

INDEPENDENCE CITY COMMISSION

REGULAR SESSION AGENDA

May 23, 2024

5:30 PM

Civic Center Memorial Hall

To listen by conference call:
1 785-289-4727 Conference ID: 569 533 576#

The Agenda shall be as follows:

I. REGULAR SESSION

- A. Call to Order
- B. Pledge of Allegiance to the United States of America
- C. Adoption of Agenda

II. CONSENT AGENDA

(*Consent* is that class of Commission action that requires no further discussion or which is routine in nature. All items on the Consent Agenda are adopted by a single motion unless removed from the Consent Agenda.)

- A. Consider approving City Commission minutes from May 9th and 15th, 2024
- B. Consider adopting the latest version of the Personnel Rules and Regulations.
- C. Consider approving Central Park Sports Complex Change Orders.
- D. Consider authorizing an agreement with William M. and Amy L. Reichenberger to lease property for the purpose of haying only.
- E. Consider Addendum #1 with Kwikom relating to release of liability and waiver of claims due to decreasing the depth from 36" to 24" of their buried fiber optic cable.

III. ITEMS FOR COMMISSION ACTION

- A. Consider adopting an ordinance approving the recommendation of the Planning Commission to adopt a Community Development/Comprehensive Plan.
- B. Consider adopting an ordinance rezoning a tract of land at 401 South 13th Street from R-2, single-family dwelling district to C-1, neighborhood business district; and consider adopting a resolution for a conditional use permit for "Restaurant" in a C-1, neighborhood business district.
- C. Consider adopting an ordinance relating to "Shipping containers" in the C-4, highway commercial district.

IV. PUBLIC HEARING

- A. Public Hearing to consider condemnation of 200 ARCO Place as dangerous and unsafe.

V. APPOINTMENTS

- A. Tree Board -- Reappoint Twila Hawthorne
- B. Landbank Board -- Reappoint Lori Wesselowski, John Heckman, and Gary Hogsett to second terms.
- C. MCEDA - Appoint Chuck Goad

VI. PROCLAMATION

- A. Consider proclaiming June 8, 2024 as Miss Able's Summer Blastoff Day.

VII. REPORTS

A. City Board Minutes

B. Projects and Public Works Report

C. Kansas Preservation Alliance Awards for Excellence for 1916 City Hall presented on May 17th, 2024.

VIII. CITY MANAGER'S COMMENTS

IX. COMMISSIONERS' COMMENTS

X. PUBLIC CONCERNS

XI. ADJOURNMENT



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department City Clerk

Director Approval Lacey Lies

AGENDA ITEM Consider approving City Commission minutes from May 9th and 15th, 2024

SUMMARY RECOMMENDATION Approve the minutes.

BACKGROUND

FINANCIAL INFORMATION

SUGGESTED MOTION I move to approve the minutes from May 9th and 15th, 2024

SUPPORTING DOCUMENTS

1. May 9 2024 - Minutes
2. May 15 2024 - Special Meeting Minutes

Minutes of the City Commission's May 9, 2024 Meeting

I. REGULAR SESSION

Commissioners Present: Mayor Tim Emert, Vice-Mayor Scott Smith and Commissioner Dean Hayse

City Staff Present: Kelly Passauer, City Manager; David Cowan, Assistant City Manager; Jeff Chubb, City Attorney; David Schwenker, City Clerk/City Treasurer; Shawn Wallis, Fire/EMS Chief; Dustin Stafford, Police Officer, April Nutt, Director of Housing Authority and Lacey Lies, Finance Director.

Visitors Present: Larry McHugh, Brea Sanford, Chris Mitchell and Linda Follett.

A. Call to Order

Mayor Emert called the meeting to order.

B. Pledge of Allegiance to the United States of America

C. Adoption of Agenda

Motion:

On the motion of Scott Smith, seconded by Tim Emert, the Commission approved the agenda.

Aye: Tim Emert, Dean Hayse, Scott Smith

Nay: None

II. CONSENT AGENDA

Motion:

On the motion of Dean Hayse, seconded by Scott Smith, the Commission approved the consent agenda.

Aye: Tim Emert, Dean Hayse, Scott Smith

Nay: None

A. Consider approving City Commission minutes from April 11th, 16th and 25th, 2024

Suggested Motion:

I move to approve the minutes from April 11th, 16th and 25th, 2024.

Minutes of the City Commission's May 9, 2024 Meeting

- B. Consider approval of railroad crossing grant.

The City was approached by the South Kansas and Oklahoma Railroad Company (SKOL) to execute a contract with them and KDOT. This contract requires the City to install and maintain two new railroad crossing signs, but fully pays for new railway-highway crossing signals and gates at the intersection of the SKOL railroad and 21st Street.

Suggested Motion:

I move to authorize execution of the contract between SKOL, KDOT, and the City.

- C. Consider adopting an ordinance to modify water rates by adding a new tier based on consumption for outside City customers.

The City has nearly completed the new pipeline to serve Bartlett via Rural Water District #6. Per our contract, we have a new tier for water consumers outside the city limits that consume more than 6,300,000 gallons per month. Per our contract, the initial rate for this water consumption tier is \$5.00 per thousand gallons. The new outside rate structure would become:

Proposed Outside Rates:

First 1,000	\$ 24.95
Next 9,000	\$ 11.57
Next 50,000	\$ 9.66
Next 500,000	\$ 8.90
Next 750,000	\$ 7.02
Next 4,990,000	\$ 6.36
Over 6,300,000	\$ 5.00

Suggested Motion:

I move to adopt an ordinance prepared by the City Attorney modifying water rates as proposed.

- D. Consider issuing bid documents for the 2024 Mill and Overlay Project.

Annually, the City plans to mill and overlay a portion of the streets to maintain adequate driving surfaces. The primary focus is on major streets that receive significant amounts of traffic, and Oak Street from N. Penn to 13th is an area that receives significant traffic but has pavement failure evident in multiple locations. Also included in the bid quantities are

approximately 250 tons of pavement for application in lower traffic, local streets in up to five locations where there has been significant pavement failure.

Bids will be opened on June 6, 2024 at 10 A.M.

Suggested Motion:

I move to approve issuance of bid documents for the 2024 Mill and Overlay Project.

III. APPOINTMENTS

A. Tree Board -- One Resignation

We have had one resignation from the Tree Board. The purpose of the Tree Board is to honor the city's rich history of enjoying and preserving local natural resources, and to promote and protect the public health, safety and general welfare by providing for the development of a community forestry plan to address the planting, maintenance and removal of trees located on public property, or which encroach upon public property, and to enhance the natural beauty of the community. For more information about this board, contact Scott Patton at ScottP@IndependenceKs.gov or 620-332-2512; or visit this link: [Tree Board Ordinance](#)

Applications to fill this vacancy are due by Noon on May 16, 2024, and you may apply at this link: [City Board Application](#)

If you have trouble with the online form, please contact KellyP@IndependenceKs.gov or 620-332-2506 for a paper version.

Minutes of the City Commission's May 9, 2024 Meeting

TREE BOARD (2 year terms for appointments before 2/8/2024 then 4 year terms -- 7 members)			
Members	Term	Expires	Appointed/Eligible
Twila Hawthorne	3rd term	6/1/2024	1/24/2019
Krystal Sumner	1st term	6/1/2024	6/9/2022 Resigned 04/25/2024
Michelle Avery	5th term	6/1/2025	6/8/2017
Amy Hilyard	1st term*	6/1/2025	Appointed 10/13/2022
Leslie Fox	5th term	6/1/2025	6/8/2017
England Porter	3rd term	1/1/2025	3/28/2019
Leslie Woods	1st term	1/1/2025	3/9/2023 Replaced William MacRae
Meeting Place: Veterans Room, Memorial Hall Meeting Date: By appointment Meeting Time: By appointment			

IV. PRESENTATIONS

- A. Presentation from Southeast Kansas Community Action Program (SEK-CAP) to consider including in the 2025 budget funds for General Public Transportation.

SEK-CAP would like to address the Commission concerning requesting the 2025 budget include \$3,000 in funds for General Public Transportation. They understand that the City's budget does not start until January 1, 2025, so any approved funds would not be available until after that date.

V. PROCLAMATIONS

- A. Consider proclaiming May 12th - 18th as Police Week.

In 1962, President John F. Kennedy signed a proclamation designating May 15th as Peace Officers Memorial Day and that week Police Week.

Motion:

On the motion of Scott Smith, seconded by Dean Hayse, the Commission proclaimed May 12th through May 18th as Police Week in Independence in recognition of the commitment to excellence the members of the Independence Police Department demonstrate every day.

Aye: Tim Emert, Dean Hayse, Scott Smith

Nay: None

Minutes of the City Commission's May 9, 2024 Meeting

- B. Consider proclaiming May 19th - 25th as EMS Week.

Since its inception in 1974, EMS Week has stood as an annual tribute to the tireless efforts and unwavering dedication of Emergency Medical Services practitioners. Celebrated during the third week of May, this week underlines the pivotal role these professionals play in saving lives, preserving public health and safety, and supporting their communities.

The origins of EMS Week date back to 1974 when President Gerald Ford established the first "National Emergency Medical Services Week". The goal was to recognize the vital work of EMS practitioners and raise public awareness about EMS. Today, EMS Week is celebrated annually with various events and activities that honor the achievements of EMS practitioners, highlight the importance of EMS in healthcare, and increase awareness of the challenges and issues faced by the EMS community. This is the 50th anniversary of EMS Week.

Motion:

On the motion of Tim Emert, seconded by Dean Hayse, the Commission proclaimed May 19th - 25th, 2024 as EMS Week.

Aye: Tim Emert, Dean Hayse, Scott Smith

Nay: None

VI. ITEMS FOR COMMISSION ACTION

- A. Consider setting the date of July 11, 2024, for a Public Hearing to consider the condemnation of 1041 N. 11th as dangerous and unsafe.

On February 20, 2024, a structure fire at 1041 N. 11th caused extensive damage to the residence. City staff recommends setting July 11, 2024, at 5:30 PM for a Public Hearing to consider condemning the structure as dangerous and unsafe.

Motion:

On the motion of Scott Smith, seconded by Dean Hayse, the Commission adopted a resolution setting July 11, 2024 at 5:30 PM for a public hearing to consider the condemnation of 1041 North 11th Street as dangerous and unsafe.

Aye: Tim Emert, Dean Hayse, Scott Smith

Minutes of the City Commission's May 9, 2024 Meeting

Nay: None

VII. REPORTS

A. City Board Minutes

1. April 17, 2024 Recreation Commission Minutes

B. Appropriations December 2023 - March 2024

C. Sales Tax Reports, January - April 2024

D. 1st Quarter 2024 Treasurer's Report

VIII. CITY MANAGER'S COMMENTS

City Manager Passauer reviewed the Planning Commission meeting that happened earlier in the week, and recognized City employees for public service week.

IX. COMMISSIONERS' COMMENTS

Commissioner Hayse thanked the employees for the invite to the picnic and also thanked them for their service.

Commissioner Smith also attended the picnic and thanked the employees as well.

Mayor Emert expressed interest in the recent flooding issues or lack thereof at the Central Park Sports Complex.

X. PUBLIC CONCERNS

None.

XI. ADJOURNMENT

Motion:

On the motion of Scott Smith, seconded by Dean Hayse, the Commission adjourned the meeting.

Minutes of the City Commission's May 9, 2024 Meeting

Aye: Tim Emert, Dean Hayse, Scott Smith

Nay: None

Tim Emert, Mayor

Dean A. Hayse, Commissioner

Scott Smith, Commissioner

Attest:

City Clerk/Treasurer

Minutes of the City Commission's May 15, 2024 Meeting

I. SPECIAL SESSION

Commissioners Present: Mayor Tim Emert, Commissioner Dean Hayse and Vice-Mayor Scott Smith by phone

City Staff Present: Kelly Passauer, City Manager; David Cowan, Assistant City Manager; David Schwenker, City Clerk/City Treasurer and Lacey Lies, Finance Director.

Visitors Present: Chuck Goad.

A. Call to Order

Mayor Emert called the meeting to order.

II. EXECUTIVE SESSION

A. Data relating to financial affairs or trade secrets of second parties.

Motion:

On the motion of Tim Emert, seconded by Dean Hayse, the Commission recessed for an executive session concerning confidential data relating to financial affairs and/or trade secrets of a company pursuant to the exception found at K.S.A. 75-4319(b)(4). The open meeting will resume at 9:21 a.m.

Aye: Tim Emert, Dean Hayse, Scott Smith

Nay: None

The open meeting resumed at 9:21 with no action taken.

III. ITEMS FOR DISCUSSION

A. Budget Worksession.

Director Lies led the discussion.

IV. ADJOURNMENT

Motion:

On the motion of Tim Emert, seconded by Dean Hayse, the Commission adjourned the meeting.

Minutes of the City Commission's May 15, 2024 Meeting

Aye: Tim Emert, Dean Hayse, Scott Smith
Nay: None

Tim Emert, Mayor

Dean A. Hayse, Commissioner

Scott Smith, Commissioner

Attest:

City Clerk/Treasurer



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM Consider adopting the latest version of the Personnel Rules and Regulations.

SUMMARY RECOMMENDATION Adopt the updated Personnel Rules and Regulations.

BACKGROUND We have been working on reformatting and updating the Personnel Rules and Regulations for several months, working with labor attorneys and others. The attached Personnel Rules and Regulations have been updated to reflect multiple policy changes approved either by the City Commission or the City Manager.

FINANCIAL INFORMATION The waiting period for using vacation time was shortened from six to three months. Also, the minimum vacation provided to Department Heads was modified to a minimum of three weeks annually. These modifications were made for recruitment and retention and will minimally impact the overall budget.

SUGGESTED MOTION I move to adopt the Personnel Rules and Regulations as updated.

SUPPORTING DOCUMENTS

1. Employee Handbook-05232024

CITY OF INDEPENDENCE



PERSONNEL RULES AND REGULATIONS

INTRODUCTION

The policies stated in this handbook are intended as guidelines only and are subject to change at the sole discretion of the City Manager or City Commission following procedures provided for in this handbook. This handbook should not be construed as and does not constitute a contract guaranteeing employment for any specific duration. Although we hope that your employment relationship with the City is long-term, either you or the City may terminate this relationship at any time, for any reason, with or without cause or notice. Please understand that no supervisor, manager or representative of the City has the authority to enter into any agreement with you for employment for any specified period of time or to make any promises or commitments.

- A. The following rules, regulations, and other provisions for personnel administration herein are established to support the City's policy that:
- B. All citizens be provided fair treatment and equal access to and from the government, without any appearance or element of discrimination or favor or consideration of any special interest.
- C. All official actions taken in the performance of government duties or responsibilities be motivated by service of the public interest and protection of the public trust without any regard for personal achievement, aggrandizement, or personal benefit.
- D. All persons who act for or represent the interest of the City adhere to the highest standards of ethical conduct in the performance of their duties.
- E. The policies and procedures for operation of the City government provide for efficient and cost-effective service, responsive to the public interest, which will preserve and promote confidence in government and the integrity of its members.

As a City employee, it is essential that you familiarize yourself with the City's Mission, Vision, and Values. Each is set forth below for your future reference:

MISSION STATEMENT

Excellence in providing municipal services to our residents, visitors and business community to foster a high quality of life.

STRATEGIC VISION

Service Excellence - Continuous Improvement - Teamwork

VALUES

We recognize and value a diverse workforce committed to serving the community. We value and believe in:

- **Integrity** - The Power of Honesty
- **Commitment** - The Power of Responsibility
- **Excellence** – The Power of Quality
- **Teamwork** – The Power of Working Together

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Article A. General Provisions

A.1 Rules Established.

The following rules, regulations and other provisions for personnel administration in the City of Independence are established to:

- a) Promote and increase the efficiency and effectiveness of City services.
- b) Establish and promote high morale among City employees by providing good working relationships, uniform personnel policies, and an opportunity for advancement without regard to race, color, sex, disability, religion, age, national origin or ancestry.
- c) Establish and maintain a uniform plan of performance evaluation and compensation based upon the relative duties and responsibilities of each position to assure a fair and equitable wage or salary to all employees.

A.2 Nature of Employer-Employee Relationship.

While it is the desire of the City to provide employment opportunities to retain qualified employees in City service, all employment with the City is at will. This means that either the employee or the City may terminate the employment relationship at the sole discretion of the City or the employee at any time with or without cause. Nothing in this manual shall be considered to alter or modify this relationship.

It is an essential function of all City employees to perform effectively and efficiently in the performance of their duties and responsibilities and to treat co-workers and citizens in a manner which promotes effectiveness and efficiency.

The sole right to modify, amend or cancel these rules and regulations is reserved to the City Commission or as otherwise provided for in these rules and regulations.

No City management employee is authorized to enter the City into any contract for employment for any specific duration or into any contract for employment creating a right in the employment or to continued employment absent just cause for dismissal. Likewise, the employee has no obligation to continue employment with the City unless so obligated through written contract.

A.3 Equal Employment Opportunity.

No applicant shall be prohibited from securing employment with the City of Independence as a result of the factors of: race, age, religion, color, sex, national origin, political affiliation, disability or veteran status. Neither shall any employee be denied promotional or transfer opportunity as the result of these factors. Any evidence of discrimination shall be brought to the attention of the affected employee's supervisor and other appropriate authorities as necessary.

A.4 Application of Rules.

These rules and regulations shall apply to all employees in the service of the City except elected officials. Any terms or conditions contained in an agreement and any subsequent amendments negotiated between the City Commission and the

City Manager shall control in the event of a conflict with specific rules, regulations, terms, or conditions contained herein.

A.5 Departmental Regulations.

The head of any City department may formulate in writing, reasonable regulations for the conduct of the operations of their department, such as those relating to safety or operational procedures, which shall be available to all departmental employees. Such department regulations shall not be in violation of, or in conflict with, any personnel regulations of the City and must be approved by the City Manager in writing.

A.6 Personnel Records.

The City Clerk shall keep adequate records of all employees, their pay scale, time worked, accrued vacation and sick leave, all absences for vacation, sick or other leave, accrued overtime, and all other records directed to be made and maintained under these rules and regulations or under applicable state or federal law. All personnel files shall be maintained and kept in the office of the City Clerk. An employee's personnel file shall be available during office hours for inspection by that employee.

A.7 Amendment of Rules.

These rules may be amended from time to time at the discretion of the City Manager. All amendments will be reported on a timely basis to the City Commission and all City employees.

Article B. Definitions

B.1 Anniversary Date:

The calendar date upon which full-time employment started with the City by a specific employee.

B.2 Appointing Authority:

The City Manager as provided for by State Statute.

B.3 City:

The City of Independence, Kansas, and all departments.

B.4 City Manager:

Chief Administrative Officer of the City of Independence, Kansas with the rights and duties provided for by State Statute.

B.5 Compensatory Time Off:

Time off from work in lieu of monetary payment for overtime or holidays worked.

B.6 Continuous Employment:

The time from original employment to the current date of employment excluding the calendar days when an employee is absent without leave or when an employee is absent with leave without pay.

B.7 Counseling:

Oral or written communication to an employee to advise of a work-related problem, and inform of corrective action that must be taken.

B.8 Department:

A major functional unit of the City.

B.9 Division:

An activity or program within a department.

B.10 Employee:

An employee may be defined as any person working in the City services and appointed by the City Manager.

B.11 Regular Full-time:

A person who works at least forty (40) hours per week in their assigned classification.

B.12 Regular Part-time:

This person may be employed on a regular schedule of at least 20 hours and less than forty (40) hours per week.

B.13 Part-time:

A person hired to work intermittently, who is not scheduled to work 40 hours per week.

B.14 Seasonal Employee:

A person employed to work on a regular and/or recurring basis during a specific season or portion of a year.

B.15 Temporary/Emergency Hire:

A person hired for a specific job for a limited duration.

B.16 Immediate Family:

Shall include and be limited to spouse, child, parent, sibling, grandparent, grandchild, or corresponding in-law or step relation.

B.17 Job Description:

A written statement of the duties, responsibilities, and qualification requirements that distinguish a specific class from other classes.

B.18 Lay off:

The involuntary non-disciplinary separation of an employee.

B.19 Leave:

An authorized absence from regularly scheduled work hours which has been approved by the proper authority.

B.20 Official Reprimand:

A form of disciplinary action, in writing, designed to not only admonish or warn an employee but also to lead, guide, direct and instruct an employee in how to correct and avoid repeating a mistake, infraction, deficiency or problem.

B.21 Original Employment Date:

The date of appointment to a full-time or part-time position in the municipal service.

B.22 Overtime:

Time worked by an employee in excess of forty (40) hours per week. For Fire-EMS Department and EMS employees, hours worked beyond the work period established in these rules and regulations.

B.23 Position:

A group of current duties and responsibilities assigned or delegated by an authorized person, requiring the full-time, part-time or temporary employment of one person.

B.24 Promotion:

The movement of any employee from one position of one class to a position of another higher class.

B.25 Reclassification:

The official determination by the City Manager that a position be assigned to a class different from the one which it was previously classified.

B.26 Residency:

The place where the employee lives and sleeps most of the time when not on duty or not on call. The usual residence is the place where the employee spends most of their time (lives) when not on duty or call. The residence for purpose of the City policy does not include the place where the employee lives and sleeps only when on duty or on call.

B.27 Standard Work Week:

The forty (40) hour work week (not applicable to fire department or EMS functions).

B.28 Supervisory Employee:

An individual who may perform different work from their subordinates, having authority in the interest of the employer to suspend, discharge, or discipline other employees or responsible to direct them or adjust their grievances or effectively to recommend any combination of such actions.

B.29 Suspension:

A form of discipline, in writing, consisting of relieving an employee from work with or without pay for a specific period of time.

B.30 Termination:

The separation of an employee from the service of the City.

B.31 Transfer:

The movement of an employee from one department, division, or unit of the City to another, from one position to another position of the same class, or to another class having the same maximum salary rate, involving the performance of similar duties and requiring essentially the same basic qualifications.

B.32 Vacancy:

A duly created position which is not occupied and for which funds have been provided.

B.33 Worker's Compensation:

Benefits received by an employee who is injured while carrying out their assignment, as determined by the applicable state laws.

Article C. Position Classification

C.1 Objectives and Purpose

Position classification is a system of identifying and describing different kinds of work in the organization and grouping them under common job titles in order to permit equal treatment in employment practices and compensation. Each City position shall, on the basis of the duties, responsibilities, skills, experience, education and training required of the position, be allocated to an appropriate class, which may include either a single position or two or more positions.

C.2 Job Descriptions.

Each position shall have a concise descriptive title, a description of the duties and responsibilities and a statement of the qualifications for filling such positions. Such descriptions shall be approved in writing by the City Manager and shall be kept on file in the office of the City Clerk and shall be open to inspection by any interested party during regular office hours.

C.3 Pay Plan.

The Governing Body shall adopt a pay plan for each class of positions. The pay ranges assigned to each class of positions shall be periodically reviewed and revised by the Governing Body.

C.4 Maintenance of the Classification Plan.

It shall be the duty of each department head to report to the City Manager any and all organization changes which will significantly alter or affect changes in the existing positions or proposed positions. The City Manager shall approve all new or revised class descriptions and pay ranges for such positions.

Article D. Recruitment and Promotion

D.1 Recruitment.

It shall be the policy of the City to provide fair and equal opportunities to all qualified persons to enter City employment on the basis of demonstrated merit and fitness determined by fair and practical methods of selection, without regard to race, color, sex, disability, religion, age, national origin or ancestry.

D.2 Applicants.

Applicants for any position with the City shall meet the minimum qualifications established for that position. Each applicant shall complete a job application form. Applicants for certain physically demanding positions will be required to pass a job related medical examination after receipt of a conditional offer of employment. The City adheres to the requirements of the Americans with Disabilities Act of 1990, and the Kansas Act Against Discrimination with respect to employment of those with disabilities and will provide reasonable accommodations to a disabled applicant or employee to assist in meeting job performance requirements. Time qualifications may be waived if no applicant is available who meets such qualifications as determined appropriate by the City.

D.3 Promotion.

Vacancies for supervisory, skilled and upper level positions will be filled in accordance with the City's Affirmative Action Program. Any person seeking promotion shall be expected to meet the minimum qualifications for the class to which they seek promotion. Time qualifications may be waived if no applicant is available who meets such time qualifications or if it is in the best interest of the City when filling a vacant position.

D.4 Nepotism.

In order to avoid favoritism or the appearance of favoritism based on family relationships, no one shall be employed in a department where the supervisor is a member of their family. In addition, no person shall be employed in a position in any department if that person is a member of the family of another employee within that department. Except as provided above, members of an employee's family may be employed in a City department other than that in which the family member is employed. A member of a department head's immediate family shall not be considered for employment with the City.

D.5 Citizenship Verification.

All employees initially hired after November 7, 1986, for any position with the City, shall complete an employment eligibility verification statement in compliance with the federal Immigration Reform and Control Act of 1986.

Article E. Compensation

E.1 Pay Plan.

The salary of each employee of the City shall be at such rates as are specified for their classification in the pay resolution which is adopted by the City Commission or the City Manager may establish such rates under the authority granted in the pay resolution. The rate of pay for each employee shall be established by the City Manager with the advice of the department head, and provided in the adopted pay resolution. The employee's continued employment at the salary rate within the class assigned to them shall be contingent upon satisfactory performance within the class.

E.2 Pay Increases.

Pay increases shall not be routine or automatic, but shall be awarded based upon merit, increased proficiency, and increased value to the City in the performance of the job. Increases will be awarded by the department head subject to the approval of the City Manager.

E.3 Promotion from Entry Level.

Upon satisfactory completion of the six- month period following initial appointment to a regular full-time position, an employee shall be considered for a pay increase. An employee who is provided a pay increase upon promotion will not automatically be considered for a pay increase upon completion of the six-month period in their new position.

E.4 Performance Evaluations.

Employee performance evaluations should have the effect to improve performance and will be considered in determining salary increases and decreases within the limits established in the pay plan, as a factor in promotions, and as a means of identifying employees who should be promoted or transferred, or who, because of their low performance, should be demoted or dismissed. An evaluation of the performance of each full-time and part-time employee based on their duties and responsibilities shall be prepared by the employee's immediate supervisor at least annually. The evaluation shall be in writing on forms approved by the City Manager. The supervisor shall evaluate at least quarterly any employee who has received a poor performance rating. Upon initial employment, an employee shall be evaluated every three months, or more often if necessary, during the initial employment period. The supervisor shall present the evaluation to the employee and any response from the employee shall be in writing and will be attached to the evaluation report.

E.5 Pay on Termination.

An employee whose employment with the City is voluntarily or involuntarily terminated shall receive their final paycheck on the first regularly scheduled payday following their termination. An employee who terminates employment

with the City shall receive pay for any accrued vacation if the employee has completed three months of service. An employee shall not be paid for any unused sick leave upon termination of employment, unless they retire under KPERS. If the employee retires under KPERS they shall be eligible to receive 25% of their accumulated sick leave compensated at their current rate of pay up to a maximum of \$2,000.

E.6 Overtime Work.

Compensation for authorized overtime work shall be at the rate of one and one-half times the employee's regular rate of pay. Overtime compensation shall be paid not later than the first payday following the pay period in which it was earned. No person employed in an administrative, executive or professional position, as defined by the federal Fair Labor Standards Act, shall be eligible for overtime compensation. Non-administrative, non-executive or non-professional employees shall be eligible to receive overtime compensation for all hours actually worked in excess of 40 hours during their normal work week, except for full-time EMS, full-time police officers and Fire-EMS employees. Part-time EMS personnel (non-fire) shall be eligible to receive overtime compensation for hours actually worked which exceed 84 hours during a 14-day duty cycle. Full-time police officers shall be eligible to receive overtime compensation for hours actually worked which exceed 86 hours in a 14-day duty cycle. Full-time Fire-EMS employees shall be eligible to receive overtime compensation only for hours actually worked which exceed 56 hours a week in a 14-day duty cycle. All overtime work must have prior authorization by the employee's department head. Any employee who is eligible to receive overtime compensation, who has left the work place at the end of the work day and is not scheduled to return to work, who is then called back to work, shall be paid for emergency call back a minimum of one hour. Emergency call back shall be paid at the rate of time and one-half. During an extended emergency, when workers are scheduled to return to work at a different time than their normal work schedule, workers shall be paid at their regular hourly rate until the time actually worked exceeds the hours in their work period as defined in F-1 (a), (b), or (c).

E.7 Pay Periods; Paydays.

The City shall pay all employees biweekly on Friday. Should the regular payday fall on a holiday, pay shall be distributed on the work day immediately preceding that day.

Article F. Attendance and Leaves

F.1 Hours of Work

- a) **General Employees.** The normal work week for general employees, which includes all employees other than FIRE-EMS and police officers shall be 40 hours on a schedule assigned by the department head. The work period for general employees shall begin at 12:01 AM Sunday and end seven days later on Saturday at 12:00 AM.
- b) **Water Plant Personnel.** The work period for water treatment plant employees shall begin at 11:01 PM on Saturday and end seven days later on Saturday at 11:00 PM.
- c) **Police Officers.** The normal work period for full-time Police Officers shall be 86 hours in a 14-day period. The work period for Police Officers shall begin at 12:01 AM on Sunday and end 14 days later on Saturday at 12:00 AM.
- d) **Fire-EMS.** The normal work period for full-time Fire-EMS employees shall be 56 hours a week in a 14-day period. The work period for Fire-EMS begins at 12:01 AM on Sunday and end 14 days later on Saturday at 12:00 AM.
- e) **EMS only Personnel (Part-time).** The normal work period for full-time EMS personnel shall be 84 hours in a 14-day period. The work period for EMS employees shall begin at 12:01 AM on Sunday and end 14 days later on Saturday at 12:00 AM.
- f) **Normal Work Hours.** No employee shall be permitted to work in excess of their normal work week except when so directed by the employee's immediate supervisor.

