surveys;
- D. Conduct honest and accurate door-to-door LMI and MHI surveys following all CDBG and USDA-RD guidelines;
- E. Conduct surveys and submit final tabulations to the COUNTY; Supply explanation of percentage variance opposed to CDBG LMI figures; Survey work shall be completed by June 15, 2021.

THE COUNTY AGREES TO PERFORM THE FOLLOWING, to-wit:

- A. Provide CONSULTANT access to all COUNTY records necessary for preparation of the surveys.

In exchange for performance of said services related to preparation, conducting and final tabulation of survey the COUNTY shall authorize payment in the amount of \$4,400.00 to CONSULTANT, to-wit:

- A. Payment of \$4,400.00 due upon the signing of the contract. Work will begin when payment is received.
- B. County shall pay valid indebtedness as provided in the cash-basis law.

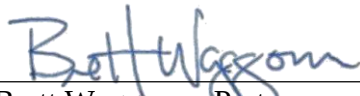
THE COUNTY and CONSULTANT agree that the survey will speak for itself.

Therefore, CONSULTANT cannot offer any guarantee as to the final LMI or MHI percentages as produced by this survey.

The parties agree that in the event this contract is subject to interpretation or construction by a third party, the third party shall not construe this contract or any part of it against either party as the drafter of this contract.

IN WITNESS WHEREOF, the parties hereto have signed their names the month, day and year first mentioned above.

John Ford, Chair
Riley County, Kansas



Brett Waggoner, Partner
Western Consultants DBA GAS



PLANNING & DEVELOPMENT
Presentation

Amanda Smeller
Planning/Special Projects
Director
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6332

COMMISSION AGENDA REPORT

FROM: Amanda Smeller, Planning Director
MEETING: May 27, 2021
SUBJECT: Keats Sewer District funding
PRESENTER: Amanda Smeller, Planning Director

BACKGROUND

The Board of County Commissioners approved the Keats Sewer District formation in October 2018. Since that time, staff and consultants have worked through options, costs, and funding mechanisms. Recently, it was determined that USDA Rural Development grant funding alone would not be enough to keep the monthly cost per connection low enough to qualify. Therefore, we will need to seek additional funding and intend to apply for a CDBG grant and a KDHE revolving loan in addition to the USDA grant. This means a new income survey is necessary, as was the subject of our previous discussion, and is required as part of the CDBG and USDA grant applications.

DISCUSSION

The BOCC has just approved a contract with Governmental Assistance Services for the income survey. This has a cost of \$4,400. Until application is made to USDA, CDBG, and KDHE, the District will need funds to pay for this service.

In the past, the BOCC has authorized a loan from the general fund for sewer districts to pay for services prior to receiving grant funding. Staff requests to borrow \$4,400 from the general fund. These monies will be paid back once funding is provided through the grant and loans referenced above.

FISCAL IMPACT

All funds expended on behalf of the Keats Sewer District will be included in the total cost of the project and will be assessed to the property owners within the District. To finance the income survey required of the CDBG and USDA Rural Development grants is \$4,400.

RECOMMENDATION

Funds are needed to pay the fees for services currently due. Staff recommends the BOCC loan the Keats Sewer District \$4,400 at 6% interest.

POSSIBLE MOTION(S)

Move to approve the loan from the general fund to the Keats Sewer District in the amount of \$4,400 at 6% interest.

Enclosures:



IT/GIS
Staff Update

Kevin Howser
IT/GIS Director
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6305

STAFF REPORT

FROM: Kevin Howser
MEETING: May 27, 2021
SUBJECT: IT/GIS Staff Update - May 2021
PRESENTER: Kevin Howser

Commissioners,

The last month has been spent working on internal projects, as well as continued progress on department/countywide projects. Here are some highlights of the past month:

Information Technology (IT)

- Continued COVID 19 related work, including Splashtop remote access installs, assistance with Zoom and BOCC meetings, emergency Website updates, etc.
- Disassemble and return all equipment at Theatre alternate trial location to District Court/IT storage, as well as review Wareham space with them for potential use.
- Assist Planning department with employee/equipment moves.
- Work with Clerks/Sec.of State office on Election related security upgrade initiatives.
- Complete conversion of Microsoft Exchange environment from Exchange 2013 to 2016, and to new virtual servers.
- Receive and configure cellular based networking equipment for PW Henton location.
- Work with RCHD and EMS on layout/quotes for the potential creation of an EMS conference room and training area in the west end FCRC space.
- Continue researching options regarding potential AS400 replacement or remote hosting of our Komtek environment.
- Work with new IT Tech on simple content editing tasks for Riley County Website, in advance of upcoming formal training.

- Continue discussion with county PIO/Civic Plus on the 2021 refresh of the Riley County Website. Will be working changes thru DH meetings, then bring to BOCC.
- Continue ongoing work with new PIO/HR staff on review/update of unfinished IT Policies, which has been delayed by Covid related work.
- Continue review of Microsoft Office upgrade strategy, which was delayed by Covid - needs to be done in 2021 on a departmental basis, with the least possible disruption.
- Completed monthly transfer of SVQs & Deeds to the State, the transfer of City Specials to Komtek/Newlook, and various customer requested phone programming changes.
- Ongoing account activation/deactivation, answering of help desk calls, Komtek/AS400 backups, resolution of user issues, swap of older/replacement of failed equipment, etc.

Geographic Information Systems (GIS)

- Update election data with new precincts for 2020/21 annexations; also updated the precinct map that is displayed at each poll site.
- Certify Tax year changes from Appraiser office to pull parcel data over 2022 tax year.
- Worked with HD on locating people that needed mobile vaccines, dividing the people into team areas. Also created an app for them to use to find their team area.
- Geocode all persons vaccinated by RCHD thru 5-7-21; created an app for ease in seeing vaccine distribution across the county (does not include Dillons, Walgreens etc.)
- Create and maintain new 12-18 Year old Public Vaccine Form Creation and maintenance viewer services to new GIS servers.
- Update various GIS layers including City Utilities, rural water, etc.
- Update USD 383 School boundary changes-GIS website.
- Deploy new 200' Board of Zoning Appeals-City App for Clerks office use.
- Continue work with NPGS on new way to backup ArcGIS Online data - in process.
- Covid Contact Tracing support - user set up, configuration on app to allow filtering based on new users, and continue M/W/F Covid public Response Hub site updates.
- Download/test latest NG911 toolbox; make monthly NG911 data submissions.
- Misc. work orders; Lot of Record, Ag Use changes, Zoning updates, etc.

**Signed,
Kevin Howser**

Enclosures:



COUNTY CLERK & ELECTIONS
Presentation

Rich Vargo
County Clerk
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-565-6200

MEMORANDUM

FROM: Alice Massimi
MEETING: May 27, 2021
SUBJECT: PIO Monthly Update/ May
PRESENTER: Alice Massimi

Over the past month, I have continued meetings with department heads and program managers to review their respective web pages. I am finding some departments' pages are up to date while others have not been updated since 2007. I am working through the information that needs to be updated or deleted.

Treasurers Office: New Appointment System

I updated the website and promoted the change on social media and an alert on the website.

Health Department: Vaccine Clinics

In addition to mobile vaccine clinics, I worked closely with the HD to promote the large clinic last Thursday, which was focused on vaccinating those 12-17. Over 400 kids were vaccinated. We had radio ads, social media ads and reached out to community partners to help spread the word. Several news outlets were at the youth vaccine clinic. We provided a media avail with Julie Gibbs and a representative from IACH who had contributed some resources to the event.

Two weeks ago we also hosted a FB live with area pediatricians to discuss COVID and Kids. Close to 200 people tuned in to watch and ask questions.

We continue to look at other ways to encourage the community to get vaccinated. I have recently met with Downtown Manhattan Inc and the Aggieville Business Association, and we are discussing some possible efforts.

EMS: EMS Week

Last week was EMS week, so I worked with EMS to create various social media posts. We had an educational video on what EMS is, a car seat safety video, and a FB live in which one of the EMS members took the public on a live tour of EMS Station 1.

Childcare Licensing Press Release:

In early May, I worked with Childcare Licensing, who, after receiving a complaint about a childcare facility in Junction City, inspected the business. What they witnessed led the State of Kansas to order the location to be shut down immediately. We issued a press release informing the community of the situation and encouraging them to use the resources available through Childcare Licensing.

Social Media Moderation Policy

Two weeks ago, you approved the social media moderation policy, which will provide those interacting on any of Riley County's social media pages with some guidelines as to what will be accepted.

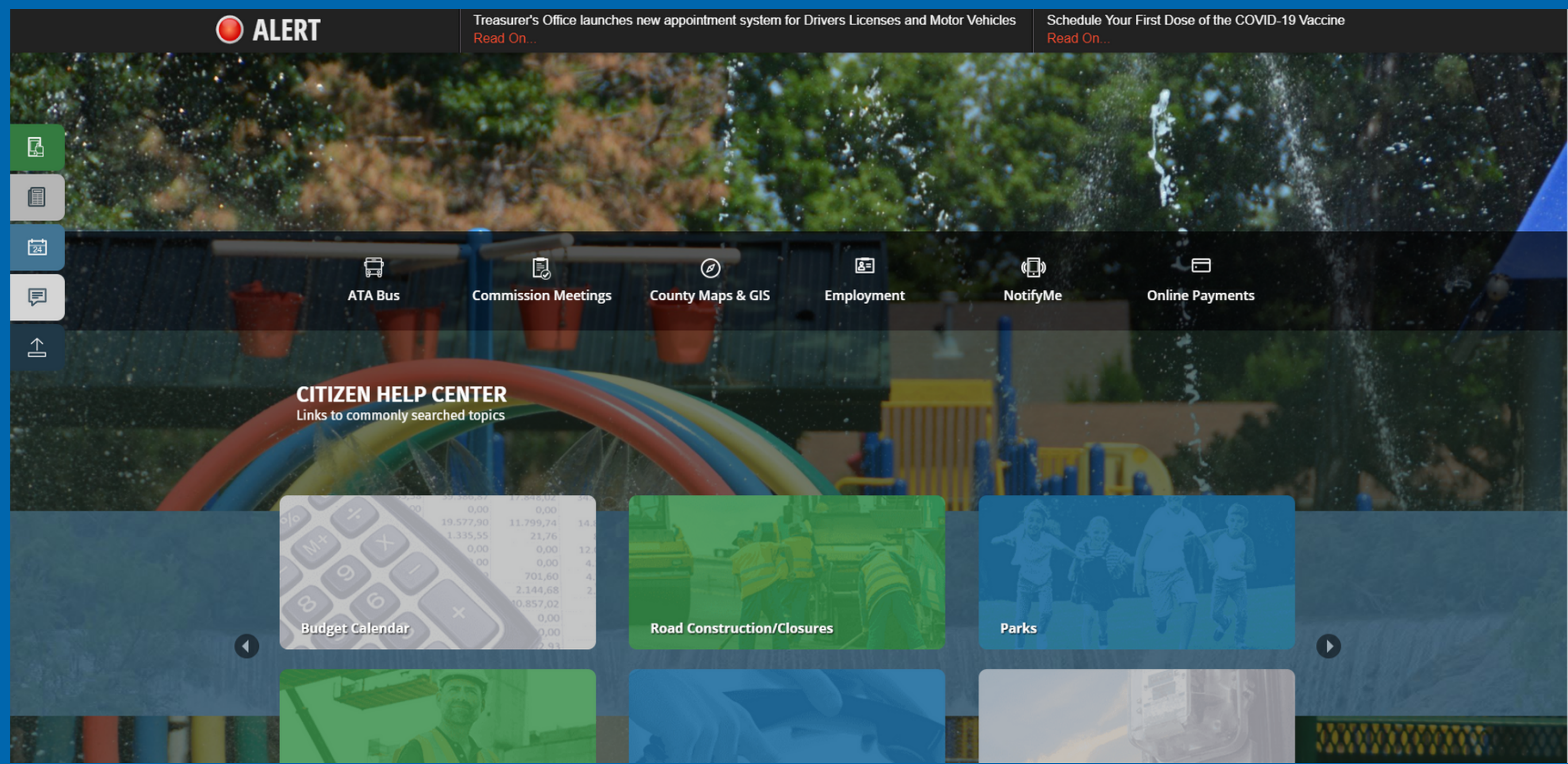
I continue to work with various departments on the need for continuity in messaging and branding. I am creating a social media process to help those who post on social media on the County's behalf to have a more strategic approach. It will also help streamline the procedure so that individuals are not coming to me saying they need something posted that day.

Enclosures:

- PIO UPDATE MAY 2021 (PDF)



WEBSITE EDIT/ REDESIGN



Attachment: PIO UPDATE MAY 2021 (10867 : PIO UPDATE)



TREASURERS OFFICE APPOINTMENT SYSTEM

Home > Government > Departments > Treasurer & Motor Vehicle

Treasurer

The main duties of the County Treasurer's Office are:

- [Motor vehicles](#) - registering and titling
- Collecting [taxes](#)
- Renewing Kansas [driver's licenses](#)

The Treasurer's Office will not process new titles, driver's license, or commercial vehicles after 4:30 pm.

To make an appointment, please click on the button below:

CLICK HERE
TO MAKE AN
APPOINTMENT

Website Available to Reprint Your Renewal Notice

Click on the following link. You will need to have your plate numbers available.

[Reprint Renewal Notice](#)

NEED TO RENEW YOUR
LICENSE? PAY YOUR
TAXES? TRANSFER A
LICENSE PLATE?

SAVE TIME AND MAKE AN
APPOINTMENT WITH RILEY COUNTY
TREASURERS OFFICE'S NEW
APPOINTMENT SYSTEM.

WWW.RILEYCOUNTYKS.GOV/NOWAITINSIDE

Book Appointment

Please provide the following information

Select Correspondence Messaging Language
English (US)

Pick Location *
Treasurer's Office

First Name *

Service Type *

Last Name *

Email Address

No Mobile Phone - Will be in lobby

o receive text messages, phone calls, and/or emails
ntment.

cel Save

Home > Alert Center

Alerts/Closings

Back

May 12, 2021 3:00 PM

Treasurer's Office launches new appointment system for Drivers Licenses and Motor Vehicles

The Riley County Treasurers Office has a new appointment system. Appointments are required for Drivers License and Commercial Licenses and are strongly recommended for any other services.

Appointments can be made by going to:
<https://www.rileycountyks.gov/426/Treasurer-Motor-Vehicle>
<https://www.rileycountyks.gov/426/Treasurer-Motor-Vehicle>

f t e

Next Alert

Search

Word or Phrase

All Categories

Tools

RSS

Notify Me

Show Archived

Categories

All Categories

Alerts/Closings

ATA Bus Service Alerts

Election Results



HEALTH DEPARTMENT COVID-19 VACCINES



Riley County Health Department is  sharing a COVID-19 Update.
Published by Alice Victoria · May 20 at 4:51 PM · 

**WE HAVE 2
DOSES OF THE
MODERNA
COVID-19
VACCINE LEFT.**



CALL 785-776-4779 EXT
7600 IF INTERESTED IN
RECEIVING ONE.



Visit the COVID-19 Information Center for vaccine resources.
[Get Vaccine Info](#)



**STILL UNSURE ABOUT
THE COVID-19
VACCINE?**

**JOIN US FOR A FACEBOOK LIVE
WEDNESDAY APRIL 7TH 4:30**



**GET YOUR QUESTIONS
ANSWERED**

**14 DISEASES WE HAVE
CONTROLLED (THANKS TO
VACCINES)**

Polio (eradicated)	Measles
Tetanus	Whooping Cough
Influenza	Pneumococcal Disease
Hepatitis B	Rotavirus
Hepatitis A	Mumps
Rubella	Chickenpox
Hib	Diphtheria



**LET'S ADD COVID-19 TO
THE LIST!**



Riley County Health Department
Published by Alice Victoria · May 5 at 3:45 PM · 

Masks are no longer required in Riley County but the Health Department encourages you to still play it safe and mask up.

**IF YOU ARE VACCINATED YOU DO
NOT NEED TO WEAR A MASK
WHEN:**

- OUTDOORS WITH FAMILY MEMBERS
- AT SMALL, OUTDOOR GATHERINGS WITH OTHERS WHO ARE VACCINATED AND UNVACCINATED
- EATING OUTDOORS WITH FRIENDS





EMS WEEK

**Riley County EMS**
Published by Alice Victoria · May 17 at 10:12 AM ·

We are so much more than ambulance drivers. That's why during EMS Week, we are working to help the community understand the critical role we play in emergency response. [#NationalEMSWeek](#)

WHAT IS EMS?



707
People Reached

113
Engagements

Boost Post

25

6 Shares

**Riley County EMS**
Published by Alice Victoria · May 18 at 2:27 PM ·

WATCH our quick video on car seat safety! In recognition of [#NationalEMSWeek](#) your Riley County EMS wants to help ensure the car seats in your vehicle are installed correctly.

3 Tips for Installing a Car Seat Correctly

with Riley County, KS EMS

2,678
People Reached

237
Engagements

Boost Post

**Riley County EMS**
Published by Alice Victoria · May 21 at 12:19 PM ·



WHO EVERY DAY OF THE WEEK

236
People Reached

51
Engagements

Boost Post

**Riley County EMS was live.**
Published by Alice Victoria · May 20 at 11:01 AM ·



4,251
People Reached

631
Engagements

Boost Post

48

15 Comments 13 Shares



- CHILD CARE LICENSING
EMERGENCY ORDER OF
SUSPENSION
- SOCIAL MEDIA MODERATION
POLICY
- SOCIAL MEDIA PROCESS



QUESTIONS?





