

STERLING PLANNING COMMISSION
SPECIAL MEETING
MINUTES
7/2/2025

The Sterling Board of Planning Commissioners met in a special session on Wednesday, July 2, 2025, at 5:15 P.M in the meeting room at City Hall. Those present were Jed Miller, Chairman; Kash Farney, Jeff Lauder milk, and James Silman, Planning Commissioners; Ian Hutcheson, Zoning Administrator / Subdivision Administrator / City Manager; Brian Foster, Manhattan Office Manager / Corporate Treasurer, BG Consultants; Kathy Booth, and Bob Booth, Public. David Wilson, Vice-Chairman; Brennan Sterling, Secretary; Joe Jacob, Planning Commissioner were absent.

Chairman Miller called the meeting to order.

APPROVAL OF AGENDA:

Commissioner Lauder milk moved, and Commissioner Silman seconded to approve the agenda. The motion carried 4-0.

CONSENT AGENDA:

1. Approval of minutes.
 - a. Planning Commission Regular Meeting February 20, 2025.

Commissioner Silman moved, and Commissioner Lauder milk seconded to approve the Consent Agenda as presented. Motion carried 4-0.

BUSINESS OF THE SPECIAL MEETING:

1. Approve preliminary plat for City of Sterling Industrial Park 1.

Subdivision Administrator Hutcheson presented background on the proposed preliminary plat. On March 28, 2024, a development agreement for the construction of a new manufacturing and headquarters facility operated by KMW in Sterling was signed between the City, KMW, Ltd. and Rice County. On July 25, the land on which the new facility will be located was purchased by the City. On August 19, the unincorporated land which was previously within Rice County was annexed into the city limits. On February 20, 2025, the Planning Commission held a public hearing on a proposed zoning district change for a portion of the land from County Agricultural (AG) to City Industrial (I-1) and recommended approval of the change to the City Commission. On March 17, an ordinance approving the zoning district change was approved by the City Commission.

Hutcheson continued that on June 25, the City received two copies of the preliminary plat for the City of Sterling Industrial Park 1 from BG Consultants. The industrial park corresponds to the KMW expansion project site. The preliminary plat, a second version of the preliminary plat with the KMW facility overlaid, and the application for preliminary plat approval for the industrial park were included in agenda packet.

Hutcheson explained that a preliminary plat is a document which displays the proposed subdivision of a property and important planning, zoning and engineering features such as rights-of-way, utilities and drainage. Once a preliminary plat is approved by the Planning Commission, a final plat may be applied for. A final plat

BUSINESS OF THE SPECIAL MEETING (cont.):

incorporates any stipulated amendments to the preliminary plans.

Hutcheson discussed that Articles 4 and 5 of the City's Subdivision Regulations outline the contents of and procedures for approving preliminary plats. The Subdivision Administrator has reviewed the materials submitted by the applicants and found them to satisfy the content requirements for preliminary plats outlined in Section 5-100.

Brian Foster, Manhattan Office Manager / Corporate Treasurer for BG Consultants explained different aspects of the preliminary plat that his company developed. Foster and Hutcheson answered questions from the Commissioners and the members of the public present. The proposed zoning changes which BG Consultants recommended be made with the approval of the plat were discussed. It was agreed upon by the Commissioners that further zoning changes in the area might require separate public notice to be given, and that no zoning changes should be made with the approval of the plats. The Commissioners also discussed their desire to see further studies on the impact of KMW's planned development of the platted area, notably drainage studies of how stormwater runoff might impact neighboring areas. Hutcheson explained that these studies would be included in the site plan review of the KMW facility, and that a site plan approved by the Planning Commission will be required before a building permit for the facility can be issued.

Hutcheson recommended the Planning Commission conditionally approve the preliminary plat for the City of Sterling Industrial Park 1, with the condition that no zoning changes be made with approving the preliminary plat.

Commissioner Silman moved, and Commissioner Farney seconded to approve the preliminary plat for the City of Sterling Industrial Park 1, with the condition that no zoning changes be made with approving the preliminary plat. The motion carried 4-0.

2. Approve final plat for City of Sterling Industrial Park 1.

Hutcheson explained that much of the same information presented on the preliminary plat pertains to the final plat. A final plat is a document which displays the proposed subdivision of a property and important planning, zoning and engineering features such as rights-of-way, utilities and drainage. Once a preliminary plat is approved by the Planning Commission, a final plat may be applied for. The Subdivision Administrator has reviewed the materials submitted by the applicants and found them to satisfy the content requirements for preliminary plats outlined in Section 5-101.

Hutcheson recommended the Planning Commission conditionally approve the final plat for the City of Sterling Industrial Park 1, with the condition that no zoning changes be made with approving the final plat.

BUSINESS OF THE SPECIAL MEETING (cont.):

Commissioner Laudermilk moved, and Commissioner Farney seconded to approve the final plat for the City of Sterling Industrial Park 1, with the condition that no zoning changes be made with approving the final plat. The motion carried 4-0.

ADJOURNMENT: There being no further business to come before the Planning Commission, it was moved by Commissioner Laudermilk, and seconded by Commissioner Silman to adjourn. The motion carried 4-0.

A handwritten signature in black ink, appearing to read 'Jed Miller', is written over a horizontal line.

Jed Miller, Chairman