F.2 Rest Breaks.

Employees are permitted a rest break of 15 minutes in each four hours of work. The time of the rest break, usually midmorning and mid-afternoon, shall be determined by the employee's immediate supervisor. Work breaks shall be taken at the job site unless it does not interfere with the work or involve the use of City vehicles or equipment. Breaks are not cumulative and if workload prevents the taking of a break, it is not carried over to another day.

F.3 Holidays.

- a) The following days shall be paid holidays for City employees:
 - 1. New Year's Day, January 1st
 - 2. Martin Luther King, Jr. Day
 - 3. Presidents' Day, third Monday in February
 - 4. Good Friday, Friday before Easter
 - 5. Memorial Day, last Monday in May
 - 6. Juneteenth, June 19th
 - 7. Independence Day, July 4th
 - 8. Labor Day, first Monday in September

9. Columbus Day, second Monday in October
 10. Veterans Day, November 11th
 11. Thanksgiving Day, fourth Thursday in November
 12. Friday following Thanksgiving Day
 13. Christmas Eve, December 24th
 14. Christmas Day, December 25th
 15. Personal Day -- One personal day is to be taken at the discretion of the employee with approval of the department head.
- b) From time-to-time, and for certain special occasions, the Governing Body may, by motion, designate other days as special holidays on a one-time basis.
 - c) When the holiday falls on a Saturday, the preceding Friday shall be declared a holiday. If the holiday falls on a Sunday, the following Monday shall be declared a holiday. Those departments operating a seven (7) days a week service have the option to provide the holiday on a day approved by the department head.
 - d) Employees whose regular duty schedule requires them to work on a City observed holiday shall be granted an alternate day off. The date of the holiday leave shall be determined by the Department Head and shall be taken within sixty (60) days from the date the holiday was originally observed, or as scheduled by the Department Head. The employee who starts their workday on the holiday shall be the only employee who receives the holiday benefits as described above. At the request of the Department Head, with the approval of the City Manager, an employee may receive pay at a rate equal to double the regular hourly rate for the eight hours worked in lieu of the day off.
 - e) Regular part-time employees and seasonal employees scheduled to work 40 hours per week shall be paid only for City observed holidays which fall on days for which they would otherwise have been scheduled to work. The amount of such pay shall be equal to the wages they would have earned for the number of hours they would have been scheduled to work on that day. Temporary employees shall not receive paid holidays.
 - f) To be eligible to receive pay for a City holiday, an employee must not have been absent without approved leave either on the workday before or the workday after the holiday.

F.4 Vacation Leave.

All regular full-time and regular part-time employees shall earn vacation leave. Vacation leave shall be earned beginning with the date of employment under the conditions hereinafter stated. No employee shall be permitted to use vacation time for any period spent on unauthorized leave.

- a) **Full-time Employees.** Full-time and exempt employees working 40 scheduled hours per week are entitled to paid vacation leave time according to the following schedule; provided, no paid vacation leave time may be taken during the first 6 months of employment.

Years of Continuous Employment	0-3	4-8	9-14	15-19	20+
Per Pay Period Hours	3.08	4.62	6.15	7.69	7.69
Monthly Hours	6.67	10	13.33	16.67	16.67
Annual Accrual	80	120	160	200	200
Maximum Pay Out	160	240	320	400	480

- b) **Full-time Fire-EMS.** The vacation leave time for full-time Fire-EMS working 56-hour work weeks in a 14-day pay period shall be as follows:

Years of Continuous Employment	0-3	4-8	9-14	15-19	20+
Per Pay Period Hours	4.62	6.92	9.23	11.54	11.54
Monthly Hours	10	15	20	25	25
Annual Accrual	120	180	240	300	300
Maximum Pay Out	160	240	320	400	480

- c) **Full-time Police Officers.** The vacation leave time for full-time non-exempt Police Officers regularly scheduled to work up to 86-hour work weeks in a 14-day pay period shall be as follows:

Years of Continuous Employment	0-3	4-8	9-14	15-19	20+
Per Pay Period Hours	3.23	4.85	6.46	8.08	8.08
Monthly Hours	7	10.5	14	17.5	17.5
Annual Accrual	84	126	168	210	210
Maximum Pay Out	160	240	320	400	480

- d) **Department Heads.** Once an employee is designated as a Department Head, that person shall, at that time, accrue annual leave at the level of those employees who have worked 4 – 8 years as of the date they become a Department Head, or they shall retain their own level of annual leave, whichever is higher.
- e) **Other Employees.** Regular part-time employees who are regularly scheduled to work at least 20 hours or more per week shall earn vacation credit at the rate of 1.54 hours per pay and have a maximum pay out of 80 hours. Seasonal and temporary employees shall not earn vacation leave.
- f) **Vacation Eligibility.** A new employee shall be credited with vacation leave for each pay period of employment but shall not be permitted to use any vacation credit prior to the completion of their first three months of employment. Employees terminated prior to completing three months of employment shall not be paid for any accrued vacation leave.
- g) **Scheduling.** The dates for the taking of vacation leave shall be scheduled in consultation and with the approval of the employee's supervisor and department head. In cases where the requested vacation schedules of two or more employees would adversely affect the efficient operation of the City, vacation leave shall be granted on the basis of seniority of City employment.
- h) **Holiday During Vacation.** City holidays which occur during the taking of an employee's authorized vacation leave will not be counted as a day of vacation.
- i) **Minimum Hours.** Employees may use vacation leave as a minimum of not less than one-quarter of an hour, subject to the approval of their department head.
- j) **Vacation Pay Upon Termination.** Upon termination, an employee shall be compensated for the maximum pay out indicated previously in sections (a), (b) and (c) above at their final rate of pay. **EXCEPTION:** An employee who terminates employment with the City prior to completing 6 months of employment will not be compensated for accumulated vacation.

F.5 Sick Leave.

Full-time employees, and regular part-time employees who are employed to work at least 20 hours or more per week, shall be entitled to sick leave with pay for absences resulting from illnesses, injuries, accidents or other physical incapacity, occurring either on or off the job. No employee shall be permitted to use sick leave for any period spent on unauthorized leave. Full-time employees, but not part-time employees, are entitled to sick leave with pay for physical examinations and dental work if they have provided at least one day's notice to their immediate supervisor. Sick leave may be used for injury or illness of the employee or the employees' immediate family. Although an employee will accumulate sick leave during their first six months of employment as provided for in the rules and regulations, sick leave may not be used within the first six months of employment with the City. Seasonal and temporary employees shall not be eligible for sick leave.

- a) **Amount of Sick Leave.** Regular full-time employees shall earn eight hours of sick leave for each full month of service. Regular part-time employees who are employed to work at least 20 hours per week shall receive 4.0 hours of sick leave for each month of employment. Fire Department personnel scheduled to work in excess of 40 hours per week shall earn sick leave at the rate of 12 hours per month, and EMS personnel and police officers shall earn sick leave at the rate of 9 hours per month.
- b) **Accumulation of Sick Leave.** No employee may accrue more than 1,440 hours of sick leave.
- c) **Computing Sick Leave.** Any absence for a fraction or part of a day which is chargeable to sick leave shall be charged in increments of not less than one-quarter of an hour.
- d) **Doctor's Certificate.**
 - 1. Any employee who has greater than 500 hours of sick leave may utilize sick leave and is not required to provide a doctor note. If the employee falls below 500 hours of sick leave or the employee has less than 500 hours of sick time, the following rules apply.
 - a. Any employee who uses sick leave which exceeds five consecutive working days for 40 hour employees, two consecutive scheduled shifts for Fire-EMS personnel or three consecutive scheduled shifts for police officers, shall furnish a statement from a health care provider substantiating the illness and releasing the employee to return to work or substantiating the illness of the family member.
 - b. The department head shall notify the employee in writing (payroll action form), in advance, that such a physician's statement is required for one year before any additional paid sick time is granted.
 - c. The requirements of this section shall apply to any sick leave used, whether for an employee or any eligible family member of the employee.
 - 2. The department head has the authority to request a certificate from a health care provider on any sick time utilization that is under review, including those employees with greater than 500 hours.
- e) **Notification.** To be eligible for paid sick leave employees in the Fire-EMS, police, water treatment, sewer treatment and sanitation departments shall notify their immediate supervisor no later than one hour prior to the beginning of the shift of the first workday for which sick leave is taken. All other employees shall notify their immediate supervisor and give the reason for the absence no later than one hour after the beginning of the first workday for which sick leave is taken. The employee shall notify their supervisor each day thereafter unless prior notice of the length of absence has been provided based upon a physician's statement and approved by the department head.

- f) **Pandemic.** During a pandemic emergency, the City will follow guidelines as established by the City Medical Director, County Health Department, State of Kansas, Federal Government and CDC and approved by the City Manager. The City Manager may adjust sick leave eligibility and requirements as needed to meet guidelines established for the safety of the employees and citizens. The City Manager may also put in place necessary health check requirements, PPE, and restrictions for employees when reporting to duty to meet local, state, and federal guidelines and ensure employee safety and the work force.

F.6 Family Medical Leave.

- a) **Basic Leave Entitlement.** FMLA requires covered employers to provide up to 12 weeks of unpaid, job protected leave to eligible employees for the following reasons:
1. The 12-month period under the Family and Medical Leave Act for the City shall be the calendar year – the 12-month period that runs from January 1 through December 31.
 2. For incapacity due to pregnancy, prenatal medical care or child birth
 3. To care for the employee's child after birth, or placement for adoption or foster care;
 4. To care for the employee's spouse, son or daughter, or parent, who has a serious health condition; or
 5. For a serious health condition that makes the employee unable to perform the employee's job.
- b) **Military Family Leave Entitlement.** Eligible employees with a spouse, son, daughter, or parent on active duty or call to active duty status in the National Guard or Reserves in support of a contingency operation may use their 12-week leave entitlement to address certain qualifying exigencies. Qualifying exigencies may include attending certain military events, arranging for alternative childcare, addressing certain financial and legal arrangements, attending certain counseling sessions, and attending post-deployment reintegration briefings. FMLA also includes a special leave entitlement that permits eligible employees to take up to 26 weeks of leave to care for a covered service member during a single 12-month period. A covered service member is a current member of the Armed Forces, including a member of the National Guard and Reserves, who has a serious injury or illness incurred in the line of duty on active duty that may render the service member medically unfit to perform his or her duties for which the service member is undergoing medical treatment, recuperation, or therapy; or is in outpatient status; or is on the temporary disability retired list.
- c) **Benefits and Protections.** During FMLA leave, the employer must maintain the employee's health coverage under any "group health plan" on the same terms as if the employee had continued work. Upon return from FMLA leave, most employees must be restored to their original or equivalent positions with equivalent pay, benefits, and other employment terms. Use of FMLA leave

cannot result in the loss of any employment benefit that accrued prior to the start of an employee's leave. If the employee use all earned leave time, the employee will then have to pay cost of employer health coverage premium.

- d) **Eligibility Requirements.** Employees are eligible if they have worked for a covered employer for at least one year, for 1,250 hours over the previous 12 months, and if at least 50 employees are employed by the employer within 75 miles.
- e) **Definition of Serious Health Conditions.** A serious health condition is an illness, injury, impairment, or physical or mental condition that involves either an overnight stay in a medical care facility, or continuing treatment by a health care provider for a condition that either prevents the employee from performing the functions of the employee's job, or prevents the qualified family member from participating in school or other daily activities. Subject to certain conditions, the continuing treatment requirement may be met by a period of incapacity of more than three (3) consecutive calendar days combined with at least two (2) visits to a health care provider or one visit and a regimen of continuing treatment, or incapacity due to pregnancy, or incapacity due to a chronic condition. Other conditions may meet the definition of continuing treatment.
- f) **Use of Leave.** An employee does not need to use this leave entitlement in one (1) block. Leave can be taken intermittently or on a reduced leave schedule when medically necessary. Employees must make reasonable efforts to schedule leave for planned medical treatment so as not to unduly disrupt the employer's operations. Leave due to qualifying exigencies may also be taken on an intermittent basis.
- g) **Substitution of Paid Leave for Unpaid Leave.** Employees may choose or employers may require use of accrued paid leave while taking FMLA leave. In order to use paid leave for FMLA leave, the employee must comply with the employer's normal paid leave policies.
- h) **Employee Responsibilities.** Employees must provide 30 days advance written notice of the need to take FMLA leave when the need is foreseeable. When 30 days' notice is not possible, the employee must provide notice as soon as practicable and generally must comply with an employer's normal call-in procedures. Employees must provide sufficient information for the employer to determine if the leave may qualify for FMLA protection and the anticipated timing and duration of the leave. Sufficient information may include that the employee is unable to perform job functions, the family member is unable to perform daily activities, the need for hospitalization or continuing treatment by a health care provider, or circumstances supporting the need for military family leave. Employees also must inform the employer if the requested leave is for a reason for which FMLA leave was previously taken or certified. Employees also may be required to provide a certification and periodic recertification supporting the need for leave.
- i) **Employer Responsibilities.** Covered employers must inform employees requesting leave whether they are eligible under FMLA. If they are, the notice

must specify any additional information required as well as the employees' right and responsibilities. If they are not eligible, the employer must provide a reason for the ineligibility. Covered employers must inform employee if leave will be designated as FMLA-protected and the amount of leave counted against the employee's leave entitlement. If the employer determines that the leave is not FMLA-protected, the employer must notify the employee.

- j) **Unlawful Acts by Employers.** FMLA makes it unlawful for any employer to:
 - 1. Interfere with, restrain, or deny the exercise of any right provided under FMLA;
 - 2. Discharge or discriminate against any person for opposing any practice made unlawful by FMLA or for involvement in any proceeding under or relating to FMLA.
- k) **Enforcement.** An employee may file a complaint with U.S. Department of Labor or may bring a private lawsuit against an employer. FMLA does not affect any Federal or State law prohibiting discrimination, or supersede any State or local law or collective bargaining agreement which provides greater family or medical leave rights.

F.7 Funeral Leave.

In the case of death of a member of an employee's immediate family, employees may be granted funeral leave not to exceed three working days. Any leave taken beyond the three days, upon approval of the employee's department head, shall be charged against any unused sick leave, unless the employee elects to take vacation or leave without pay. At the discretion of the department head, an employee may be granted up to one-half day's funeral leave to serve as a pallbearer in the case of death of a person other than the employee's immediate family. Any other funeral leave may be granted with the approval of the department head and shall be charged as vacation leave or leave without pay, as elected by the employee.

F.8 Job Related Injury Leave.

Any employee injured on the job shall be eligible to receive injury leave with pay for a period up to a maximum of seven calendar days. At such time as Workers Compensation is applicable, the City will pay the difference between what Workers Compensation pays and the employee's regular pay. The difference in pay shall be granted for up to twenty-three (23) calendar days. After all injury leave is exhausted an employee may opt to apply their accrued sick leave and/or annual leave to continue their difference pay. One full day of sick leave or vacation leave will be subtracted from the employee's accumulated leave for each day it is applied toward difference pay. After all available leave is used, an employee shall receive only the disability benefits granted by Workers Compensation. The City may contest that an injury occurred on the job and may initiate an investigation into the circumstances surrounding the accident. During the investigation proceedings, the employee shall not be eligible for injury leave or difference pay. Any leave used by the employee shall be charged as sick leave if the employee has

accrued sick leave. If the investigation finds the accident to have occurred on the job, the sick leave charged to the employee shall be re-credited to the employee's account and the employee shall begin to receive injury leave benefits. If the investigation shows that the injury did not occur on the job, sick leave shall remain charged to the employee. If the employee has no sick leave, it shall be charged as leave without pay until the conclusion of the investigation.

F.9 Military Leave.

Military duty means training and service performed by an inductee or enlistee in the armed forces of the United States, including time spent in reporting for and returning from such training and service. It also includes active duty training as a reservist in the armed forces of the United States or as a member of the National Guard.

- a) **Eligibility.** Any employee who terminates City service for military duty shall be placed on military leave without pay at the employee's request. Such leave shall extend through 30 days after their release from City service. If not accepted for military duty, the employee shall be reinstated to their present position without loss of status or reduction in pay. (See K.S.A. 73-213 et seq.)
- b) **Restoration.** An employee returning from military leave shall be entitled to restoration of their former position or a position of like pay and responsibility, provided they made application for reinstatement within 30 days after their release from military duty. In addition, the former employee must be physically and mentally capable of performing the duties of the position involved.
- c) **Vacation and Sick Leave.** Upon restoration to City service, all unused vacation and sick leave credits accumulated prior to the military leave shall be restored unless the employee was paid for unused vacation leave at the time of their induction or enlistment.
- d) **Military Training.** Any employee who is a member of any reserve component of the United States armed forces or the National Guard shall be granted military leave, without pay, for a short tour of active duty or field training encampment. Vacation leave with pay may be taken jointly with such military training leave.

F.10 Civil Leave.

- a) **Civil Leave With Pay.** An employee shall be given necessary time off with pay:
 - 1. When performing jury duty,
 - 2. When appearing in court as a witness in answer to a subpoena or as an expert witness when acting in an official capacity in connection with the City, or
 - 3. For the purpose of voting when the polls are not open at least two hours before or after the employee's scheduled hours of work. Any employee receiving compensation for civil leave, who is receiving their salary while on leave, shall turn all compensation, except reimbursement of expenses, over to the City.

- b) **Civil Leave Without Pay.** Upon request, the City Manager may, at his or her sole discretion, grant an employee leave without pay for a period not to exceed six months in any one year. The employee request shall only be considered if their record shows they are of more than average value to the department and where it is desirable to retain the employee even at some sacrifice. During the employee's approved leave of absence, their position may be filled. At the expiration of the leave without pay, the employee shall be reinstated to the position they vacated if the position still exists and is vacant; or if not, to any other vacant position in the same category. No benefits shall accrue to an employee during the term of their leave without pay. Failure of the employee on leave to report when the leave has expired shall be considered as a resignation.

F.11 Leave Without Pay.

Upon request, the City Manager may, at his or her sole discretion, grant an employee leave without pay for a period not to exceed six months in any one year. The employee request shall only be considered if their record shows they are of more than average value to the department and where it is desirable to retain the employee even at some sacrifice. During the employee's approved leave of absence, their position may be filled. At the expiration of the leave without pay, the employee shall be reinstated to the position they vacated if the position still exists and is vacant; or if not, to any other vacant position in the same category. No benefits shall accrue to an employee during the term of their leave without pay. Failure of the employee on leave to report when the leave has expired shall be considered as a resignation.

F.12 Credits for Paid Leave.

An employee, while on paid sick leave, vacation leave, worker's compensation leave, or other leave with pay shall continue to earn sick leave and vacation leave, but no leave credit shall be earned by any employee while on leave without pay.

F.13 Leave With Pay.

An employee, who has been on approved sick leave and has been released by the attending physician to return to work, may be placed on leave with pay if the City Manager determines that it is in the best interest of the City to obtain a determination from an independent physician that such employee is capable of returning to work and performing all the duties of the assigned position.

Article G. Other Employee Benefits

G.1 Retirement – OASDI Benefits.

All eligible employees of the City are under the federal OASDI (Old Age, Survivors, and Disability Insurance) social security system, and receive the benefits thereof in accordance with federal laws and regulations. The cost of this benefit is paid as set forth by federal laws, with the employee contribution subject to payroll deduction.

G.2 Retirement – KPERS Benefits.

All eligible employees of the City are members of the Kansas Public Employees Retirement System (KPERS) and receive benefits thereof in accordance with state laws and regulations.

G.3 Workers Compensation Benefits.

All employees of the City receive the benefits of the Kansas Workers Compensation Act in accordance with such law and regulations. The cost of this benefits is paid entirely by the employer.

G.4 KPERS Death and Disability Benefits.

All employees who are contributing members of KPERS are eligible for the insured death and disability benefits provided by KPERS, which is supplemental to the regular KPERS benefits. The cost of this benefit is paid entirely by the employer.

G.5 Unemployment Compensation.

All employees receive the benefits of the Kansas Employment Security (unemployment compensation) Act, in accordance with such law and regulations. The cost of this benefit is paid entirely by the employer.

G.6 Life Insurance.

In addition to the death benefits provided under the OASDI and KPERS, the City makes available to each employee, the option of purchasing additional group life insurance, available through KPERS, on a payroll deduction basis. The cost of this additional life insurance is paid by the employee and varies with the option selected by the employee.

G.7 ICMA Retirement Corporation.

All employees are provided the opportunity to participate through payroll deduction in the ICMA Retirement Corporation deferred compensation plan.

G.8 Health Insurance Program.

- a) Only full-time employees shall be eligible for the City's group health insurance program on the first day of the month following completion of 90 days of employment. If a part-time, seasonal or temporary employee becomes a full-

- time employee, they shall be eligible for the City's group health insurance program the first day of the month following completion of 90 days' full-time employment.
- b) The City's paid participation in the group health insurance plan shall be the amount necessary to pay the cost of the employee's premium, excluding the cost of the family premium unless the City, by Commission action, pays a portion of the family amount.
 - c) When an individual employee is required to contribute because of participation in the City's group health insurance program, the amount of such contribution shall be a payroll deduction.
 - d) The employee shall pay all costs for individual or family health insurance during any period the employee is on unpaid leave which exceeds 30 days. The payment must be paid prior to the first day of the month for which coverage is desired.
 - e) Health insurance coverage shall be extended to an individual who is on approved leave with pay, including worker's compensation. The employee's share of the cost shall be paid by the employee and may be deducted from any compensation. If the employee's compensation is not sufficient to pay their share of health insurance coverage, the employee shall pay any remaining balance to the City Clerk by the 1st day of the month in which the premium is due.
 - f) No employee shall be entitled to a cash payment in lieu of health insurance coverage.
 - g) Retirees of the City, under age 65, shall be eligible for continued participation in the City's group health insurance plan upon payment of all the costs thereof in accordance with the provisions of K.S.A. Supp 12-5040. In addition, the City complies with those provisions of the federal Consolidated Omnibus Reconciliation Act of 1986 (COBRA) relating to the extension of group health insurance coverage upon termination of City employment.

G.9 City Retirement Incentive.

- a) Must be eligible to retire under KPERS (includes KPERS early retirement options). To qualify for the health insurance credit, the employee must notify the City in writing a minimum of three (3) months, six (6) months preferred, prior to their retirement date. The three (3) month requirement may be waived by the City Manager for extenuating circumstances.
- b) Years of service must be completed at the City of Independence, Kansas and uninterrupted (from last hire date).
- c) If the employee passes away after retirement, the monthly Health Insurance Credit ends.
- d) Sick Leave Pay Out
 - 1. 25% maximum pay out of sick leave.

e) Retirement Benefit details:

1. Health Insurance Credit -- One year of credit consisting of 110% of the cost of a single Option A health insurance plan with single dental for every ten years of continuous service from the last hire date.
 - a. A maximum of 110% per month of Option A Single Policy plus Single Dental credited toward health insurance, dental insurance, and/or vision currently provided by the City. Any amount not utilized for optional benefits would be forfeited. The 110% amount would be recalculated as rates adjust on January 1 of each year.
 - b. To upgrade to a plan that exceeds 110% per month of Option A Single Policy plus Single Dental, such as family coverage the employee would need to pay the additional cost.
 - c. If the employee wishes to continue other voluntary benefits that are portable the employee can work with the company directly.

G.10 Supplemental Retirement Plan.

- a) A Supplemental Retirement Plan is available through Security Benefit (separate from KPERS). Under this plan, the City matches an amount per month, based on years of service, as follows:
 1. \$25 for 0-2 years;
 2. \$50 for 3-4 years;
 3. \$75 for 5-9 years;
 4. \$100 for 10-14 years;
 5. \$125 for 15-24 years;
 6. \$150 for years 25+.
- b) The employee must work a minimum of six (6) years to be fully vested and retain the City's share if they leave City employment.
- c) Any contributions from the employee are retained by the employee, regardless of whether they are fully vested.

Article H. DISCIPLINE

H.1 Authority to Discipline.

Department heads are responsible for the conduct and effective performance of all employees under their jurisdiction and shall have the authority and the responsibility to discipline employees for violations of the City's personnel rules and any departmental regulations, including violations of the Code of Ethics. Although the City intends to follow these procedures, any error by the City in following these procedures will not negate any disciplinary action. These procedures do not alter the "at will" employment relationship between the employee and the City.

H.2 General Policy

The purpose of discipline is to ensure high standards of performance and efficiency, to maintain good working relationships among employees, and to provide the citizens of the City with the highest possible level of courteous and professional public service. Discipline in the City organization is for the most part "self" discipline. It is the duty of employees to make a conscientious effort to work and behave in accordance with the values, service standards, rules and regulations of the City and the department in which they work. Each employee is expected to be self-disciplined and to work hard at being the best at what they do and in helping the City provide a high level of public service. When an employee does not exercise adequate self-discipline or is not successful in meeting the requirements of their job, it may be necessary for their department head or supervisor to consider disciplinary actions to correct the problem.

An employee is subject to disciplinary action if:

- a) The employee violates these personnel rules and regulations, Code of Ethics, or any other written regulations or procedures applicable to the department in which the employee works;
- b) The employee's conduct reflects discredit to the City or hinders the effectiveness or efficiency of any City operations;
- c) The employee has performed an act of misconduct, or has failed to perform an act which results in misconduct.
- d) Failure or inability to perform assigned duties.

H.3 Disciplinary Actions.

The following types of disciplinary actions are officially recognized by the City:

- a) **Oral Warning/Counseling.** An oral warning or counseling is an oral reprimand given to an employee by their supervisor or department head. A record of the warning shall be recorded in the employee's file.
- b) **Reprimand.** A reprimand is a written censure to an employee by their supervisor or department head, a copy of which shall be recorded in the employee's file.

- c) **Salary Reduction.** A salary reduction is the lowering of an employee's rate of pay within the pay range to which the employee's position is assigned.
- d) **Demotion.** A demotion is the placement of an employee into a position of less responsibility or authority and at a lower pay grade and range.
- e) **Suspension.** A suspension is the removal of an employee from service, with or without pay, for a specific period of time.
- f) **Termination.** Termination is the removal of an employee from City employment.

H.4 Procedure for Disciplinary Action.

Whenever the misconduct of an employee occurs that in the judgment of the employee's supervisor or department head justifies the application of disciplinary action, other than a verbal warning, the supervisor or department head shall:

- a) Document the misconduct in writing.
- b) Determine the appropriate disciplinary action to correct the problem.
- c) Meet with the employee to review the problem and the proposed disciplinary action. The meeting should be private and include only the employee, supervisor, department head or other persons requested to be present by the department head.
- d) Give the employee an opportunity to refute the facts or argue against the proposed disciplinary action. The employee may submit comments in writing to be attached to the record of the disciplinary action.
- e) Make a final decision as to the disciplinary action.
- f) Notify the employee of the action in writing, except for verbal warnings. A copy of the documentation of misconduct and a note as to the form of disciplinary action taken shall be provided to the City Clerk for insertion in the employee's personnel file.
- g) At the time a disciplinary action commences, the employee's supervisor or department head shall notify the employee in writing of their right to file a grievance under the City's grievance procedure as set out in Article I.

H.5 Misconduct Subject to Disciplinary Action.

The following is a list of misconducts which may subject an employee to disciplinary action(s). The list is not exclusive, it is only representative of the types of misconduct which subject an employee to disciplinary action.

- a) Conviction of a violation of any state or federal criminal law.
- b) Conviction of a violation of any City ordinances.
- c) Failure to follow prescribed safety procedures including failure to notify their supervisor of unsafe working conditions.
- d) Violation of personnel rules and regulations or departmental rules and regulations.

- e) Inattention to duty, carelessness, breakage or loss of public property, or misuse or loss of public funds.
- f) Incompetency or inefficiency in the performance of the duties of their position.
- g) Insubordination or other breach of discipline.
- h) Discourteous or disruptive conduct or other offensive behavior in public, to the public or to employees and officers of the City.
- i) Abuse of leave, excessive absenteeism or tardiness.
- j) Temporarily leaving the workplace without approval of their supervisor.
- k) Use of alcohol or drugs, off the job, to the extent that the employee's job performance or effectiveness as a City employee is impaired.
- l) Inducing or attempting to induce any officer or employee of the City to commit an unlawful act or to act in violation of any lawful or official order or regulation.
- m) Unauthorized possession of firearms or other weapons on the job.
- n) Negligent or willful damage to public property or waste of public supplies or equipment.
- o) Taking or using any funds or property of the City for personal use or for sale or gift to others or making of any false claim against the City.
- p) Claiming leave time under false pretenses or falsifying attendance records for oneself or another employee.
- q) Possession or use of alcohol or drugs while on duty except where prescribed by a physician. Sale of or offering for sale or giving away alcohol or drugs while on duty or at the workplace.
- r) Sexual harassment or other harassment based on sex, race, disability, religion, or exercise of Constitutional or other statutory rights.
- s) Disclosing confidential records or information unless directed to do so by their department head or supervisor.
- t) Revocation or suspension of a certification or license, including driver's license, when such is required as a condition of City employment.
- u) Material falsification of application for City employment or making a false statement or report in regard to any test, certification or appointment or any attempt to commit any fraud that violates the merit principles of personnel administration.
- v) Discharge of duties in a manner which results in discrimination to any person on the basis of race, creed, color, sex, age, physical or mental disability or national origin.
- w) Engaging in any action or conduct, while on the job, which would constitute a crime under the laws of the State of Kansas or under the ordinances of the City of Independence, whether or not such conduct results in the filing of any criminal charges.