EMERGENCY MANAGEMENT
Staff Update

Russel Stukey
Emergency Management
Director
115 North 4th Street
Manhattan, KS 66502
Phone: 785-537-6333

STAFF REPORT

FROM: Russel Stukey Emergency Services Director

MEETING: May 27, 2021

SUBJECT: Staff Update

PRESENTER: Russel Stukey Emergency Services Director

Enclosures:

- 5, 2021 May staff time (DOCX)



Monthly staff time report to BOCC,

April/May departmental staff have been involved in the following items:

911

- Working with Riley Co. radio user group, Ka-Comm, L3 Harris and Councilor Holeman to finish up radio system.
- Working with Eric Sivertson from KSU to upgrade radio equipment to work on the new system.
- Participated in NG911 group meeting with commission
- 911 Working group monthly meeting
- Scheduled L3 Harris Microwave equipment training for June 15-18
- Completed spare parts inventory for L3 Harris radio equipment, we found several discrepancies and are still waiting for a response from L3 Harris
- Worked on preliminary budget request and presented to BOCC

Fire

- We had an interview yesterday for the Deputy Chief of Operations position and continue to accept internal applications until we find the right candidate
- Attended several department head meetings
- Participated in an evening session of county fire training
- Paid and volunteer staff performed a tear down of Tender 8 plumbing and pump assembly to facilitate repair of water leaks and installation of a new pump
- Met with Alice Massimi to update website
- Worked on updates to Deputy Chief Job Description to convert it to Deputy Chief of Administration and Deputy Chief of Administration. In place of having a Fire Chief and one Deputy Chief
- Putting together a list of excess property to be put to auction
- Received first batch of new hand held radios
- Worked on preliminary budget request and presented to BOCC
- Presented Anderson Knight proposal for fire station construction management to BOCC for approval
- Executive session with commission to approve job offer for Deputy Fire Chief position
- Continue to accept and process applications for volunteer firefighters
- Dealing with staff and volunteer personnel issues
- Received resignation letter from Chief Regal on the 18th
- Deputy Chief of Administration John Martens started his new position Tues. May 25th



Emergency Management

- Assisted with numerous Vaccine clinics
- Numerous EOC meetings in person and via zoom
- Attend KEMA Conference committee meeting
- Monitored severe weather moving through the area
- Worked on updating Planner and coordinator job descriptions
- Started preliminary planning work on storage building for EM equipment
- Participated in Ft. Riley severe weather tabletop
- Worked on preliminary budget request and presented to BOCC
- Had discussions with NEKHSC chair and RCPD Director Butler about Homeland security project RCPD submitted that was not selected for funding
- Presided over KS Emergency Management Assoc. board meeting
- Met with David Adams, John Ellerman and Gary about possible construction of EMS, EOC, EM and dispatch building
- Received new vehicle for Director, it is at Ka-Comm getting lights sirens etc. installed
- Participated in “Storm Ready” inspection by the National Weather service
- Working with HR on Driver’s License requirements for county employees
- Interviewed and offered job for planner position
- Attended KSU graduation walk thru
- Staffed KSU graduation ceremonies
- Participated in Riley County “training” day committee meetings
- Hosted a walk thru of the Mobile Command Post for the different agency PIO’s
- Participate in KSU Veterinary Diagnostic Lab table top exercise
- Promoted rebate program for “Safe Rooms” on social media
- Baldwin Fisher part time planner started his position on Monday May 24th

Russel Stukey
Emergency Services Director



PLANNING & DEVELOPMENT
Public Hearing

Amanda Smeller
Planning/Special Projects
Director
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6332

RESOLUTION

FROM: Lisa Daily, Administrative Asst II

MEETING: May 27, 2021

SUBJECT: Rezone the approximately east half of an unplatted tract of land from “AG” (Agricultural District) to “D-2” (Light Industrial).

PRESENTER: Bob Isaac, Planner

BACKGROUND

See staff report.

DISCUSSION

See staff report.

FISCAL IMPACT

None is anticipated

ALTERNATIVES

- . Approve the measure
- . Deny the measure
- . Modify or develop alternatives if other concerns or factors arise
- . Schedule work session to discuss issue further

RECOMMENDATION(S)

On Monday May 10, 2021, the Riley County Planning Board unanimously forwarded a recommendation of approval of the request to the Board of County Commissioners, as it was determined that it is in general conformance with the comprehensive plan and meets the requirements of the Riley County Zoning Regulations and Sanitary Code.

Staff recommends the Board of County Commissioners approve of the request to rezone the subject property from “AG” (Agricultural District) to “D-2” (Light Industrial), as it has been determined that it is in general conformance with the comprehensive plan and meets the requirements of the Riley County Zoning Regulations and Sanitary Code.

POSSIBLE MOTION(S)

ACTION NEEDED FOR REZONING:

A. Motion to approve Resolution 052721-_____ approving the request to rezone the subject property from “AG” (Agricultural District) to “D-2” (Light Industrial) as it has been determined that it meets the requirements of the Riley County Zoning Regulations and the Riley County Sanitary Code and is in general conformance with the Manhattan Urban Area Comprehensive Plan.

Or

B. Motion to sign Resolution 052721-_____ denying the request to rezone the subject property from “AG” (Agricultural District) to “D-2” (Light Industrial), as it has been determined that it does not meet the requirements of the Riley County Zoning Regulations and/or the Riley County Sanitary Code, or it not in general conformance with the Manhattan Urban Area Comprehensive Plan.

ATTACHMENT(S):

- Staff report
- Maps
- Excerpt of Planning Board minutes

Enclosures:

- Staff Report (PDF)
- Minutes RCPB (PDF)
- Resolution (PDF)



PLANNING & DEVELOPMENT

STAFF REPORT

Rezoning

PETITION: #21-0029 Rezoning

APPLICANT: State Hwy Commission
Kansas Department of Transportation
Dwight D Eisenhower State Office Building 700 SW Harrison St
Topeka, KS 66603-3754

PROPERTY OWNER: Same as above

REPRESENTATIVE: Matt Mackeprang
Kansas Department of Transportation Area Engineer
1425 W. US-24
Wamego, KS 66547

REQUEST: Rezone the approximately east half of an unplatted tract of land from “AG” (Agricultural District) to “D-2” (Light Industrial).

SIZE OF TRACT: The subject site is approximately 1.73 acres.

LOCATION: Generally located approximately 2000 feet east of Seth Child Road (Hwy 13), on the north side of Tuttle Creek Boulevard (Hwy 24); Section 23, Township 9 South, Range 7 East; Manhattan Township.



BACKGROUND: The subject site is a 1.73-acre portion of a parent tract is 3.7-acre parent tract. The site is developed with a main shop building (built circa 1960) that serves as the Tuttle Creek Boulevard KDOT shops/office. KDOT is planning to raze the building and replace it with a slightly larger and more modern building. Inexplicably, when the west portion of the tract was zoned to “D-2” (Light Industrial District) during the 1974 County Zoning Conversion process (Petition #17), the entire parent tract was not zoned to “D-2” (Light Industrial District). Consequently, in order for the aforementioned building to be replaced, the proper zoning has to be in place for the existing/proposed use; thus the reason for the proposed zoning change.

DESCRIPTION:

Physical site characteristics: The site is currently developed with an equipment shop building.

General character of the area: The general character of the area is rural and predominantly agrarian.

SUITABILITY OF ZONING:

Zoning History: The tract is currently zoned “AG” (Agricultural District) and “D-2” (Light Industrial District). The west portion of the tract was zoned to “D-2” (Light Industrial District) during the 1974 County Zoning Conversion process (Petition #17).

Proposed zoning: It is being proposed to rezone the east half of the tract from “AG” (Agricultural District) to “D-2” (Light Industrial District). There are no variances, conditional uses or special uses associated with the site.

SURROUNDING ZONING/LAND USE		
	ADJACENT ZONING	LAND USE
NORTH	“AG” (Agricultural District)	Hay/pasture/residential
SOUTH	“AG” (Agricultural District)	Farm/crops
EAST	“AG” (Agricultural District)	Woods/open space
WEST	“D-2 Light Industrial District”	KDOT shops/storage

POTENTIAL IMPACT:

Public facilities and services:

Streets and bridges: The subject property has direct access to Tuttle Creek Boulevard (Hwy 24) via a loop driveway. No new entrances are being proposed with this request.

Water and sewer: The subject property is currently served by Rural Water District #1 and an on-site private septic/lateral system.

Fire: Riley County Fire District #1 will serve the site. The nearest County fire station is the Tuttle Creek Fire Station (Station #12), located at 4120 Hwy. 13. Since the proposed structure is classified as an industrial structure, a code footprint will be required along with the building permit application.

Effect on public facilities and services: It is not anticipated that the request will have a detrimental impact on public facilities or services.

CONFORMANCE TO THE LAND USE PLAN:

The subject site is located within the study area of the 2015 Manhattan Urban Area Comprehensive Plan, specifically within the Northwest Planning Area. The projected land use for the subject property is Public/Semi Public. The map appears to indicate the entire 3.7-acre parent tract (see Figure 1). According to the Chapter 5: Efficient Use and Expansion of Public Facilities and Services, of the Plan:

“As the community continues to grow and as fiscal resources for facilities and services remain constrained, it will be increasingly important to maintain the right balance between the expansion of infrastructure facilities to serve new areas, with pressing needs for maintenance and upgrades of existing systems, and to promote continued collaboration among the many service providers within the Manhattan Urban Area.”

Guiding Principle PFS-1: Make efficient use of public resources by locating facilities and providing services in areas planned for future growth.

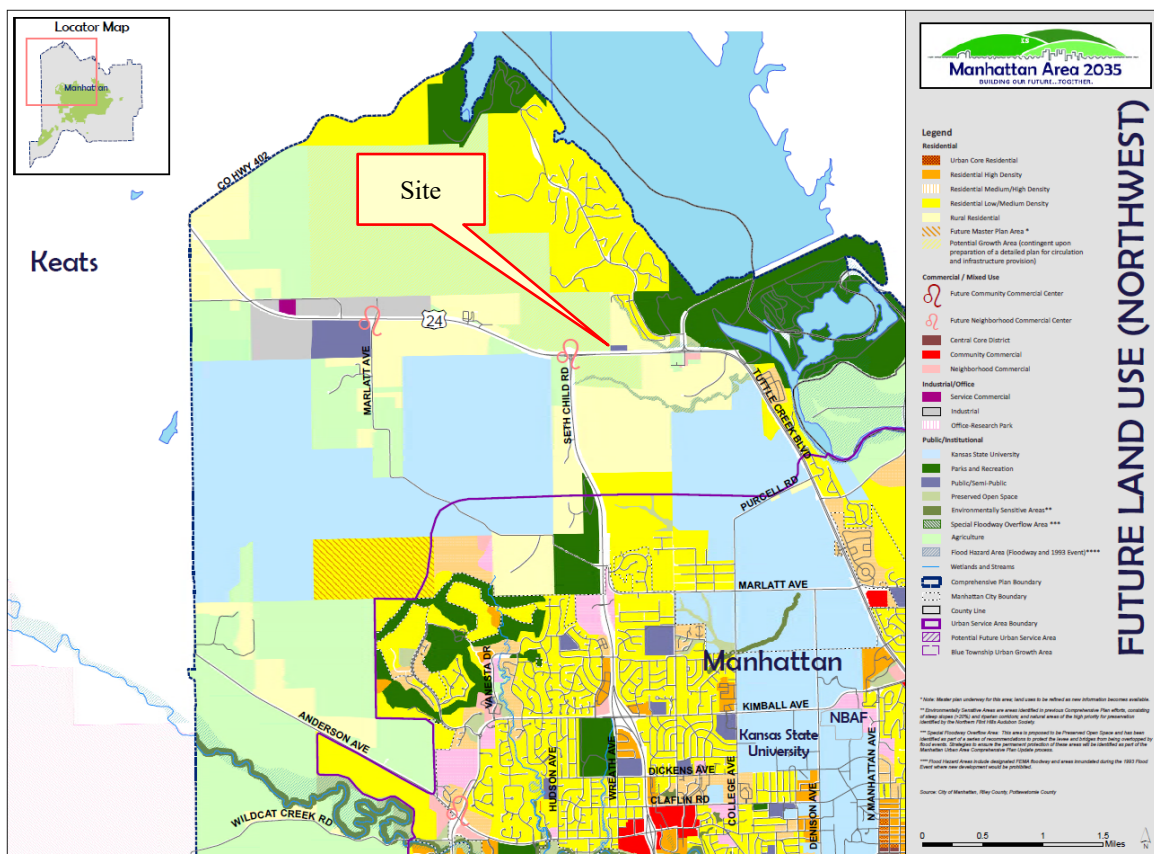


Figure 1. Future land use map (northwest)

Staff analysis: The request conforms to the goals and objectives of the 2015 Manhattan Urban Area Comprehensive Plan.

The request was also reviewed with the 2009 Vision 2025 Riley County Comprehensive Plan, specifically Chapter 10: Public Facilities and Services.

Conformance to the Goals, Objectives and Policies

Goal for public facilities and services:

To ensure the efficient provision and utilization of public facilities and services.

Objective PF2: Appropriately locate public facilities in the rural areas.

Future Land Use Map

According to the Future Land Use Map Central (Figure 11.2) found in the Plan. Although the subject property is not located within a designated growth area, the future land use map indicates that the subject site is located in an area designated for the existing and proposed uses, which has direct access to a major roadway.

The Land Evaluation/Site Assessment (LESA) Score

According to the final score of the LESA analysis, the subject property achieved 5223 points, which is Strong for Development (see attached LESA). No bonus points were factored into the analysis.

Hardship on the landowner

The Applicant did not express a hardship as a reason for this request.

Staff analysis: The request to rezone the subject property is consistent with goals and objectives of the Plan.

RILEY COUNTY ZONING REGULATIONS:

Agricultural Buffer: N/A

Riparian Buffer: N/A

COMMENTS AND CONCERNS:

ENVIRONMENTAL HEALTH: The Environmental Health Specialist reviewed the request and reported that there were no septic issues; tank pumped/inspected and is okay; number of bathrooms and employees remaining same; no change in system. Property in compliance with the Sanitary Code.

COUNTY ENGINEER: The County Engineer has reviewed the request and reported that Public Works has no comments for the rezoning at this time.

EMERGENCY MANAGEMENT: The request was reviewed by the Riley County Rural Fire Chief and reported no issues.

RILEY COUNTY PLANNING BOARD:

On May 10, 2021, the Riley County Planning Board unanimously forwarded a recommendation of approval of the request, based on reasons listed in the staff report.

STAFF RECOMMENDATIONS:

Staff recommends that the Board of County Commissioners accept the recommendation of Riley County Planning Board and approve the request to rezone the proposed property as it was determined to be in general conformance with the Comprehensive Plan and that it meets the requirements of the Riley County Zoning Regulations, the Riley County Sanitary Code.

POSSIBLE MOTION(S)**ACTION NEEDED FOR REZONING:**

- A. **Move** to approve the request to rezone the subject property from “AG” (Agricultural District) to “D-2” (Light Industrial).
- B. **Move** to deny the request to rezone the subject property from “AG” (Agricultural District) to “D-2” (Light Industrial).
- C. **Move** to table the request to rezone the described property to a specific date, indicating the reasons for tabling.

REASONS TO CONSIDER WHEN DECIDING A REZONING PETITION:

- ☐ Is the rezoning compatible with the character of the neighborhood?
- ☐ Is the rezoning compatible with the zoning and uses of properties nearby?
- ☐ Is the subject property not suitable for the uses allowed by the current zoning?
- ☐ Will the removal of the current restrictions by rezoning detrimentally affect nearby property?
- ☐ Has the subject property remained vacant as zoned for a substantial time period?
- ☐ Is the gain to the public health, safety and welfare by denying rezoning not as great as the hardship imposed upon the individual landowner?
- ☐ Is the rezoning consistent with the recommendations of permanent or professional staff?
- ☐ Does the rezoning conform to the adopted comprehensive plan?
- ☐ Will the rezoning detrimentally affect the conservation of the natural resources of the County?
- ☐ Will the rezoning result in the efficient expenditure of public funds?
- ☐ Will the rezoning promote the health, safety, convenience, prosperity and general welfare of the inhabitants of the County?

