

**Abilene Planning Commission Minutes**  
**Abilene Public Library**  
**209 NW 4<sup>th</sup> St., Abilene, KS**  
**March 7, 2023 at 4:00 p.m.**



**1. Call to Order by Chair Sawyer at 4:00 p.m.**

**2. Roll Call**

Planning Commissioners Present: Chair Travis Sawyer, Vice Chair Bill Marshall, Rod Boyd, Helen Rose, Matt Mead, Eric Anderson

Absent: Brenda Finn Bowers

Staff Present: Community Development Director Kari Zook, Administrative Assistant Kellie Olson, City Manager Ron Marsh

Public Present: Fred Lewis, David Foster, Debra Foster

**3. Approval of Agenda**

Motion by Marshall to approve the agenda, seconded by Boyd. Motion carried unanimously 6-0.

**4. Minutes**

Motion by Boyd to approve the February 7, 2023 minutes as written, seconded by Marshall. Motion carried unanimously 6-0.

**Business**

**5. Introduction of new Planning Commissioner, Eric Anderson**

**6. Public hearing for PC 23-3, a conditional use permit request from Holt Motors, LLC, to allow a motor vehicle repair and body shop at 209 Texas St.**

The staff report and recommendation were discussed. The zoning regulations state "Motor vehicle repair and body shops, provided all work shall be performed and all materials shall be stored within an enclosed building" as a permitted use in the C-4 district with an approved conditional use permit. Chair Sawyer opened the public hearing at 4:10 p.m. Fred Lewis, owner of Holt Motors, LLC, was present to discuss the business's second location and to answer questions. No public was in attendance; thus, no comments were received. Chair Sawyer closed the public hearing at 4:12 p.m.

Motion by Mead to recommend approval of the conditional use permit request, seconded by Rose.

Motion carried unanimously 6-0. This recommendation will be forwarded to the City Commission for final approval. The study session will be held on March 20, 2023, at 4:00 p.m. The commission meeting will be held on March 27, 2023, at 4:00 p.m.

**7. Comprehensive Plan – Foster Design Associates**

David Foster and Debra Foster were present to discuss the process, timeline, and role of the Planning Commissioners for the 2024-2045 Comprehensive Plan. Items discussed included the extra-territorial jurisdiction, future land use map, quality of life aspects of the community, and community engagement ideas for gaining citizen involvement.

## 8. Planning Commission Comments and Staff Updates

With the addition of Eric Anderson, the Planning Commission now has a full board.

## 9. Adjournment

Motion by Marshall to adjourn at 5:07 p.m., seconded by Mead. Rose departed the meeting at 4:55 p.m.

Motion carried unanimously 5-0.

ATTEST:

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Travis Sawyer, Chair

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Kari Zook  
Community Development Director

UNAPPROVED