- x) Use of prescription or non-prescription medication on or off the job to the extent an employee's effectiveness is impaired.
- y) Violation of the Code of Ethics.

H.6 Suspension by City Manager for Criminal Charge.

Any employee charged with a criminal offense may be suspended by the City Manager.

Article I. Grievances

I.1 General Policy.

Any employee has the right to present a grievance concerning their job, working conditions, salary, relationship between employees and co-workers, supervisor, or department head, the application of equal employment opportunity policies, or as an appeal of any disciplinary action taken pursuant to these rules. A sincere attempt should be made by each employee and supervisor to resolve any matter before it becomes necessary to resort to the grievance procedure.

I.2 Grievance Procedure.

a) There shall be three procedures for resolving grievances:

1. A hearing before the grievance panel which shall pertain to any action by a department head which involves a direct loss in salary, demotion or dismissal.
2. A hearing before the City Manager for any action taken directly by the City Manager pertaining to loss in salary, demotion or dismissal.
3. A hearing before the City Manager for grievances pertaining to working conditions, interpretation of these rules and regulations, pertaining to benefits, relationships between co-workers, supervisors or department heads or acts of alleged discrimination.

b) Grievance procedure for grievance filed under I-2.(a)1.

1. An employee who feels that they have a grievance shall, within two (2) working days of the time of the grievance, meet with their supervisor and/or department head to resolve any grievance before it becomes necessary to resort to the grievance procedure.
2. Any employee who, after meeting with their supervisor and/or department head, still feels aggrieved may within two (2) working days of said meeting, file an appeal in writing to the City Manager, stating the basis for such appeal.
3. The City Manager shall invoke the hearing procedure within five (5) working days of the receipt of the grievance.
4. The grievance panel shall consist of three employees. These employees will be selected from 9 permanent grievance panel members appointed by the City Manager to hear grievances.

c) Hearing General:

1. Grievance Panel. The grievance panel shall consist of a non-supervisory employee, a department head or a division supervisor (both to be appointed by the City Manager) and one non-supervisory employee jointly chosen from the permanent grievance panel by the appointees. Persons appointed to the grievance committee shall be from a department different from the one in which the aggrieved

person is employed. The City Manager, or his designated agent, shall schedule, attend and act as the recording secretary, but shall have no vote in the proceedings of the grievance committee.

2. **Hearing and Notice.** Upon receipt of a grievance, the City Manager shall select the members of the grievance panel to consider the complaint. The grievance panel shall convene within three (3) working days of the notification from the City Manager to consider said complaint. The committee shall give not less than one (1) days' notice in writing to the aggrieved, their supervisor, their department head, and others deemed necessary by the grievance committee, of the time and place of such meeting. The grievance committee shall submit its findings in writing to the employee and the department head within three (3) working days after the hearing. Findings of the committee shall be final except when the employee or department head elects to appeal to the City Manager whose decision shall be binding. On appeal, the City Manager is not required to conduct a hearing, but may review the record and gather information as he deems necessary to make a decision.

d) **Hearing procedure:**

1. At the date and time specified, the grievance panel shall commence the hearing using the following guidelines.
 - a. The hearing will be recorded.
 - b. All parties shall be allowed to have legal counsel in attendance, but no other individual or group may represent the employee or be in attendance at the hearing.
 - c. All witnesses will be instructed not to talk about the grievance or any testimony they may give and shall be excluded from the hearing when not giving testimony.
 - d. Both the employee and the supervisor or department head shall be present during the hearing.
 - e. The aggrieved employee will be asked to give testimony and will be subject to questioning by the grievance panel and the department head.
 - f. The department head/supervisor will be asked to give testimony and will be subject to questioning by the grievance panel and the aggrieved employee.
 - g. Each witness will be called to give testimony and will be subject to questioning by the grievance panel, the aggrieved employee and the department head/supervisor. Every effort will be made to excuse witnesses after they have completed their testimony.

- h. The grievance panel will ask both the aggrieved employee and the department head/supervisor to give any additional testimony or ask questions.
 - i. The grievance panel may call for additional evidence as it deems proper.
 - j. The grievance panel shall not be bound by any legal rules of evidence.
 - k. The hearing will then be closed by the grievance panel.
- 2. The purpose of the hearing procedure is to determine if the employee did or did not violate the City or department's rules, policies or regulations. The grievance panel is not to consider any discipline associated with the violations. The grievance panel may, as part of their report, make recommendation on the disciplinary action taken, or recommend other action which shall be reviewed as part of any appeal to the City Manager.
- e) Grievance procedure for action taken by the City Manager under I-2.(a)2.
 - 1. The grievance of any action taken by the City Manager shall be filed in writing and delivered to the City Manager's office.
 - 2. Within two (2) working days of the receipt of the grievance, the City Manager shall set a hearing. This date and time shall be no more than three (3) working days from the date of the notices of the hearing.
 - 3. The City Manager shall notify the employee of the day and time of the due process hearing no less than (1) working day prior to the start of the hearing.
 - 4. The City Manager shall conduct the hearing or meeting and shall notify the employee within two (2) working days of the close of the hearing or meeting of his finding.
 - 5. The City Manager's finding shall be final.
 - f) All other grievances covered by these rules and regulations.
 - 1. Any grievance under section I-2.(a)3. Of these rules and regulations shall be filed in writing with the City Manager. The City Manager shall schedule a meeting with all affected persons within five (5) days. Every effort should be made by the department head to resolve the grievance prior to the meeting with the City Manager.

Article J. Voluntary Separation

J.1 Rehire.

An employee who terminates employment and is re-employed within a period of 120 calendar days following separation may be reinstated. Upon reinstatement, an employee may receive credit for all unused sick leave they had accrued as of the time of the separation. Vacation will accrue at the same rate as when separation occurred.

Article K. Sexual Harassment

K.1 Sexual Harassment.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature. This includes conduct of a sexual nature where:

- d) Submission to such conduct is made either explicitly or implicitly a condition of an individual's employment;
- e) Submission to or rejection of such conduct by an individual is used as the basis of employment decisions affecting such individuals;

Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive work environment. Any City employee who has sexually harassed another City employee shall be subject to disciplinary action, including suspension without pay or termination.

Article L. Political Activity

L.1 Partisan Political Activities and Elections.

Municipal employees are encouraged to exercise their right as a citizen; however, no employee shall become involved in partisan political activities which would impair their performance as a City employee. Employees shall not be permitted to engage in political activity involving the election of candidates for City Commission, nor be a candidate for City Commission or promise an appointment to any municipal position as a reward for any political activity. Employees shall not display any campaign paraphernalia on their person or in their workstation which pertains to any City, State or Federal election.

L.2 Running for Office and Contact with City Commissioners.

Employees may, however, become a candidate for City Commission or other partisan elected position, but shall take a leave of absence without pay or resign upon filing for office. Members of the City Commission may be approached by an employee on citizen issues (e.g. sidewalks, zoning, etc.) as a citizen of Independence. Under no circumstances should an employee contact a City Commissioner on job related problems or grievances without prior approval of the City Manager. Violations of this rule shall be subject to disciplinary action up to and including dismissal.

L.3 Political Solicitation.

No supervisor or other person in authority shall solicit any City employee for contributions of money or labor for any candidate for elective office, or otherwise compel, or attempt to compel, any employee to support a candidate for elective office or to engage in any political activity.

L.4 Purpose of the Policy.

The purpose of this policy is to prevent and avoid the appearance of impropriety on the part of any City employee. City employees are neither appointed to, nor retained in the City's service on the basis of their political affiliations or activities.

Article M. Outside Employment

M.1 Conditions for Outside Employment.

Employees may carry on outside employment if:

- a) There is no conflict in working hours.
- b) The employee's efficiency is not reduced.
- c) There is no conflict of interest that could cause embarrassment to the City or to the employee.
- d) Any employee acting as an agent or semi-official capacity for the City shall receive permission from the City Manager for such position.
- e) An employee holding an outside job should supply their department head with the address of such job and phone number where the employee can be reached.
- f) Prior to an employee accepting outside employment, they will notify their department head in writing of such outside employment in order to ensure compliance with sections a through e.

Article N. Endorsement of Products or Services

N.1 No Endorsement for Advertising Purposes.

No employee shall endorse for advertising purposes any product or service which is provided or may be provided to the City by an individual business or corporation. This does not preclude providing an evaluation or comment or providing demonstrations of equipment owned by the City to other cities or businesses who request such references.

Article O. Residency

O.1 Residency.

- a) All employees shall reside within a 90-mile radius of Independence, Kansas. This requirement may be waived by the City Manager if in the best interest of the City.
- b) All department heads will be required to live within Montgomery County, Kansas. This shall include the following persons: City Manager; Assistant City Manager; City Clerk, Director of Finance; City Engineer, Public Works Director, Assistant Public Works Director; Chief Water Plant Operator; Chief Wastewater Plant Operator; Street Supervisor; Water/Sewer Supervisor; Fire-EMS Chief; Park Supervisor; Zoo Supervisor, Sanitation Supervisor; Police Chief and Public Safety Director. The City Manager may waive this requirement for any City employee that has been promoted to a department head position that is required to live within Montgomery County as long as that employee continues to reside at the same residence that they were residing at upon the date of their promotion or hire and it is within 50 miles of Independence, Kansas. If the employee changes residence after being promoted or hired the employee must meet the residency requirement of living within Montgomery County, Kansas. This requirement may be waived by the City Manager if in the best interest of the City.
- c) Employees who do not reside as specified in (a) and (b) above at the time of their employment shall be expected to establish residency within six (6) months. For good cause, the City Manager may extend such period for up to one year from the date of employment.

Article P. Reduction In Force

P.1 Process and Reemployment.

In the event the City Manager and/or the City Commission determines that a reduction in force is necessary, the City Manager shall meet with the department heads who shall advise the manager on how the layoffs, reassignments, and/or demotions shall be accomplished. Taking the needs of the City into consideration, layoffs, reassignments, and/or demotions shall be accomplished based on demonstrated ability to perform the assigned work, and by inverse order of seniority. No senior employee shall be laid off so long as work which they are capable of performing, and for which they have demonstrated their ability to successfully perform in an equal or lower job classification is being performed by a less senior employee. Employees who are demoted may volunteer to be placed on lay off status, or resign. Employees laid off shall be eligible for re-employment for a period of one (1) year. The last employee laid off shall be the first employee recalled, providing such employee is qualified, and previously demonstrated their ability to perform the duty of the position in question. The City shall provide the laid off employee five (5) days' notice before the layoff.

Article Q. Substance Abuse Policy

Q.1 Statement of Purpose.

It is the intent of the City of Independence to maintain a drug-free workplace and provide a safe environment for its employees and patrons. Illegal and unreported drug use by employees will not be tolerated and will lead to immediate disciplinary action, up to and including termination.

Q.2 Definitions.

- a) "Drug" means any chemical substance which produces physical, mental, emotional or behavioral changes in the user. Examples of drugs include, but are not limited to, controlled substances, legal and illegal prescriptions, alcohol, and legal substances used for their intoxicating effects, such as glue and paint thinner.
- b) "Drug testing" means procedures used to detect the level present in an employee's system of alcohol, drugs, controlled substances, illegal drugs, or intoxicating substances. Such testing may include but is not limited to the analysis of urine, blood, hair, and/or breath.
- c) "FMCSA" means Federal Motor Carrier Safety Administration.
- d) "Intoxication" means any degree of impairment of an individual's normal functioning as a result of the consumption of drugs or alcohol.
- e) "Random drug test" means procedures whereby employees in safety-sensitive positions are randomly drug tested each month based on a scientifically valid random number generated method. Each employee has an equal chance of being selected each month and employees remain in the selection pool for the following month even after that employee has been tested.
- f) "Reasonable suspicion" means evidence, based upon either direct or indirect observation, that an employee is currently under the influence of alcohol or a drug. Factors which may establish reasonable suspicion include, but are not limited to:
 - 1. disorientation, sleepiness, grogginess, glassy-eyed, or observable physical symptoms;
 - 2. the smell of alcohol or illicit drugs on the employee's body or clothing;
 - 3. erratic behavior, aggressive physical behavior, unusual loudness, flagrant disregard of established safety, security or operating procedures; or
 - 4. documented pattern of deteriorating performance, which may include excessive absenteeism or missing deadlines, insubordination or inability to work with others, a sudden changes in work performance; repeated failure to follow instructions operating procedures, or safety requirements; or Discovery or presence of drugs or drug paraphernalia in an employee's possession or near the

employee's workplace.

5. Employees must document observed behaviors that involve a reasonable suspicion to believe an employee is under the influence of drugs or alcohol on the Reasonable Suspicion Report, located in Q.
- g) "Safety sensitive position" means one in which job performance can affect the safety of the employee and others, and is governed by state and federal regulations.

Q.3 Statement of Policy.

In order to maintain a drug-free workplace, the City adopts the following procedures:

- a) Drug testing may be conducted on hair, urine, blood, or breath at the discretion of the City.
- b) Drug testing may be ordered in the following instances, further described below:
 1. prior to new employment (§ Q.4);
 2. prior to a transfer into a safety-sensitive position (§ Q.5);
 3. following an injury-related accident (§ Q.6);
 4. for no cause when chosen as part of the random selection process for safety-sensitive positions (§ Q.7); and
 5. when there is documented reasonable suspicion to indicate an employee performing duties on behalf of the City is under the influence of drugs or alcohol (§ Q.8).
- c) Employees who are under a medical doctor's care for any illness or injury, whether or not job-related, must report to the Assistant City Manager all medication they are using if it has the potential to impair their ability to safely perform their job duties. If an accident is later attributable to the use of medication that was unreported, the employee may be subject to discipline, up to and including termination.
- d) A job candidate or employee's refusal to undergo a drug test will result in the job offer being rescinded, or the employee incurring immediate disciplinary action, up to and including termination.
- e) A job candidate or employee's failure to test negative for drugs or alcohol will result in the job offer being rescinded, or the employee incurring immediate disciplinary action, up to and including termination.

Q.4 New Employee Testing.

- a) Successful applicants for new employment with the City must undergo pre-employment drug testing. Employment with the City is conditioned upon passing the drug test.
- b) Applicants to refuse or fail a drug test will not be eligible for employment with the City for twelve (12) months following the refusal or failure.

Q.5 Current Employees Seeking Transfer to a Safety-Sensitive Position

If a current City employee applies to transfer to a position deemed to be a safety-sensitive position, the employee must undergo and pass a drug test before being transferred.

Q.6 Post-Accident Testing.

- a) Any City employee who is either injured or causes injury to another person while performing duties on behalf of the City while operating a vehicle or heavy equipment shall be required to submit to a drug test immediately after the incident.
- b) The City of Independence will transport the employee(s) to the collection site immediately following the accident. Employees must not leave the accident scene or drive until after the testing is complete.

Q.7 Random Testing.

- a) Department heads of all City departments employing safety-sensitive positions may establish separate policies to conduct random or mandatory drug tests.
- b) The City department may require any employee holding a safety sensitive position within the department to submit to an unannounced drug test without cause.
- c) An unannounced drug test may be administered each month to employees in safety sensitive positions, as defined by § Q.2.
- d) The Assistant City Manager may administer the monthly testing, in which employees may be selected for drug testing on a monthly basis by using a computer-based random number generator that is matched with an employee's Social Security number or employee identification number.
- e) The test will be unannounced, and the testing dates will be spread reasonably throughout the calendar year.
- f) Each employee in a safety sensitive position will be in the pool from which monthly selection is made. Each employee in the pool has an equal chance of selection and will remain in the pool, even after the employee has been tested.
- g) Employees will be notified they have been selected for testing only after they have reported for duty on the day of collection and are on the job. The City of Independence will transport the employee(s) to the collection site immediately. If the employee is performing a safety sensitive function at the time of the notification, the employee will cease to perform such function and wait to be transported to the collection site.
- h) Employees subject to random testing will only be tested for alcohol. However, if reasonable suspicion is documented and indicates the employee may be under the influence of an alternate controlled substance, the employee will be required to submit to a drug test.
- i) Employees subject to other state or federal regulations will be subject to the

following total number of random tests administered during each calendar year will equal at least:

1. For alcohol test – 10% of the average number of employees in positions covered by this policy.
2. For drug testing – 50% of the average number of employees in positions covered by this policy.

If federal regulations adjust the above-referenced rates for random alcohol and drug testing, the City of Independence will test at least the minimum annual percentage rates published in the Federal Register.

- j) Separate pools will be maintained for employees covered by regulations issued by the State of Kansas or the U.S. Department of Transportation.

Q.8 Reasonable Suspicion Testing.

- a) The City of Independence requires an employee to submit to a drug test when there is documented reasonable suspicion to believe the employee is under the influence of alcohol or drugs in violation of this policy while performing duties on behalf of the City.
 1. Alcohol. In deciding whether there is reasonable suspicion to believe the employee has used alcohol in violation of this policy, an employee must notify a supervisor and document his or her observations to include specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the employee. See Q.15, Reasonable Suspicion Report.
 2. Drugs. In deciding whether there is reasonable suspicion to believe the employee has used drugs in violation of this policy, an employee must notify a supervisor and document his or her observations to include specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the employee. The observations may include indications of the chronic and withdrawal effects of drugs. See Q.15, Reasonable Suspicion Report.
- b) The required observations for alcohol and/or drugs reasonable suspicion testing shall be made by the Assistant City Manager or a City of Independence official who is trained in accordance with this policy. Testing based on reasonable suspicion will occur at a medical facility.
- c) An employee will only be directed to undergo reasonable suspicion testing for alcohol or drug use only when the observations as defined in § 2.f are documented during, immediately preceding, or immediately following the period of time when the employee was performing duties of their position. The employee observing behavior resulting in reasonable suspicion will complete the Reasonable Suspicion Report with the assistance of a Supervisor. See Q.15.
- d) If reasonable suspicion is documented and determined by the Assistant City Manager to warrant testing, the City of Independence will transport the

employee(s) to the collection site immediately, and the employee will be required to provide a breath, hair, or urine sample.

1. If a drug test required by this section is not administered within two hours following the documentation of reasonable suspicion, the Assistant City Manager shall document the reasons the drug test was not promptly administered. If a drug test required by this section is not administered within eight hours, attempts to administer such test shall cease and the supervisor shall document the reasons.
 2. If reasonable suspicion is documented and suggests that an employee is under the influence of or impaired by alcohol or drugs, the employee will not be permitted to perform a safety sensitive function, until:
 - a. A drug test is administered and the employee's alcohol concentration measures less than .02; or
 - b. At least twenty-four hours have elapsed following the determination of reasonable suspicion.
 3. Except as provided in the preceding paragraph 2, the City will take no action against an employee with respect to alcohol use based solely on the employee's behavior and appearance, in the absence of an alcohol test.
- e) The supervisor shall assist the employee in documenting the incident, including a completion of a Reasonable Suspicion Report (See Q.15), signed by the supervisor or City official who made the observations, within 24 hours of the observed behavior or before the results of the tests are released, whichever is earlier.
- f) After the collection of the sample, the employee will be transported to his or her home address. The employee will not be allowed to drive himself or herself. This section does not apply if an alcohol test is administered, and the result is less than .02.
- g) All City employees are subject to reasonable suspicion testing. Such testing is not limited to employees in safety sensitive positions.

Q.9 Consequences of a Confirmed Positive Test Result or Refusal to Take a Drug or Alcohol Test.

a) Applicants

1. Non-employees. If the applicant fails the drug test or refuses to consent to a drug test, the City of Independence will withdraw the offer of employment and will not hire the applicant. Applicants will be informed in writing if they are rejected on the basis of a positive test result.
2. Employees Seeking Safety Sensitive Positions. If a current employee who is seeking a safety sensitive position fails a drug test or refuses to consent to a drug test, the City of Independence will withdraw the

offer. Employees will be informed in writing if they are rejected on the basis of a positive test result.

b) Employees

1. In General. Compliance with this policy is a condition of employment. Refusal to take a required drug test or failure to pass a drug test is just cause for discipline including discharge.
 2. No employee shall perform safety sensitive functions (including driving a commercial motor vehicle) if the employee has engaged in conduct prohibited by this policy unless the employee has met the requirements of this policy for return to duty, as determined by the City.
 3. Test results showing an alcohol concentration of .02 or greater but less than .04 shall immediately cease performing safety sensitive functions. If the City of Independence determines that the employee may return to duty, the employee may not perform any safety sensitive functions until the start of the employee's next regularly scheduled duty period, or 24 hours following the test, whichever is greater.
 4. Test results showing an alcohol concentration of .04 or greater, a positive indicator of the presence of drugs, or if an employee refuses to take a test, will result in an immediate end to duties involving safety-sensitive functions. If the City of Independence determines that the employee may return to duty, the employee may not perform any safety sensitive function until the employee has met the requirements of the U.S. Department of Transportation 49 CFR Part 40, subpart O (Substance Abuse Professionals and the Return-to-Duty Process) and this policy, including evaluation by medical professionals, completion of any treatment ordered by the medical professionals, passing return to duty tests, and entry into a return to work agreement.
- c) All discipline under this policy is adopted by the City of Independence under its independent authority and is not mandated by state or federal regulation.
- d) An employee who is tested under this policy and has an alcohol test result of .02 or more, or who refuses to take a drug test, or who otherwise violates the provisions of this policy, is subject to discipline, up to and including discharge.
1. If the City determines discharge is not warranted, , the employee may be placed on probation for a period of up to 60 months, depending on the length of time recommended by the City for follow-up testing. (See § Q.10). If the employee further violates any provisions of this policy or any other applicable provision during the probationary period, the employee may be discharged.
 2. Any suspension from duty resulting from a violation of this policy is without pay, except that an employee who has undergone reasonable suspicion testing for drugs will be suspended with pay until the City

of Independence receives the drug test result.

- e) The City of Independence will advise each employee known to have engaged in conduct prohibited by this policy of the names, addresses, and telephone numbers of substance abuse professionals acceptable to the City of Independence.
 - 1. If employment is not terminated, employees who have a positive test result for either drugs or alcohol or refuse to submit to a test (including by adulterating or substituting a urine specimen) must undergo a medical evaluation.
- f) Probation: Following a violation of this policy and a return to duty, the employee will be on probation for at least 24 months and, if the medical professional recommends a longer period of time for follow-up testing, will be on probation for the period of follow-up testing, up to 60 months.
- g) After any violation of this policy, if an employee is not terminated, the employee will retain his or her employment only if the employee fulfills all of the following requirements:
 - 1. Successfully complies with the medical evaluation recommendations for education and/or treatment as determined by the medical team;
 - 2. Passes all drug and alcohol return-to-duty and follow-up tests required by the medical team testing plan;
 - 3. Enters into a return to work agreement;
 - 4. Does not commit any other violations of this policy or of the return to work agreement.
 - 5. During the probationary period following return to duty, an employee who voluntarily admits a relapse of a substance abuse problem prior to being notified to report for testing may be given another opportunity for rehabilitation if the conditions set out in subsection d. of this section are met. A modified return to work agreement will be required, and the employee will be subject to a new 24-month period or longer of follow up testing as determined by the medical professional.
 - 6. Employees on probation must adhere to all other Human Resources Guide provisions. Nothing in this policy or in a return to work agreement shall preclude termination of an employee for a violation of the HR Guide.
 - 7. An employee who has violated this policy and has retained his or her employment under the provisions of this section who again violates this policy is subject to immediate termination.
 - 8. The decision to retain an employee who has completed a rehabilitation program and has returned to work and thereafter requests to enter a rehabilitation program again rests solely within the discretion of the County Manager.

9. Employees should attempt to schedule prescribed education and treatment sessions outside of normal work hours whenever possible. However, employees will be allowed to use their sick leave or vacation leave while participating in medically prescribed programs during normal working hours.
10. Employees are responsible for the cost of medical-prescribed education and treatment. An employee is not prohibited from using the City of Independence Employee Health Benefit Plan to pay for such education and treatment, but whether it is a covered benefit under the Plan depends on the terms and conditions of the Plan. Any drug or alcohol tests ordered by the medical team prior to an employee's return to duty must be paid for by the employee.
11. If the City of Independence receives a recommendation from the medical team that ongoing services (in addition to follow-up tests are needed to assist an employee to maintain sobriety or abstinence from drug use after the employee resumes the performance of safety sensitive duties, the City, as part of a return to work agreement with the employee, may require the employee to participate in the recommended services. The City may monitor and document the employee's participation in the recommended services. The employee is obligated to comply with the medical team recommendations for these services. If the employee fails or refuses to do so, he or she may be subject to disciplinary action.

Q.10 Follow Up Testing.

- a) Should an employee test positive for drugs or alcohol, the employee will be referred for a medical evaluation. Following successful release by a medical physician and/or completion of a rehabilitation program, an employee desiring continued employment with the City will be required to undergo a drug test and return negative results. Upon passing the drug test, the City will establish a written follow-up plan for any employee wishing to return to employment in a safety-sensitive position. Compliance with the follow-up plan is mandatory; any employee failing to comply is subject to additional discipline, up to and including termination.
- b) The City of Independence is the sole determiner of the number, frequency, and manner of follow-up tests following a positive result, unless otherwise directed by the FMCSA regulations.
- c) At a minimum, the follow-up plan will include six unannounced follow-up tests in the first twelve months of the employee's return to safety sensitive functions. The City may also require unannounced tests during an additional 48 months of safety sensitive duty.
- d) The employee will not be permitted to perform safety sensitive functions until follow-up testing is completed, as directed by the City.
- e) The follow-up tests will be unannounced, and the employee will not be given advance notice of such test.

- f) Follow-up testing is separate from and in addition to random testing required by this policy. Employees subject to follow-up testing will remain in the random testing pool, but a random test will not be substituted for a follow-up test.
- g) A canceled follow-up test will not be counted as a completed test. A canceled follow-up test must be recollected.
- h) Failure to pass any follow-up test will result in discipline, up to and including termination.

Q.11 Voluntary Self-Identification

- a) An employee who voluntarily identifies himself or herself as a user of drugs or alcohol, before being identified through other means, will be considered a candidate for retention of employment, provided he or she first:
 - 1. Submits to an evaluation by a medically acceptable service acceptable to the City of Independence;
 - 2. Successfully complies with the medical evaluation recommendations for education and/or treatment as determined by the medical team;
 - 3. Passes all drug and alcohol return-to-duty and follow-up tests required by the medical team testing plan;
 - 4. Enters into a return to work agreement; and
 - 5. Thereafter refrains from violations of this policy or the return to work agreement.
- b) This self-identification option is only available if:
 - 1. The employee does not self-identify in order to avoid testing under the requirements of this policy;
 - 2. The employee makes the admission of drug or alcohol use prior to performing a safety sensitive function (i.e., prior to reporting for duty); and
 - 3. The employee does not perform a safety sensitive function until the employee successfully complies with the requirements of subsection (a) above.
 - 4. The City of Independence will not take adverse action against an employee for voluntary self-identification under this section if the employee complies with all the requirements contained herein.
- c) Any City employee convicted under a criminal drug statute where the violation occurred during the employee's time of employment with the City must notify the Assistant City Manager within five (5) days of the conviction. A failure to notify the Assistant City Manager may result in immediate discipline including termination.

Q.12 Record Keeping and Confidentiality.

- a) The Safety Department Director shall maintain the records of the Drug and

Alcohol Awareness and Testing Program in a secure location within Laserfiche-Personnel RMS with controlled access in accordance with federal regulations.

- b) The types of records to be maintained, their location, and their minimum period of retention shall be as prescribed by federal DOT regulations.
- c) Except as otherwise provided in this section, no individual test results or medical information will be released to third parties without the employee's specific written consent.
 - 1. A "third party" is any person or organization to whom other parts of this policy or applicable federal regulations do not explicitly authorize or require the transmission of information in the course of the drug or alcohol testing process.
 - 2. "Specific written consent" means a statement signed by the employee that he or she agrees to the release of a particular piece of information to a particular, explicitly identified, person or organization at a particular time. Blanket releases, in which an employee agrees to a release of a category of information (e.g., all test results) or to release information to a category of parties (e.g., other employers or companies to which the employee may apply for employment) are prohibited by federal regulation and will not be accepted by the City of Independence.
- d) Test results will be released without the employee's written consent in the following circumstances.
 - 1. In certain legal proceedings as follows:
 - a. These proceedings include a lawsuit, grievance, or administrative proceeding brought by, or on behalf of, an employee and resulting from a positive drug or alcohol test or a refusal to test (including but not limited to adulterated or substituted test results and including but not limited to a worker's compensation, unemployment compensation, or other proceeding relating to a benefit sought by the driver).
 - b. These proceedings also include a criminal or civil action resulting from an employee's performance of safety sensitive duties in which a court of competent jurisdiction determines that the drug or alcohol test information sought is relevant to the case and issues an order directing the City of Independence to produce the information.
 - c. In such a proceeding, the City of Independence may release the information to the decisionmaker in the proceeding only with a binding stipulation that the decisionmaker to whom it is released will make it available only to parties to the proceeding.