ATTACHMENTS:

- Vicinity/site map
- Surrounding zoning map
- Fire Station map
- LESA

Prepared by: Bob Isaac, Planner
May 11, 2021



VICINITY AND SITE

KDOT

#21-0029

Rezone
AG to D-2

23-9-7

-  1000' Buffer
-  Site



Attachment: Staff Report (10844 : Rezone AG to D-2, KDOT)

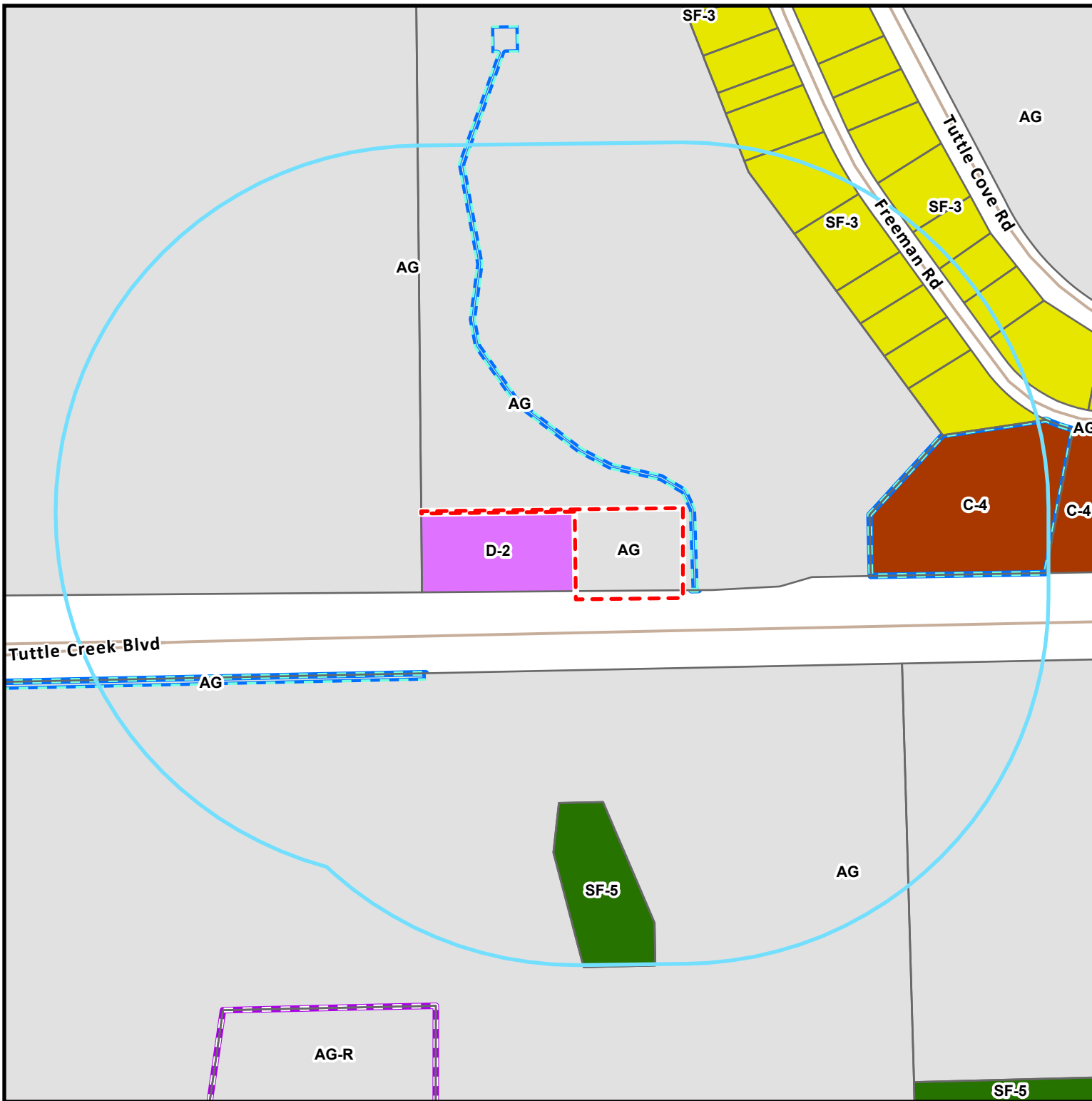


SURROUNDING ZONING

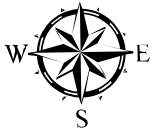
KDOT
#21-0029
Rezone
AG to D-2
23-9-7

1000' Buffer
 Site

- AG Agricultural
- AG-R AG/Residential
- B-1 Two Family Residential
- B-2 Multiple Family Residential
- B-3 Mobile Home Park
- C-3 General Business
- C-4 Highway Business
- D-1 Industrial Park
- D-2 Light Industrial
- D-3 Heavy Industrial
- Fort Riley
- N-1 Noise Hazard
- PUD Planned Unit Development
- SF-1 Single Family Residential
- SF-2 Single Family Residential
- SF-3 Single Family Residential
- SF-4 Single Family Residential
- SF-5 Single Family Residential
- U University
- Special Zoning: Conditional Use
- Special Use Variance



Attachment: Staff Report (10844 : Rezone AG to D-2, KDOT)



FIRE STATIONS

KDOT

#21-0029

Rezone
AG to D-2

23-9-7

Attachment: Staff Report (10844 : Rezone AG to D-2, KDOT)

SITE

Tuttle Creek
Fire Station



ISO Rating

-  5 (within 1000' of a hydrant)
-  5Y (within 5 road miles of 5Y fire station)
-  9 (5 road miles of May Day station)
-  10 (outside 5 road miles OR road is not paved/gravel)

FACTOR 1

CHARACTER OF THE NEIGHBORHOOD (Surrounding Area within 1/4 Mile)

Agricultural Character Test

• Percent of Cropland/Grassland	Points	Score
☐ More than 95%	0	
☒ 80% to 95%	80	80
☐ 60% to 79.99%	165	
☐ Less than 60%	250	
	TOTAL	80
• Overall Housing Density		
☐ Greater than 160 acres/residence	0	
☐ 80 to 160 acres/residence	65	
☐ 40 to 79.99 acres/residence	130	
☐ 20 to 39.99 acres/residence	195	
☒ Less than 20 acres/residence	250	250
	TOTAL	250
• Number of Non-Farm Residences		
☐ 0	0	
☐ 1	50	
☐ 2	100	
☐ 3	150	
☐ 4	200	
☒ 5 or more	250	250
	TOTAL	250
• Number of Tracts Less Than 20 acres		
☐ 0	0	
☐ 1	50	
☐ 2	100	
☐ 3	150	
☐ 4	200	
☒ 5 or more	250	250
	TOTAL	250
GRAND TOTAL		830

SCALE		Points
Strongly Agricultural		0
		50
Moderately-Strong Agricultural		100
		150
Moderately Agricultural		200
		250
Moderately-Mild Agricultural		300
		350
Mildly Agricultural		400
		450
Mildly Non-Agricultural		500
		550
Mildly Non-Ag Residential		600
		650
Moderately-Mild Non-Ag Res.		700
		750
Moderately Non-Ag Res.		800
		850
Moderately-Strong Non-Ag Res.		900
		950
Strongly Non-Ag Residential		1000

Rural Character Test

- Development conforms to rural character guidelines

	Bonus	
	Points	Score
☐ Conforms to guidelines	500	
☒ Does not conform to guidelines	0	0
	TOTAL	

TOTAL POINTS AVAILABLE:
(Not Including Bonus Points)

1000 Points

FACTOR 2

THE ZONING AND USES OF NEARBY PROPERTY (Surrounding Area within 1 Mile)

Compatible Zoning Test

Perimeter Component

- Percent of Perimeter Adjacent to Similar Zoning

	Points	Score
☒ No Adjacency	0	0
☐ 1% - 9.99%	50	
☐ 10% - 24.99%	100	
☐ 25% - 50%	200	
☐ Over 50%	250	
TOTAL		0

Proximity Component

- Number of Acres of Similar Zoning Within Certain Distances

Acres	Points	Within 1000'	Between 1000' and ½ mile	Between ½ mile and 1 mile
0	0			
.1-2	10			
2.1-5	20			
5.1-10	30	30		
10.1-15	40			
Over 15	50		50	50
Weighting		2.5	1.5	1
SUBTOTAL		75	75	50
TOTAL				200

Compatible Land Use Test

Perimeter Component

- Percent of Perimeter Adjacent to Similar Land Use

	Points	Score
☒ No Adjacency	0	0
☐ 1% - 9.99%	50	
☐ 10% - 24.99%	100	
☐ 25% - 50%	200	
☐ Over 50%	250	
TOTAL		0

Proximity Component

- Number of Acres of Similar Land Use Within Certain Distances

Acres	Points	Within 1000'	Between 1000' and ½ mile	Between ½ mile and 1 mile
0	0			
.1-2	10			
2.1-5	20			
5.1-10	30	30		
10.1-15	40			
Over 15	50		50	50
Weighting		2.5	1.5	1
SUBTOTAL		75	75	50
TOTAL				200

TOTAL POINTS AVAILABLE:

1000 Points

FACTOR 3

THE SUITABILITY OF THE PROPERTY FOR THE USES ALLOWED UNDER THE CURRENT ZONING

Crop Capability Test

LAND CAPABILITY CLASS	RELATIVE VALUE (RV)	NUMBER OF ACRES IN SITE	PRODUCT OF RV & NO. OF ACRES
1	0		
2	25		
3	50	0.579	28.95
4	75	1.138	85.35
5	150		
6	225	0.0079	1.7775
7	300		
8	375		
TOTALS		1.7249	116.0775

Product of RV & Acres / Number of
Acres in Site = Average Site Value

Average Site Value **67**

Rangeland Productivity Test

TOTAL DRY WEIGHT PRODUCTION - NORMAL YEAR (lbs)	RELATIVE VALUE (RV)	NUMBER OF ACRES IN SITE	PRODUCT OF RV & NO. OF ACRES
8500+	0		
7500-8499	50		
6500-7499	100		
5500-6499	150		
4500-5499	225		
3500-4499	300	1.7175	515.25
2500-3499	375	0.0079	2.9625
TOTALS		1.7254	518.2125

Product of RV & Acres / Number of
Acres in Site = Average Site Value

Average Site Value **300**

Site Suitability Test

- Attributes Reducing Agricultural Site Suitability

Size of site (in acres)

- ☒ 0-3
☐ 3.1-5
☐ 5.1-10
☐ Over 10

Points	Score
125	125
90	
45	
0	
TOTAL	125

Isolation of site from other agricultural land

(Site must be < than 10 acres; isolation may be created by ownership or physical features, e.g. riparian areas, roads, topography, etc.)

- ☒ Isolated
☐ Not Isolated

Points	Score
125	125
0	
TOTAL	125

TOTAL POINTS AVAILABLE:

1000 Points

FACTOR 4

Agricultural Conflict Test

• Proximity of Residence to Confined Animal Feeding Operation (CAFO)

	Points	Score
☒ More than 1 mile from CAFO	250	250
☐ Between 1 mile and 1/4 mile	0	
☐ Within 1/4 mile	-250	
TOTAL		250

• Proximity of Site to Other Agricultural Activities

DISTANCE	POINTS	Permanently Preserved Land	Cropping Operation	Grassland Tract (>20 acres, no home)
Over 1000'	125	125		125
500 - 999'	100		100	
250 - 499'	75			
50 - 249'	50			
Less than 50'	0			
SUBTOTALS		125	100	125
TOTAL				350

DISTANCE	POINTS	Livestock Enclosure (No
Over 2000'	125	125
1000 - 1999'	100	
500 - 999'	75	
100 - 499'	50	
Less than 100'	0	
TOTAL		125

Non-Agricultural Conflict Test

• Proximity of Site to Fort Riley Noise Zones

	Points	Score
☒ Outside of Noise Zone II and LUPZ	250	250
☐ Within LUPZ	125	
☐ Within Noise Zone II	0	
TOTAL		250

ADDITIONAL POSITIVE/NEGATIVE POINTS FOR MITIGATIVE/DETRIMENTAL IMPACTS

• Effect of Rezoning on Valuation of Adjoining Property*

	Points	Score
☐ Evidence that rezoning will increase value of adjoining property	250	
☐ Evidence that rezoning will not devalue adjoining property	125	
☒ No evidence that rezoning will/will not devalue adjoining property	0	0
☐ Evidence that rezoning will devalue adjoining property	-250	
TOTAL		0

* Evidence must be from a professional source

TOTAL POINTS AVAILABLE:

1000 Points

FACTOR 5

Public Health Test

• Availability of and Connection to Public Sanitary Sewer System

	Points	Score
☐ Available at site	200	
☐ Within 400'	175	
☐ 400' - .24 mile	150	
☒ .25 - .49 mile	100	100
☐ .5 miles - .99 mile	50	
☐ More than 1 mile	0	
TOTAL		100

• Availability of and Connection to Public Water Systems

	Points	Score
☒ Available at site	200	200
☐ Within 400'	175	
☐ 400' - .24 mile	150	
☐ .25 - .49 mile	100	
☐ .5 miles - .99 mile	50	
☐ More than 1 mile	0	
TOTAL		200

BONUS POINTS

	Points	Score
• Development will result in the creation/extension of new/additional public sewer system	500	0
• Development will result in the creation/extension of new/additional public water system	150	0

Public Safety Test

• Public Protection Classification (Fire Insurance Rating)

	Points	Score
☐ Within ISO Class 5	200	
☒ Within ISO Class 5Y	100	100
☐ Within ISO Class 9 or 10	0	
TOTAL		100

• Location of building site relative to floodplain

	Points	Score
☒ Not in the floodplain	200	200
☐ Within 0.2% annual chance floodplain	0	
☐ Within 1% annual chance floodplain	-200	
TOTAL		200

• Access to building site relative to floodplain

	Points	Score
☒ Not in the floodplain	200	200
☐ Within 0.2% annual chance floodplain	0	
☐ Within 1% annual chance floodplain	-200	
TOTAL		200

• Expected Impact of Proposed Development on Existing Road*

	Points	Score
☒ Current Road Adequate, No Changes Required	150	150
☐ Minor Improvements Needed	0	
☐ Major Improvements Needed	-150	
☐ Additional Off-Site Improvements Needed**	-150	
TOTAL		150

* Determination of anticipated traffic impacts from traffic study using assumed trip generation models. Minor/major improvements determined by County Engineer based on evaluation of degree of surface alterations required to meet the impact. Maximum points given for improvements funded by developer.

** Additional off-site improvements include addition of turning lanes, improvement of drainage structures and similar improvements that are not re-surfacing improvements. If alteration of surface and additional off-site improvements are needed, both point totals shall apply. No points subtracted for improvements funded by developer.

TOTAL POINTS AVAILABLE:

1150 Points

FACTOR 6

Transportation Test

• Adequacy of the Access Road Surface

	Points	Score
☒ Paved	150	150
☐ Gravel w/ 24' roadbed	100	
☐ Gravel w/ 22' roadbed	50	
☐ Gravel w/ 20' roadbed	0	
☐ Gravel w/ 18' or less roadbed	-50	
☐ Unimproved	-100	
☐ Trail or Undeveloped	-150	
TOTAL		150

• Distance from site to Paved Road

	Points	Score
☒ Direct access onto paved road	150	150
☐ Within .25 mi	100	
☐ .25 to .49 mi	50	
☐ .50 to .99 mi	0	
☐ 1-3 miles	-50	
☐ Over 3 miles	-100	
TOTAL		150

• Distance from site to a Major Collector (or higher rated classification) or Frontage Rd

	Points	Score
☒ Direct access	150	150
☐ Within .5 mi	100	
☐ .51 to .99 mi	50	
☐ 1 to 2.9 mi	0	
☐ 3-5 miles	-50	
☐ Over 5 miles	-100	
TOTAL		150

Efficient Development Test

• Distance from a City*

	Points	Score
☐ Contiguous to City Limit	200	
☐ Within .25 mile of City Limit	150	
☐ .26 to .5 mile from City Limit	100	
☐ .51 to 1 mile from City Limit	50	
☒ 1.1 to 3 miles from City Limit	0	0
☐ Beyond 3 miles from City Limit	-50	
TOTAL		0

* Any Incorporated City within Riley County

• Distance from Nearest Public School*

	Points	Score
☐ Within 1 mile	200	
☐ 1.1 mile - 2 miles	100	
☒ 2.1 miles - 3 miles	0	0
☐ Beyond 3 miles	-100	
TOTAL		0

* Distance to Either Elementary or Secondary School
Using the Shortest Travel Distance Via Improved Roads

TOTAL POINTS AVAILABLE:

850

Attachment: Staff Report (10844 : Rezone AG to D-2, KDOT)

FACTOR 7

CONFORMANCE TO THE COMPREHENSIVE PLAN

Future Land Use Map Test

- Conformance of the Proposal to the Future Land Use Map

	Points	Score
☒ Within a Designated Growth Area (DGA)	1000	1000
☐ Within ¼ mile of DGA	500	
☐ Between ¼ and ½ mile of DGA	250	
☐ Over ½ mile from DGA	0	
	TOTAL	1000

TOTAL POINTS AVAILABLE:

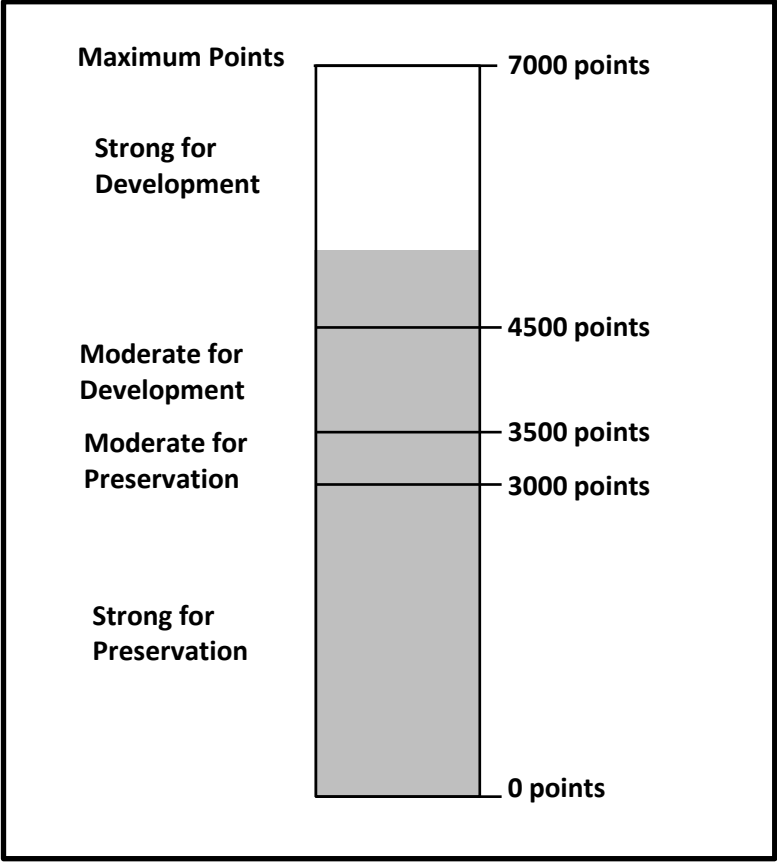
1000 Points

SUMMARY SCORESHEET

Factor	Score
1 <u>Agricultural Character Test</u>	
Percent of Cropland/Grassland	80
Overall Housing Density	250
Number of Non-Farm Residences	250
Number of Tracts Less Than 20 acres	250
2 <u>Compatible Zoning Test</u>	
Perimeter Component	0
Proximity Component	200
<u>Compatible Land Use Test</u>	
Perimeter Component	0
Proximity Component	200
3 <u>Crop Capability Test</u>	67
<u>Rangeland Productivity Test</u>	300
<u>Site Suitability Test</u>	
Site Size	125
Site Isolation	125
4 <u>Agricultural Conflict Test</u>	
Proximity to CAFO	250
Proximity to Other Ag Activities	350
Proximity to Livestock Enclosures	125
<u>Non-Agricultural Conflict Test</u>	
Proximity to Fort Riley Noise Zones	250
5 <u>Public Health Test</u>	
Availability of Sewer	100
Availability of Water	200
<u>Public Safety Test</u>	
Fire Protection Rating	100
Site to Floodplain	200
Access in Floodplain	200
6 <u>Transportation Test</u>	
Adequacy of Road Surface	150
Distance to Paved Road	150
Distance to Trafficways	150
Impact on Existing Road	150
<u>Efficient Development Test</u>	
Distance to City Limits	0
Distance to Schools	0
7 <u>Future Land Use Map Test</u>	1000
SUBTOTAL	5223
ADDITIONAL POSITIVE/NEGATIVE POINTS	
1 <u>Rural Character Test</u>	
4 <u>Additional +/- Points</u>	
Effect on Valuation	0
5 <u>New/Additional Public Sewer System</u>	0
<u>New/Additional Public Water System</u>	0
SUBTOTAL:	0
GRAND TOTAL:	5223

Final Score:
5223

Final Scoring Chart



EXCERPT OF MINUTES RILEY COUNTY PLANNING BOARD

May 10, 2021

Page 1

KDOT - Rezone

Vice Chair Hoobler opened the public hearing at the request of Kansas Department of Transportation, petitioner and State Highway Commission, owner, to rezone the approximately east half of an unplatted tract of land from “AG” (Agricultural District) to “D-2” (Light Industrial) in Manhattan Township, Section 23, Township 9 South, Range 7 East, in Riley County, Kansas.