- d. The City of Independence will immediately notify the employee in writing of any information released under this section.
 - 1) Upon the request of DOT agency representatives, the City of Independence will provide, among other things, all written, printed, and computer-based drug and alcohol program records and reports (including copies of name specific records or reports).
 - 2) If requested by the National Transportation Safety Board as part of an accident investigation, the City of Independence will provide information concerning post-accident tests administered after the accident.
 - 3) If requested by a federal, state, or local safety agency with regulatory authority over the City of Independence or the employee, the City of Independence will provide drug and alcohol test records concerning the employee.
 - 4) The test results will be released to the City Manager who may release the results to those City of Independence personnel directly involved in the decision for the tested employee's discharge or disciplinary action and to the City of Independence Legal Department attorneys.
 - 5) Any employee is entitled, upon written request, to obtain copies of any records relating to his or her use of drugs or alcohol, including any records pertaining to his or her drug or alcohol tests. The City of Independence shall promptly provide the records requested by the employee.
 - 6) Records will be made available to a subsequent employer upon receipt of a written request from the employee.
 - 7) The City of Independence will release information regarding an employee's records maintained under this policy as directed by the specific written consent of the employee authorizing the release of the information to an identified person.

Q.13 Search and Seizure.

The City of Independence reserves the right to search for alcohol or illegal drugs, without employee consent, all areas and property in which the City of Independence maintains full control or joint control with the employee, which areas and property do not include personal vehicles, lockers, and personal items, such as but not limited to lunch boxes, purses, and briefcases. Employees must notify a Supervisor if reasonable suspicion is detected. The Supervisor must consult with the Assistant City Manager to implement this policy.

Q.14 Acknowledgement Form.

City of Independence

Safety Disciplinary Policy

Substance Abuse/Drug Testing Policy

Signature Receipt Form

I _____ have been provided a copy of the City of Independence Safety Drug Testing Policy. I have read the procedures, had an opportunity to ask any questions I may have, and acknowledge that I have been provided an opportunity to ask questions and I understand them.

I understand that this policy gives the City authority to do drug testing if an accident with injury occurs. I also understand that if I test positive for drugs or alcohol that I will be subject to disciplinary action including termination and that my worker's compensation benefits for this claim could be denied.

Signature of Employee

____/____/____
Date

Witness

____/____/____
Date

All City employees have the right to grievance procedures as outlined in the City Personnel Rules and Regulations.

Q.15 Reasonable Suspicion Report

To use when behaviors are observed that may indicate an employee is impaired by use of alcohol and/ or other controlled substances. This form should be completed and signed by the person(s) who observe the behavior, and also signed by a supervisor.

Name of employee observed _____

Department _____ Division _____

Observers _____

Time of observation _____ Location _____

In each category below, circle all of the descriptions given that apply to the observed employee's behavior.

CATEGORY		DESCRIPTIONS				
Demeanor:	Normal	Agitated	Aggressive	Passive	Cooperative	
Speech:	Normal	Slurred	Loud	Quiet	Rambling	Incoherent
Eyes:	Normal	Bloodshot	Dilated	Closed	Moist	
Breath:	Normal	Alcohol Odor	Marijuana Odor			
Coordination:	Normal	Fumbling	Jerky	Slow Reacting		
Actions:	Normal	Talkative	Threatening	Calm	Erratic	
Skin:	Normal	Sweaty	Flushed	Pale	Clammy	
Walking:	Normal	Unsteady	Staggering	Slow		
Standing:	Normal	Swaying	Rigid	Feet Wide Apart		

Other observations that indicated impairment (write in below):

Signatures of observers: _____

Supervisor's Signature Date _____

Article R. Policy On Use of Tobacco Products in the Work Place

R.1 Tobacco and Vaping Use Banned.

In recognition of the health hazards of tobacco use and vaping, the use of tobacco in all forms and vaping in all forms is hereby banned on all property owned by the City of Independence, Kansas, except the following:

- a) All properties operated and/or managed by the Independence Housing Authority but which are titled to the City of Independence;
- b) All businesses located at the Independence Municipal Airport on property titled to the City of Independence; and
- c) All city streets and rights of way.

Article S. Policy on Use of Information Technology System

S.1 Scope.

This policy applies to employees, agents, contractors, consultants, vendors, service providers, and temporary workers on City of Independence premises or using the City of Independence technology systems.

S.2 Acceptable Use.

- a) Users are granted the use of the City of Independence information systems that includes all types of computerized equipment.
- b) Users are granted access to the internet, intranet, World Wide Web, e-mail and other applications through use of the City of Independence Network.
 - 1. All City computers will be set up by IT services and connected into the City owned network system, internet, and e-mail services.
 - a. Computer and internet connections outside of the City Network are prohibited and must have the approval of the City Manager.
 - 2. City of Independence Network or authorized computers are:
 - a. City Hall
 - b. Independence Police Department
 - c. Independence Fire- EMS
 - d. Water Plant
 - e. Wastewater Plant
 - f. Memorial Hall
- c) City of Independence computers with internet / e-mail access
 - 1. Airport
 - 2. Water Treatment Plant
 - 3. Waste Water Plant
 - 4. Park / Cemetery
 - 5. City Hall wireless
 - 6. Street, Memorial Hall, Airport, Sanitation
 - 7. Water-Sewer
 - 8. City Hall wireless
 - 9. Memorial Hall Wireless

S.3 Computer Access and User Responsibility.

- a) City Manager has ultimate authority and may deny access at any time and for

any reason to the City Computers and network systems.

1. Department Heads have authority to deny access to employees for any reason to the city computers and network systems.

b) User Access to the City Network and computers

1. All users of City computers and network technology will be given personal password access.
2. Employees should not share or divulge their password to other employees. If user password is released I.T. should be contacted and password should be changed.

c) City Computers, network, and e-mail is intended for business purposes only. Personal use of the systems is prohibited unless authorized by City Manager.

1. Employees may utilize a computer in the break room that has internet access for personal use during breaks and lunch.
2. City Departments may also set up a way for internet access for employees during breaks and lunch.
 - a. Employee are responsible for all activity done on these computers and illegal activity, pornographic material, or other unauthorized use will be grounds to discipline or terminate an employee.
3. Employees are prohibited from downloading information or programs unless approval is granted from Dept. Head, IT, or City Manager office.

d) Screen Protection is required on City Computers that display confidential identifying information of City customers.

1. Computers should automatically lock and go to screen saver mode after being unattended for 5 minutes. Password is required to unlock the computer. Alt. is employee locks computer anytime they are away from the desk.

S.4 Prohibited Uses and Privacy.

a) Blogs, Facebook, Twitter, Social Media, AOL, Instant Messenger, or Games

1. Non-exempt employees are not permitted to access Social Media, Facebook, blogs, MySpace, Flickr, game sites or other Social Media websites on City computers.
2. Exempt employees will have approval of the City Manager office to access Social Media for the city purposes.
3. Employees viewing or posting on blogs or forums while working may be terminated.
4. Employees assigned to City Web page and department social media have permission to administrate those programs.

b) No Right to Privacy

1. All information created, accessed, or stored using City of Independence applications and systems is the property of the City of Independence. Users do not have a right to privacy to any activity conducted using the system. City Manager, Department Heads, or IT have the right to review, read, and access or otherwise monitor all activities on the City system or any computers or equipment accessing the City system. All systems are monitored by the City of Independence.

c) Sales and Solicitation

1. Users may not send or forward e-mails, bulk e-mails, advertisements, or other offers on City e-mail accounts. Users may not use City computers and e-mail to solicit funds for fund raisers, school fundraising, selling products, merchandise, or political support.
2. City Sponsored Activities will be permitted with City Manager approval.

d) Confidential Information

1. Proprietary or confidential information, customers personal account information, should always be sent with encrypted files when sending through e-mail or internet connections.
 - a. Accidental release of confidential information should be immediately reported to the City Manager office.

e) Deception

1. Users may not intercept, attempt to intercept e-mail or network traffic, attempt to access unauthorized accounts, penetrate security measures, obtain copies of files, e-mails, or other data from City computers.
 - a. Users caught will face disciplinary action including possible termination.
 - b. The above activity is criminal and will be turned over to law enforcement for investigation and prosecution.

f) Restrictions

1. Photographs, video, audio recordings or other depictions of the City of Independence including facilities, events, etc. must have the approval of the City Manager before being posted on websites or sent via e-mail.
2. City Logos & Trademarks cannot be posted or used without City Manager approval.
3. Inappropriate Material such as pictures, video, artwork, comments or other references depicting violence, sexually explicit, racial or

ethnically derogatory material is prohibited and users will be subject to disciplinary action including possible termination.

4. Political comments, solicitation, or other use of City Computer for this purpose is not allowed on City Computers or during working hours.
5. Downloads, Software Installation, or other applications must have the approval of Department Head, IT, or City Manager.

S.5 Illegal Uses.

- a) Users will obey all City, State, Federal, and International Laws and policies in regards to technology uses of the City Technology system.
 1. Harassment, pornography, terrorism, espionage, theft, drugs, stalking, threatening, or other illegal activity by e-mail or other methods are examples of illegal activity.
- b) Violations of Policies and Laws may result in discipline up to and including termination of employment.

S.6 City Web Page.

- a) City of Independence webpage www.independencesks.gov is the property of the City of Independence. All requests to post information on the City Webpage will be sent to the City Manager office for review and approval.
- b) ADA act requires that State and local governments provide equal access to their programs, services, or activities. City of Independence and departments will work to ensure that our Webpages, Facebook, Twitter, and other social media have accessible features for people with disabilities. This will be accomplished by:
 1. Ensuring that all new and modified webpages and content are accessible:
 - a. Check the HTML of all new pages. Make sure that accessible elements are used, including alt tags, long descriptions, and captions, as needed
 - b. If images are used, including photos, graphics, scanned images, or image maps, make sure to include alt tags and/or long descriptions for each.
 - c. If you use online forms and tables, make those elements accessible
 - d. When posting documents on the website, always provide them in HTML or a text based format (even if you are also providing them in another format, such as Portable document format [PDF]).
 2. Ensure that all staff are making their webpages making them accessible.

3. Provide alternate means for visitors to request accessible information or services by posting telephone or e-mail addresses on our home pages.
4. Enlist the assistance of disability groups to test our pages for ease of use.

c) Department Websites

1. All departments may develop and place a department webpage on the City Webpage. Approval of content and pictures must be obtained from the City Manager &/or Assistant City Manager.
2. Assistant City Manager is in charge of developing and maintaining the City Webpage.
 - a. Will authorize who has access to the webpage.
 - b. File size and limits may apply.

S.7 Independence Police Department.

The Police Chief has the authority to allow officers to view, download, or access prohibited sites for the purpose of investigations and complaints.

- a) The Police Department will work with I.T. personnel to safeguard their network while viewing, downloading, etc. prohibited sites.

S.8 Security and Proprietary Information.

- a) Keep passwords secure and do not share accounts. Authorized users are responsible for the security of their passwords and accounts. System level passwords should be changed as requested by network policy
- b) All PCs, laptops and workstations should be secured with a password-protected screensaver with the automatic activation feature set at 10 minutes or less, or by locking the workstation by pressing Windows Key + L when the host will be unattended.
- c) Because information contained on portable computers is especially vulnerable, special care should be exercised. Protect laptops in accordance with the same security procedures. If sensitive information will be copied to the laptop then encryption and location tracking software should be installed.
- d) All hosts used by the employee that are connected to the City of Independence Internet/Intranet/Extranet, whether owned by the employee or the City of Independence, shall be continually executing approved virus-scanning software with a current virus database unless overridden by departmental or group policy.
- e) Employees must use extreme caution when opening e-mail attachments received from unknown senders, which may contain viruses, e-mail bombs, or Trojan horse code.
- f) All PCs, laptops and workstations connected to the City of Independence

domain should be logged out and shutdown every night when finished for the day unless an approved process requires otherwise.

S.9 City of Independence Facebook, Twitter, and Webpage Rules for Social Media.

The purpose of City of Independence Facebook and twitter pages is to provide a forum for the public to see how the City of Independence, Independence Police Dept., Independence Fire/EMS and other City departments operate in the community, events occurring, and comments on the departments. This is a moderated channel, meaning all comments will be reviewed for appropriate content. Please show respect to those you are addressing when submitting comments. Comments that are off-topic or include abusive or vulgar language, spam, hate speech, personal attacks, advertisements, or endorsements of products or similar content will be removed from the page. We reserve the right to determine which comments are acceptable for this page. We will however, post and attempt to comment on legitimate questions and concerns regarding City, Police, Fire-EMS, or other City Department missions and the department's efforts to help the community and individuals. While the City of Independence and the City Departments will not be collecting, or retaining these comments in our records, this is a public forum and any information provided in comments may be publicly available on Facebook and the privacy policies of Facebook apply. As such, please do not include personal details such as: a case number, social security number, patient name, or any other information you do not want available to the general public. If you choose to post personal information you do so at your own risk. The City of Independence and City of Independence Police, Fire-EMS, and other City departments disclaim any liability for any loss or damage resulting from any comments posted on these pages. This forum may not be used for the submission of any claim, demand, informal or formal complaints, or any other form of legal and/or administrative notice or process, or for the exhaustion of any legal and/or administrative remedy. If you have specific questions regarding a Facebook page that involves details you do not wish to share publicly please contact the program point of contact listed below:

- (a) City of Independence - Assistant City Manager -- 620.332.2528
- (b) Independence Police - Police Chief -- 620.332.1700
- (c) Independence Fire-EMS – Fire/EMS Chief -- 620.332.2504

S.10 Photos.

Facebook users may post their photos on this site to share with the general public. Users may only upload photos to which they own the copyright for the photo. By uploading the photo, the user acknowledges that he/she owns the copyright to the photo and grants the City of Independence a royalty free unconditional license to post the photo on this site and to provide a copy of the photo in paper or electronic format to any entity if required by Kansas Law. City of Independence reserves the right to remove any photo that is off-topic, contains obscene, racial, sexual, or harassing language or images containing advertisements or endorsements of

products. The City of Independence does not hold any intellectual property rights in the images posted on these sites. If any entity wishes to use one of these images for any purpose they must seek permission from the copyright holder.

S.11 City of Independence bulletins for Webpage, Facebook, and Twitter Accounts.

- a) **Site Security Notification.** You are entering an Official Government System, which may be used on for authorized purposes. The City may employ commercial software programs to monitor network traffic to identify unauthorized attempts to upload or change information, or otherwise cause damage. All persons are hereby notified that the use of this system constitutes consent to such monitoring and auditing. Unauthorized attempts to upload information or change information are strictly prohibited and are subject to criminal prosecution under the Computer Fraud and Abuse Act of 1986, the National Information Infrastructure Protection Act and Title 18 U.S.C> sec 1001 and 1030. Except for authorized law enforcement investigations, no other attempts are made to identify individual users or their usage habits. Raw data logs are used for no other purpose and are scheduled for regular destruction.
- b) **Privacy and Security.** The City of Independence is committed to protecting your privacy. The City will collect no personal information when you visit our websites unless you choose to provide that information. If you do choose to provide personal information to us, it is only used to fulfill your request for information. We do collect some technical information on the City websites. There is an explanation below on how we collect and handle this information.
- c) **If You Send Us Personal Information.** If you choose to provide us with personal information, such as by sending an email or by filling out and submitting a form through our website, we will use that information to respond to your message or to fulfill the stated purpose of the communication. Remember that email is not necessarily secure against interception. If your communication is sensitive or includes personal information you may prefer to send it by postal mail instead. We may share the information you give us with another agency if your inquiry relates to that agency or department. In other limited circumstances, such as request for information etc. we may be required by law to disclose information you submit. Before you submit personal information, such as on an online form, you may be given more specific guidance as to how your personal information may be used. City of Independence never collects information or creates individual profiles for marketing purposes. While you must provide an email address for a response to any incoming questions or comments to the City, we recommend you not include any other personal information, especially Social Security numbers. Electronically submitted information is maintained and destroyed as outlined in City Policy. This information may also be covered by the Privacy Act and subject to the Freedom of Information Act.
- d) **Technical Information Collected and Stored Automatically.** If you do nothing during your visit but browse through the webpages, Facebook, or twitter accounts of the city, we will gather and store certain information about

your visit. This information does not identify you personally. We automatically collect and store some or all of the following information about your visit: The Internet IP address from which you accessed our website, the date and time, the Internet IP address of the website from which you linked to our website, the name of the file or words you searched for, items clicked on a page, and the browser operating system used. We use this information to help us make our websites more useful to visitors and to learn about the number of visitors to our site and the types of technology our visitors use. We do not track or record information about individuals and their visits.

Article T. Code of Ethics.

T.1 General Intent and Interpretation.

This Code of Ethics is intended to establish standards to guide the decisions and actions of the public officials and employees in the performance of their official duties and functions. The standards established by the Code are rules of reason and not rules of law, and they do not themselves seek to impose duties or obligations not otherwise required of public officials and employees. Rather, the standards seek to recognize the expectations inherent in government service through public opinion and perception and to define the special responsibilities that arise through the representation and authority of government. Likewise, the Code does not attempt to exhaust the moral and ethical values that must guide government actions, nor does it displace professional knowledge, skill or judgment. Every person in government service must also be guided by personal conscience and the independent ideals of their profession, as well as the legal duties imposed upon them. These standards, therefore, should be interpreted with reference to the purposes of government service and the unique stature of public professionalism.

T.2 Application.

This Code of Ethics for the City shall apply to all persons appointed or hired as employees of the City, to all persons appointed by the City Commission to any position, board, or commission, whether compensated or not, other than independent contractors, who perform personal services for and on behalf of the City. The ethical standards, considerations and rules of conduct shall apply and be observed during the person's term of office or service with the City.

T.3 Ethical Standards.

It shall be the duty of all persons to whom this Code of Ethics applies to observe the highest moral principles in all official actions, whether specifically noted or mandated in this Code, and to refrain from any course of conduct which might result in, or create the appearance of a violation of the following ethical standards. An official, whether elected or appointed, and a City employee should:

- a) Standard 101: Endeavor to be loyal to high standards and to the City, above loyalty to persons, department or agency, or political or other interests.
- b) Standard 201: Uphold the constitution, laws and regulations of the United States, the State of Kansas, and the City.
- c) Standard 301: Treat all citizens fairly and equally with courtesy and respect, and never discriminate by dispensing of special favors or privileges, whether for remuneration or not.
- d) Standard 401: Refrain from making any public or private promise the performance of which would require him or her to act beyond the proper scope of the duties of his or her office, or act in a manner which could compromise the integrity of his or her public office.

- e) Standard 501: Never engage in business with the government, either directly or indirectly, which is inconsistent with the conscientious performance of his or her governmental duties
- f) Standard 601: Never use any information coming to him or her confidentially in the performance of governmental duties as a means for making a private profit or gaining benefit for himself or herself or others; and never reveal any information made known to him or her through his or her public office which is by law confidential or by custom a protected right of privacy where revealing the information could affect the civil or moral rights of any citizen.
- g) Standard 701: Always safeguard the public trust and never use nor allow the use of government property or funds for private purposes, for purposes other than those authorized or permitted, or for purposes which could mislead the citizens or damage the confidence and reputation of the government.
- h) Standard 801: At all times display the highest level of integrity in performing his or her duties and never knowingly or negligently mislead or allow others to mislead the public or other government officials nor fail to disclose or report to appropriate officials any corruption whenever discovered.
- i) Standard 901: Avoid the appearance of improper influence and refrain from ever receiving, soliciting or accepting gifts, gratuities, favors or anything of value for himself, herself, family, or others, which is intended or has the appearance or effect of influencing the performance of his or her duties; and should never himself or herself lobby nor attempt to influence others in the performance of their duties by any means which are not a part of his or her authorized duties.
- j) Standard 1001: Never allow his or her judgment to be compromised by any personal, family or business interest not a part of his or her government service and never act upon any matter in which he, she, family, or business has or may have any financial or beneficial interest; and always declare and disclose the full nature and extent of any personal, family, or business interest in any matter related to governmental actions or duties.
- k) Standard 1101: Stand as a representative of the City and the public trust and never intentionally act outside the scope of his or her authority in that representation nor allow to be perceived as acting on behalf of the public or government when, in fact they are not.

T.4 Guidelines for Applications.

The following guidelines are designed to provide a frame of reference for interpretations of the Ethical Standards. They are not absolutes, but serve as considerations to be applied to specific factual situations.

- a) **Gifts and Gratuities.** A gift or gratuity would include any item of value, whether in the form of money, services, loan, travel, entertainment, hospitality, promise, favor, or tangible objects. As a general rule, a public official or employee should not:
 1. Solicit a gift or gratuity for any purpose related to their official duties

or City business or operations;

2. Accept any gift or gratuity (other than appropriate political contributions for elected officials) or an honor or award presented by a professional or fraternal organization, for the performance of duties;
3. Keep any unsolicited gift or gratuity having a value exceeding \$100; and
4. Accept any gift or gratuity under circumstances that a reasonable person would question or circumstances where the giver would have reason to expect something in return.
5. Further, as a general rule, a public official or employee should:
 - a. Report to their supervisor, department head, personnel officer, or City Manager, any offer or attempt to offer a gift or gratuity in exchange for the performance of their duties;
 - b. File a disclosure statement showing the nature of any unsolicited gift or gratuity received, the person giving the gift or gratuity, its value and the circumstances under which it was received; and
 - c. To the extent possible, retain any unsolicited gift or gratuity for the office or department as a whole, rather than as a personal gift or gratuity.

b) **Financial or Business Interests with City Operations.** A financial or business interest includes any that would directly or indirectly provide a monetary or material benefit to the official or employee. As a general rule, an official or employee of the City should refrain from participation in any selection process, contract negotiation, or purchase of goods or services where they, or their family members or business associates, have any beneficial or financial interest in the award, selection, or contract. Further, a public official or employee should not engage in or have a financial interest in any business providing goods or services to the City except when the goods or services are provided through the formal competitive bid process under the purchasing policies of the City, and then only upon full disclosure to all appropriate officials of the financial interest.

c) **Financial Interest Disclosures.** A material financial interest would include an interest that provides direct financial remuneration to the public official or employee, or to any member of their immediate family, in an aggregate amount of five hundred dollars (\$500) or more in any year, or an ownership interest in any business entity which exceeds ten percent (10%) of the total ownership. A public official or employee of the City should always fully and publicly disclose any material financial or other beneficial interest that the official or employee has or may have in any contract, legislative action, formal decision, or governmental ruling or determination whenever the official or employee will or may participate in any manner in the discussion, deliberation, decision, or administration of the matter.

- d) **Conflict of Interest.** A conflict of interest includes any circumstance under which a public official or employee of the City has a direct personal interest, other than the diligent performance of their official duties, in the result or outcome of any governmental action for which the official or employee has, in whole or in part, any discretionary authority or responsibility. It is not limited to financial interests, but may include other interests such as personal friendship, family relations, or other associations with groups or persons. A public official or employee of the City should always avoid even the appearance of such conflicts by full, public disclosure of such interests to appropriate officials and, where possible, by abstaining from participation in the performance or exercise of the official, discretionary actions. Elected Officials should abstain from voting on issues only if there is a conflict of interest, and should state, in general terms, the nature of the conflict.

Article U. Cellular Phone Policy

U.1 Purpose.

The purpose of this policy is to outline the use of personal cellular phones at work and the safe use of cellular phones by employees.

U.2 Policy.

- a) All non-exempt City employees will leave personal cellular phones in their vehicles or lockers unless they receive authorized written directive for use by the department head for City Business only or permission can be granted to carry their phone for extenuating circumstance by department head.
- b) Employees will be permitted to utilize their personal cellular phones during breaks and lunch.
- c) Fire-EMS Department.
 - 1. Employees permitted to carry cellular phones.
 - a. Use is restricted to business during business hours.
 - b. Employees may use for personal use during breaks and lunch.
- d) Police Department
 - 1. Employees permitted to carry cellular phones
 - a. Phones should be used for City Business.
 - b. Employees may use for personal use during breaks and lunch.

U.3 Safe Use of Cellular Phones.

- a) Employees will obey all State and Federal laws in the use of cellular phones.
- b) Emergency Services are exempt from the law when operating emergency vehicles.
- c) The law does not apply to persons using a cellular phone to contact 911.
- d) Other Safety Measures when using City Cellular Phones.
 - 1. No Texting and driving allowed.
 - 2. Pull over and park to make phone calls.
 - 3. Never use cellular phones while operating equipment or machinery.

Article W. Annual MVR Checks.

W.1 Purpose.

To annually check all motor vehicle records of city employees that operate city vehicles and machinery. The purpose of these checks is to make sure the employee has a valid driver's license, is qualified to operate the type of city vehicle they drive, and to check whether the employee has any restrictions or violations that the city and our insurance carrier should be aware of. It is a requirement in many departments for employees to possess a valid driver license. An employee's driver license is checked at the time of hire but is often never checked again by the City unless an accident occurs. The City may be exposed to liability should an employee be involved in an accident and through an investigation is found the employee license is no longer valid. It is also equally important to have employees that are safety minded and operate vehicles in a safe manner. MVR checks would also reveal if an employee has been cited, restricted, or otherwise penalized for unsafe vehicle operations.

W.2 Policy.

It is the policy of the City of Independence to do the following MVR checks:

- a) Prior to hiring.
- b) Annual check – Brenda Weaver will provide the police dept. with a list of employees that operate vehicles and equipment along with the driver license number. This check will be done during the month of January of each New Year.
- c) MVR checks that are found to have violations, suspension, expired or other concerns will be reported to the Dept. Head of that employee.
- d) Employees that are found in violation of a city or dept. policy because of the MVR checks are subject to disciplinary action, loss of driving privileges, or failure to be covered by the City insurance carrier. Loss of driving privileges or insurance coverage could result in termination of your position.

Article X. Drug-Free Workplace and Employee Awareness Program

X.1 Resolution 91-4.

A resolution establishing a drug-free workplace and employee awareness program for employees of the City of Independence, Kansas.

- a) Whereas: It is the policy of the City of Independence, Kansas to create a drug-free workplace in keeping with the requirements of the Drug-Free Workplace Act of 1988.
- b) Whereas: The use of controlled substances is inconsistent with the behavior expected of employees of the City of Independence.
- c) Whereas: The use of drugs subjects all employees to unacceptable safety risks and undermines the City's ability to operate effectively and efficiently in providing City services.
- d) Whereas: The use of drugs during non-working times may impair an employees' ability to perform on the job duties.
- e) Now, therefore, be it resolved by the governing body of the City of Independence, Kansas, that the following is the policy of the City:
 - 1. Effectively immediately any location at which City business is conducted, whether on or off City property is declared to be a drug-free workplace.
 - 2. All employees are prohibited from unlawfully manufacturing, distributing, dispensing, possessing or using controlled substances in the workplace.
 - 3. All employees are prohibited from reporting to work or appearing on City premises at any time under the influence of controlled substances.
 - 4. Any employee violating this City policy is subject to disciplinary action up to and including termination, as included in the City's Personnel Rules and Regulations.
 - 5. Any employee convicted of a criminal drug related charge must inform the City of such conviction, including a plea of Nolo Contendere (no contest) within five (5) days of the conviction occurring. Failure to inform the City subjects the employee to disciplinary action up to and including termination.
 - 6. As required by law, the City will notify the Federal contracting officer/agency within ten (10) days of receiving notice from an employee or otherwise receiving notice of such conviction.
 - 7. At its discretion, the City may require an employee who violates this policy to successfully complete a drug abuse assistance or rehabilitation program as a condition of continuing employment. The cost of such program shall be the responsibility of the employee.

8. Local agency(s) which are available for providing information on drug awareness and rehabilitation assistance are attached.
 9. This drug awareness policy will be provided to all employees of the City of Independence.
- f) This Resolution shall be in full force upon its adoption by the Governing Body of the City of Independence. Adopted and passed this 31st day of December, 1991. Paul D. Oakleaf, Mayor; Attest: David W. Schwenker, City Clerk.
- g) Attachment – Local Agency referred to in Section W-1, (e) 8:
1. Four County Mental Health Center
3751 W. Main, P.O. Box 688
Independence, KS 67301
620-331-1748 or 1-800-499-1748

Article Y. City of Independence Purchasing Policy.

Y.1 General Provisions.

- a) **Purpose.** This is an Administrative Policy. The purpose of the policy is to define procurement and purchasing procedures for city departments and employees based upon the type of goods and services being acquired and to set forth the process for disposing of city assets.
- b) **Acquisition of Goods and Services.** The acquisition of goods and services by or on behalf of the City of Independence, its agencies, departments, officials and authorized agents, should be made in a manner and method which provides for the prudent expenditure of City funds; provides for maximum protection of the taxpayer; prevents waste, conflict, and impropriety; provides for equal access and opportunity in an open and competitive environment to all suppliers, with regard to factors related to quality, cost and availability of the goods and services; and which complies with all applicable federal, state and local laws, rules and regulations.
- c) **Self-imposed Constraints.** Even though the Governing Body approves a level of expenditures for any given department, that approval, in and of itself, is neither a permit nor a directive to expend funds unless the need exists at the time of purchase and the goods or services to be purchased are within the budget limits.
- d) **Familiarity with Policy.** All personnel of the City responsible for purchases shall become familiar with and follow the City's policies and procedures as they relate to purchasing. Supervisors shall be cognizant of their respective budget limitations and initiate purchases accordingly. It is the responsibility of the individual departments to anticipate requirements and initiate action to purchase goods and services in advance of the time they are needed.
- e) **Application.** This policy applies to all purchases and contracts entered into by the City. It shall apply to every expenditure of public funds for supplies and materials by a public department for public purchasing irrespective of the source of the funds. If City staff or resources are used in any manner, this policy shall apply. When the purchase involves the expenditure of federal or state assistance or contract funds, the purchase shall be conducted in accordance with any mandatory applicable federal and/or state laws and regulations. Nothing in this policy shall prevent any public department from complying with the terms and conditions of any grant, gift or bequest that is otherwise consistent with law.
- f) **Public Access to Purchasing Information.** Purchasing information shall be a public record to the extent provided by state statute and shall be available to the public as provided in such statute.

Y.2 Definitions.

- a) CITY EMPLOYEE – an individual drawing a salary or wages from the City.
- b) CITY MANAGER – the Chief Administrative Officer of the City hired on either a permanent or interim basis by the Governing Body.
- c) CONSTRUCTION – the process of building, altering, repairing, improving or demolishing any public structure or facility or other public improvement of any kind.
- d) CONTRACT – a legally binding promise enforceable by law.
- e) DEPARTMENT HEAD – the director designated by the City Manager to direct the administration of the department and is charged with certain duties and responsibilities, or his/her authorized representative.
- f) EMERGENCY – those unforeseen circumstances that present an immediate threat to public health, welfare, or safety; or when immediate response is necessary to prevent further damage to public property, machinery or equipment; or when delay would result in significant financial impacts to the City or significant interruption to the project schedule as determined by the Department Head and City Manager.
- g) GOVERNING BODY – the elected officials comprising the ruling body of the City that performs the legislative function for the City regarding policies and procedures; currently the city commission.
- h) INVITATION FOR BIDS – all documents, whether attached or incorporated by reference, utilized for soliciting sealed bids.
- i) MODIFICATION – any written alteration to a provision of any contract accomplished by mutual agreement of the parties to the contract.
- j) RESPONSIBLE BIDDER – a contractor, business entity or individual who is fully capable to meet all of the requirements of the solicitation and subsequent contract; who must possess the full capability, including financial and technical, to perform as contractually required; and who must be able to fully document the ability to provide good faith performance. Documented poor performance on prior contracts for goods or services may suspend a contractor from consideration for award.
- k) REQUEST FOR PROPOSALS – all documents, whether attached or incorporated by reference, utilized for soliciting proposals when price is a factor in selection.
- l) REQUEST FOR QUALIFICATIONS - all documents, whether attached or incorporated by reference, utilized for soliciting proposals when price is considered after selection. This is usually applicable for engineering, architectural, consulting and other specialized or technical services.
- m) SCOPE OF SERVICES – a detailed description of the tasks to be performed by the successful bidder.
- n) CHANGE IN SCOPE OF WORK – a modification or amendment that alters the project from what was originally envisioned.

- o) **CHANGE ORDER** – a change in the time and/or price in a contract.
- p) **SPECIFICATIONS** – a description of the physical or functional characteristics, or of the nature of a supply, service, or construction item; the requirements to be satisfied by a product, material or process indicating, if appropriate, the procedures to determine whether the requirements are satisfied, and/or the capabilities and performance characteristics that the item must satisfy.

Y.3 Purchasing Authority and Limits for Goods & Non-Professional Services.

- a) **Purchasing Authority and Approval Table.** The following table shows who has the authority to make purchases for their department or division.

Amount of Purchase	Authority for Purchase	Purchase Methods	Authority for Payment
\$1 - \$1,500	Employees with Department Superintendent or Department Head authorization	Lowest cost through cost comparisons, avoiding nepotism	Department Superintendent or Department Head Finance Department
\$1,501 - \$15,000	Department Head or his/her designee	Fax quotes Email quotes Informal written quotes (3 quotes required)	Department Head Finance Department
\$15,001 – \$25,000	City Manager	Fax quotes Email quotes Informal written quotes (3 quotes required)	City Manager Finance Department Department Head
\$25,001 or more	City Manager Governing Body (awarded contracts of \$25,001 or above)	Formal written bids Advertised bid Invitation	Governing Body City Manager Finance Department Department Head

- b) **Purchase of Goods and Non-Professional Services from a Single Vendor.** Any agreement for purchases, the duration of which shall exceed one year, shall be subject to annual appropriation approved by the Governing Body.

The paid invoice/receipt detailing the transaction must be approved and signed by the department head or his/her designee before it is sent to the Finance Department.

- c) **Purchases of less than \$1,500.** Purchases up to \$1,500 can be made by employees with approval by the department superintendent or department head. Nepotism should be avoided.
- d) **Purchases of \$1,501 to \$15,000.** Purchases of at least \$1,501 but less than \$15,000 may be made by the department head or his/her designee. These purchases require the department to obtain at least three (3) competitive fax, email and/or informal written quotes.
- e) **Purchases of \$15,001 to \$25,000.** Purchases of at least \$15,001 but less than \$25,000 may be made by the department head or his/her designee with City Manager approval. These purchases require the department to obtain at least three (3) competitive fax, email and/or informal written quotes.
- f) **Purchases of \$25,001 or more.** Purchases of at least \$25,001 or more will be awarded by advertised formal competitive sealed bid. Formal sealed bids shall not be required when a request has been submitted in writing to the City Manager stating the reasons that it is not practical or advantageous to call for a competitive bid, and the City Manager has, in writing, approved the request.
- g) **Exception.** If the goods or services being purchased are such that the required number of competitive quotes cannot in good faith be obtained, despite the exercise of due diligence, then that requirement shall not preclude the purchase of the goods or services.

Y.4 Formal Bidding Process.

- a) **Invitation for Bids.** An invitation for bids shall be issued and shall include specifications and contractual terms and conditions applicable to the purchase. Criteria for evaluation shall be set forth in the Invitation for Bids.
- b) **Public Notice.** Adequate public notice of the invitation for bids shall be given for a reasonable time, no less than ten calendar days prior to the date set forth therein for the opening of bids. Such notice shall include publication in the official newspaper of general circulation within the community, appropriate trade journals or publications and/or posted on the City's website to allow adequate time for bid preparation.
- c) **Bid Requirements.** The bid documents shall include:
 - 1. A description of the work to be performed or the product to be purchased.
 - 2. The location where copies of plans, specifications, and other contract documents may be examined.
 - 3. The time and place where bids will be received and time and place where bids will be opened.

4. A statement detailing the evaluation criteria to be used for bid acceptance and evaluation.
5. A statement that the City reserves the right to reject any or all bids and to waive any informalities or irregularities therein.
6. A statement that the City Manager may require that no bidder may withdraw a bid for a period of up to forty-five (45) days after the date and hour set for opening bids.
7. A statement setting forth requirements for bid and performance, labor, materials, bonds, product liability coverage warranty and worker's compensation insurance.

Each bid submitted to the City shall be signed, enclosed in a sealed envelope and filed as stated in the advertisement for the bid. Fax or email bids will not be accepted. The City Manager may waive technical irregularities in the bid requirements in this Purchasing Policy, or in the advertisement of the bids, if the City Manager finds that such waiver does not compromise the integrity of the bidding process.

- d) **Late Bids.** Bids not submitted by the required deadline are ineligible for consideration and will not be opened.
- e) **Opening Bids.** All bid openings shall be scheduled with the City Clerk prior to giving public notice of an invitation for bid. Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids. The amount of each bid, and such relevant information as the City Clerk deems appropriate, together with the name of each bidder, shall be recorded on the bid tab provided by the Department or Consultant. The record and each bid shall be open to public inspection. In the event of good cause, as determined by the City Clerk, bid openings may be postponed.
- f) **Bid Acceptance and Bid Evaluation.** Bids shall be unconditionally accepted without alteration or correction, except as authorized in this policy. Bids shall be evaluated based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery and suitability for a particular purpose. Those criteria that will affect the bid price and be considered in evaluation for award shall be objectively measurable, such as discounts, transportation and delivery costs, and total or life cycle costs. The invitation for bids shall set forth the evaluation criteria to be used.
- g) **Correction or Withdrawal of Bids; Cancellation of Awards.** Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on such bid mistakes, may be permitted where appropriate. Mistakes discovered before bid opening may be modified or withdrawn by written notice received in the office designated in the invitation for bids prior to the time set for bid opening. After bid opening, the following provision shall apply:
 1. A low bidder alleging a material mistake of fact may be permitted to correct its bid, within 48 hours of low-bidder notification, if the

mistake is clearly evident on the face of the bid document and the intended correct bid is similarly evident.

No changes in bid prices or other provisions of bids prejudicial to the interests of the City or fair competition shall be permitted. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the City Manager, at the sole discretion of the City Manager.

- h) **Award.** The bid shall be awarded with reasonable promptness by written notice to the lowest responsible bidder whose bid meets the requirements and criteria set forth in the invitation for bids, subject to the right of the City to reject all bids. Award contracts of \$25,000 and above that were budgeted shall be forwarded to the Governing Body for approval and execution of the contract.

Y.5 Changes in Scope of Work.

- a) **General.** Through approval of this policy, a change in scope of work is considered a modification or amendment that alters the project from what was originally envisioned. Except as noted below, any modification or amendment of an existing contract's scope of work that increases the total compensation in an amount to exceed \$25,000 must be approved by the Governing Body prior to work commencing. Changes in scope that do not cause the total contract amount to exceed \$25,000 may be executed by the City Manager.
- b) **Emergency Situations.** In certain limited emergency situations, the City Manager shall be given the authority to execute an emergency change of scope. The City Manager shall only execute the emergency change of scope if the work qualifies as an "emergency" and the overall project budget is not exceeded. The emergency change of scope supplemental agreement would be submitted to the Governing Body for ratification at the next available meeting.

Y.6 Change Orders.

- a) **General.** All change orders for approved projects will come before the Governing Body for approval.
- b) **Emergency Situations.** In certain limited emergency situations or due to the state of construction in progress, to prevent a lengthy delay in a project, safety concerns, and the protection of City assets and resources, the City Manager, with notification to the Governing Body, can authorize a change order in an amount not to exceed \$25,000, but not in excess of the overall project budget, whichever is less. After authorizing the change order, the change order is prepared and submitted to the Governing Body for ratification. These change orders may involve such issues as cost changes and extensions of time.
- c) **Exception.** Notwithstanding the above, any change order resulting in a decrease of any amount related to any construction, reconstruction, of a project for the City may be approved by the City Manager without further action by the Governing Body.

Y.7 Cooperative Bidding and State Bid Awards.

- a) **Introduction.** It is sometimes beneficial to group the City's requirements with the like requirements of other cities, counties or agencies. This results in lower costs to all parties while maintaining the integrity of each entity's bidding requirements.
- b) **State Bids.** The State of Kansas bids many common requirements and makes the award results available to any governmental agency. State bid awards enable government agencies to purchase goods and services at a reduced price due to quantity discounts and do not require the bidding process by individual agencies. State bids are considered to meet the sealed bid requirements.
- c) **Other Cooperative Bids.** The City may contract directly with other governmental entities for the purchase of items. The City may also participate in, sponsor, conduct or administer a cooperative purchasing agreement whereby items are procured in accordance with a contract established by another governmental entity provided that such contract was established in accordance with the laws and regulations applicable to the establishing governmental entity. These cooperative purchasing agreements shall be authorized by the Governing Body.
- d) **Commission Approval of Cooperative Agreements.** Additional Governing Body approval shall not be required for the purchase of any budgeted items from purchasing agreements established by governmental entities with which the Governing Body has previously approved participation. Governing Body approval will be required for the purchase of unbudgeted items in excess of \$25,000 regardless of whether the Governing Body has approved participation with the governmental entity. Specific unbudgeted items less than \$25,000 may be purchased through an approved cooperative purchasing program provided an alternative funding source within the respective Department's budget is identified in writing to the Finance Director and City Manager.

Y.8 Term and Supply Contracts.

- a) **Bid Procedure.** Term and supply contracts shall be bid following the same procedures established by this policy for other purchases based upon estimated value of contract. The Department Head shall prepare a recommendation of award for Governing Body for all term and supply and annual contracts over \$25,000, based upon the annual value of the contract.
- b) **Multiple Year Contracts.** In the instance of multiple year contracts, Governing Body approval is not required for the renewal periods when the requested price increase does not exceed the renewal period increase established in the original contract. All multiple year contracts shall contain the non-appropriation clause shown in Section 13. This states that the Contractor understands the obligation of the City to pay for goods and/or services under the contract is limited to payment from available revenues and shall constitute a current expense of the City. It shall not in any way be construed to be a debt of the City in violation of any applicable constitutional or statutory limitations

or requirements concerning the creation of indebtedness by the City nor shall anything contained in the contract constitute a pledge of the general tax revenues, funds or moneys of the City. All provisions of the contract shall be interpreted so as to give effect to such intent.

Y.9 Professional Services.

- a) **Procedure.** Contracts for professional services such as engineering, architectural, consulting and other specialized or technical services shall be obtained through the following process and not the process in Section 3:
 - 1. The Department Head shall prepare a scope of services to determine the format to be used, identify any special requirements, outline a timeline for the project, estimate costs, define roles, and identify potential respondents.
 - 2. Based on the scope of services, the Department Head shall prepare a Request for Proposal or Request for Qualifications, as applicable, designed to ascertain the vendor qualifications, and obtain brochures and any other information which may be used by the selection committee during their evaluation of the proposals.
 - 3. A selection committee shall be established by the Department Head or City Manager to review the proposals and rate each firm according to the evaluation criteria established in the Request for Proposal/Qualifications. The committee must include staff members from more than one city department. However, in the event the estimated cost of the scope of services in the Request for Proposal/Qualification exceeds \$25,000, the applicable Department Head shall serve on the selection committee for that proposal evaluation.
 - 4. The Department Head or his/her designee shall prepare a recommendation of award for Governing Body approval.
- b) **Exception.** Upon approval of the City Manager, professional services under \$5,000 may be exempt from the Request for Proposal and competitive bidding process.

Y.10 Construction Contracts.

- a) **Bid Procedure.** Construction contracts shall be bid in accordance with the procedures established in Section 3 of this policy according to applicable price range.
- b) **Contracts Supervised by Outside Consulting Services.** Construction contracts, supervised by outside consulting services, shall be bid in coordination with the Department Head. A bid package shall be reviewed and approved by the Department Head. Construction contracts shall be prepared by the Consultant. The Consultant or the Department Head, as determined by the Department Head, shall distribute the bid package to potential bidders. The Consultant or Department Head shall schedule a bid opening with the City

Clerk where bids will be opened publicly in the presence of one or more witnesses at the time and place designated in the bid package. The amount of each bid, and such relevant information as the City Clerk deems appropriate, together with the name of each bidder, shall be recorded. The record and each bid shall be open to public inspection. The final award of the bid shall be communicated to the successful bidder by the Department Head or his/her designee.

- c) **Contract Administration.** A contract administration system shall be maintained by the Department or Consultant designed to ensure that a contractor is performing in accordance with the solicitation, terms and conditions under which the contract was awarded.

Y.11 Sole Source Purchases.

- a) **Availability.** A contract may be awarded, or a purchase made without competition when, after conducting a good faith review of available sources, it is determined there is only one source for the required product.
- b) **Circumstances.** Circumstances that require a sole source purchase may include, but are not limited to:
 - 1. No competitive product or availability from only one supplier;
 - 2. The purchase of a component or replacement part for which there is no commercially available product, and which can be obtained only from the manufacturer;
 - 3. The purchase of an item where compatibility is the overriding consideration, such as to maintain standardization or compatibility, or to match materials already in use to produce visual harmony;
 - 4. When supplies or services are available at a discount from a single distributor for a limited period of time;
 - 5. When a specialized consultant or technical services is needed for a project with specific circumstances requiring a unique combination of abilities or expertise to perform the services required;
 - 6. The purchase of a used item;
 - 7. The purchase of a product for trial or testing.
- c) **Other Criteria.** Sole source can refer to the supplier, as well as a product or service. Thus the ability to meet a delivery date or to provide on-call repairs can create a sole supplier condition. Justification for a sole source purchase depends on a needed item being available from only a single supplier under the prevailing conditions. If the item may be obtained from more than one source, price competition shall be solicited.

Y.12 Emergency Purchases for Goods & Non-Professional Services.

- a) **Conditions.** An emergency condition exists when there is a threat to public health, welfare, or safety such as may arise by reason of floods, epidemics, riots,

equipment failure, etc.; when immediate response is necessary to prevent further damage to public property, machinery or equipment; or when delay would result in significant financial impacts to the City or significant interruption to the project schedule as determined by the Department Head and City Manager. The condition must create an immediate and serious need for supplies, equipment, materials, and/or services that cannot be met through normal procurement methods and the lack of which would threaten the function of the City government or its programs.

- b) **Limitations.** The City Manager shall only execute an emergency purchase if the work qualifies as an “emergency” and does not exceed \$25,000.
- c) **Other Items.** Any department may make emergency purchases, however with as much competition as is possible under the circumstances. Purchases shall be limited to only the quantity necessary to meet the emergency, and in no event shall the contract price exceed commercially reasonable prices.

Y.13 General Instructions.

- a) **Local Business Preferences.** Local vendors may receive preference in the amount up to five percent (5%) of the lowest, responsible, and responsive bid.
- b) **Geographical Priority.** Local preference applies to businesses in the following order: (1) those within City of Independence corporate limits; (2) those located within Montgomery County; and (3) those located within the State of Kansas.
- c) **Other Considerations.** Goods and services purchased by the City shall be purchased from local merchants and businesses, unless:
 - 1. Such goods of like quality and services are not immediately available locally; or
 - 2. The cost of such goods or services plus taxes, shipping and handling exceeds that allowed by the local preference limits; or
 - 3. Federal/State funds or other funds are used that prohibit the application of the preference; or
 - 4. The business entity has any outstanding liens, fines or violations or other debts with the City of Independence.
- d) **Product Specifications.** It is the responsibility of the department to write their specification and establish the quality of the product or service required. Specifications shall be written to require competition at the manufacturer's level when possible. Use of a brand name specification shall include the designation “or an approved alternate.” A “no substitute” request must be justified by the department as to why no other brand will meet the need.
- e) **Multiple Purchases.** Making multiple purchases for the purpose of avoiding the bidding process shall not be permitted and shall be considered a violation of this Policy.
- f) **Unauthorized Purchases.** The purchase of an item must be made in

accordance with the Purchasing Policy and Procedures. Any purchase of item, which does not comply with these procedures shall be considered an unauthorized purchase. Whenever funds have been expended or payment cannot be avoided on an unauthorized purchase, anyone may report the matter in writing to the Department Head or the City Manager for action. Said action may include discipline in accordance with the City's disciplinary policies.

g) **Minimum Insurance and Bonding Requirements for Contract Awards.** Contract awards shall be made only to contractors that possess the ability to perform successfully under the terms and conditions of a proposed procurement. Contracts awarded shall include the following guarantees, except when an exemption is provided:

1. A performance bond on the part of the contractor for 100% of the contract price for any contract exceeding the sum of \$100,000.
2. All construction contractors and subcontractors are to carry Workman's Compensation Insurance for all employees who work on the premises, as well as:
 - a. Manufacturer's and Contractor's Public Liability Insurance as appropriate for the project (Minimum requirement - \$1,000,000)
 - b. Property Damage Insurance to protect them from claims for property damage. (Minimum requirement - \$1,000,000)
 - c. Any and all additional insurance required by the laws of the State of Kansas.
3. If any subcontracting is let, prime contractors will be required to ensure the subcontractors comply with the provisions of this plan and with all applicable required federal and state regulations. All subcontractors must be licensed through the City and provide evidence of insurance if applicable.
4. Any insurance requirements required for state and/or federal funds are also incorporated into this document by reference and will be adhered to on such projects.

All proof of insurance and bond documents shall be provided to the City Clerk prior to Contractor beginning work on any City project.

h) **City Attorney Review of Agreements.** All rental, lease agreements or contracts for goods and services must be reviewed by the City Attorney and be authorized by the City Manager, except where otherwise permitted under this policy. A copy of all rental, lease agreements or contract requiring payment must also be forwarded to the Finance Department for processing at least thirty (30) days prior to the due date of the first payment.

i) **Municipal Tax Exemption.** The City is tax exempt as a political subdivision under Section 4221(b) of the IRS Code and K.S.A. 79-3606, except for personal property used in a business setting. Department Heads are responsible for obtaining the latest tax-exempt certificate and for remitting it to the

appropriate vendor prior to every purchase.

- j) **Non-Appropriation Clause.** Kansas law (K.S.A. 10-1101 et seq.) requires the City to operate on a cash basis. Except as otherwise provided by law, it is unlawful for the City to create any indebtedness in excess of the amount of funds actually on hand for such purpose. Any contract that would create financial obligations to the City beyond the current, fiscal year must include provisions for non-appropriation of funds, such as the following: The City's financial obligations contained herein are subject to annual appropriations of funding in the municipal budget during each calendar year the agreement remains in effect. The City shall make a good faith effort to fund said financial obligations on an annual basis. If the City determines not to do so, the agreement shall be cancelled as of the date of non-appropriation, without penalty or additional liability to either party.
- k) **State and Federal Laws.** The City will comply with all state statutes, federal laws, and regulations related to local government purchase.

Y.14 Budget.

- a) **Annual Budget Approvals.** The Governing Body determines expenditure levels through the formulation and approval of the annual budget. In performing this policy-making function, the Governing Body establishes a set of goals, priorities and performance standards by which the City organization directs its collective effort toward accomplishing. The adoption of the annual budget is the approval of a level of expenditures necessary to accomplish the goals and objectives that have been established for each City program. With the exception of single expenditures of more than \$25,000 or specific Ordinances to the contrary, no further Governing Body action is required to initiate purchases within that budget. All purchases made by the City are presented for approval by the Governing Body through appropriation ordinances presented at each regular meeting of the Governing Body.
- b) **City Manager Authority.** The City Manager is delegated the responsibility by the Governing Body to carry out a program of services to the community. It is the City Manager's responsibility to manage the annual budget in such a way that the goals and priorities of the Governing Body are accomplished. All regulations, as well as recommendations for changes in general procurement policy, will only be made with the approval of the City Manager. Under this system of control, the City Manager has delegated this responsibility and authority to respective Department Heads.
- c) **Department Head Authority.** Department Heads are responsible for meeting the goals and objectives established by City Management and are provided budgeted funds to attain those goals. Each Department Head has the responsibility and authority to make certain that purchases are within the scope of the adopted budget.

Although City Management has established goals and levels of expenditure for each program, approved budget authority is not a permit nor a directive to expend funds, unless the need for the product continues to exist at the time of

purchase and the price of the product is within the parameters of the budget as stated above. In addition, these criteria must be ultimately weighted against the availability of funds and the relationship of the department goals to overall City priorities.

- d) **Governing Body Authority.** No increases to dollar limitations or changes to the intent of this policy shall be made without approval of the Governing Body.

Y.15 Lease of Real Property.

- a) **In General.** The Governing Body may lease real property which is currently underutilized in order to maximize the return on the property to the City until such time as such properties shall be required for public usage, after following an applicable process which results in a fair market value determination which is financially most advantageous to the City. Nothing herein shall prevent the City Manager or designated representative from negotiating the lease to a Lessee of any real property that is shown to have a unique value to such Lessee due to its configuration, accessibility or size. The Governing Body shall have final approval of all such negotiations and any transaction.

Y.16 Disposal of City Assets.

- a) **K.S.A. 12-101.** K.S.A. 12-101 allows cities to “sell and convey real or personal estate owned by the city.” When an item no longer is needed by a City Department, the respective Department Head should attempt to redistribute the item within City Departments. Should there be no need for the item across City departments, such items may be given to other local governmental agencies, local not-for-profit agencies, or may be sold or traded outside of the City. If sold, departments shall determine an applicable fair market value which is financially most advantageous to the City. Unusable property or parts that have a market value will be sold “as is” through available markets approved by City Management. Usable property which cannot be relocated across City departments will be disposed of in accordance with the following procedures.
 - 1. **Limitations.** Any asset which, at the time of purchase, was paid by City warrant in the amount of \$15,000 or more, must receive approval by the City Manager.
 - 2. **Prohibitions.** Under no circumstances will any employee, or family-member of an employee, have access to or ownership of any asset that is being disposed of in accordance with this policy unless such asset is being offered for sale to the general public and the process for such sale is open to any individual intending to offer a bid on such asset.
 - 3. **Documents.** All documents will be disposed of in accordance with State policies governing same. Any document which has, or appears to have, historical value will be separated for further examination by officials approved through the Kansas State Historical Society.
 - 4. **Computing Technology.** The IT Department shall be responsible for disposing of City computing technology assets. It is the responsibility

of the IT Department and their employees to see that all data residing on any type of storage device is removed from any computing technology prior to the equipment leaving their possession.

5. Notification. Prior to transferring or disposing of City assets, each Department Head will determine whether such asset is part of the City's ongoing fixed asset inventory. If so, a complete description of the asset being transferred or disposed of will be sent to the Finance Department.

Y.17 Ethics.

- a) **Ethical Standards.** All City employees authorized to conduct purchasing activities on behalf of the City shall adhere to the highest degree of ethical standards, including the avoidance of nepotism. No employee shall engage in or permit any illegal or improper purchasing practice. Further, any employee having knowledge of any questionable practice shall immediately report this knowledge to their respective Department Head or the City Manager. Engaging in or permitting unethical or illegal conduct constitutes grounds for disciplinary action in accordance with the City's disciplinary policies.

Y.18 Responsibility for Enforcement.

- a) **General.** The City Manager will have the responsibility for the enforcement of this administrative policy. Department Heads will be entrusted with the responsibility of enforcing the policy within their departments.

Article Z. Adoption and Subsequent Amendments.

Z.1 Original Adoption.

This document was originally adopted by the Independence City Commission on July 29, 1992.

Z.2 Revisions.

a) This revised document, which includes the amendments 1-8 noted below, was adopted by the Independence City Commission on June 10, 2010. On September 2, 2010 Amendment 9 was approved by the City Manager. The following amendments have been reported to and/or adopted by the City Commission:

1. Use of Sick Leave -- Article F, Section F-5 -- Amended February 13, 2003.
2. Residency Requirements -- Article O -- Amended August 1, 2003.
3. Normal Work Period for Full-time Police Officers (Modified in Resolution 2005-21, adopted April 21, 2005) and Vacation/Sick Leave Earned by Full-time Police Officers -- Article E, Section E-6; Article F, Section F-1 (c); Section F-4 (a), and Section F-5 (a) -- Amended June 10, 2010.
4. Deleted "Maternity Leave" and added "Family Medical Leave" -- Article F, Section F-6 -- Amended June 10, 2010.
5. Drug Testing Policy (Modified in 2008 by Safety Committee and City Manager) -- New Article Q -- Added June 10, 2010
6. Use of Tobacco Products in the Work Place -- New Article R -- Amended and added June 10, 2010.
7. Appendix A -- Resolution Establishing a Drug-Free Work Place and Employee Awareness Program -- Adopted December 31, 1991 and added on June 10, 2010.
8. Appendix B -- Residency Map for Public Safety Employees -- Amended August 1, 2003 and added on June 10, 2010.
9. Use of Sick Leave -- Article F, Section F-5 (d) -- Amended September 2, 2010.

b) Article A, Section A-7 provides the City Manager authority to amend these rules. The following amendments were authorized by the City Manager:

1. Attendance -- Article F, Section F-1 (c) and (d) -- Amended July 1, 2012.
2. Vacation Leave -- Article F. Section F-5 (a) and (c) -- Amended July 1, 2012.
3. Use of Sick Leave -- Article F, Section F-5 -- Amended July 1, 2012.

4. Cellular Phone Policy -- Article U -- Adopted in 2012, added March 29, 2017.
5. MVR Check -- Article V -- Adopted in 2012, added March 29, 2017.
6. Added "E-Cigarettes" to Use of Tobacco Products in the Work Place -- Article R -- Amended August 27, 2014.
7. Use of Technology -- Article S -- Adopted in 2014, added March 29, 2017, amended June 5, 2017.
8. Drug Testing Policy -- Article Q -- Amended August, 2016.
9. Incorporation of the Code of Ethics -- Adopted in 2016, added March 29, 2017.
 - a. Amended Introduction;
 - b. Amended Article A -- Added effective/efficient performance is essential function;
 - c. Amended Article H -- Included Violation of Code of Ethics as basis for discipline; and
 - d. Added Article T -- Code of Ethics.
10. Job Descriptions -- Article C, Section C-2 -- Amended March 29, 2017.
11. Calendar year for FMLA -- Article F, Section F-6 (a) 1 -- Amended March 29, 2017.
12. Residency Requirements for Public Safety Employees -- Article J -- Amended December 15, 2016.
13. Appendix B -- Residency Map for Public Safety Employees -- Deleted December 15, 2016.
14. Compensation -- Article E, Section E-6 -- Amended March 29, 2017.
15. Resolution Establishing a Drug-Free Work Place and Employee Awareness Program -- Deleted as Appendix A and added as Article W, and corrected Four County Mental Health Center contact information, on June 12, 2017.
- c) This document was updated and reformatted, including the list of amendments, on June 12, 2017.
- d) Article O -- Residency was modified on October 9, 2017.
- e) Article Q - City of Independence Drug Testing Policy October 18, 2019
- f) Article X -- Procurement Policy, adopted on July 25, 2019
- g) Article G -- City Retirement Programs -- Retirement Incentive adopted on June 30, 2020 effective July 1, 2020; and updated matching Supplemental Retirement adopted on August 12, 2021 effective January 1, 2022.
- h) This document was updated and reformatted, including the list of amendments, and re-adopted by the Commission on May 23, 2024.