Bob Isaac explained when the west portion of the tract was zoned to “D-2” (Light Industrial District) during the 1974 County Zoning Conversion process (Petition #17), the entire parent tract was not zoned to “D-2” (Light Industrial District) and there was no documentation as to why this was done. He explained the request is to rezone the rest of the tract from “AG” (Agricultural District) to “D-2” (Light Industrial) so that they can replace the main shop building (built circa 1960) located on the site that serves as the Tuttle Creek Boulevard KDOT shops/office. He explained that KDOT is planning to raze the building and replace it with a larger and more modern building. He explained, in order for the aforementioned building to be replaced, the proper zoning has to be in place for the existing/proposed use; thus the reason for the proposed zoning change. He said the existing building was built prior to the 1974 Zoning Conversion so it is not understood why the entire tract wasn’t rezoned.

Staff recommended the Planning Board forward a recommendation of approval of the request to rezone the subject property to the Board of County Commissioners, as it has been determined that it is in general conformance with the comprehensive plans and meets the requirements of the Riley County Zoning Regulations and the Riley County Sanitary Code.

Vice Chair Hoobler opened the public hearing and asked if the applicant wanted to speak.

Matt Mackeprang with the Kansas Department of Transportation stated they are working on modernization projects throughout Kansas and this is next one the list. He explained the size of trucks, snow plows and spreaders have gotten bigger and no longer fit in the existing building.

There were no proponents or opponents.

John Wienck moved to close the public hearing. Nathan Larson seconded. Carried 3-0.

Nathan Larson moved to forward a recommendation of approval of the request to the Board of County Commissioners to rezone the subject property from “AG” (Agricultural District) to “D-2” (Light Industrial). John Wienck seconded. Carried 3-0.

Mr. Isaac announced that the Board of County Commissioners would hear the request on May 27, 2021, at 10:20 am, in the County Commission Chambers.

Attachment: Minutes RCPB (10844 : Rezone AG to D-2, KDOT)

RESOLUTION NO. 052721

**RESOLUTION AMENDING THE ZONING MAP OF RILEY COUNTY
CONCERNING THE USE OF CERTAIN REAL ESTATE
LOCATED IN MANHATTAN TOWNSHIP**

WHEREAS, pursuant to the provision of Section 23 of the Zoning Regulations of Riley County, Kansas, Kansas Department of Transportation, petitioner, and State Hwy Commission, owner, have requested that the classification of the below described Riley County real property, be changed from Zone “AG” (Agricultural District) to Zone “D-2” (D-2 Light Industrial District); and

WHEREAS, Riley County Planning Board, after appropriate notice conducted a public hearing on May 10, 2021; and

WHEREAS, the Riley County Planning Board has submitted its recommendation and report to the Board of Commissioners of Riley County, Kansas, recommending APPROVAL of the application;

WHEREAS, More than 14 days have elapsed since the conclusion of the public hearing on the application and no valid protest against the proposal signed and acknowledged by owners of 20% or more of the property proposed to be rezoned or 20% of the total area which is located within 1,000 feet of the boundaries of the property proposed to be rezoned has been filed has been filed with the County Clerk of Riley County, Kansas, and all information presented has been carefully considered by the Board of Commissioners of Riley County, Kansas.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY
COMMISSIONERS OF RILEY COUNTY, KANSAS:**

Section 1. That the facts set forth in the Planner's staff report and the recommendation of the Riley County Planning Board filed in the office of the Planning and Development Department have been received and considered by the Board of Commissioners of Riley County, Kansas and have been determined to be the controlling facts concerning the application.

Section 2. The request was found to be consistent with one or more of the following criteria as set forth in Golden v. City of Overland Park, 224 K. 591, 584 P.2d 130:

- a. The rezoning is compatible with the character of the neighborhood.
- b. The rezoning is compatible with the zoning and uses of properties nearby.
- c. The subject property is not suitable for the uses allowed by the current zoning.

- d. Removal of the current restrictions by rezoning will not detrimentally affect nearby property.
- e. The subject property has remained vacant as zoned for a substantial time period.
- f. The gain to the public health, safety and welfare by denying rezoning is not as great as the hardship imposed upon the individual landowner.
- g. The rezoning is consistent with the recommendations of permanent or professional staff.
- h. The rezoning conforms to the adopted comprehensive plan.
- i. The rezoning will not detrimentally affect the conservation of the natural resources of the County.
- j. The rezoning will result in the efficient expenditure of public funds.
- k. The rezoning will promote the health, safety, convenience, prosperity and general welfare of the inhabitants of the County.
- l. The rezoning is consistent with the recommendation of the Planning Board.

The zoning classification of the following described real estate in Riley County, Kansas:

A tract of land in the Southwest Quarter of the Southeast Quarter of Section 23, Township 9 South, Range 7 East of the 6th P.M., Riley County, Kansas described as follows: COMMENCING at the Southwest corner of said Quarter Section; thence North 40.00 feet to the intersection of the West line of said Quarter Section and the Northerly right of way line of US-24 Highway, said intersection being the POINT OF BEGINNING; FIRST COURSE, thence East along said right of way line and parallel with the South line of said Quarter Section 716.2 feet; SECOND COURSE, thence North parallel with said West line of said Quarter Section 246.19 feet; THIRD COURSE, thence West parallel with said South line 716.2 feet to said West line; FOURTH COURSE, thence South 246.19 feet along said West line to the point of beginning; EXCEPT the following described tract: BEGINNING at the intersection of the West line of the Southeast Quarter of said Section 23 with the North right of way line of US-24 Highway; thence North 240 feet along said West line; thence East 420 feet; thence South to said right of way line; thence West along said right of way line to the point of beginning.

is hereby changed from Zone “AG” (Agricultural District) to Zone “D-2” (D-2 Light Industrial District), that the Riley County Official Zoning Map shall be changed to reflect the amendment, that the original resolution incorporating the said official map by reference is hereby amended and that said official map be reincorporated by reference as amended.

This resolution shall take effect and be in force from and after its publication in the official county newspaper.

GRANTED this 27th day of May, 2021

BOARD OF COMMISSIONERS
OF RILEY COUNTY, KANSAS

John Ford, Chair

Greg McKinley, Vice Chair

Kathryn G. Focke, Member

ATTEST:

Rich Vargo, Riley County Clerk

Attachment: Resolution (10844 : Rezone AG to D-2, KDOT)



PLANNING & DEVELOPMENT
Public Hearing

Amanda Smeller
Planning/Special Projects
Director
110 Courthouse Plaza
Manhattan, KS 66502
Phone: 785-537-6332

RESOLUTION

FROM: Lisa Daily, Administrative Asst II

MEETING: May 27, 2021

SUBJECT: Rezone two (2) unplatted tracts of land from “AG” (Agricultural District) to “SF-4” (Single Family Residential) and plat said tracts together with Lot 4 of Little Valley Addition, into a single lot.

PRESENTER: Bob Isaac, Planner

BACKGROUND

See staff report.

DISCUSSION

See staff report.

FISCAL IMPACT

None is anticipated

ALTERNATIVES

- . Approve the measure
- . Deny the measure
- . Modify or develop alternatives if other concerns or factors arise
- . Schedule work session to discuss issue further

RECOMMENDATION(S)

On May 10, 2021, the Riley County Planning Board forwarded a recommendation to the Board of Commissioners of Riley County to approve the request to rezone the subject property from “AG” (Agricultural District) to “SF-4” (Single Family Residential) for reasons listed herein.

The Board also approved the Final Plat of Little Valley Addition Unit Three, including the request to reduce the required Agricultural Buffer from 200 feet to 100 feet along the east lot line and from 200 feet to 50 feet along the north lot line, as it was determined that all requirements of the Riley County Subdivision Regulations, Zoning Regulations and Sanitary Code have been met.

Staff recommends the Board of County Commissioners approve the request to rezone the subject property from “AG” (Agricultural District) to “SF-4” (Single Family Residential) for reasons listed herein.

Staff also recommends that the Board of County Commissioners acknowledge the approved Final Plat of Little Valley Addition Unit Three, accepting any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat.

POSSIBLE MOTION(S)

ACTION NEEDED FOR REZONING:

- **Move** to sign Resolution 052721- _____ approving the request to rezone a tract of land from “AG” (Agricultural District) to “SF-4” (Single Family Residential).
- **Move** to sign Resolution 052721- _____ denying the request to rezone a tract of land from “AG” (Agricultural District) to “SF-4” (Single Family Residential).
- **Move** to table the request to rezone the described property to a specific date, indicating the reasons for tabling.

ACTION NEEDED FOR PLAT:

- **Move** to approve Resolution 052721- _____ acknowledging the approved Final Plat of Little Valley Addition Unit Three and accept any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat.
- Or
- **Move** to sign Resolution 052721- _____ denying acceptance of any rights-of-way, easements, licenses as shown to be dedicated on the Final Plat of Little Valley Addition Unit Three, as it has been determined that it does not meet the requirements of the Riley County Subdivision Regulations.

ATTACHMENT(S):

- Staff report
- Maps
- Excerpt of Planning Board minutes

Enclosures:

- Sharp (PDF)
- Minutes RCPB (PDF)
- Rezone Resolution (PDF)
- Resolution Plat (PDF)



PLANNING & DEVELOPMENT

STAFF REPORT

Plat & Rezone

PETITION: #21-0031 Plat & Rezone

APPLICANT: Daniel E. Sharp
733 Frey Dr.
Manhattan, KS 66502

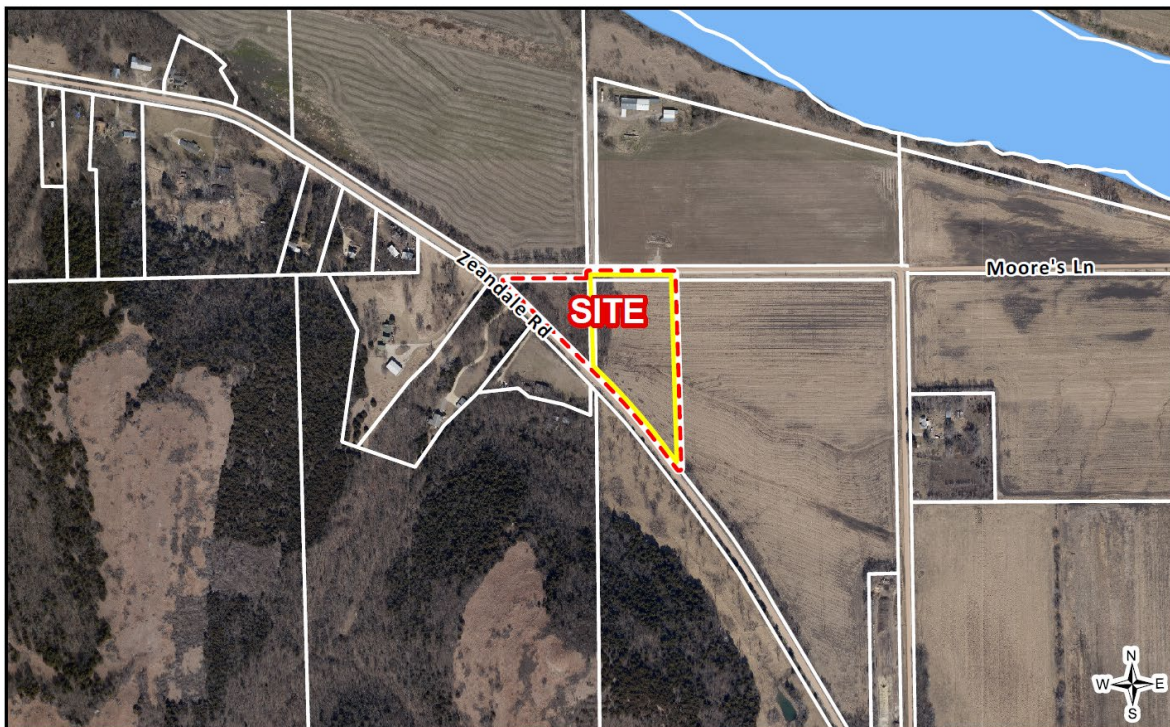
PROPERTY OWNER: Daniel E. Sharp
733 Frey Dr.
Manhattan, KS 66502

REQUEST: Rezone two (2) unplatted tracts of land from “AG” (Agricultural District) to “SF-4” (Single Family Residential) and plat said tracts together with Lot 4 of Little Valley Addition, into a single lot.

SIZE OF TRACT: The subject site is approximately 6.78 acres.

LOCATION: Generally located approximately 300 feet east of the west intersection of Moore’s Lane and Zeandale Road, on the south side of Moore’s Lane; Section 22, Township 10 South, Range 8, East; Manhattan Township.

JURISDICTION: This application is subject to the requirements of Riley County Subdivision Regulations.



BACKGROUND: The western portion of the subject property was platted as Lot 4 of Little Valley Addition in September 1985 and rezoned from “G-1” (General Agricultural) to “A-4” (Single Family Residential). Until recently, the lot was developed with a single mobile home, served by an on-site water well and septic tank/lateral sanitary sewer system. The remainder of the subject property is unplatted, undeveloped and zoned “AG” (Agricultural District). The applicant wishes to construct a residence, as permitted, on existing Lot 4; however, due to the need to place the residence in the preferred located and meet the requirements of the Riley County Sanitary Code, it was necessary to expand the size of the lot and eliminate the property boundaries between Lot 4 and the unplatted tracts situated east of the lot. The applicant stated that he eventually will phase out the lease arrangement with the neighboring farmer using his property for crop production in order to plant several trees.

DESCRIPTION:

Physical site characteristics: The majority of the aforementioned Lot 4 is covered with several mature trees. The majority of the unplatted portion of the subject property is leased for crops. A large portion of the subject property is located within the 1% Annual Chance Floodplain and the 0.2% Annual Chance Floodplain.

General character of the area: The general character of the area is a mix of large lot single family residential development and agricultural uses.

SUITABILITY OF ZONING:

Zoning History: (see background)

Current zoning: (see background)

Proposed zoning: The applicant is proposing to rezone the unplatted portions of the subject property from “AG” (Agricultural District) to “SF-4” (Single Family Residential) to match the zoning designation of existing Lot 4 of Little Valley Addition.

SURROUNDING ZONING/LAND USE		
	ADJACENT ZONING	LAND USE
NORTH	“AG” (Agricultural District)	Farm/Farm residential
SOUTH	“AG” (Agricultural District) and “SF-4” (Single Family Residential)	Residential
EAST	“AG” (Agricultural District)	Crops
WEST	“SF-4” (Single Family Residential)	Residential

POTENTIAL IMPACT:

Public facilities and services:

Streets and bridges: Although the subject site directly abuts Zeandale Road, a paved two-lane state highway (K-18), access to the site will be from Moore’s Lane, a gravel two-lane local road maintained by the Township. Although there is an existing entrance, the applicant is planning to relocate that entrance further east along Moore’s Lane, further away from the intersection of Moore’s Lane and Zeandale Road.