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department Finance

Director Approval Lacey Lies

AGENDA ITEM Consider approving Central Park Sports Complex Change Orders.

SUMMARY RECOMMENDATION Ratify approval of the change orders.

BACKGROUND The following change orders have been or need to be approved for Crossland Construction's contract for the Central Park Sports Complex.

PCO #	Description	Cost
0	Credit for Changing Mesh to Fiber	(25,856.00)
0	Credit for Tieing into existing Brick Pipe	(15,000.00)
0	Credit for Temp Seeding	(45,000.00)
01	Storm Structure Elevation Change (\$2,456.30)	0.00
02	Rubble Relocation @ Soccer Parking	9,629.18
03	Added Junction Box @ Storm Inlet 1-2	8,265.95
04	Raise Existing Sanitary Sewer Per RFI-05	1,812.58
05	Concrete Changes - Add Perf Pipe at Playground, Curb Change, Donor P	7,727.50
06	Irrigation Credit @ Dog Park	(10,983.69)
07	April Changes	(17,988.00)
08	Dumpster Accomodation at Maintenance Building	18,671.41
09	Credit for Multi-Use Field Drainage	(4,121.00)
10	Synthetic Turf at Playground	43,627.50
	PCO Total	(29,214.57)

Change order #07 listed as 'April Changes' includes new connecting paths, an 8' trail extension, four pedestrian crossing signs and two painted crosswalks and a credit for bleacher footings.

Change order #10 listed as Synthetic Turf at Playground is a shift of costs from Phase 2 to Phase 1. This will allow the playground area to be usable in the interim period. During Phase 2, this material will be moved to the batting cages. Midwest Synthetic Turf (subcontractor) will provide and install up to 4" of AB3 rock, AT740 with 3mm pad, adhesive and seam tape for an area that is 70'x70' with the batting cage synthetic turf, by June 1st. This material will then be removed and reinstalled in the batting cages in Phase 2 (est. future cost \$9,600.00).

Per Section 6.2 of the procurement policy, in emergency situations, to prevent a lengthy delay in the project, safety concerns, and the protection of City assets and resources, the City Manager, with notification to the Governing Body, can authorize a change order in an amount not to exceed \$25,000, but not in excess of the overall project budget, whichever is less. The current project budget is \$6,617,750. With a complex opening date of June 1, changes and purchases from the project's budgeted contingencies must be made quickly to ensure the

project stays on time. Therefore, we anticipate we may have change orders that will need to be approved prior to the next scheduled Commission meeting. The procurement policy states that after authorizing the change order, the change order will be submitted to the Governing Body for ratification. Therefore, we will submit any further change orders approved per this section for such ratification on the next agenda.

FINANCIAL INFORMATION These change orders equal (\$29,214.57) cumulatively, which will be credited back to the owner's contingency that is paid for with budgeted CPSC project funds. These funds are sourced from a combination of bond dollars, private donations, and grant funds.

SUGGESTED MOTION I move to authorize Change Orders #0 and #02 through #10 for the Central Park Sports Complex project.

SUPPORTING DOCUMENTS

1. PCO-02 Rubble Relocation - CPSC (4-9-24)
2. PCO-03 Added Junction Box
3. PCO-04 Sanitary Sewer Man Hole Elev.
4. PCO-05 Misc. Concrete Changes
5. PCO-06 Irrigation Credit at Dog Park - CPSC
6. PCO-07 April Changes
7. PCO-08 Dumpster Accommodation
8. PCO-09 Multi Use Field Drain Credit
9. PCO-10 Play Ground Turf



Potential Change Order

Central Park Sports Complex - 23KS30DRFD

23KS30DRFD

901 N. Park Boulevard
Independence, KS 67301

Date: 3/12/2024

Number: PCO-02

Subject: Contingency - Rubble Relocation @ Soccer Parking

Source of Funding: Owner Contract Change Order

Description

Rubble Relocation @ Soccer Parking

Days Requested: 0

Change Total: \$0.00

Item Number	Description	Amount
01	Rubble Relocation @ Soccer Parking	\$8,753.80
02	10% P&O	\$875.38
03	Owner Contingency Deduct	\$(9,629.18)

Approved By:

By _____

Signature _____

Date _____

Divisional Change Request Summary

Project	General Contractor	Trade
La-Z-Boy	Crossland Construction Co. Inc.	Civil

Scope of Work Description:

Relocate Rubble Pile

Scope of Work Description	Materials					Labor			Equipment			Sub-total Total		
	Item Description	UOM	Qty	Cost Per Unit	Sub Total	MHRS	Rate	Sub Total	Eq. Type	# Hrs.	Rate		Sub Total	
General Conditions		LUMP SUM	1.0	\$ 770.00	\$ 770.00			\$ -				\$ -	\$ 770.00	
Trackhoe					\$ -	Operator	20.00	\$ 48.50	\$ 970.00	Trackhoe	20.00	\$ 159.25	\$ 3,185.00	\$ 4,155.00
Dozer					\$ -	Operator	20.00	\$ 48.50	\$ 970.00	Dozer	20.00	\$ 103.15	\$ 2,063.00	\$ 3,033.00
On Road Truck		LUMP SUM	1.0	\$ 5,997.00	\$ 5,997.00			\$ -				\$ -	\$ 5,997.00	
					\$ -			\$ -				\$ -	\$ -	
					\$ -			\$ -				\$ -	\$ -	
					\$ -			\$ -				\$ -	\$ -	
					\$ -			\$ -				\$ -	\$ -	
					\$ -			\$ -				\$ -	\$ -	
					\$ -			\$ -				\$ -	\$ -	
					\$ -			\$ -				\$ -	\$ -	
					\$ -			\$ -				\$ -	\$ -	
Subtotals					\$ 6,167.00		20.0	\$ 970.00		20.0		\$ 2,063.00	\$ 13,355.00	
											P&O	10%	\$ 1,335.50	
											taxes		\$0.00	
Grand Total													\$ 14,690.50	

\$7,958.00
\$795.80
\$8,753.80

Exclusions

Tree Removal



Potential Change Order

Central Park Sports Complex - 23KS30DRFD

23KS30DRFD

901 N. Park Boulevard
Independence, KS 67301

Date: 3/27/2024

Number: PCO-03

Subject: Added Junction Box

Source of Funding: Owner Contract Change Order

Description

Added Junction Box near inlet 1-2. Per the attached drawings. Labor and Material included

Days Requested: 0

Change Total: \$8,265.95

Item Number	Description	Amount
01	Huckee Added Junction Box	\$7,514.50
02	Crossland - 10% P&O	\$751.45

Approved By:

By _____
Signature _____
Date _____



COR #	DATE
03	03/21/2024

Subject: Nyloplast Junction Box 1-1.5
Time Delay: Yes (14 Days)

CUSTOMER

Crossland Construction Company
Columbus, KS

PROJECT

Central Park Sports Complex Utilities
PROJECT #: 20230710
Independence, KS 67301

DESCRIPTION

Provide new nyloplast basin to intercept water from Curb Inlets 1-2 and 2-2 and drop to flowline elevation before entering arch pipe.

Item Name	Qty	Price/Unit	Total
Nyloplast Structure - [Material]	1	\$7,892.50/LS	\$7,892.50
Set Nyloplast Structure - [Labor]	12	\$44.00/Hrs	\$528.00
Additional 12" HDPE - [Material]	20	\$9.90/LF	\$198.00
Additional 12" HDPE - [Labor]	20	\$8.80/LF	\$176.00
Credit for Arch Pipe Tie-In	-1	\$1,280.00/LS	\$-1,280.00

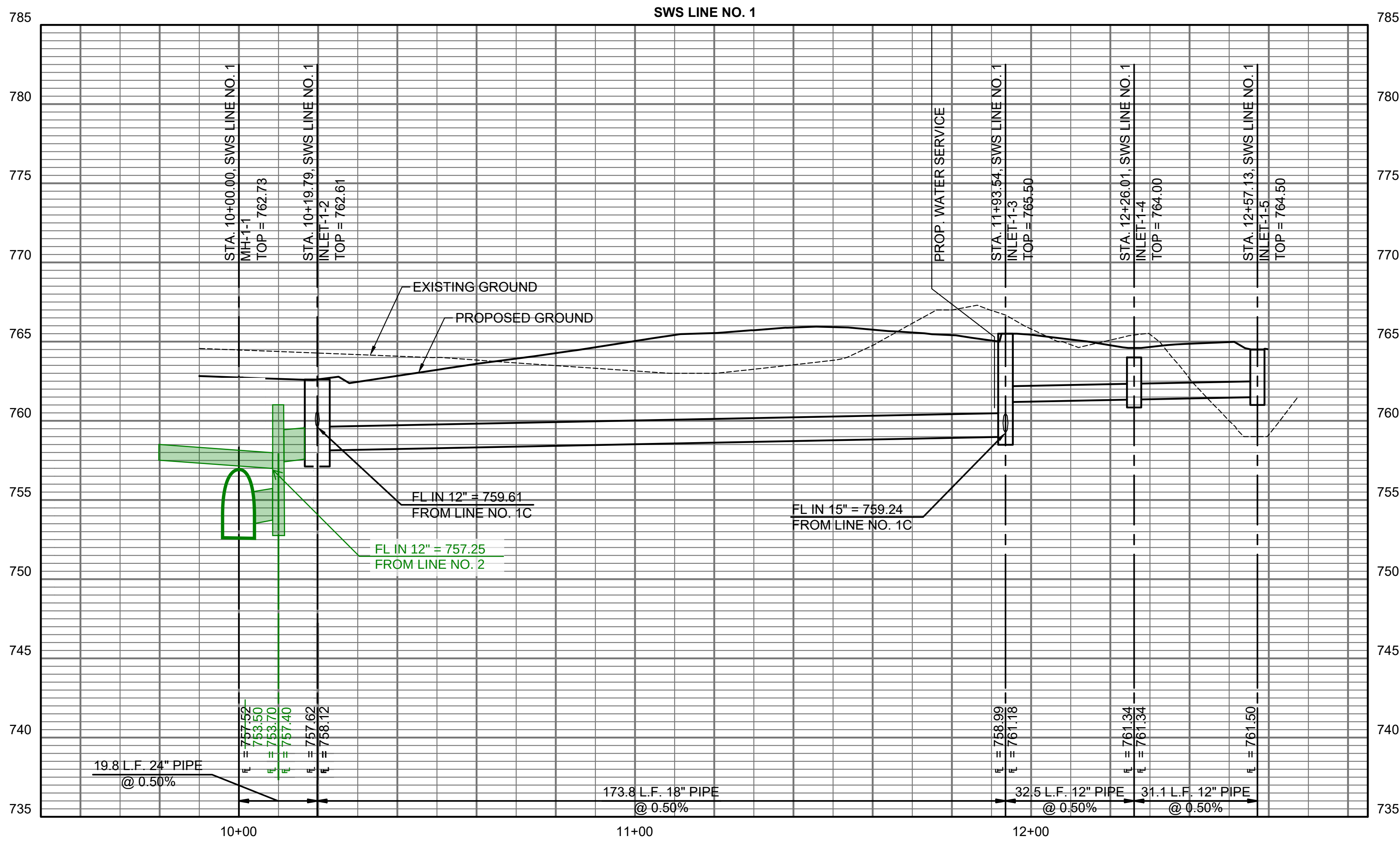
Subtotal \$7,514.50
Total \$7,514.50

APPROVAL

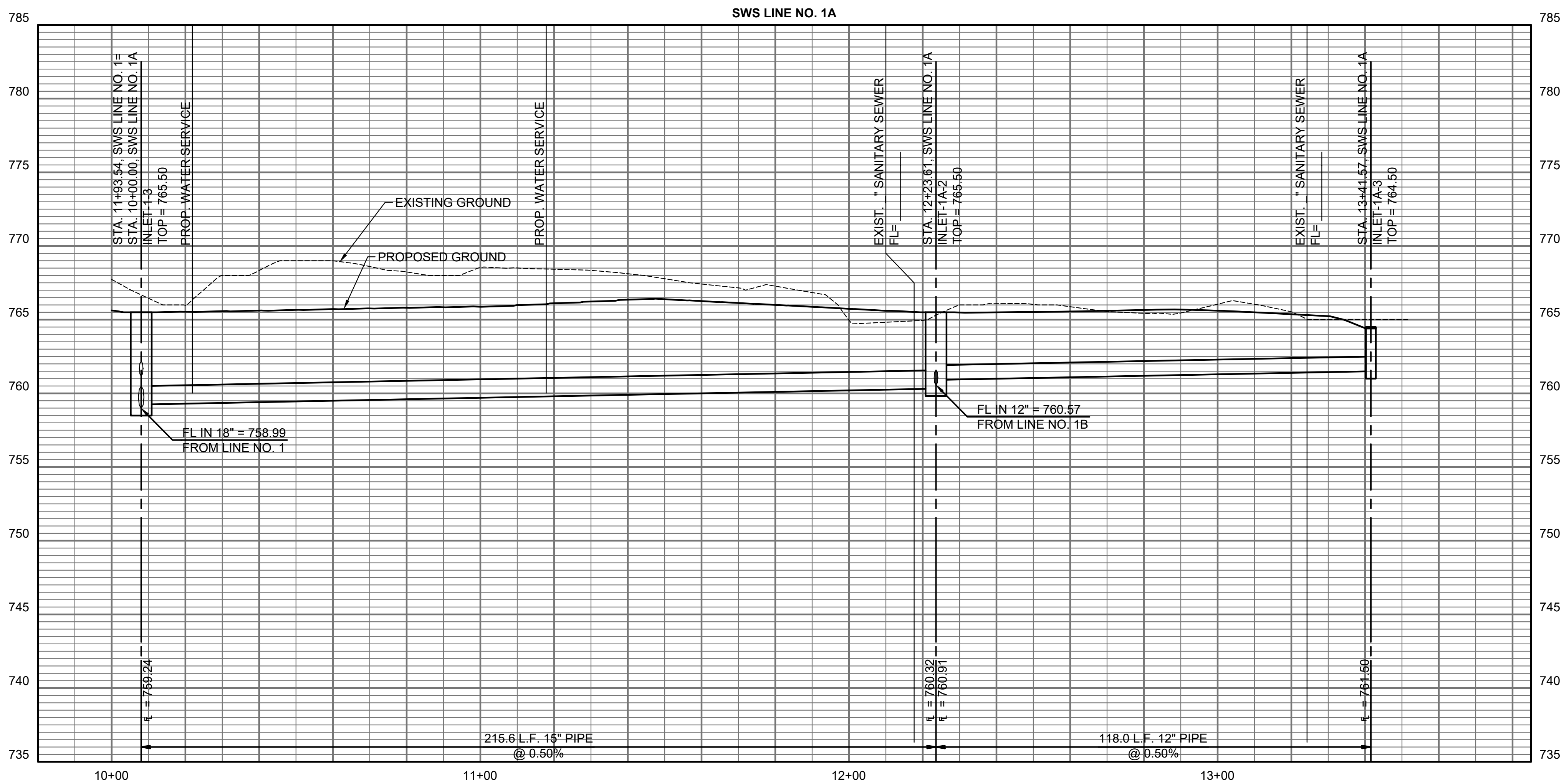
This COR has been accepted on _____ by _____

Signature: _____

U:\WCH\TA-CIVIL\2021\10749\000\MUNIDRAWINGS\210749-000-CU211 - STORM
SEWER PROFILES 1.DWG
LAST SAVE 12/15/2021 3:32 PM
PLOT DATE 6/6/2023 3:23 PM



★ PRIOR TO BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL EXCAVATE THE EXISTING BRICK ARCH SWS PIPE TO VERIFY IT'S HORIZONTAL AND VERTICAL LOCATION. THE PIPE LOCATION SHALL BE REPORTED TO THE ENGINEER SO THAT ANY NECESSARY PLAN MODIFICATIONS CAN BE MADE. ANY ADDITIONAL LABOR OR MATERIALS NECESSARY TO COMPLETE THE CONNECTION SHALL BE CONSIDERED SUBSIDIARY TO THE PROJECT.



CENTRAL PARK SPORTS COMPLEX

INDEPENDENCE,
KANSAS

Date: 06/06/23
Issued For: Bidding

REVISIONS

REGISTRATION



INDIGO DESIGN, INC.
Landscape Architecture
8593 Timber Trails Drive De Soto, KS 66018
Ph: (913) 583-1370 Fax: (913) 583-1370

PROJECT TEAM

LANDSCAPE ARCHITECTURE
INDIGO DESIGN, INC.

LANDSCAPE ARCHITECTURE
(SPORTS FIELDS)
VSR DESIGN

CIVIL ENGINEERING
PROFESSIONAL ENGINEERING
CONSULTANTS, P.A. (PEC)

ARCHITECTURE
HBK ARCHITECTURE & INTERIORS

ELECTRICAL ENGINEERING
PKMR ENGINEERS

MEP ENGINEERING
PKMR ENGINEERS

STRUCTURAL ENGINEERING
STEWART ENGINEERING

STORM SEWER
PROFILES 1

SHEET

CU211



Potential Change Order

Central Park Sports Complex - 23KS30DRFD

23KS30DRFD

901 N. Park Boulevard
Independence, KS 67301

Date: 3/27/2024

Number: PCO-04

Subject: Raise existing Sanitary Sewer Elev.

Source of Funding: Owner Contract Change Order

Description

Raise existing Sanitary Sewer Elev. per RFI-05

Days Requested: 0

Change Total: \$1,812.58

Item Number	Description	Amount
01	Huckee - Raise existing Sanitary Sewer Elev. per RFI-05	\$1,647.80
02	P&O 10%	\$164.78

Approved By:

By _____
Signature _____
Date _____



COR #	DATE
04	03/21/2024

Subject: Sanitary Sewer Manhole Extension

CUSTOMER

Crossland Construction Company
Columbus, KS

PROJECT

Central Park Sports Complex Utilities
PROJECT #: 20230710
Independence, KS 67301

DESCRIPTION

This pricing includes installation of risers and new ring and lid to bring existing manhole up to finish grade.

Item Name	Qty	Price/Unit	Total
Pick Up Risers & Ring/Lid	1	\$275.00/LS	\$275.00
Riser Rings, Frame & Lid & Ladder Rungs - [Material]	1	\$668.80/LS	\$668.80
Install Risers, Ladder Rungs & Ring/Lid - [Labor]	10	\$44.00/Hrs	\$440.00
Install Risers, Ladder Rungs & Ring/Lid - [Equipment]	2	\$132.00/HR	\$264.00

Subtotal \$1,647.80
Total \$1,647.80

APPROVAL

This COR has been accepted on _____ by _____

Signature: _____

Central Park Sports Complex - 23KS30DRFD

23KS30DRFD

901 N. Park Boulevard
Independence, KS 67301

Date: 4/9/2024

Number: PCO-05

Subject: Misc. Concrete Changes

Source of Funding: Internal Move

Description

Misc. Concrete Changes/Additions

1. Playground Pipe Add. \$743
2. Curb Elevation Change. \$861
3. Donor Plaza. \$5,421

Days Requested: 0

Change Total: \$0.00

Item Number	Description	Amount
01	Playground Pipe Add	\$743.00
02	Gutter and Curb Change	\$861.00
03	Donor Plaza	\$5,421.00
04	10% Profit and Overhead	\$702.50
05	Owner Contingency Deduct	\$(7,727.50)

Approved By:

By _____

Signature _____

Date _____



Potential Change Order

Central Park Sports Complex - 23KS30DRFD

23KS30DRFD

901 N. Park Boulevard
Independence, KS 67301

Date: 4/9/2024

Number: PCO-06

Subject: Irrigation Credit at Dog Park

Source of Funding: Allowance / Contingency

Description

Irrigation Credit at Dog Park

Days Requested: 0

Change Total: \$0.00

Item Number	Description	Amount
01	TLC - Irrigation Credit at Dog Park	\$(10,983.69)
02	Contingency Funding - Irrigation Credit at Dog Park	\$10,983.69

Approved By:

By _____
Signature _____
Date _____



TLC Nursery & Outdoor Living

1000 South 10th Street | PO Box 925 | Independence, KS

67301

1-620-331-8301 KBL#5566 OK#-6161 | info@livetlc.com |

www.livetlc.com

Estimate #1766

Sent on

Apr 09, 2024

Total

\$8,692.98

RECIPIENT:

Crossland Construction

883 South East Avenue

Columbus, Kansas 66725

Product/Service	Description	Qty.	Unit Price	Total
Main line install Multi purpose field/ dog park	Includes tap on meter provided, backflow, quick connects and isolation valves as outlined in spec's. Bore under Park blvd. and reconnect frost free hydrant at dog park.	1	\$0.00	\$0.00
Landscape Consult and Design	Service to meet with client to discuss needs and project parameters. Design work to provide blueprint of landscape plans based on clients needs. If the client does not move forward with the project the plans belong to the client and the Consult/Design fee will be billed.	1	\$550.00	\$550.00*
Map creation		1	\$500.00	\$500.00
Irr- 2" PVC sch 40		200	\$5.70	\$1,140.00
Irrigation- 2" Febco 850 Backflow		1	\$1,312.15	\$1,312.15
Irrigation- Matco 2" Gate valve Threaded		3	\$302.18333	\$906.55
Irrigation- Rain bird 1" 5RC quick connect valve		4	\$198.78	\$795.12
Irrigation-Valve Can- 10" Round		7	\$28.99	\$202.93
4" PVC Sch 40		20	\$12.00	\$240.00
Irrigation- #12 AWG tracer wire		200	\$0.29	\$58.00
Irrigation- 2" PVC Tee		4	\$5.48	\$21.92
Other misc. PVC fittings	Includes sch 80 threaded nipples and sch 40 female adapters.	1	\$450.00	\$450.00
Boring costs		1	\$7,500.00	\$7,500.00
IR-Irrigation System Installation	labor and equipment for main line install dog park/ multi purpose	1	\$6,000.00	\$6,000.00*
Multipurpose/ dog park irrigation quick connect system install	\$19,676.67	1	\$0.00	\$0.00



TLC Nursery & Outdoor Living

1000 South 10th Street | PO Box 925 | Independence, KS

67301

1-620-331-8301 KBL#5566 OK#-6161 | info@livetlc.com |

www.livetlc.com

Product/Service	Description	Qty.	Unit Price	Total
Boring cost deduct		1	-\$7,500.00	-\$7,500.00
North west ball field total:		1	\$0.00	\$0.00
North west ball field total:		1	\$0.00	\$0.00
Irrigation- Lockable cage for 2" RPZ		1	\$1,526.88	\$1,526.88
Irrigation- Matco 2" Gate valve Threaded- deduct		3	-\$302.18	-\$906.54
Irrigation- Rain bird 1" 5RC quick connect valve- deduct		4	-\$198.78	-\$795.12
Irrigation- Rain bird 1.5" Quick connect valve		1	\$278.63	\$278.63
Irrigation-Valve Can- 10" Round- deduct		7	-\$28.99	-\$202.93
Irrigation- Valve Can 12" Standard Rectangle		1	\$45.99	\$45.99
4" Sch 40 PVC Pipe-w- deduct		20	-\$12.00	-\$240.00
Irrigation- #12 AWG tracer wire- deduct		140	-\$0.29	-\$40.60
Misc pvc fittings- deduct		1	-\$250.00	-\$250.00
Irr- labor - deduct		1	-\$2,900.00	-\$2,900.00
Total project deduct:	\$19,676.67- \$8,692.98=	1	\$0.00	\$0.00

Dog Park Total
Originally

* Non-taxable

This quote is valid for the next 30 days, after which values may be subject to change.

Subtotal	\$8,692.98
None (0.0%)	\$0.00
Total	\$8,692.98

New project total at dog park.

Signature: _____ Date: _____

Central Park Sports Complex - 23KS30DRFD

23KS30DRFD

901 N. Park Boulevard
Independence, KS 67301

Date: 5/6/2024

Number: PCO-07

Subject: April Changes

Source of Funding: Allowance / Contingency

Description

This includes multiple changes from the last month.

1. New Connecting Paths - \$5,982
2. 8' Trail Extension and approach tie ins - \$6,730
3. Pedestrian Crossing Signs(4) and Painted Cross Walks(2) - \$1,700
4. Bleacher Footings Credit - (\$32,000) - cost established at the beginning of job

Days Requested: 0

Change Total: \$(17,988.00)

Item Number	Description	Amount
01	New Connecting Paths	\$5,982.00
02	8' Trail Extension - Labor & Material	\$6,330.00
03	Pedestrian Crossing Signs and Painted Crosswalk	\$1,700.00
04	Credit - Bleacher Cover Footings	\$(32,000.00)

Approved By:

By _____

Signature _____

Date _____

CHERS
(N)

Omitted

CONCESSIONS
DELIVERY SPACE

Extend 8' trail to entry
drive

TREE

Remove the east edge/flare
of the 4' wide curb cuts and
widen to 8' ramps

Extend trail to create 6'
landing beyond ramp

Transition back to 4'-wide
sidewalk over 10'

DEWALK

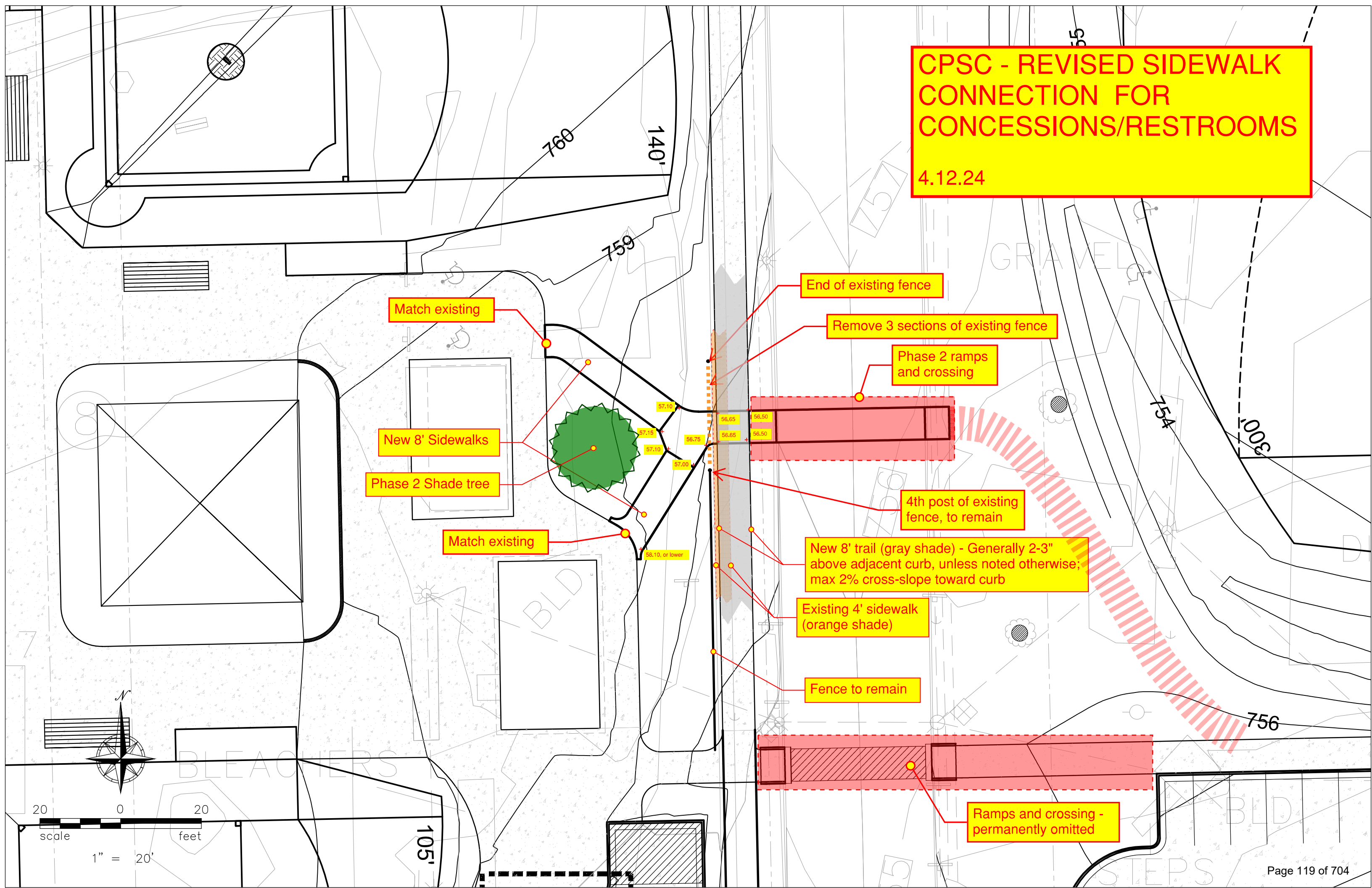
BRONZE STATUE

NG DEPTH)

CPSC - 8' TRAIL EXTENSION @ . PARK BLVD.
4.19.24

CPSC - REVISED SIDEWALK CONNECTION FOR CONCESSIONS/RESTROOMS

4.12.24



Central Park Sports Complex - 23KS30DRFD

23KS30DRFD

901 N. Park Boulevard
Independence, KS 67301

Date: 5/10/2024

Number: PCO-08

Subject: Dumpster Accommodations

Source of Funding: Allowance / Contingency

Description

Earthwork - \$17,141 includes cutting down for pad, placing rock, regrading hill, swale and SE pond, extra rock to place along the road also.

Concrete - \$1,947 Labor & Materials

Days Requested: 0

Change Total: \$18,671.41

Item Number	Description	Amount
01	Crossland Civil	\$15,027.00
02	Crossland Construction	\$1,947.00
03	P&O 10%	\$1,697.41

Approved By:

By _____

Signature _____

Date _____



Potential Change Order

Central Park Sports Complex - 23KS30DRFD

23KS30DRFD

901 N. Park Boulevard
Independence, KS 67301

Date: 5/13/2024

Number: PCO-09

Subject: Credit for Multi Use Field Drain

Source of Funding: Allowance / Contingency

Description

Credit for Multi Use Field Drain

Days Requested: 0

Change Total: \$0.00

Item Number	Description	Amount
01	Credit for Multi Use Field Drain	\$(4,121.00)
02	Owner Contingency Funding - Multi Use Field Drain	\$4,121.00

Approved By:

By _____
Signature _____
Date _____



COR #	DATE
06	05/07/2024

Subject: Multipurpose Field Drain Credit

CUSTOMER

Crossland Construction Company
Columbus, KS

PROJECT

Central Park Sports Complex Utilities
PROJECT #: 20230710
Independence, KS 67301

DESCRIPTION

Credit for deletion of 6" perforated pipe around one side of multipurpose field.

Item Name	Qty	Price/Unit	Total
6" Dual-Wall Corrugated Perforated Pipe	-460	\$3.35/LF	\$-1,541.00
Credit for Gravel Bedding	-15	\$16.00/TN	\$-240.00
Credit for Sand Backfill	-45	\$20.00/TN	\$-900.00
Credit for Installation Labor	-20	\$30.00/MH	\$-600.00
Credit for Installation Equipment	-6	\$140.00/HR	\$-840.00

Subtotal \$-4,121.00
Total \$-4,121.00

APPROVAL

This COR has been accepted on _____ by _____

Signature: _____



Potential Change Order

Central Park Sports Complex - 23KS30DRFD

23KS30DRFD

901 N. Park Boulevard
Independence, KS 67301

Date: 5/21/2024

Number: PCO-10

Subject: Play Area Turf

Source of Funding: Allowance / Contingency

Description

Play Area Turf - Running dollars through Crossland. Midwest turf is completing, managed by Indigo Design.

Days Requested: 0

Change Total: \$0.00

Item Number	Description	Amount
01	Play Area Turf	\$41,550.00
02	5% P&O	\$2,077.50
03	Owner Contingency Deduct	\$(43,627.50)

Approved By:

By _____

Signature _____

Date _____



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM Consider authorizing an agreement with William M. and Amy L. Reichenberger to lease property for the purpose of haying only.

SUMMARY RECOMMENDATION Approve the agreement.

BACKGROUND Marty Reichenberger approached the City Attorney and Staff regarding a request to lease the recently purchased property north of Oak and east of 21st Street for the purpose of haying only. He will deliver one-third of the hay to the zoo for the animals.

FINANCIAL INFORMATION The City will receive hay for the zoo that we would otherwise have to purchase. The amount of hay will depend on the yield, which varies due to weather.

SUGGESTED MOTION I move to authorize the Mayor to sign an agreement with William M. and Amy L. Reichenberger to lease property for the purpose of cultivating and cutting hay only.

SUPPORTING DOCUMENTS

1. City Grass Lease

AGRICULTURAL LEASE AGREEMENT

This Agreement is entered into by and between The City of Independence, Kansas, a municipal corporation, (hereafter City) and the William M. Reichenberger and Amy L. Reichenberger, husband and wife, (hereafter Tenant).

Whereas, City recently acquired title to the following two parcels of real estate:

Tract 1: A tract of land located in a portion of the NW/4 of the NE/4 of Section 25, Township 32 South, Range 15 East of the 6th Principal Meridian, Montgomery County, Kansas, being more particularly described as follows: Commencing at the Northeast corner of the NW/4 of the said Section 25; thence S 01°47'27" E, along the East line of the NW/4 of the NE/4, a distance of 398.05 feet to the point of beginning; thence continuing S 01°47'27" E, along said East line, a distance of 687.77 feet to the Northeast corner of a tract of land described in Deed Book 598 at page 539; thence S 88°12'54" W, along the North line of said tract, a distance of 263.40 feet to the Northwest corner thereof; thence N 01°25'34" W, along the east line of a tract of land described in Deed Book 577 at page 275, a distance of 120.00 feet to the Northeast corner thereof; thence S 88°29'52" W, along the North line of said Tract, a distance of 185.36 feet to the Northwest corner thereof; thence N 00°38'17" E, following a fence line, a distance of 305.37 feet; thence N 01°30'43" W, a distance of 263.83 feet; thence N 88°29'17" E, a distance of 433.77 feet to the point of beginning, Montgomery County, Kansas; and

A tract of land located in a portion of the E/2 of the NE/4 of the NW/4, a portion of the NW/4 of the NE/4 both in Section 25, and the South 10 acres of the SW/4 of the SE/4 'of Section 24. all in Township 32 South, Range 15 East of the 6th P.M., Montgomery County. Kansas, being more particularly described as follows: Beginning at the South Quarter corner of Section 24; thence South 88° 27; 48: West along the South line of the E/2 of the SE/4 of the SW/4 of Section 24, a distance of 660.49 feet to the SW corner thereof; thence South 01° 41' 35" East along the West line of the E/2 of the NE/4 of the NW/4 of Section 25, a distance of 360.19 feet; thence North 88° 29' 21" East along the East line of a tract described in Deed Book 531 at Page 742, a distance of 64.95 feet (65.00 feet-deed) thence South 01° 48' 38" East along said East line a distance of 959.95 feet (960.00 feet - deed) to the South line of the NE/4 of the NW/4; thence North 88° 30' 09" East along said South line a distance of 595.50 feet to the SE corner thereof; thence North 88° 29' 52" East along the South line of the NW/4 of the NE/4 of Section 25 a distance of 595.59 feet to the SW corner of a tract of land described in Deed Book 604 at Page 189; thence North 01° 55' 27" West along the West line of said tract and the extension thereof, a distance of 370.01 feet to the NW corner of a tract of land described in Deed Book 466 at Page 100; thence North 88° 29' 52" East along the North line of the tract, a distance of 241.00 feet to the NE corner thereof; thence South 04° 48' 36" East along the East line of said tract, a distance of 16.33 feet; thence North 88° 29' 52" East along the North line of a 35.00 feet easement, a distance of 35.00 feet; thence North 0° 38' 17" East along a fence line a distance of 305.37 feet; thence North 01°30'43" West a distance of 263.83 feet; thence North 88° 29' 17" East a distance of 433.77 feet to the East line of the NW/4 of the NE/4 of Section 25; thence North 01° 47' 27" West along said East line a distance of 398.05 feet to the NE corner thereof; thence North 01° 45' 37" West along the East line of the South 10 acres of the SW/4 of the SE/4 of Section 24, a distance of 331.11 feet to the NE corner thereof; thence South 88° 30' 30" West along the South line of Martin Estate Phases 1 and 2, a distance of 1319.40 feet to the SW corner thereof; thence South 01° 46' 59" East along the West line of the SW/4 of the SE/4 a distance of 331.79 feet to the point of beginning. Encompassing 56.94 acres, including those portions used for road right of way purposes.

And including an access easement described as follows:

A tract of land located in the NW/4 of the NE/4 of Section 25, Township 32 South, Range 15 East of the 6th P.M , Montgomery County, Kansas, more particularly described as follows:

Commencing at the SE corner of said NW/4 of the NE/4 of said Section 25; thence South 88° 29' 52" West along the South line of said NW/4 of the NE/4 a distance of 448.00 feet; thence North 01° 47' 03" West a distance of 354.70 feet to the NW corner of a tract of land described in Deed Book 577, Page 275 and the NE corner of an Access Agreement described in said Deed Book 577, Page 275 for a point of beginning; thence South 88° 29' 52" West a distance of 35.00 feet to the NW corner of said Access Easement and the East line of a tract of land described in Deed Book 466, Page 100; thence North 04° 48' 36" West a distance of 16 33 feet to the NE corner of said tract of land; thence North 00° 13' 37" West a distance of 552.81 feet; thence North 88° 29' 17" East a distance of 35.00 feet; thence South 01° 30' 43" East a distance of 263.83 feet; thence South 00° 38' 17" West a distance of 305.37 feet to the point of beginning.

(hereafter the Martin Property)

Tract 2: E/2 SE/4 SW/4; N/2 NW/4 SE/4 SW/4; and NE/4 SW/4, all in Section 24, Township 32 South, Range 15 East, Montgomery County, Kansas

(hereafter the Hunt Property)

And Whereas, Tenant is desirous of leasing both properties from City.

Now Therefore, in consideration of the mutual covenants and agreements hereinafter contained, the parties agree to the following:

1. **Martin Property.** Beginning on June 3, 2024, City hereby leases to Tenant the Martin Property. The Lease property shall exclude all out buildings and the two rental properties located thereon. Tenant shall cultivate hay on the property and upon cutting the hay, shall deliver to CITY at a location designated by CITY one third (1/3) of the hay production from each cutting.

2. **Hunt Property.** Beginning on June 3, 2024, City hereby leases to Tenant the Hunt Property. Pursuant to CITY's contract with Hunt, Hunt is entitled to receive the soybean crop currently planted. Thereafter, Tenant shall cultivate hay on the property and

upon cutting the hay shall deliver to CITY one third (1/3) of the hay production from each cutting.

3. **Term.** Initial term of this agreement shall be from June 3, 2024, to March 1, 2025, and shall thereafter be renewed on an annual basis with an anniversary date of March 1. Should either party desire to terminate the agreement, they shall follow the procedure set forth in existing Kansas statutes pertaining to agricultural leases .

4. **Binding Effect.** This agreement shall be binding upon the heirs, successors and assigns of the parties hereto.

City of Independence, Kansas

DATE

By: _____
Timothy R. Emert, Mayor

ATTEST:

David W. Schwenker

Tenant

5/9/24

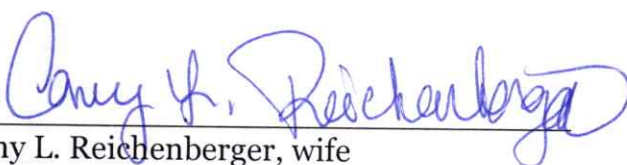
DATE



William M. Reichenberger, husband

5/9/24

DATE



Amy L. Reichenberger, wife



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department Admin

Director Approval David Cowan

AGENDA ITEM Consider Addendum #1 with Kwikom relating to release of liability and waiver of claims due to decreasing the depth from 36" to 24" of their buried fiber optic cable.

SUMMARY RECOMMENDATION Approve the Addendum.

BACKGROUND Penny Speak is representing the City regarding the Kwikom agreement. Kwikom has requested to reduce the depth of fiber optic cable to 24" due to hitting rock in several locations. Penny has prepared the attached addendum and recommends approval.

FINANCIAL INFORMATION There are no cost changes associated with this addendum.

SUGGESTED MOTION I move to authorize the Mayor to sign Addendum #1 with Kwikom relating to release of liability and waiver of claims due to decreasing the depth from 36" to 24" of their buried fiber optic cable.

SUPPORTING DOCUMENTS

1. Addendum #1 to KwiKom-Independence ROW License Agreement (Clean)

ADDENDUM #1

RELEASE OF LIABILITY AND WAIVER OF CLAIMS

The purpose of this Addendum #1, Release of Liability and Waiver of Claims (“Addendum”), dated May ___, 2024, is to modify or amend certain terms and conditions set forth in the Right-of-Way License Agreement between JMZ Corporation d/b/a KwiKom Communications (“KwiKom”), and the City of Independence, Kansas (the “City”) dated December 28, 2023 (the “Agreement”). Any inconsistency, conflict, or ambiguity between this Addendum and the Agreement shall be resolved by giving precedence and effect to this Addendum. Except as specifically provided in this Addendum, each and every provision of the Agreement remains, and is, in all respects, in full force and effect. Therefore, the Agreement is modified and amended as set forth herein:

KWIKOM DOES HEREBY RELEASE the City, its agents, employees, and officers from any and all liability for claims KwiKom may have against the City because of damage to fiber optic facilities installed by KwiKom within the boundaries of the City at a depth less than thirty-six inches (36”) (the “Variance Facilities”), except for any damage resulting from the gross negligence or willful misconduct of the City, including but not limited to a failure to request a “locate” for the Variance Facilities.

KwiKom acknowledges that the decision to install the Variance Facilities at depths less than thirty-six inches (36”) is solely its decision and increases the risk of loss or damage to these facilities. KwiKom assumes all potential risks associated with installation of the Variance Facilities and acknowledges that all maintenance and repair costs to the Variance Facilities shall be its sole responsibility, except for any damage resulting from the gross negligence or willful misconduct of third parties, including but not limited to a failure to request a “locate” for the Variance Facilities.

KwiKom agrees to indemnify and hold harmless the City from all liability and claims the City may incur directly or proximately resulting from KwiKom’s installation of the Variance Facilities, except for any claims due to the gross negligence or willful misconduct of the City.

The City hereby waives any and all requirements under applicable permits, ordinances or other legal requirements regarding the depth at which fiber optic Facilities are to be buried. The City consents to the installation and maintenance of the Variance Facilities at a depth of no less than twenty-four inches (24”). However, in the event, the parties mutually agree, installation cannot be done at a depth of twenty-four inches (24”), then KwiKom shall provide City written notice, specifying the specific location of any installations less than twenty-four inches (24”) in depth. But in no event shall any installation be less than eighteen inches (18”) in depth.

KwiKom and the City have read, agreed to, and executed this Addendum on the date indicated. The executor of this Addendum states he or she has the necessary authority from KwiKom or the City, as applicable, to bind the entity named herein, and that all proper entity approval(s) to enter into this Addendum have been granted and/or approved.

This Addendum may be executed in any number of counterparts by the Parties, each of which when so executed will be an original, but all of which together will constitute one and the same instrument. To facilitate execution of this Addendum, the Parties may execute and exchange electronic form counterparts of the signature pages to this Agreement.

[signature page follows]

In Witness Whereof, this Addendum #1 has been approved and executed, and is effective and operative as of the date first above written and to the entities named herein, who fully execute this Addendum, as herein provided.

JMZ CORPORATION, D/B/A KWIKOM COMMUNICATIONS

Signature: _____

Name printed: Zachery D. Peres

Title printed: President

LICENSEE VERIFICATION

STATE OF _____)
) ss.

COUNTY OF _____)

On this ____ day of _____, 2024, before me personally appeared _____, for JMZ Corporation, d/b/a KwiKom Communications, known to me to be the person described in and who executed the above Addendum #1 and acknowledged to me that they executed the same as their free act and deed on behalf of JMZ Corporation, d/b/a KwiKom Communications.

IN TESTIMONY HWEREOF, I have hereunto set my hand and affixed my official seal in the county and state aforesaid, the day and year first above written.

Notary Public

My commission expires: _____

CITY OF INDEPENDENCE, KANSAS

By: _____
Timothy R. Emert, Mayor

ATTEST:

David W. Schwenker, City Clerk

ACKNOWLEDGEMENT

STATE OF KANSAS

COUNTY OF MONTGOMERY

On this ____ day of _____, 20__, before, the undersigned authority, a Notary Public in and for said State and County, personally appeared Timothy R. Emert, who, being duly sworn according to law, acknowledged they are the Mayor and City Clerk of the City of Independence, Kansas, and that as such Mayor and City Clerk, being authorized to do so, executed the above Addendum #1 for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunder set my hand and official seal.

Notary Public

My Appointment Expires:



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM Consider adopting an ordinance approving the recommendation of the Planning Commission to adopt a Community Development/Comprehensive Plan.

SUMMARY RECOMMENDATION Adopt the Community Development/Comprehensive Plan by ordinance.

BACKGROUND On May 7, 2024 the Planning Commission held a public hearing regarding the adoption of the Comprehensive Plan. Many rural residents said they were concerned about future annexation. It was stated by the consultant, staff and members of the Planning Commission that this is a future development plan, and not a mass annexation plan. A resolution adopting the new Comprehensive Plan titled Independence Community Development Plan was approved, and it was recommended that the Governing Body adopt the same in accordance with K.S.A. 12-747 on an 8-1 vote.

FINANCIAL INFORMATION N/A

SUGGESTED MOTION I move to adopt an ordinance adopting a new Community Development/Comprehensive Plan and replacing in its entirety the existing Comprehensive Plan.

SUPPORTING DOCUMENTS

1. Ordinance 4454 - Comprehensive Plan
2. Resolution 2024-PC001 - Adopting the Comprehensive Plan
3. 05072024PZ-ComprehensivePlanStaffReport
4. Comp Plan Presentation

ORDINANCE NO. 4454

**AN ORDINANCE OF THE GOVERNING BODY OF THE CITY OF INDEPENDENCE, KANSAS,
ADOPTING A NEW COMMUNITY DEVELOPMENT / COMPREHENSIVE PLAN AND REPLACING IN
ITS ENTIRETY THE EXISTING COMPREHENSIVE PLAN ADOPTED**

WHEREAS, the City of Independence, Kansas, has a duly constituted Planning Commission as provided by K.S.A. 12-744; and,

WHEREAS, pursuant to K.S.A. 12-747(a), the Planning Commission is authorized to make or cause to be made a Comprehensive Plan for the development of the City of Independence; and,

WHEREAS, pursuant to K.S.A. 12-747(b), the Planning Commission is authorized to make recommendations to the Governing Body of the City relating to the adoption and amendment of a Comprehensive Plan by a single resolution or by successive resolutions and is further authorized to adopt or amend parts of the Comprehensive Plan for the City of Independence; and,

WHEREAS, the City of Independence has determined the need to update its current Comprehensive Plan that was accepted in 1981, adopted in 1992, and amended in 1995; and,

WHEREAS, the proposed Comprehensive Plan titled, *Independence Community Development Plan*, was prepared in accordance with K.S.A. 12-747; and,

WHEREAS, the process to create the new Comprehensive Plan was led by a steering committee of community leaders and stakeholders; and,

WHEREAS, public input for this new Comprehensive Plan was obtained through an online community survey, from interviews with community stakeholders, and at two separate public meetings; and,

WHEREAS, the City of Independence hired a professional consulting firm with expertise in preparing Comprehensive Plans to review the City's existing plans, analyze its existing conditions, collect data, create projections and forecasts, meet with members of the general public, and prepare a new Comprehensive Plan that includes maps, data, analysis, and a summary of the public input; and,

WHEREAS, the Independence Community Development Plan (Comprehensive Plan) includes maps and text related to future land uses, housing and neighborhoods, parks and recreation, transportation and infrastructure, economic development, and community character for all areas within the City and for certain areas located outside the current corporate limits of the City of Independence; and,

WHEREAS, the Planning Commission held a duly noticed public hearing on May 7, 2024, to review the new Comprehensive Plan and receive public comment; and,

WHEREAS, on May 7, 2024, the Planning Commission passed a resolution to adopt the new Comprehensive Plan titled, *Independence Community Development Plan*, and recommend that he Governing Body approve the same; and,

WHEREAS, pursuant to K.S.A. 12-747(b), upon receipt of the Planning Commission's recommendation to adopt the new Comprehensive Plan, the Governing Body of the City of Independence, Kansas, has considered the Planning Commission's recommendation and does hereby take the following action upon such recommendation;

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF INDEPENDENCE, KANSAS:

SECTION 1. Adoption. The new Comprehensive Plan titled, *Independence Community Development Plan*, is hereby approved and adopted as the official Comprehensive Plan of the City of Independence, Kansas, and said plan shall replace in its entirety the current Comprehensive Plan accepted in 1981, adopted in 1992, and amended in 1995.

SECTION 2. Annual Review of the Comprehensive Plan. Pursuant to K.S.A 12-747(d) the Planning Commission of the City of Independence, Kansas is hereby directed to review no less than annually the Independence Community Development Plan / Comprehensive Plan and propose any amendments, extensions and/or additions as may be deemed appropriate to fulfill the goals of the plan and the City.

SECTION 3. Effective Date. This Ordinance shall take effect upon its publication in the official City newspaper.

ADOPTED by the Governing Body of the City of Independence, Kansas, on the **23rd day of May 2024**.

Timothy R. Emert, Mayor

ATTEST:

David W. Schwenker, City Clerk

RESOLUTION NO. 2024 – PC001

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF INDEPENDENCE, KANSAS,
ADOPTION OF A NEW COMMUNITY DEVELOPMENT PLAN / COMPREHENSIVE PLAN
FOR THE CITY OF INDEPENDENCE, KANSAS**

WHEREAS, the City of Independence, Kansas, has a duly constituted Planning Commission as provided by K.S.A. 12-744; and,

WHEREAS, pursuant to K.S.A. 12-747(a), the Planning Commission is authorized to make or cause to be made a Comprehensive Plan for the development of the City of Independence; and,

WHEREAS, pursuant to K.S.A. 12-747(b), the Planning Commission is authorized to make recommendations to the Governing Body of the City relating to the adoption and amendment of a Comprehensive Plan by a single resolution or by successive resolutions and is further authorized to adopt or amend parts of the Comprehensive Plan for the City of Independence; and,

WHEREAS, the City of Independence has determined the need to update its current Comprehensive Plan that was adopted in 1982; and,

WHEREAS, the provisions of K.S.A. 12-747 were followed and addressed; and,

WHEREAS, the proposed Comprehensive Plan titled, *Independence Community Development Plan*, was prepared for the Planning Commission's review in accordance with K.S.A. 12-747; and,

WHEREAS, the process to create the new Comprehensive Plan was led by a steering committee of community leaders and stakeholders; and,

WHEREAS, public input for this new Comprehensive Plan was obtained through an online community survey, from interviews with community stakeholders, and at two separate public meetings; and,

WHEREAS, the City of Independence hired a professional consulting firm with expertise in preparing Comprehensive Plans to review the City's existing plans, analyze its existing conditions, collect data, create projections and forecasts, meet with members of the general public, and prepare a new Comprehensive Plan that includes maps, data, analysis, and a summary of the public input; and,

WHEREAS, the Independence Community Development Plan (Comprehensive Plan) includes maps and text related to future land uses, housing and neighborhoods, parks and recreation, transportation and infrastructure, economic development, and community character for all areas within the City and for certain areas located outside the current corporate limits of the City of Independence; and,

WHEREAS, the Planning Commission held a duly noticed public hearing on May 7, 2024, to review the new Comprehensive Plan and receive public comment; and,

WHEREAS, the Planning Commission now recommends the Governing Body adopt the new Comprehensive Plan titled, *Independence Community Development Plan*.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF INDEPENDENCE, KANSAS, THAT:

1. The Planning Commission hereby adopts the new Comprehensive Plan titled, *Independence Community Development Plan*, as presented at the Planning Commission hearing held on May 7, 2024, and hereby recommends the adoption of the same by the Governing Body of the City of Independence, Kansas, in accordance with K.S.A. 12-747.
2. This resolution, together with a certified copy of the proposed Comprehensive Plan titled, *Independence Community Development Plan*, as incorporated herein by reference, and a written summary of the Planning Commission public hearing, shall be submitted to the Governing Body of the City of Independence, Kansas, pursuant to K.S.A. 12-747.
3. This resolution shall be in full force and effect after its adoption by the Planning Commission of the City of Independence, Kansas.

ADOPTED this 7th day of May 2024.


Chair of the Planning Commission

ATTEST:


Secretary of the Planning Commission





**REQUEST FOR PLANNING COMMISSION ACTION
ADOPT THE COMMUNITY
DEVELOPMENT/COMPREHENSIVE PLAN
CITY OF INDEPENDENCE
MAY 7, 2024**

Department Admin

Prepared By Lydia Collins

AGENDA ITEM Public hearing to consider adopting a Community Development/Comprehensive Plan.

SUMMARY RECOMMENDATION Adopt the Community Development/Comprehensive Plan as presented.

BACKGROUND The proposed Independence Community Development Plan identifies the community's goals, visions, and strategies for the next twenty-five to thirty years of progress. It was written by our consultant, Confluence, Inc., working collaboratively with the Steering Committee, City Staff, and the community. The final plan will need to be adopted by the Planning Commission and City Commission. A joint worksession, facilitated by the consultant, was held on April 16th to finalize any modifications before final consideration. Those modifications have been made, and a new version has been uploaded.

The proposed plan may be reviewed at this link: [Proposed Community Development/Comprehensive Plan](#)

Also, as required, the County has been notified of the City's intent to adopt the Comprehensive Plan per State Statute and to extend the planning area outside the City limits.

It should be noted that the planning area is not a mass annexation plan.

The new Community Development Plan will replace the Comprehensive Plan prepared by Bucher & Willis dated February 1982.

Before receiving public comments, Confluence, Inc. will present the plan and subsequently answer any Planning Commissioner questions. Public comments will be received, after which the Planning Commission may ask Confluence, Inc. or staff additional questions.

STAFF RECOMMENDATION Staff recommends adopting the Community Development Plan to replace the 1982 Comprehensive Plan.

SUGGESTED MOTION I move to authorize a resolution adopting the new Comprehensive Plan titled Independence Community Development Plan, as presented, and recommend that the Governing Body of the City of Independence, Kansas, adopt the same in accordance with K.S.A. 12-747.

SUPPORTING DOCUMENTS

1. Independence KS Comp Plan - Planning Commission Resolution

2. Public Hearing Notice 20240507 Plan Adoption
3. K.S.A. 12-747
4. Independence Comprehensive Plan (2024-05-02)-Proposed

RESOLUTION NO. _____

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF INDEPENDENCE, KANSAS,
ADOPTION OF A NEW COMMUNITY DEVELOPMENT PLAN / COMPREHENSIVE PLAN
FOR THE CITY OF INDEPENDENCE, KANSAS**

WHEREAS, the City of Independence, Kansas, has a duly constituted Planning Commission as provided by K.S.A. 12-744; and,

WHEREAS, pursuant to K.S.A. 12-747(a), the Planning Commission is authorized to make or cause to be made a Comprehensive Plan for the development of the City of Independence; and,

WHEREAS, pursuant to K.S.A. 12-747(b), the Planning Commission is authorized to make recommendations to the Governing Body of the City relating to the adoption and amendment of a Comprehensive Plan by a single resolution or by successive resolutions and is further authorized to adopt or amend parts of the Comprehensive Plan for the City of Independence; and,

WHEREAS, the City of Independence has determined the need to update its current Comprehensive Plan that was adopted in 1982; and,

WHEREAS, the provisions of K.S.A. 12-747 were followed and addressed; and,

WHEREAS, the proposed Comprehensive Plan titled, *Independence Community Development Plan*, was prepared for the Planning Commission's review in accordance with K.S.A. 12-747; and,

WHEREAS, the process to create the new Comprehensive Plan was led by a steering committee of community leaders and stakeholders; and,

WHEREAS, public input for this new Comprehensive Plan was obtained through an online community survey, from interviews with community stakeholders, and at two separate public meetings; and,

WHEREAS, the City of Independence hired a professional consulting firm with expertise in preparing Comprehensive Plans to review the City's existing plans, analyze its existing conditions, collect data, create projections and forecasts, meet with members of the general public, and prepare a new Comprehensive Plan that includes maps, data, analysis, and a summary of the public input; and,

WHEREAS, the Independence Community Development Plan (Comprehensive Plan) includes maps and text related to future land uses, housing and neighborhoods, parks and recreation, transportation and infrastructure, economic development, and community character for all areas within the City and for certain areas located outside the current corporate limits of the City of Independence; and,

WHEREAS, the Planning Commission held a duly noticed public hearing on May 7, 2024, to review the new Comprehensive Plan and receive public comment; and,

WHEREAS, the Planning Commission now recommends the Governing Body adopt the new Comprehensive Plan titled, *Independence Community Development Plan*.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF INDEPENDENCE, KANSAS, THAT:

- 1.** The Planning Commission hereby adopts the new Comprehensive Plan titled, *Independence Community Development Plan*, as presented at the Planning Commission hearing held on May 7, 2024, and hereby recommends the adoption of the same by the Governing Body of the City of Independence, Kansas, in accordance with K.S.A. 12-747.
- 2.** This resolution, together with a certified copy of the proposed Comprehensive Plan titled, *Independence Community Development Plan*, as incorporated herein by reference, and a written summary of the Planning Commission public hearing, shall be submitted to the Governing Body of the City of Independence, Kansas, pursuant to K.S.A. 12-747.
- 3.** This resolution shall be in full force and effect after its adoption by the Planning Commission of the City of Independence, Kansas.

ADOPTED this **7th day of May 2024**.

Chair of the Planning Commission

ATTEST:

Secretary of the Planning Commission

City of Independence, Kansas

NOTICE TO THE PUBLIC

The Independence, Kansas, Planning Commission will conduct a public hearing on:

Tuesday, May 7, 2024 at 5:30 p.m.

To consider adopting a Community Development/Comprehensive Plan.

Case Number:

2024/05/07 Plan Adoption

The hearing will be conducted in the Veteran's Room, Memorial Hall, 410 North Penn Avenue, Independence, Kansas, and will begin at 5:30 p.m. All interested persons should attend, and they will be heard. You may also participate via conference call: [+1 785-289-4727](tel:+17852894727) Conference ID: 820 754 218# Persons wishing to comment, but who cannot attend this hearing, should provide their written comments prior to the hearing to:

Kelly Passauer
Zoning Administrator
120 N 6th Street
Independence, KS 67301
(620) 332-2506
kellyp@independencesks.gov

*Scan here to read and offer
feedback on the DRAFT
Community Comprehensive Plan.
Feedback accepted through April 30.*



A copy of the proposed Community Development/Comprehensive Plan may be viewed online at: <https://engage.thinkconfluence.com/independence-community-development-plan> or by scanning the above QR code. A printed copy of the plan is available for viewing during regular business hours in the Zoning Administrator's office. If special accommodation is required, please inform the Zoning Administrator.