Water and sewer: The subject property is currently served by a water well and an on-site septic system. The well is subject to a Shared Well Agreement, as it currently serves the subject property along with the farmstead located north of the site. The applicant stated that he intends

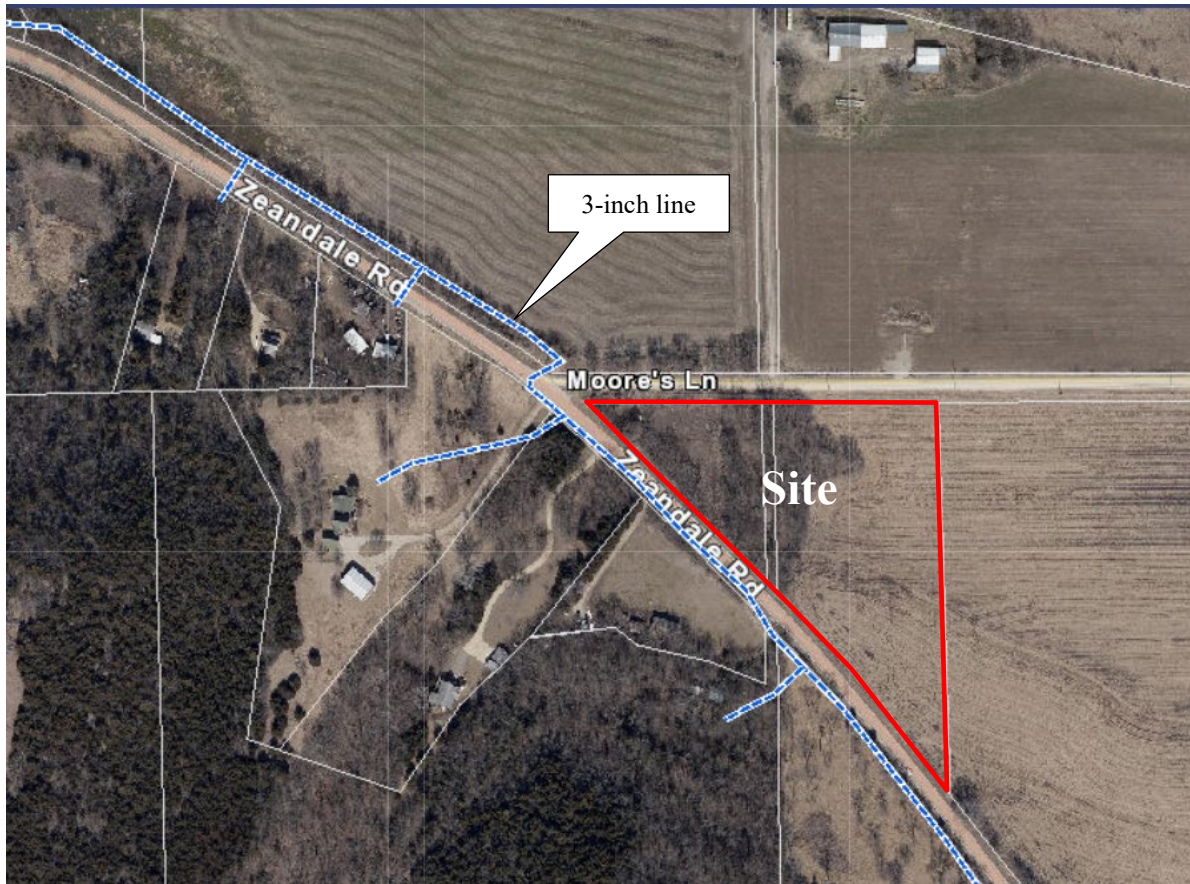


Figure 1 – Rural Water District #2 water main

to connect his property, as well the aforementioned neighboring farmstead, to rural water (see Figure 1).

Fire: Riley County Fire District #1 will serve the site. The nearest County fire station is the Konza Valley Fire Station (Station #15), located at 300 Johnson Road. The subject site is located within five (5) road miles of a fire station.

Effect on public facilities and services: It is not anticipated that platting and rezoning the subject property will have a detrimental impact on public facilities or services.

CONFORMANCE TO THE LAND USE PLAN:

The request was reviewed with the Manhattan Urban Area Comprehensive Plan (2015). According to the Future Land Use Map (southwest), the subject property is projected for low-density rural residential and agricultural uses. The analysis is as follows

Conformance to the Guiding Principles, Goals, and Policies of the Plan

Goal GM – 2.2 PROTECT OPPORTUNITIES FOR THE POTENTIAL LONG-TERM EXPANSION OF URBAN DEVELOPMENT:

GM – 2.2a: Rural Development outside Urban Service Areas.

Maintain areas outside of the Urban Service Area Boundary and Blue Township Urban Growth Area as very low density living areas, open space, agricultural activities and other uses compatible with the intent of the Comprehensive Plan. Coordinate efforts to manage rural development located outside the Urban Service Area Boundary and within the Blue Township Urban Growth Area, so that it does not impede future urban growth in areas identified in the Comprehensive Plan as having future potential for urban development.

Staff analysis: The request is to plat and rezone land to expand an existing platted and residentially zoned lot for one single family residence. The Plan defines rural residential as:

- Large-lot, very low density single-family housing, typically between 2 and 20 acres in size, although some tracts may exceed 20 acres.
- Typically found in rural settings on the urban fringe.
- Typically not served by urban utilities.
- Large portions of the lot remain undeveloped, reinforcing rural character

The request is in general conformance with the Manhattan Urban Area Comprehensive Plan (2015).

The request was also reviewed with the 2009 Vision 2025 Riley County Comprehensive Plan, specifically the Development Guidance System (Chapter 12). The analysis is as follows:

Conformance to the Goals, Objectives and Policies

Goal for residential:

To allow for the development of a diversity of housing types, sizes and price levels to meet the changing needs of all county residents.

Objective R4: Allow for adequate amounts of single family housing in suitable locations throughout the county.

Policies:

R4.2 Roads serving residential developments should safely accommodate anticipated traffic.

Future Land Use Map

According to the Future Land Use Map South (Figure 11.2) found in the Plan, the subject property is located just outside of a designated growth area.

The Land Evaluation/Site Assessment (LESA) Score

According to the final score of the LESA analysis, the subject property achieved 4387 points (Moderate for Development). No bonus points were factored into the analysis.

Hardship on the landowner

The Applicant stated on the submitted application that he purchased the property to build a house and does not wish to be forced to sell the land and look elsewhere to build.

Staff analysis: The request to plat and rezone the subject property is consistent with goals and objectives of the Plan.

RILEY COUNTY ZONING REGULATIONS:

Agricultural Buffer: - As per Section 21C – Development Standards of the Riley County Zoning Regulations, a minimum setback for a residence or a structure for animal habitation shall be 200 feet from all property lines adjoining an existing agricultural use. However, In order to provide

some protections from neighboring farming practices, while still allowing the structures on the lot to be used for habitation, including the proposed residence, the applicant is seeking approval by the Planning Board for a reduction of the required agricultural buffer from 200-ft. to 100-ft., from the east property line, and a reduction from 200-ft. to 50-ft., from the north property line, as per Section 21-C – Development Standards of the Riley County Zoning Regulations. Reasons for the request stem from the limited building area of the proposed lot caused by the 80-foot from centerline building setback along K-18 Highway (Zeandale Road) and the large amount of the property located within the floodplain.

Riparian Buffer: N/A

COMMENTS AND CONCERNS:

ENVIRONMENTAL HEALTH: The Environmental Health Specialist has reviewed the request and stated that it meets the Riley County Sanitary Code.

COUNTY ENGINEER: The County Engineer has reviewed the request and had no issues.

EMERGENCY MANAGEMENT: The Rural Fire Chief has reviewed the request and stated that if the applicant builds in wooded area, the fire district might not be able to access residence. He suggested keeping a clear pathway to the home.

MANHATTAN TOWNSHIP: The Manhattan Township Board has reviewed the request and stated that if an entrance pipe is needed for the proposed entrance onto Moore's Lane, the property owner will need to purchase the 15" corrugated metal pipe from Manhattan Township and the firm/contractor installing the pipe must be approved by the Manhattan Township Board.

RILEY COUNTY PLANNING BOARD

On May 10, 2021, the Riley County Planning Board forwarded a recommendation to the Board of Commissioners of Riley County to approve the request to rezone the subject property from "AG" (Agricultural District) to "SF-4" (Single Family Residential) for reasons listed herein.

The Board also approved the Final Plat of Little Valley Addition Unit Three, including the request to reduce the required Agricultural Buffer from 200 feet to 100 feet along the east lot line and from 200 feet to 50 feet along the north lot line, as it was determined that all requirements of the Riley County Subdivision Regulations, Zoning Regulations and Sanitary Code have been met.

STAFF RECOMMENDATIONS:

Staff recommends the Board of County Commissioners approve the request to rezone the subject property from "AG" (Agricultural District) to "SF-4" (Single Family Residential) for reasons listed herein.

Staff also recommends that the Board of County Commissioners acknowledge the approved Final Plat of Little Valley Addition Unit Three, accepting any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat.

POSSIBLE MOTION(S)

ACTION NEEDED FOR REZONING (AG to SF-4):

- A. **Move** to sign Resolution 052721- _____ approving the request to rezone a tract of land from "AG" (Agricultural District) to "SF-4" (Single Family Residential).

- B. **Move** to sign Resolution 052721-_____ denying the request to rezone a tract of land from “AG” (Agricultural District) to “SF-4” (Single Family Residential).
- C. **Move** to table the request to rezone the described property to a specific date, indicating the reasons for tabling.

REASONS TO CONSIDER WHEN DECIDING A REZONING PETITION:

- ☐ Is the rezoning compatible with the character of the neighborhood?
- ☐ Is the rezoning compatible with the zoning and uses of properties nearby?
- ☐ Is the subject property not suitable for the uses allowed by the current zoning?
- ☐ Will the removal of the current restrictions by rezoning detrimentally affect nearby property?
- ☐ Has the subject property remained vacant as zoned for a substantial time period?
- ☐ Is the gain to the public health, safety and welfare by denying rezoning not as great as the hardship imposed upon the individual landowner?
- ☐ Is the rezoning consistent with the recommendations of permanent or professional staff?
- ☐ Does the rezoning conform to the adopted comprehensive plan?
- ☐ Will the rezoning detrimentally affect the conservation of the natural resources of the County?
- ☐ Will the rezoning result in the efficient expenditure of public funds?
- ☐ Will the rezoning promote the health, safety, convenience, prosperity and general welfare of the inhabitants of the County?

ACTION NEEDED FOR PLAT:

- A. **Move** to approve Resolution 052721-_____ acknowledging the approved Final Plat of Little Valley Addition Unit Three and accept any easements, rights-of-way or licenses, as shown to be dedicated on the Final Plat.

Or

- B. **Move** to sign Resolution 052721-_____ denying acceptance of any rights-of-way, easements, licenses as shown to be dedicated on the Final Plat of Little Valley Addition Unit Three, as it has been determined that it does not meet the requirements of the Riley County Subdivision Regulations.

ATTACHMENTS:

- Vicinity/site map
- Surrounding zoning map
- Floodplain map
- Fire Stations map
- LESA
- Preliminary Plat
- Final Plat

Prepared by: Bob Isaac, Planner
May 11, 2021



VICINITY AND SITE

Sharp

#21-0031

Plat

Little Valley Addition Unit 3

Rezone

AG to SF-4

22-10-8

 1000' Buffer

 Site



VICINITY



SURROUNDING ZONING

Sharp

#21-0031

Plat
Little Valley Addition Unit 3

Rezone
AG to SF-4

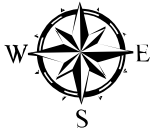
22-10-8

 1000' Buffer
 Site

-  AG Agricultural
-  AG-R AG/Residential
-  B-1 Two Family Residential
-  B-2 Multiple Family Residential
-  B-3 Mobile Home Park
-  C-3 General Business
-  C-4 Highway Business
-  D-1 Industrial Park
-  D-2 Light Industrial
-  D-3 Heavy Industrial
-  Fort Riley
-  N-1 Noise Hazard
-  PUD Planned Unit Development
-  SF-1 Single Family Residential
-  SF-2 Single Family Residential
-  SF-3 Single Family Residential
-  SF-4 Single Family Residential
-  SF-5 Single Family Residential
-  U University
-  Special Zoning:
-  Conditional Use
-  Special Use
-  Variance



Attachment: Sharp (10845 : Rezone & Plat Little Valley Addition Unit 3)



FIRE STATIONS

Sharp

#21-0031

Plat
Little Valley Addition Unit 3

Rezone
AG to SF-4

22-10-8

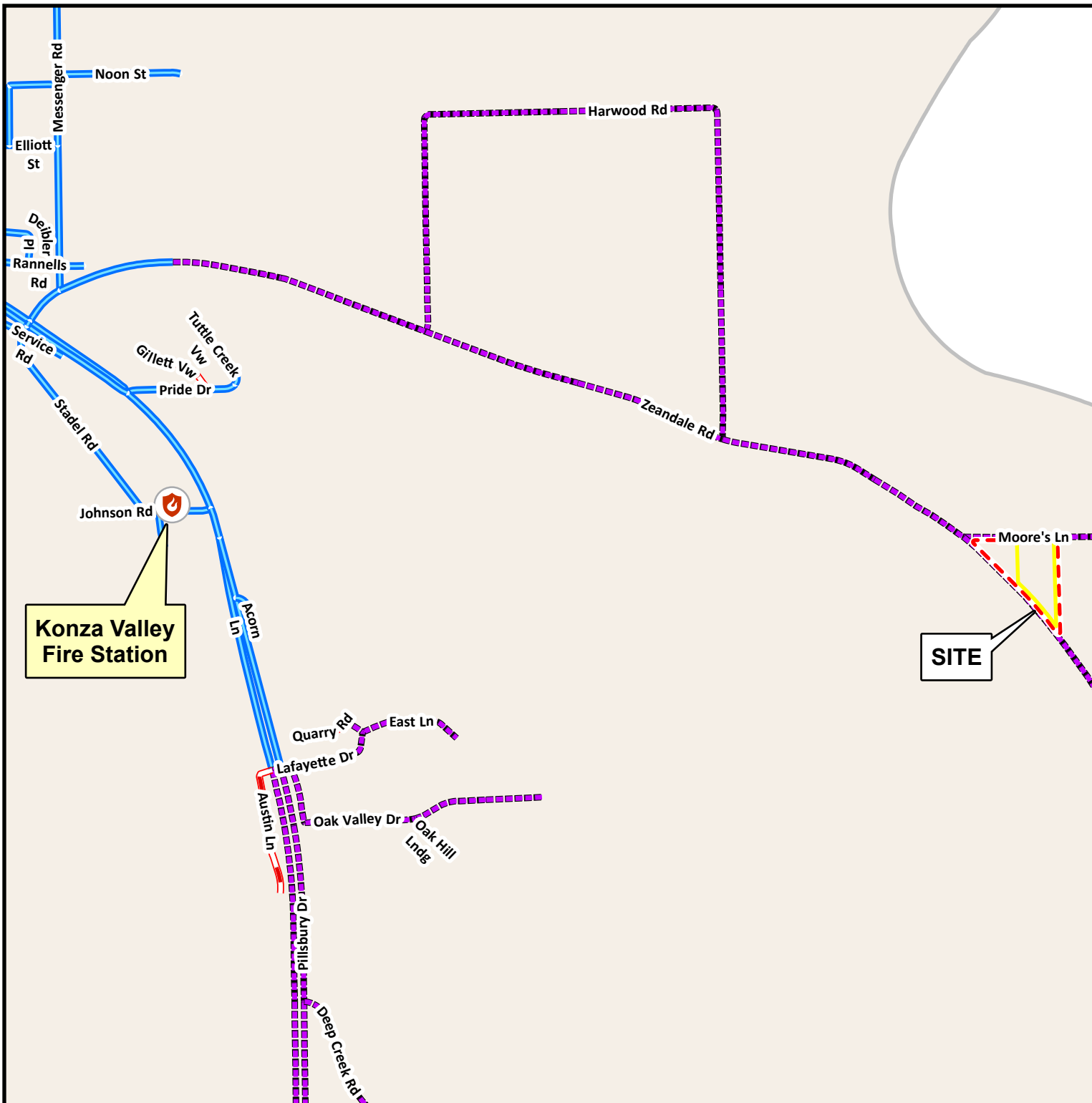


Fire Stations

ISO Rating

-  5 (within 1000' of a hydrant)
-  5Y (within 5 road miles of 5Y fire station)
-  9 (5 road miles of May Day station)
-  10 (outside 5 road miles OR road is not paved/gravel)

Attachment: Sharp (10845 : Rezone & Plat Little Valley Addition Unit 3)





FLOODPLAIN

Sharp

#21-0031

Plat
Little Valley Addition Unit 3

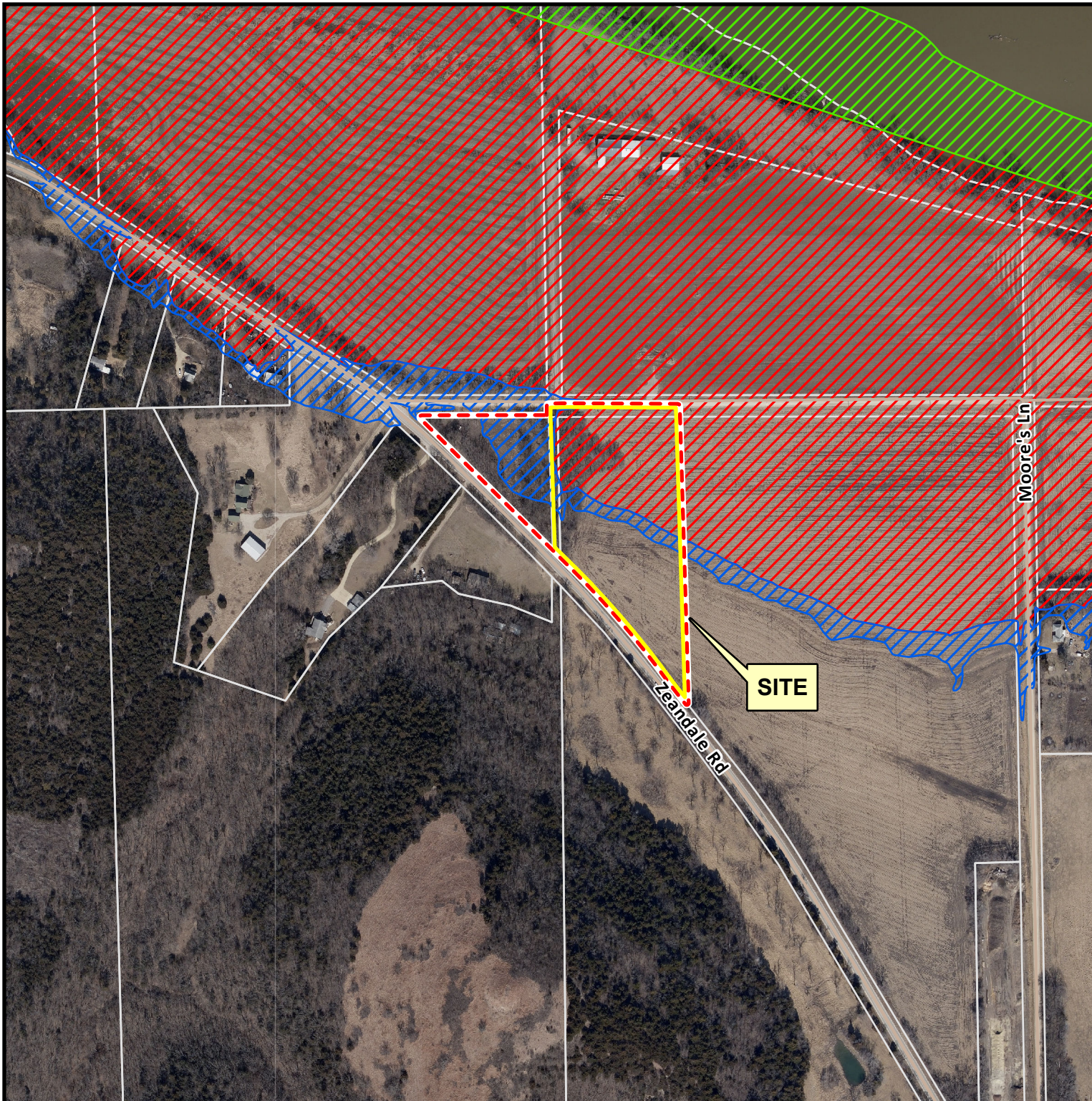
Rezone
AG to SF-4

22-10-8

Floodplain

- 1% Annual Chance Flood (Unnumbered)
- 1% Annual Chance Flood (Numbered)
- Floodway
- 1% Annual Chance Flood (1'-3' Depth)
- 0.2% Annual Chance Flood

Attachment: Sharp (10845 : Rezone & Plat Little Valley Addition Unit 3)



FACTOR 1

CHARACTER OF THE NEIGHBORHOOD (Surrounding Area within 1/4 Mile)

Agricultural Character Test

• Percent of Cropland/Grassland	Points	Score
☐ More than 95%	0	
☐ 80% to 95%	80	
☐ 60% to 79.99%	165	
☒ Less than 60%	250	250
TOTAL		250
• Overall Housing Density		
☐ Greater than 160 acres/residence	0	
☐ 80 to 160 acres/residence	65	
☐ 40 to 79.99 acres/residence	130	
☒ 20 to 39.99 acres/residence	195	195
☐ Less than 20 acres/residence	250	
TOTAL		195
• Number of Non-Farm Residences		
☐ 0	0	
☐ 1	50	
☐ 2	100	
☐ 3	150	
☐ 4	200	
☒ 5 or more	250	250
TOTAL		250
• Number of Tracts Less Than 20 acres		
☐ 0	0	
☐ 1	50	
☐ 2	100	
☐ 3	150	
☐ 4	200	
☒ 5 or more	250	250
TOTAL		250
GRAND TOTAL		945

SCALE		Points
Strongly Agricultural		0
		50
Moderately-Strong Agricultural		100
		150
Moderately Agricultural		200
		250
Moderately-Mild Agricultural		300
		350
Mildly Agricultural		400
		450
Mildly Non-Agricultural		500
		550
Mildly Non-Ag Residential		600
		650
Moderately-Mild Non-Ag Res.		700
		750
Moderately Non-Ag Res.		800
		850
Moderately-Strong Non-Ag Res.		900
		950
Strongly Non-Ag Residential		1000

Rural Character Test

- Development conforms to rural character guidelines

	Bonus	
	Points	Score
☒ Conforms to guidelines	500	500
☐ Does not conform to guidelines	0	
TOTAL		500

TOTAL POINTS AVAILABLE:
(Not Including Bonus Points)

1000 Points

FACTOR 2

THE ZONING AND USES OF NEARBY PROPERTY (Surrounding Area within 1 Mile)

Compatible Zoning Test

Perimeter Component

- Percent of Perimeter Adjacent to Similar Zoning

	Points	Score
☐ No Adjacency	0	
☐ 1% - 9.99%	50	
☒ 10% - 24.99%	100	100
☐ 25% - 50%	200	
☐ Over 50%	250	
TOTAL		100

Proximity Component

- Number of Acres of Similar Zoning Within Certain Distances

Acres	Points	Within 1000'	Between 1000' and ½ mile	Between ½ mile and 1 mile
0	0			
.1-2	10			
2.1-5	20		20	
5.1-10	30			
10.1-15	40	40		
Over 15	50			50
Weighting		2.5	1.5	1
SUBTOTAL		100	30	50
TOTAL				180

Compatible Land Use Test

Perimeter Component

- Percent of Perimeter Adjacent to Similar Land Use

	Points	Score
☐ No Adjacency	0	
☐ 1% - 9.99%	50	
☒ 10% - 24.99%	100	100
☐ 25% - 50%	200	
☐ Over 50%	250	
TOTAL		100

Proximity Component

- Number of Acres of Similar Land Use Within Certain Distances

Acres	Points	Within 1000'	Between 1000' and ½ mile	Between ½ mile and 1 mile
0	0			
.1-2	10			
2.1-5	20		20	
5.1-10	30			
10.1-15	40	40		
Over 15	50			50
Weighting		2.5	1.5	1
SUBTOTAL		100	30	50
TOTAL				180

TOTAL POINTS AVAILABLE:

1000 Points

FACTOR 3

THE SUITABILITY OF THE PROPERTY FOR THE USES ALLOWED UNDER THE CURRENT ZONING

Crop Capability Test

LAND CAPABILITY CLASS	RELATIVE VALUE (RV)	NUMBER OF ACRES IN SITE	PRODUCT OF RV & NO. OF ACRES
1	0		
2	25	4.778	119.45
3	50	2.0207	101.035
4	75		
5	150		
6	225		
7	300		
8	375		
TOTALS		6.7987	220.485

Product of RV & Acres / Number of
Acres in Site = Average Site Value

Average Site Value **32**

Rangeland Productivity Test

TOTAL DRY WEIGHT PRODUCTION - NORMAL YEAR (lbs)	RELATIVE VALUE (RV)	NUMBER OF ACRES IN SITE	PRODUCT OF RV & NO. OF ACRES
8500+	0		
7500-8499	50		
6500-7499	100	3.6916	369.16
5500-6499	150		
4500-5499	225	1.0865	244.4625
3500-4499	300	2.0207	606.21
2500-3499	375		
TOTALS		6.7988	1219.8325

Product of RV & Acres / Number of
Acres in Site = Average Site Value

Average Site Value **179**

Site Suitability Test

- Attributes Reducing Agricultural Site Suitability

Size of site (in acres)

- ☐ 0-3
☐ 3.1-5
☒ 5.1-10
☐ Over 10

Points	Score
125	
90	
45	45
0	
TOTAL	45

Isolation of site from other agricultural land

(Site must be < than 10 acres; isolation may be created by ownership or physical features, e.g. riparian areas, roads, topography, etc.)

- ☒ Isolated
☐ Not Isolated

Points	Score
125	125
0	
TOTAL	125

TOTAL POINTS AVAILABLE:

1000 Points

FACTOR 4

Agricultural Conflict Test

- Proximity of Residence to Confined Animal Feeding Operation (CAFO)

	Points	Score
☐ More than 1 mile from CAFO	250	
☒ Between 1 mile and 1/4 mile	0	0
☐ Within 1/4 mile	-250	
TOTAL		0

- Proximity of Site to Other Agricultural Activities

DISTANCE	POINTS	Permanently Preserved Land	Cropping Operation	Grassland Tract (>20 acres, no home)
Over 1000'	125	125		
500 - 999'	100			100
250 - 499'	75			
50 - 249'	50			
Less than 50'	0		0	
SUBTOTALS		125	0	100
TOTAL				225

DISTANCE	POINTS	Livestock Enclosure (No
Over 2000'	125	125
1000 - 1999'	100	
500 - 999'	75	
100 - 499'	50	
Less than 100'	0	
TOTAL		125

Non-Agricultural Conflict Test

- Proximity of Site to Fort Riley Noise Zones

	Points	Score
☒ Outside of Noise Zone II and LUPZ	250	250
☐ Within LUPZ	125	
☐ Within Noise Zone II	0	
TOTAL		250

ADDITIONAL POSITIVE/NEGATIVE POINTS FOR MITIGATIVE/DETRIMENTAL IMPACTS

- Effect of Rezoning on Valuation of Adjoining Property*

	Points	Score
☐ Evidence that rezoning will increase value of adjoining property	250	
☐ Evidence that rezoning will not devalue adjoining property	125	
☒ No evidence that rezoning will/will not devalue adjoining property	0	0
☐ Evidence that rezoning will devalue adjoining property	-250	
TOTAL		0

* Evidence must be from a professional source

TOTAL POINTS AVAILABLE:

1000 Points

FACTOR 5

Public Health Test

• Availability of and Connection to Public Sanitary Sewer System

	Points	Score
☐ Available at site	200	
☐ Within 400'	175	
☐ 400' - .24 mile	150	
☐ .25 - .49 mile	100	
☐ .5 miles - .99 mile	50	
☒ More than 1 mile	0	0
TOTAL		0

• Availability of and Connection to Public Water Systems

	Points	Score
☒ Available at site	200	200
☐ Within 400'	175	
☐ 400' - .24 mile	150	
☐ .25 - .49 mile	100	
☐ .5 miles - .99 mile	50	
☐ More than 1 mile	0	
TOTAL		200

BONUS POINTS

• Development will result in the creation/extension of new/additional public sewer system

Points	Score
500	0

• Development will result in the creation/extension of new/additional public water system

150	0
-----	----------

Public Safety Test

• Public Protection Classification (Fire Insurance Rating)

	Points	Score
☐ Within ISO Class 5	200	
☒ Within ISO Class 5Y	100	100
☐ Within ISO Class 9 or 10	0	
TOTAL		100

• Location of building site relative to floodplain

	Points	Score
☐ Not in the floodplain	200	
☒ Within 0.2% annual chance floodplain	0	0
☐ Within 1% annual chance floodplain	-200	
TOTAL		0

• Access to building site relative to floodplain

	Points	Score
☐ Not in the floodplain	200	
☒ Within 0.2% annual chance floodplain	0	0
☐ Within 1% annual chance floodplain	-200	
TOTAL		0

• Expected Impact of Proposed Development on Existing Road*

	Points	Score
☒ Current Road Adequate, No Changes Required	150	150
☐ Minor Improvements Needed	0	
☐ Major Improvements Needed	-150	
☐ Additional Off-Site Improvements Needed**	-150	
TOTAL		150

* Determination of anticipated traffic impacts from traffic study using assumed trip generation models. Minor/major improvements determined by County Engineer based on evaluation of degree of surface alterations required to meet the impact. Maximum points given for improvements funded by developer.

** Additional off-site improvements include addition of turning lanes, improvement of drainage structures and similar improvements that are not re-surfacing improvements. If alteration of surface and additional off-site improvements are needed, both point totals shall apply. No points subtracted for improvements funded by developer.

TOTAL POINTS AVAILABLE:

1150 Points

FACTOR 6

Transportation Test

• Adequacy of the Access Road Surface

	Points	Score
☒ Paved	150	150
☐ Gravel w/ 24' roadbed	100	
☐ Gravel w/ 22' roadbed	50	
☐ Gravel w/ 20' roadbed	0	
☐ Gravel w/ 18' or less roadbed	-50	
☐ Unimproved	-100	
☐ Trail or Undeveloped	-150	
TOTAL		150

• Distance from site to Paved Road

	Points	Score
☒ Direct access onto paved road	150	150
☐ Within .25 mi	100	
☐ .25 to .49 mi	50	
☐ .50 to .99 mi	0	
☐ 1-3 miles	-50	
☐ Over 3 miles	-100	
TOTAL		150

• Distance from site to a Major Collector (or higher rated classification) or Frontage Rd

	Points	Score
☒ Direct access	150	150
☐ Within .5 mi	100	
☐ .51 to .99 mi	50	
☐ 1 to 2.9 mi	0	
☐ 3-5 miles	-50	
☐ Over 5 miles	-100	
TOTAL		150

Efficient Development Test

• Distance from a City*

	Points	Score
☐ Contiguous to City Limit	200	
☐ Within .25 mile of City Limit	150	
☐ .26 to .5 mile from City Limit	100	
☐ .51 to 1 mile from City Limit	50	
☒ 1.1 to 3 miles from City Limit	0	0
☐ Beyond 3 miles from City Limit	-50	
TOTAL		0

* Any Incorporated City within Riley County

• Distance from Nearest Public School*

	Points	Score
☐ Within 1 mile	200	
☐ 1.1 mile - 2 miles	100	
☒ 2.1 miles - 3 miles	0	0
☐ Beyond 3 miles	-100	
TOTAL		0

* Distance to Either Elementary or Secondary School
Using the Shortest Travel Distance Via Improved Roads

TOTAL POINTS AVAILABLE:

850

FACTOR 7

CONFORMANCE TO THE COMPREHENSIVE PLAN

Future Land Use Map Test

- Conformance of the Proposal to the Future Land Use Map

	Points	Score
☐ Within a Designated Growth Area (DGA)	1000	
☒ Within ¼ mile of DGA	500	500
☐ Between ¼ and ½ mile of DGA	250	
☐ Over ½ mile from DGA	0	
	TOTAL	500

TOTAL POINTS AVAILABLE:

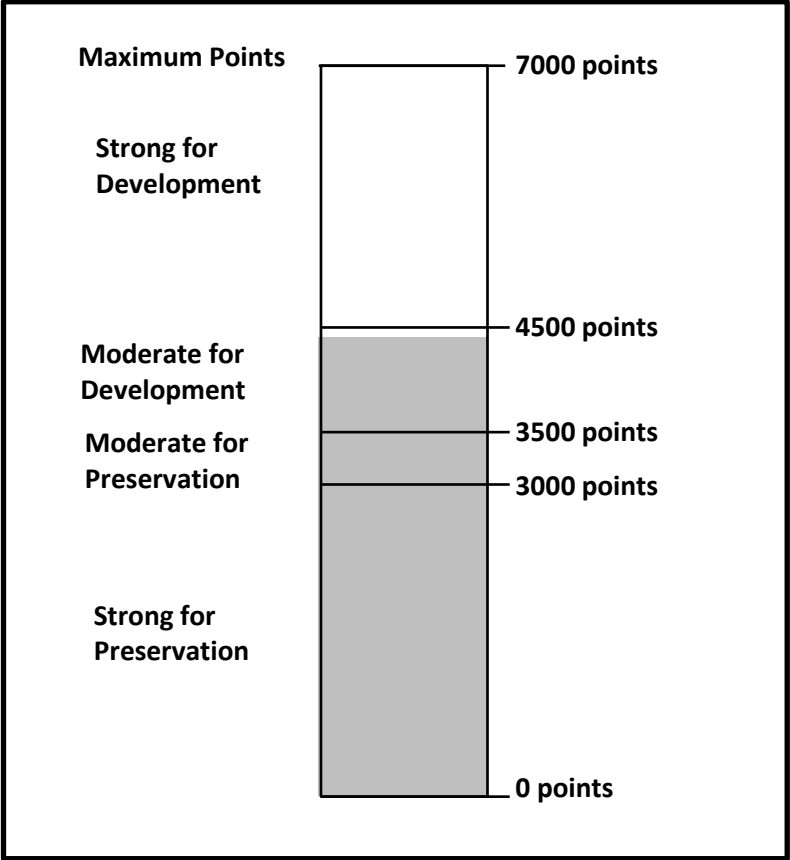
1000 Points

SUMMARY SCORESHEET

Factor	Score
1 <u>Agricultural Character Test</u>	
Percent of Cropland/Grassland	250
Overall Housing Density	195
Number of Non-Farm Residences	250
Number of Tracts Less Than 20 acres	250
2 <u>Compatible Zoning Test</u>	
Perimeter Component	100
Proximity Component	180
<u>Compatible Land Use Test</u>	
Perimeter Component	100
Proximity Component	180
3 <u>Crop Capability Test</u>	32
<u>Rangeland Productivity Test</u>	179
<u>Site Suitability Test</u>	
Site Size	45
Site Isolation	125
4 <u>Agricultural Conflict Test</u>	
Proximity to CAFO	0
Proximity to Other Ag Activities	225
Proximity to Livestock Enclosures	125
<u>Non-Agricultural Conflict Test</u>	
Proximity to Fort Riley Noise Zones	250
5 <u>Public Health Test</u>	
Availability of Sewer	0
Availability of Water	200
<u>Public Safety Test</u>	
Fire Protection Rating	100
Site to Floodplain	0
Access in Floodplain	0
6 <u>Transportation Test</u>	
Adequacy of Road Surface	150
Distance to Paved Road	150
Distance to Trafficways	150
Impact on Existing Road	150
<u>Efficient Development Test</u>	
Distance to City Limits	0
Distance to Schools	0
7 <u>Future Land Use Map Test</u>	500
SUBTOTAL	3887
ADDITIONAL POSITIVE/NEGATIVE POINTS	
1 <u>Rural Character Test</u>	500
4 <u>Additional +/- Points</u>	
Effect on Valuation	0
5 <u>New/Additional Public Sewer System</u>	0
<u>New/Additional Public Water System</u>	0
SUBTOTAL:	500
GRAND TOTAL:	4387

Final Score:
4387

Final Scoring Chart



OWNER:
DANIEL SHARP
615 Gross Street
Manhattan, Kansas 66502
785-556-0860

SURVEYOR:
Force Land Surveying
Terry Force
342 Main Street
Wheaton, Kansas 66521
(785) 396-4480

Notes:

The basis of bearings are assumed. The North line of Lot 4 is assumed as North 89 degrees 43 minutes 39 seconds West.

- 1) No easements, restrictions, reservations, setbacks or other matter of record, if any, affecting the Title of this property are shown, except as platted, as per agreement with the landowner.
- 2) No gaps or overlaps exist.
- 3) There are no lines of possession that affect this survey.
- 4) The Parent Tract is recorded in Book 882 on Page 4021 in the Riley County, Kansas, Register of Deed's office.
- 5) All building setback requirements shall be determined by the zoning district, unless otherwise noted.
- 6) Contour lines and elevations are from the State of Kansas LIDAR Information.
- 7) This lot shall be in compliance with the Riley County Sanitary Code.
- 8) If an entrance pipe is required, the minimum size shall be calculated in accordance with the Riley County Standards for Roadway Design in Platted Subdivisions. In no case, shall the diameter of the pipe be less than 15 inches.
- 9) Property owner is required to maintain all publicly granted drainage easements. Natural or non-natural structures or vegetative barriers (including but not limited to trees, shrubbery, berms, fences and walls) are prohibited within publicly dedicated or publicly granted drainage easements.
- 10) A 50-foot Agriculture Buffer along the North property boundary and a 100-foot Agriculture Buffer along the East property boundary have been established and are subject to the Development Standards of the Riley County Zoning Regulations.

CURRENT ZONING: "SF-4" (SINGLE FAMILY RESIDENTIAL) and "AG" (AGRICULTURE DISTRICT)

PROPOSED ZONING: "SF-4" (SINGLE FAMILY RESIDENTIAL)

FLOODPLAIN NOTE:

This property lies in Flood Zones "X", "X" 0.2% Annual Chance Flood Hazard and AE which is an area inundated by a 1% annual chance flooding, for which Base Flood Elevations have been determined. Flood Insurance Rate Map Community Panel Number 20161C0367G with an effective date of March 16, 2015.

UTILITY NOTE:

Any utility company that locates facilities in any easement shall have the right to prune, remove, eradicate, cut and clear away any trees, limbs, vines and brush on the utility easement now or at any future time and prune and clear away any tree limbs, vines and brush on lands adjacent to the utility easement whenever, in the utility company's judgment, such may interfere with or endanger the construction, operation or maintenance of its facilities, together with the right of ingress to and egress from the utility easement and contiguous land subject to this plat for the purpose of surveying, erecting, constructing, maintaining, inspecting, rebuilding, replacing and with or endangering the construction, operation and maintenance of said facilities.

DESCRIPTION:

LOT FOUR (4), IN LITTLE VALLEY ADDITION, RILEY COUNTY, KANSAS, AND

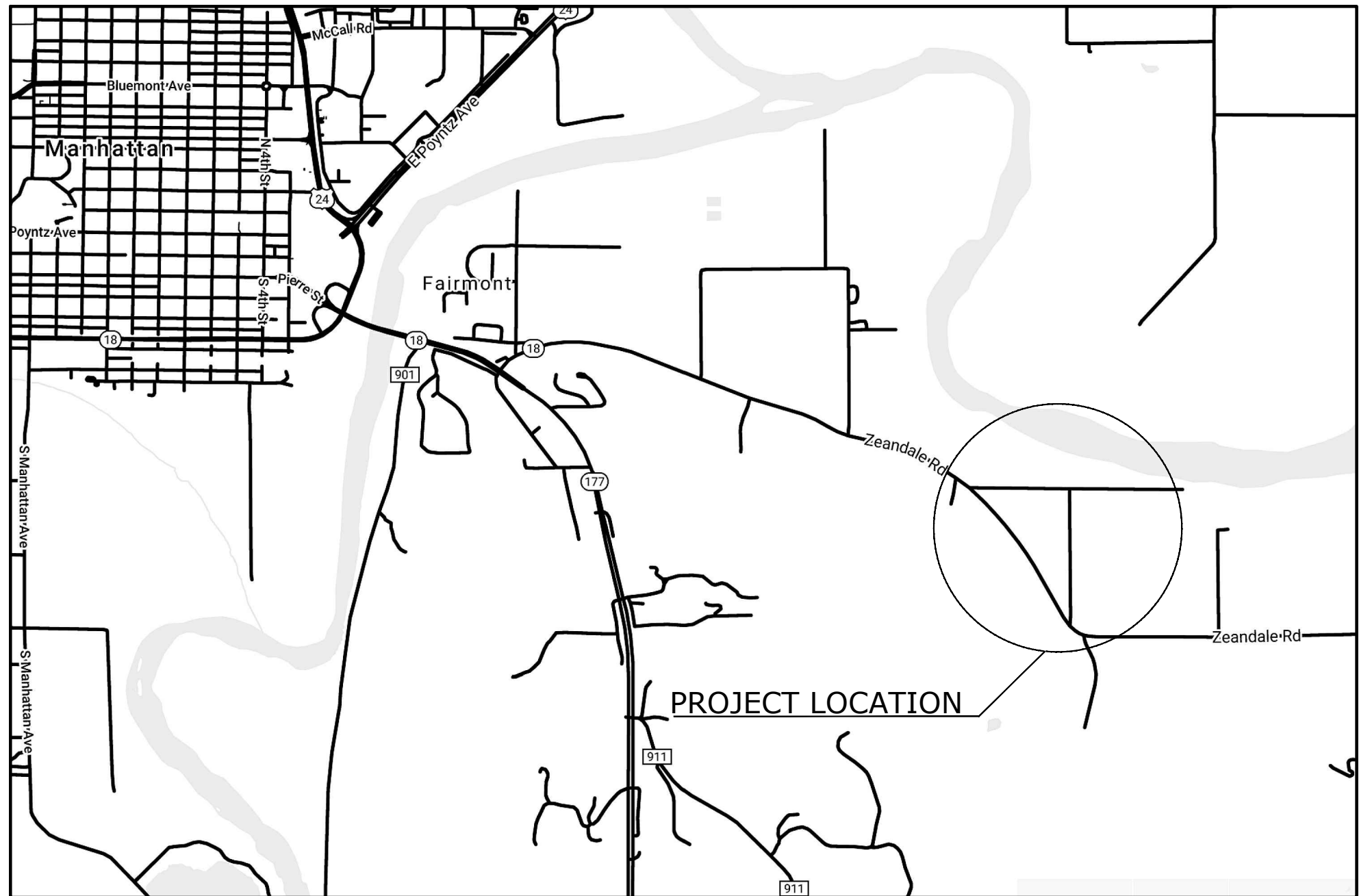
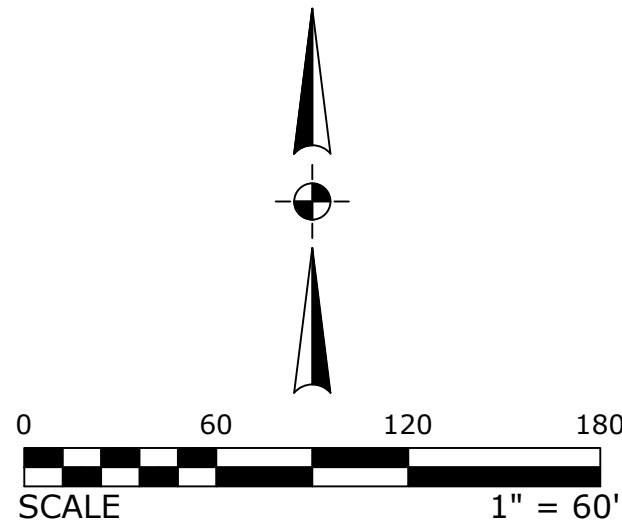
A TRACT OF LAND LOCATED IN THE EAST HALF AND IN A SMALL PORTION OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 22, TOWNSHIP 10 SOUTH, RANGE 8 EAST OF THE SIXTH PRINCIPAL MERIDIAN, IN RILEY COUNTY, KANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22, SAID CORNER BEING MARKED BY A 1/2" IRON BAR; THENCE EASTERLY ALONG THE NORTH LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22 ON AN ASSUMED BEARING OF SOUTH 89 DEGREES 43 MINUTES 56 SECONDS EAST A DISTANCE OF 342.35 FEET TO A POINT MARKED BY A 1/2" IRON BAR; THENCE LEAVING SAID NORTH LINE SOUTHERLY ON A BEARING OF SOUTH 00 DEGREES 52 MINUTES 39 SECONDS EAST A DISTANCE OF 852.85 FEET TO A POINT MARKED BY A 1/2" IRON BAR ON THE NORTHERLY RIGHT OF WAY LINE OF STATE HIGHWAY K-18; THENCE NORTHWESTERLY ALONG SAID NORTHERLY RIGHT OF WAY LINE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 5593.85 FEET AN ARC LENGTH OF 546.52 FEET, THE CHORD OF SAID CURVE BEARS NORTH 39 DEGREES 39 MINUTES 44 SECONDS WEST WITH A CHORD LENGTH OF 546.31 FEET TO A POINT MARKED BY A 1/2" IRON BAR ON THE WEST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22; THENCE CONTINUING NORTHWESTERLY ALONG SAID NORTHERLY RIGHT OF WAY LINE ON A BEARING OF NORTH 42 DEGREES 15 MINUTES 24 SECONDS WEST A DISTANCE OF 30.26 FEET TO A POINT MARKED BY A 1/2" IRON BAR AT THE SOUTHERLY CORNER OF LOT 4 OF LITTLE VALLEY ADDITION; THENCE LEAVING SAID NORTHERLY RIGHT OF WAY LINE NORTHERLY ALONG THE EAST LINE OF SAID LOT 4 ON A BEARING OF NORTH 00 DEGREES 53 MINUTES 15 SECONDS WEST A DISTANCE OF 411.54 FEET TO A POINT ON THE NORTH LINE OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22; THENCE EASTERLY ALONG SAID NORTH LINE ON A BEARING OF SOUTH 89 DEGREES 43 MINUTES 39 SECONDS EAST A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING, CONTAINING 6.78 ACRES IN AGGREGATE, SUBJECT TO THE RIGHT OF WAY OF MOORE'S LANE ON THE NORTH SIDE THEREOF AND SUBJECT TO ANY OTHER EASEMENTS AND RESTRICTIONS OF RECORD.

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	2543.14'	207.13'	207.07'	S 46°18'15" E	4°39'59"
C2	6936.63'	142.72'	142.72'	S 43°22'53" E	1°10'44"
C3	6593.85'	546.52'	546.51'	N 39°19'44" W	0°59'52"
C4	5755.00'	142.66'	142.66'	N 43°32'12" W	1°25'13"
C5	2543.14'	206.84'	206.78'	N 46°34'37" W	4°39'36"

LEGEND

● ▲ FOUND MONUMENT (AS INDICATED)
● FOUND 1/2" IRON BAR - ORIGIN
○ FINAL PLAT LITTLE VALLEY ADDITION SET 3/4" IRON BAR WITH PLASTIC CAP STAMPED FORCE LS-811
— AGRICULTURE BUFFER
--- UTILITY EASEMENT
[] BEARINGS AND DISTANCES FROM THE FINAL PLAT OF LITTLE VALLEY ADDITION FOUND IN THE RILEY COUNTY REGISTER OF DEEDS' OFFICE (PLAT L 07)
////// RESTRICTED ACCESS



PRELIMINARY PLAT LITTLE VALLEY ADDITION UNIT 3

A Replat of Lot 4 of Little Valley Addition
and a portion of the Southwest Quarter of
Section 22, Township 10 South, Range 8 East
of the Sixth Principal Meridian in
Riley County, Kansas

**FORCE
LAND
SURVEYING**

PREPARED BY
TERRY FORCE, RLS
342 MAIN STREET
WHEATON, KANSAS 66521

Phone:
785-396-4480
Email:
tforce@bluevalley.net

MAY 2021

PROJECT NUMBER 99333

OWNER'S CERTIFICATE

State of Kansas }
County of Riley } SS:

This is to certify that the undersigned are the owners of the land hereon described on this plat, and that they have caused the same to be surveyed and subdivided as indicated thereon, for the uses and purposes herein set forth, and do hereby acknowledge and adopt the same under the style and title indicted.

All street rights-of-way as shown on this plat are hereby dedicated to the public. An easement or license to the public to locate, construct and maintain or authorize the location, construction and maintenance of poles, wires, conduits, water, gas and sewer pipes or required drainage channels or structures upon the area marked for easements on this plat is hereby granted.

Given under my hand at _____, Kansas this _____ day of _____, 2021 A.D.

Daniel Sharp

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	2543.14'	207.13'	207.07'	S 46°18'15" E	4°39'59"
C2	6936.63'	142.72'	142.72'	S 43°22'53" E	1°10'44"
C3	5593.85'	546.52'	546.31'	N 39°39'44" W	15°35'52"
C4	5755.00'	142.66'	142.66'	N 43°32'12" W	1°25'13"
C5	2543.14'	206.84'	206.78'	N 46°34'37" W	4°39'36"

NOTARY CERTIFICATE:

State of Kansas }
Riley County } SS

BE IT REMEMBERED, That on this _____ day of _____, 2021 before me, the undersigned, a notary public in and for the County and State aforesaid came Daniel Sharp who is personally known to me to be the same person who executed the within instrument of writing and such person duly acknowledges the execution of the same.

My commission expires _____
Notary Public

RILEY COUNTY PLANNING BOARD

State of Kansas }
County of Riley } SS:

Approved this _____ day of _____, 2021 A.D.
Riley County Planning Board

Chairperson _____ Member _____
Member _____ Member _____
Member _____

APPROVAL OF COUNTY OFFICIALS

County Counselor _____
County Engineer _____
Environmental Health Specialist _____

CERTIFICATE OF COUNTY COMMISSION

State of Kansas }
County of Riley } SS:
Approved this _____ day of _____, 2021 A.D.

BOARD OF COMMISSIONERS
OF RILEY COUNTY, KANSAS

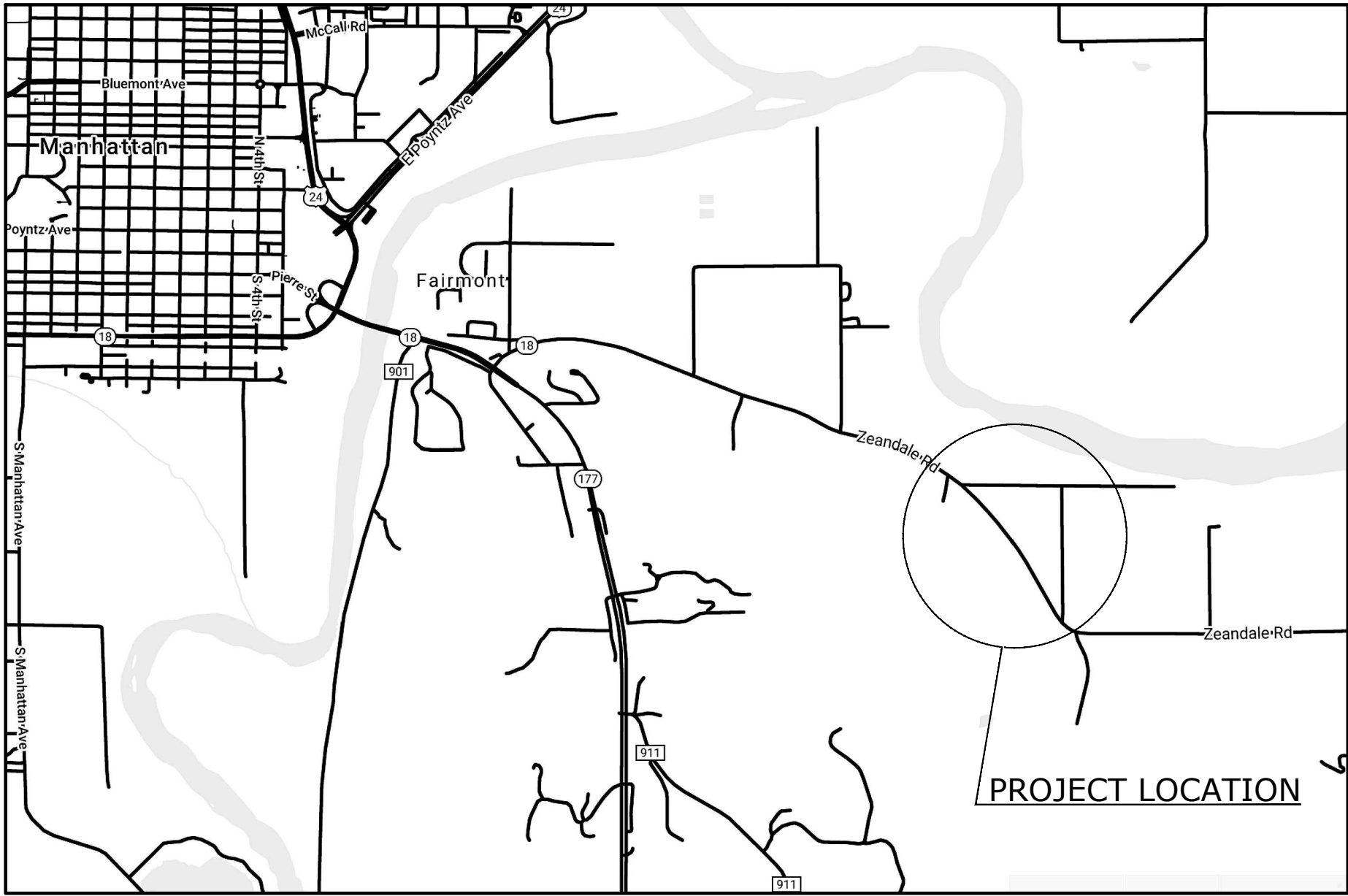
Chairman _____
Member _____
Member _____
ATTEST: _____
County Clerk _____

RILEY COUNTY PLAT REVIEW SURVEYOR SIGNATURE BLOCK

This plat has been reviewed and approved for filing pursuant to and in compliance with K.S.A. 58-2005 and with the requirements of Riley County Resolution No. 082913-58. No other warranties are extended or implied.

Approved: _____

License Number: _____ Date: _____



VICINITY MAP
(NOT TO SCALE)

LEGEND

- FOUND MONUMENT (AS INDICATED)
- FOUND 1/2" IRON BAR - ORIGIN
- FINAL PLAT LITTLE VALLEY ADDITION
- SET 3/8" IRON BAR WITH PLASTIC CAP STAMPED FORCE LS-811
- AGRICULTURE BUFFER
- UTILITY EASEMENT
- BEARINGS AND DISTANCES FROM THE FINAL PLAT OF LITTLE VALLEY ADDITION FOUND IN THE RILEY COUNTY REGISTER OF DEEDS' OFFICE (PLAT L 07)
- RESTRICTED ACCESS

NORTHEAST CORNER OF THE WEST HALF OF THE SOUTHWEST QUARTER SECTION 22, T10S, R8E FOUND 1/2" IRON BAR FROM THE PLAT OF LITTLE VALLEY ADDITION

NORTHEAST CORNER SOUTHWEST QUARTER (CENTER QUARTER CORNER) SECTION 22, T10S, R8E FOUND LARGE SQUARE IRON BAR FROM A PREVIOUS SURVEY BY SCHWAB-EATON, P.A.

Notes:

The basis of bearings are assumed. The North line of Lot 4 is assumed as North 89 degrees 43 minutes 39 seconds West.

- No easements, restrictions, reservations, setbacks or other matter of record, if any, affecting the Title of this property are shown, except as platted, as per agreement with the landowner.
- No gaps or overlaps exist.
- There are no lines of possession that affect this survey.
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DESCRIPTION:

LOT FOUR (4), IN LITTLE VALLEY ADDITION, RILEY COUNTY, KANSAS, AND

A TRACT OF LAND LOCATED IN THE EAST HALF AND IN A SMALL PORTION OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 22, TOWNSHIP 10 SOUTH, RANGE 8 EAST OF THE SIXTH PRINCIPAL MERIDIAN, IN RILEY COUNTY, KANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22, SAID CORNER BEING MARKED BY A 1/2" IRON BAR; THENCE EASTERLY ALONG THE NORTH LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22 ON AN ASSUMED BEARING OF SOUTH 89 DEGREES 43 MINUTES 56 SECONDS EAST A DISTANCE OF 342.35 FEET TO A POINT MARKED BY A 1/2" IRON BAR; THENCE LEAVING SAID NORTH LINE SOUTHERLY ON A BEARING OF SOUTH 00 DEGREES 52 MINUTES 39 SECONDS EAST A DISTANCE OF 852.85 FEET TO A POINT MARKED BY A 1/2" IRON BAR ON THE NORTHERLY RIGHT OF WAY LINE OF STATE HIGHWAY K-18; THENCE NORTHWESTERLY ALONG SAID NORTHERLY RIGHT OF WAY LINE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 5593.85 FEET AN ARC LENGTH OF 546.52 FEET, THE CHORD OF SAID CURVE BEARS NORTH 39 DEGREES 39 MINUTES 44 SECONDS WEST WITH A CHORD LENGTH OF 546.31 FEET TO A POINT MARKED BY A 1/2" IRON BAR ON THE WEST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22; THENCE CONTINUING NORTHWESTERLY ALONG SAID NORTHERLY RIGHT OF WAY LINE ON A BEARING OF NORTH 42 DEGREES 15 MINUTES 24 SECONDS WEST A DISTANCE OF 30.26 FEET TO A POINT MARKED BY A 1/2" IRON BAR AT THE SOUTHERLY CORNER OF LOT 4 OF LITTLE VALLEY ADDITION; THENCE LEAVING SAID NORTHERLY RIGHT OF WAY LINE NORTHERLY ALONG THE EAST LINE OF SAID LOT 4 ON A BEARING OF NORTH 00 DEGREES 53 MINUTES 15 SECONDS WEST A DISTANCE OF 411.54 FEET TO A POINT ON THE NORTH LINE OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22; THENCE EASTERLY ALONG SAID NORTH LINE ON A BEARING OF SOUTH 89 DEGREES 43 MINUTES 39 SECONDS EAST A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING, CONTAINING 6.78 ACRES IN AGGREGATE, SUBJECT TO THE RIGHT OF WAY OF MOORE'S LANE ON THE NORTH SIDE THEREOF AND SUBJECT TO ANY OTHER EASEMENTS AND RESTRICTIONS OF RECORD.

CERTIFICATION:

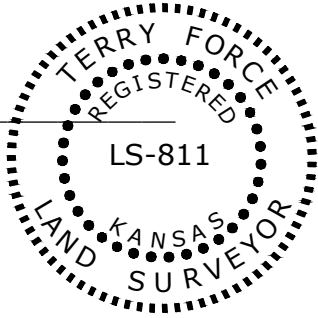
State of Kansas }
County of Riley } SS:

I the undersigned do hereby certify that I am a registered Land Surveyor in the State of Kansas, with experience and proficiency in land surveying; and that the heretofore described property was surveyed and subdivided by me, or under my supervision, that all subdivision regulations of Riley County, Kansas, have been complied with in the preparation of this plat, and that all the monuments shown herein actually exist and their positions are correctly shown to the best of my knowledge and belief.

Given under my hand and seal at Manhattan, Kansas this _____ day

of _____, 2021, A.D.

Terry Force, R.L.S. 811



CERTIFICATE OF THE REGISTER OF DEEDS

State of Kansas }
County of Riley } SS:

This instrument was filed for record on the _____ day of _____ A.D. 2021, at _____ O'clock _____ M. and duly recorded in Book _____ on Page _____.

Register of Deeds

Deputy

OWNER:

DANIEL SHARP
615 Gross Street
Manhattan, Kansas 66502
785-556-0860

SURVEYOR:

Force Land Surveying
Terry Force
342 Main Street
Wheaton, Kansas 66521
(785) 396-4480

FINAL PLAT
LITTLE VALLEY ADDITION UNIT 3
A Replat of Lot 4 of Little Valley Addition and a portion of the Southwest Quarter of Section 22, Township 10 South, Range 8 East of the Sixth Principal Meridian in Riley County, Kansas



PREPARED BY
TERRY FORCE, RLS
342 MAIN STREET
WHEATON, KANSAS 66521

Phone: 785-396-4480
Email: tforce@bluevalley.net

MAY 2021

PROJECT NUMBER 99333

EXCERPT OF MINUTES RILEY COUNTY PLANNING BOARD

May 10, 2021

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Sharp – Plat & Rezone

Vice Chair Hoobler opened the public hearing at the request of Daniel Sharp, petitioner and owner, to rezone two unplatted tracts of land from “AG” (Agricultural District) to “SF-4” (Single Family Residential) and plat/replat said tracts together with Lot 4 of Little Valley Addition, into a single lot in Manhattan Township, Section 22, Township 10 South, Range 8 East in Riley County, Kansas.

Bob Isaac presented the request and described the background, location and physical background. He explained the western portion of the subject property was platted as Lot 4 of Little Valley Addition in September 1985 and rezoned from “G-1” (General Agricultural) to “A-4” (Single Family Residential). He said until recently, the lot was developed with a single mobile home, served by an on-site water well and septic tank/lateral sanitary sewer system. He said the remainder of the subject property is unplatted, undeveloped and zoned “AG” (Agricultural District). Mr. Isaac explained the applicant wishes to construct a residence, as permitted, on existing Lot 4; however, due to the need to place the residence in the preferred location and meet the requirements of the Riley County Sanitary Code, it was necessary to expand the size of the lot and eliminate the property boundaries between Lot 4 and the unplatted tracts situated east of the lot. Mr. Isaac reviewed the floodplain map and said a large portion of the subject property is located with the 1% annual chance floodplain shown in red hatch on the map. He said the 0.2% annual chance floodplain is not considered part of the regulatory floodplain. Mr. Isaac said the area in which applicant wishes to develop is outside the regulatory floodplain. Mr. Isaac went onto explain that the applicant will be clearing out trees, dead fall and extraneous vegetation in order to develop the property.

Mr. Isaac said the applicant stated that he eventually will phase out the lease arrangement with the neighboring farmer using his property for crop production in order to plant several trees that will serve as an audio and visual buffer from Zeandale Road.

Staff recommended that the Planning Board forward a recommendation of approval of the rezoning request to the Board of County Commissioners of Riley County, as it was determined that the request is in general conformance with the comprehensive plan and that it met the minimum requirements of the Riley County Subdivision Regulations, Zoning Regulations and the Sanitary Code.

Staff also recommended that the Planning Board approve the Concurrent Plat of Little Valley Addition Unit Three, as it was determined that all requirements of the Riley County Subdivision Regulations, Zoning Regulations and the Sanitary Code have been met.

John Wienck said Mr. Isaac didn’t mention anything about the agricultural buffers.

Mr. Isaac said the applicant is also seeking approval by the Planning Board for a reduction of the required agricultural buffer from 200-ft. to 100-ft., from the east property line, and a reduction from 200-ft. to 50-ft., from the north property line. He explained the reasons for the request stems from the limited building area of the proposed lot caused by the 80-foot from centerline building setback along K-18 Highway (Zeandale Road) and the large amount of the property located within the floodplain.

Attachment: Minutes RCPB (10845 : Rezone & Plat Little Valley Addition Unit 3)

Vice Chair Hoobler opened the public hearing and asked if the applicant wanted to speak.

Daniel Sharp stated he purchased the property to build a single room cabin-style home with some privacy. He said for the last six months he has been clearing out a lot of the overgrowth, garbage and cleaning up the property.

There were no proponents or opponents.

Nathan Larson moved to close the public hearing. John Wienck seconded. Carried 3-0.

John Wienck moved to forward a recommendation of approval of the request to the Board of County Commissioners to rezone a portion of the subject property from "AG" (Agricultural District) to "SF-4" (Single Family Residential). Nathan Larson seconded. Carried 3-0.

John Wienck moved to approve the final plat of Little Valley Addition Unit 3, as it had been determined to meet the requirements of the Riley County Subdivision Regulations. John Wienck seconded. Motion carried 3-0.

Mr. Isaac announced that the Board of County Commissioners would hear the request on May 27, 2021, at 10:30 am, in the County Commission Chambers.

RESOLUTION NO. 052721

RESOLUTION AMENDING THE ZONING MAP OF RILEY COUNTY CONCERNING THE USE OF CERTAIN REAL ESTATE LOCATED IN MANHATTAN TOWNSHIP

WHEREAS, pursuant to the provision of Section 23 of the Zoning Regulations of Riley County, Kansas, Daniel E Sharp, petitioner, and Daniel E Sharp, owner, has\have requested that the classification of the below described Riley County real property, be changed from Zone “AG” (Agricultural District) to Zone “SF-4” (SF-4 Single Family Residential); and

WHEREAS, Riley County Planning Board, after appropriate notice conducted a public hearing on May 10, 2021; and

WHEREAS, the Riley County Planning Board has submitted its recommendation and report to the Board of Commissioners of Riley County, Kansas, recommending APPROVAL of the application;

WHEREAS, More than 14 days have elapsed since the conclusion of the public hearing on the application and no valid protest against the proposal signed and acknowledged by owners of 20% or more of the property proposed to be rezoned or 20% of the total area which is located within 1,000 feet of the boundaries of the property proposed to be rezoned has been filed has been filed with the County Clerk of Riley County, Kansas, and all information presented has been carefully considered by the Board of Commissioners of Riley County, Kansas.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF RILEY COUNTY, KANSAS:

Section 1. That the facts set forth in the Planner's staff report and the recommendation of the Riley County Planning Board filed in the office of the Planning and Development Department have been received and considered by the Board of Commissioners of Riley County, Kansas and have been determined to be the controlling facts concerning the application.

Section 2. The request was found to be consistent with one or more of the following criteria as set forth in Golden v. City of Overland Park, 224 K. 591, 584 P.2d 130:

- a. The rezoning is compatible with the character of the neighborhood.
- b. The rezoning is compatible with the zoning and uses of properties nearby.
- c. The subject property is not suitable for the uses allowed by the current zoning.
- d. Removal of the current restrictions by rezoning will not detrimentally affect nearby property.

- e. The subject property has remained vacant as zoned for a substantial time period.
- f. The gain to the public health, safety and welfare by denying rezoning is not as great as the hardship imposed upon the individual landowner.
- g. The rezoning is consistent with the recommendations of permanent or professional staff.
- h. The rezoning conforms to the adopted comprehensive plan.
- i. The rezoning will not detrimentally affect the conservation of the natural resources of the County.
- j. The rezoning will result in the efficient expenditure of public funds.
- k. The rezoning will promote the health, safety, convenience, prosperity and general welfare of the inhabitants of the County.
- l. The rezoning is consistent with the recommendation of the Planning Board.

The zoning classification of the following described real estate in Riley County, Kansas:

LOT FOUR (4), IN LITTLE VALLEY ADDITION, RILEY COUNTY, KANSAS, AND A TRACT OF LAND LOCATED IN THE EAST HALF AND IN A SMALL PORTION OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 22, TOWNSHIP 10 SOUTH, RANGE 8 EAST OF THE SIXTH PRINCIPAL MERIDIAN, IN RILEY COUNTY, KANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHEAST CORNER OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22, SAID CORNER BEING MARKED BY A ½" IRON BAR; THENCE EASTERLY ALONG THE NORTH LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22 ON AN ASSUMED BEARING OF SOUTH 89 DEGREES 43 MINUTES 56 SECONDS EAST A DISTANCE OF 342.35 FEET TO A POINT MARKED BY A ½" IRON BAR; THENCE LEAVING SAID NORTH LINE SOUTHERLY ON A BEARING OF SOUTH 00 DEGREES 52 MINUTES 39 SECONDS EAST A DISTANCE OF 852.85 FEET TO A POINT MARKED BY A ½" IRON BAR ON THE NORTHERLY RIGHT OF WAY LINE OF STATE HIGHWAY K-18; THENCE NORTHWESTERLY ALONG SAID NORTHERLY RIGHT OF WAY LINE ALONG A CURVE TO THE LEFT HAVING A RADIUS OF 5593.85 FEET AN ARC LENGTH OF 546.52 FEET, THE CHORD OF SAID CURVE BEARS NORTH 39 DEGREES 39 MINUTES 44 SECONDS WEST WITH A CHORD LENGTH OF 546.31 FEET TO A POINT MARKED BY A ½" IRON BAR ON THE WEST LINE OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22; THENCE CONTINUING NORTHWESTERLY ALONG SAID NORTHERLY RIGHT OF WAY LINE ON A BEARING OF NORTH 42 DEGREES 15 MINUTES 24 SECONDS WEST A DISTANCE OF 30.26 FEET TO A POINT MARKED BY A ½" IRON BAR AT THE SOUTHERLY CORNER OF LOT 4 OF LITTLE VALLEY ADDITION; THENCE LEAVING SAID NORTHERLY RIGHT OF WAY LINE NORTHERLY ALONG THE EAST LINE OF SAID LOT 4 ON A BEARING OF NORTH 00 DEGREES 53 MINUTES 15 SECONDS WEST A DISTANCE OF 411.54 FEET TO A POINT ON THE NORTH LINE OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 22; THENCE EASTERLY ALONG SAID NORTH LINE ON A BEARING OF SOUTH 89 DEGREES 43 MINUTES 39 SECONDS EAST A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING, CONTAINING 5.19 ACRES, SUBJECT TO THE RIGHT OF WAY OF MOORE'S

ROAD ON THE NORTH SIDE THEREOF AND SUBJECT TO ANY OTHER
EASEMENTS AND RESTRICTIONS OF RECORD.

is hereby changed from Zone “AG” (Agricultural District) to Zone “SF-4” (SF-4 Single Family Residential), that the Riley County Official Zoning Map shall be changed to reflect the amendment, that the original resolution incorporating the said official map by reference is hereby amended and that said official map be reincorporated by reference as amended.

This resolution shall take effect and be in force from and after its publication in the official county newspaper.

GRANTED this 27th day of May, 2021

BOARD OF COMMISSIONERS
OF RILEY COUNTY, KANSAS

John Ford, Chair

Greg McKinley, Vice Chair

Kathryn G. Focke, Member

ATTEST:

Rich Vargo, Riley County Clerk

Attachment: Rezone Resolution (10845 : Rezone & Plat Little Valley Addition Unit 3)

RESOLUTION NO. 052721**A RESOLUTION APPROVING THE LITTLE VALEY VALLEY ADDITION UNIT 3
AND ACCEPTING THE STREET RIGHTS OF WAY, EASEMENTS AND LICENSES
AS SHOWN TO BE DEDICATED ON SAID PLAT**

WHEREAS, the Board of Commissioners of Riley County, Kansas, has been presented for approval of the ; and

WHEREAS, the Board finds that all legal requirements have been met for approval of said plat; and

WHEREAS, the Riley County Planning & Development Department has reviewed said plat and found it to be in compliance with the Riley County Sanitary Code; and

WHEREAS, the Riley County Planning Board, after appropriate notice, conducted a public hearing on May 10, 2021; and

WHEREAS, the Riley County Planning Board, after making a determination that said plat meets the minimum requirements of the Riley County Subdivision Regulations, approved said plat; and

WHEREAS, all required signatures have been obtained.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
COMMISSIONERS OF RILEY COUNTY, KANSAS:**

That the Little Valley Addition Unit 3 plat is hereby approved, and the Board of Commissioners of Riley County, Kansas hereby accepts all street rights of way, easements and licenses, as dedicated thereon.

Adopted this 27th day of May, 2021.

BOARD OF COMMISSIONERS
OF RILEY COUNTY, KANSAS

John Ford, Chair

Greg McKinley, Vice Chair

Kathryn G. Focke, Member

ATTEST:

Rich Vargo, Riley County Clerk

Attachment: Resolution Plat (10845 : Rezone & Plat Little Valley Addition Unit 3)