Kelly Passauer, Zoning Administrator

2023 Kansas Statutes

12-747. Same; comprehensive plan; contents; procedure for adoption; annual review of plan.

(a) A city planning commission is hereby authorized to make or cause to be made a comprehensive plan for the development of such city and any unincorporated territory lying outside of the city but within the same county in which such city is located, which in the opinion of the planning commission, forms the total community of which the city is a part. The city shall notify the board of county commissioners in writing of its intent to extend the planning area into the county. A county planning commission is authorized to make or cause to be made a comprehensive plan for the coordinated development of the county, including references to planning for cities as deemed appropriate. The provisions of this subsection may be varied through interlocal agreements.

(b) The planning commission may adopt and amend a comprehensive plan as a whole by a single resolution, or by successive resolutions, the planning commission may adopt or amend parts of the plan. Such resolution shall identify specifically any written presentations, maps, plats, charts or other materials made a part of such plan. In the preparation of such plan, the planning commission shall make or cause to be made comprehensive surveys and studies of past and present conditions and trends relating to land use, population and building intensity, public facilities, transportation and transportation facilities, economic conditions, natural resources and may include any other element deemed necessary to the comprehensive plan. Such proposed plan shall show the commission's recommendations for the development or redevelopment of the territory including: (a) The general location, extent and relationship of the use of land for agriculture, residence, business, industry, recreation, education, public buildings and other community facilities, major utility facilities both public and private and any other use deemed necessary; (b) population and building intensity standards and restrictions and the application of the same; (c) public facilities including transportation facilities of all types whether publicly or privately owned which relate to the transportation of persons or goods; (d) public improvement programming based upon a determination of relative urgency; (e) the major sources and expenditure of public revenue including long range financial plans for the financing of public facilities and capital improvements, based upon a projection of the economic and fiscal activity of the community, both public and private; (f) utilization and conservation of natural resources; and (g) any other element deemed necessary to the proper development or redevelopment of the area. Before adopting or amending any such plan or part thereof, the planning commission shall hold a public hearing thereon, notice of which shall be published at least once in the official city newspaper in the case of a city or in the official county newspaper in the case of a county. Such notice shall be published at least 20 days prior to the date of the hearing. Upon the adoption or amendment of any such plan or part thereof by adoption of the appropriate resolution by a majority vote of all members of the planning commission, a certified copy of the plan or part thereof, together with a written summary of the hearing thereon, shall be submitted to the governing body. No comprehensive plan shall be effective unless approved by the governing body as provided by this section. The governing body either may: (1) Approve such recommendations by ordinance in a city or resolution in a county; (2) override the planning commission's recommendations by a 2/3 majority vote; or (3) may return the same to the planning commission for further consideration, together with a statement specifying the basis for the governing body's failure to approve or disapprove. If the governing body returns the planning commission's recommendations, the planning commission, after considering the same, may resubmit its original recommendations giving the reasons therefor or submit new and amended recommendations. Upon the receipt of such recommendations, the governing body, by a simple majority thereof, may adopt or may revise or amend and adopt such recommendations by the respective ordinance or resolution, or it need take no further action thereon. If the planning commission fails to deliver its recommendations to the governing body following the planning commission's next regular meeting after receipt of the governing body's report, the governing body shall consider such course of inaction on

the part of the planning commission as a resubmission of the original recommendations and proceed accordingly. The comprehensive plan and any amendments thereto shall become effective upon publication of the respective adopting ordinance or resolution.

(c) An attested copy of the comprehensive plan and any amendments thereto shall be sent to all other taxing subdivisions in the planning area which request a copy of such plan. Such plan or part thereof shall constitute the basis or guide for public action to insure a coordinated and harmonious development or redevelopment which will best promote the health, safety, morals, order, convenience, prosperity and general welfare as well as wise and efficient expenditure of public funds.

(d) At least once each year, the planning commission shall review or reconsider the plan or any part thereof and may propose amendments, extensions or additions to the same. The procedure for the adoption of any such amendment, extension or addition to any plan or part thereof shall be the same as that required for the adoption of the original plan or part thereof.

History: L. 1991, ch. 56, § 7; L. 1997, ch. 147, § 4; May 1.



INDEPENDENCE

COMMUNITY DEVELOPMENT PLAN

DRAFT MAY 2024

acknowledgments

A sincere thank you to the residents of Independence for their time and effort in assisting with the Independence Community Development Plan. The people listed below were integral to the planning process and ensuring the plan reflects the community's ideas and visions for the future of Independence.

2024 Planning Commission

- Rachel Lyon, Chair
- Lisa Richard, Vice Chair
- Kym Kays, Secretary
- Tim Haynes
- Michelle Avery
- Mary Jo Dancer
- Butch Holum
- Rita Ortolani
- Gary Hogsett

City Commission

- Tim Emert, Mayor
- Scott Smith, Vice Mayor
- Dean Hayse

City Staff

- Kelly Passauer, City Manager
- David Cowan, Assistant City Manager
- April Nutt, Housing Authority Director
- John Garriss, City Engineer
- Lacey Lies, Finance Director

Consultant Team

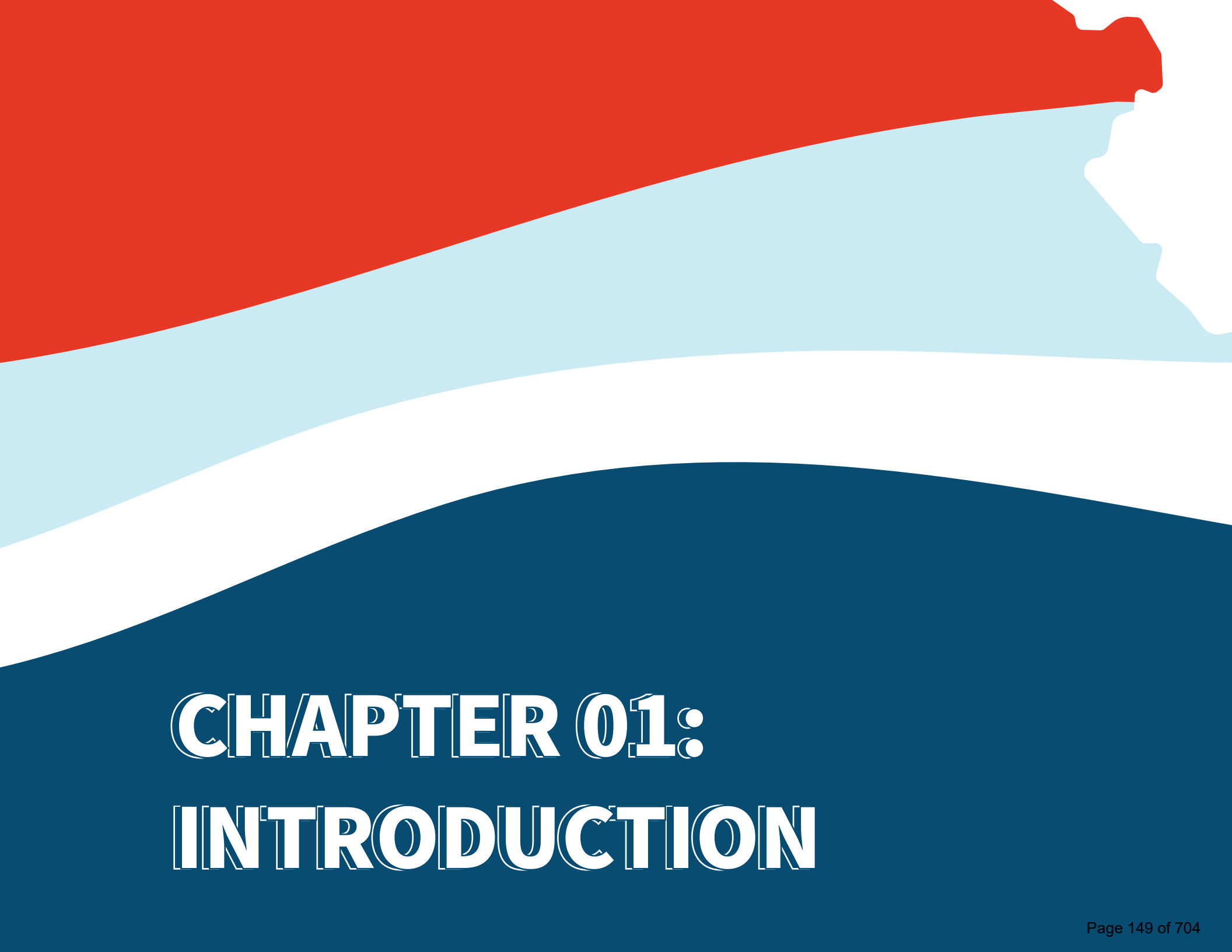
CONFLUENCE

- Abbey Eckberg
- Christopher Shires
- Jane Reasoner

Steering Committee

- Adam Hogsett, Local Business
- Andy McLenon, 2023 Planning Commission Representative
- Anita Chappuie, Park Board + ICC Representative
- Breanne Sanford, Independence Daily Reporter + IHPRC
- Carolyn Torrance, Long-Time Resident, Teacher + Library Board
- Charles Barker, Long-Time Resident, Pastor + Diversity Task Force Representative
- Chris Mitchell, Community Access Center + Home Sweet Home Ministries
- Chuck Goad, Economic Development Advisory Board Chair
- Cindy White, Realtor + Housing Authority Representative
- Jason Elmore, Downtown Business Owner
- Jason McAfee, USD 446 Superintendent
- Jeri Hammerschmidt, Long-Time Resident, Independence Land Bank + ICC Trustee
- Jim Kelly, Banker, Long-Time Resident, Economic Development Advisory Board Representative + Former Mayor
- Joseph Housel, Sheriff Deputy + Independence Recreation Commission Representative
- Ken Brown, Local Historian + Long-Time Resident
- Leslie Fox, Tree Board Chair, ISTC Director + 2024 Planning Commission Vice Chair
- Lisa Wilson, Chamber of Commerce Director + Long-Time Resident
- Lisa Richard, Planning Commission + Independence Land Bank
- Lori Kelley, Long-Time Resident, Retired Banker + Economic Development Advisory Board Representative
- Louis Ysusi, Former City Commission Member + 2023 Mayor
- Rachel Lyon, 2024 Planning Commission Chair + Realtor
- Rita Ortolani, Long-Time Resident, Housing Authority Representative + 2024 Planning Commission Representative
- Tabatha Snodgrass, Main Street Director
- Tim Haynes, 2023 Planning Commission Chair
- Vincent Bowhay, ICC President





CHAPTER 01: INTRODUCTION

plan overview

Legal Basis for Future Land Use Plans

The Independence Comprehensive Plan was prepared in accordance to the authority granted by the State of Kansas under Kansas Statutes, Chapter 12-Cities and Municipalities, Article 7-Planning and Zoning (K.S.A. 12-741 through 12-775).

This statute enables a city to adopt a comprehensive plan and Future Land Use Plan to guide decision-making. The plan also serves as a

support document for all rezoning requests within the planning boundary. All requests for rezonings should be reviewed for conformity to the adopted comprehensive plan and Future Land Use Plan.

It is recommended the Planning Commission reviews the comprehensive plan annually to ensure it is still supporting the vision of the community.

Planning Boundary

The map shown in Figure 1.1 illustrates the planning boundary identified for the Future Land Use Plan. This boundary intentionally extends past the existing city limits so that the Future Land Use Plan may account for needed infrastructure improvements, annexations, and maintain city limit continuity. More insight into what a planning boundary is and is not is provided in the following pages.

The planning boundary intentionally extends past the existing city limits to plan for future growth and development.

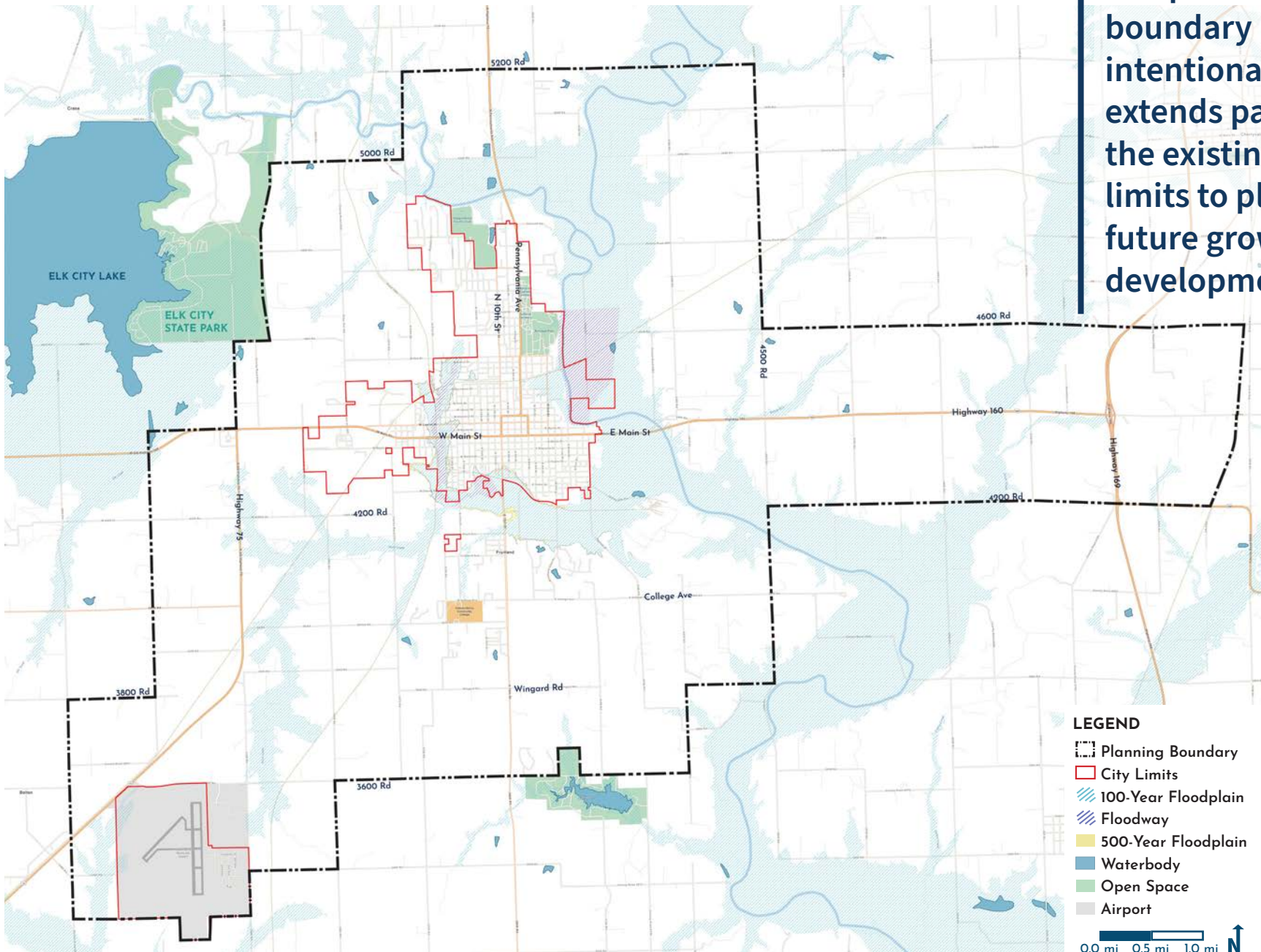


FIGURE 1.1 // PLANNING BOUNDARY MAP

plan process

The Independence Comprehensive Plan was completed in four phases:

PHASE 1 RESEARCH + ANALYSIS: Kicked off the project with data investigation and consideration to previous planning efforts. The Steering Committee was formed and the consultant team introduced the planning process and preliminary data analysis to the group.

PHASE 2 VISION, INPUT + DIRECTION: The community was invited to share their thoughts and ideas in a variety of ways. Stakeholder interviews were held virtually, a Public Workshop was hosted at the Civic Center, and an interactive engagement website was made available to share additional ideas.

PHASE 3 DRAFT PLAN + EVALUATION: Combining the data from Phase 1 with the input from Phase 2, the draft plan is the culmination of discussions, ideas, and thoughtful consideration for Independence's future. An Open House was hosted to share the plan with the community for comment before proceeding to Phase 4.

PHASE 4 FINAL DRAFT PLAN + ADOPTION: Following the Open House and comment period, a public hearing was held with the Planning Commission, and a final meeting with the City Commission, to proceed with adopting the Independence Comprehensive Plan.

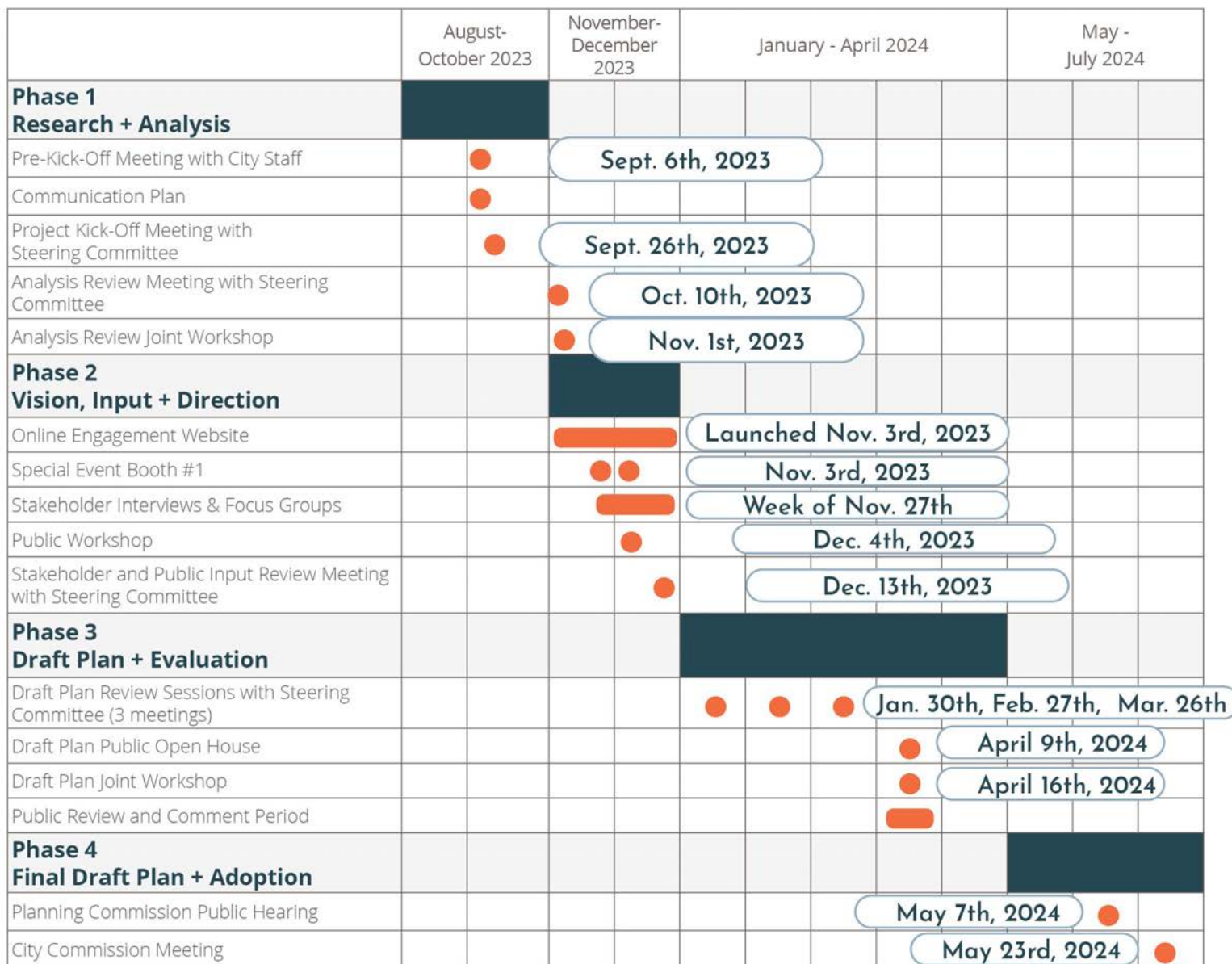


FIGURE 1.2 // PROJECT SCHEDULE

plan outline + content

Main Report

The Independence Comprehensive Plan is comprised of eight body chapters that assist in guiding decision-making for the next thirty years.

The intent of the Future Land Use Plan is to guide the type and location of development as Independence continues to grow. The plan is discussed in further detail in the Future Land Use chapter.

Supplemental Reports

During Phase 1 of the comprehensive planning process, a deep dive into a variety of datasets was completed. A supplemental *Existing Conditions Report* is provided to summarize these key data points discussing demographics, economics, housing and household characteristics, and more.

Phase 2 included all the public input received

from the community. A supplemental *Public Input Summary Report* is included as an appendix to highlight the key themes and ideas for the future of Independence.

plan outline

01. introduction

02. future land use

03. housing + neighborhoods

04. parks + recreation

05. transportation + infrastructure

06. economic development

07. community character

08. implementation

FIGURE 1.3 // PLAN OUTLINE





CHAPTER 02: **FUTURE LAND USE**

chapter overview

Legal Basis for Future Land Use Plans

The intent of the Future Land Use Chapter is to provide a guide for land uses within Independence. Decisions over the future land uses throughout Independence should take into consideration factors relating to the existing land use composition of the community, the location of natural features, the ability to provide adequate water and sanitary services to an area, the proposed alignment of future streets, and the desired character of the community. The Future Land Use Plan in this chapter presents a future vision for Independence through the year 2050 and beyond. Land uses have been proposed for more area than is needed to create numerous options and provide flexibility for the City and development community. Land uses have been laid out to avoid conflict and promote a harmonious layout in the community.

The Planning Boundary is not a mass annexation plan.

PURPOSE OF THE PLANNING BOUNDARY

Kansas State statutes allow cities to plan for their future and adopt a Comprehensive Plan and Future Land Use Plan to guide decision-making related to infrastructure investments and future growth and development. This Plan also serves as an important resource to guide zoning code regulations and for future rezoning requests.

WHAT IT IS

The Future Land Use Plan identifies a potential, long-term development plan for land within the planning boundary. The planning boundary intentionally extends past city limits to identify potential growth and plan for their potential infrastructure needs. This is a guiding document for the Commissions to base decisions upon for land development, rezonings, and more. It is meant to be flexible and amended as the community needs.

WHAT IT IS NOT

This Future Land Use Plan, and corresponding planning boundary, is not an annexation plan. Land outside of city limits is accounted for in this Plan so the City is able to ensure infrastructure is available to serve the properties should the landowners wish to develop and annex to obtain city services.

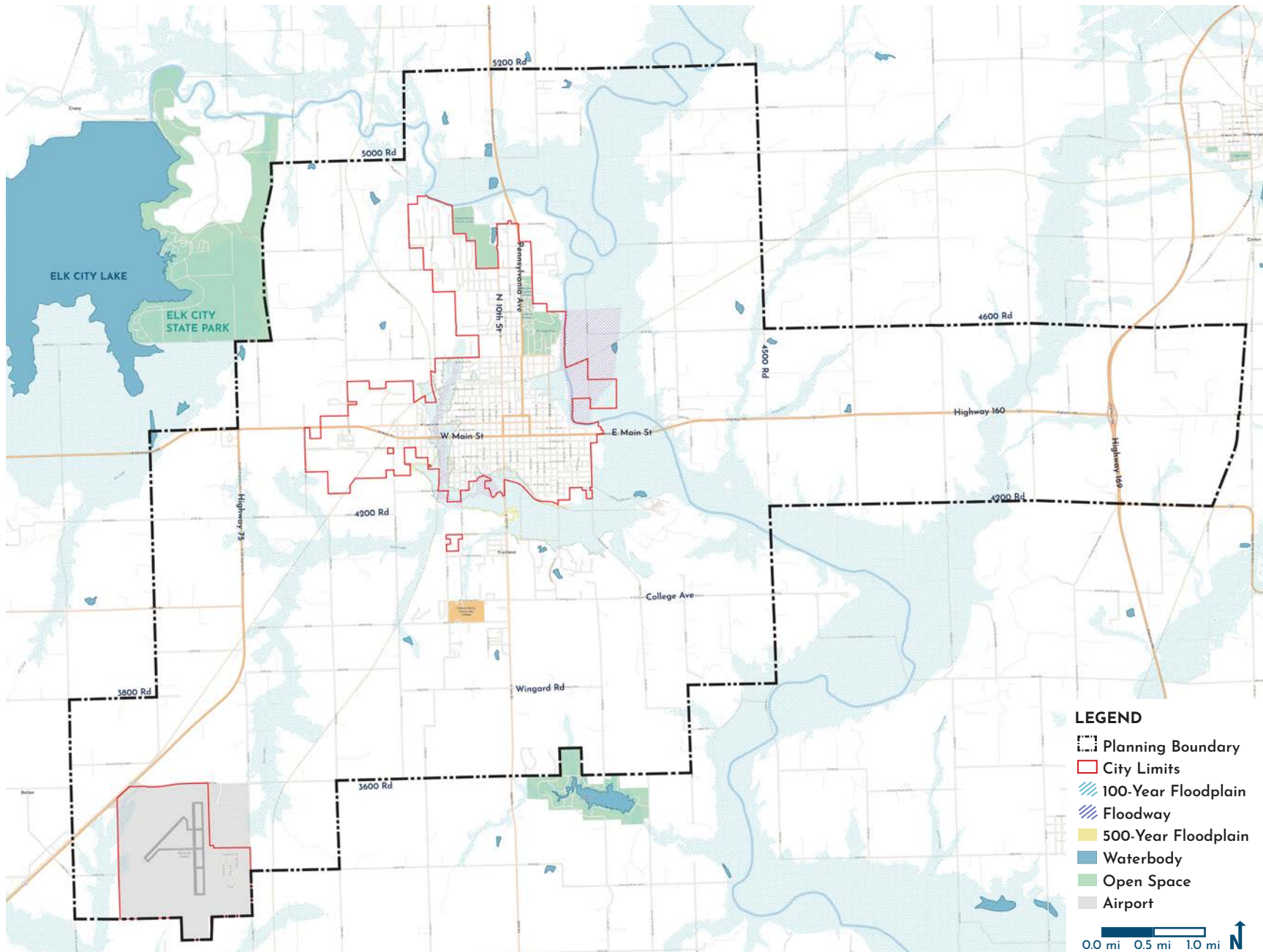


FIGURE 2.1 // PLANNING BOUNDARY MAP

THE PLANNING BOUNDARY IS NOT A MASS ANNEXATION PLAN

existing land uses

Existing Land Uses

The map shown in Figure 2.3 presents the existing land uses identified in Independence today. Agriculture + Open Space (29.9%), Light Industrial/Industrial (26.2%), and Low-Density Residential (25.8%) are the three most dominant land use types in the community today.

The existing land uses follow typical development patterns:

- Commercial along heavy-trafficked roads
- Dense commercial core
- Residential stemming out from activity centers
- Parks + Open Space spread throughout the community

LAND USE FUN FACT:

Due to being the Montgomery County seat, Independence does have a healthy share of public/semi-public land that supports these services.

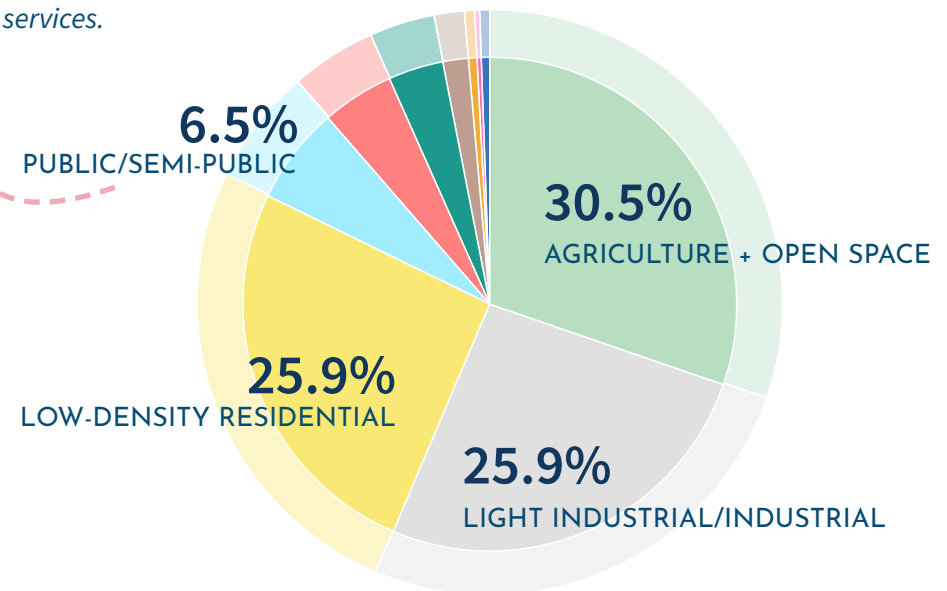


FIGURE 2.2 // EXISTING LAND USE SHARES

AIRPORT INSET MAP

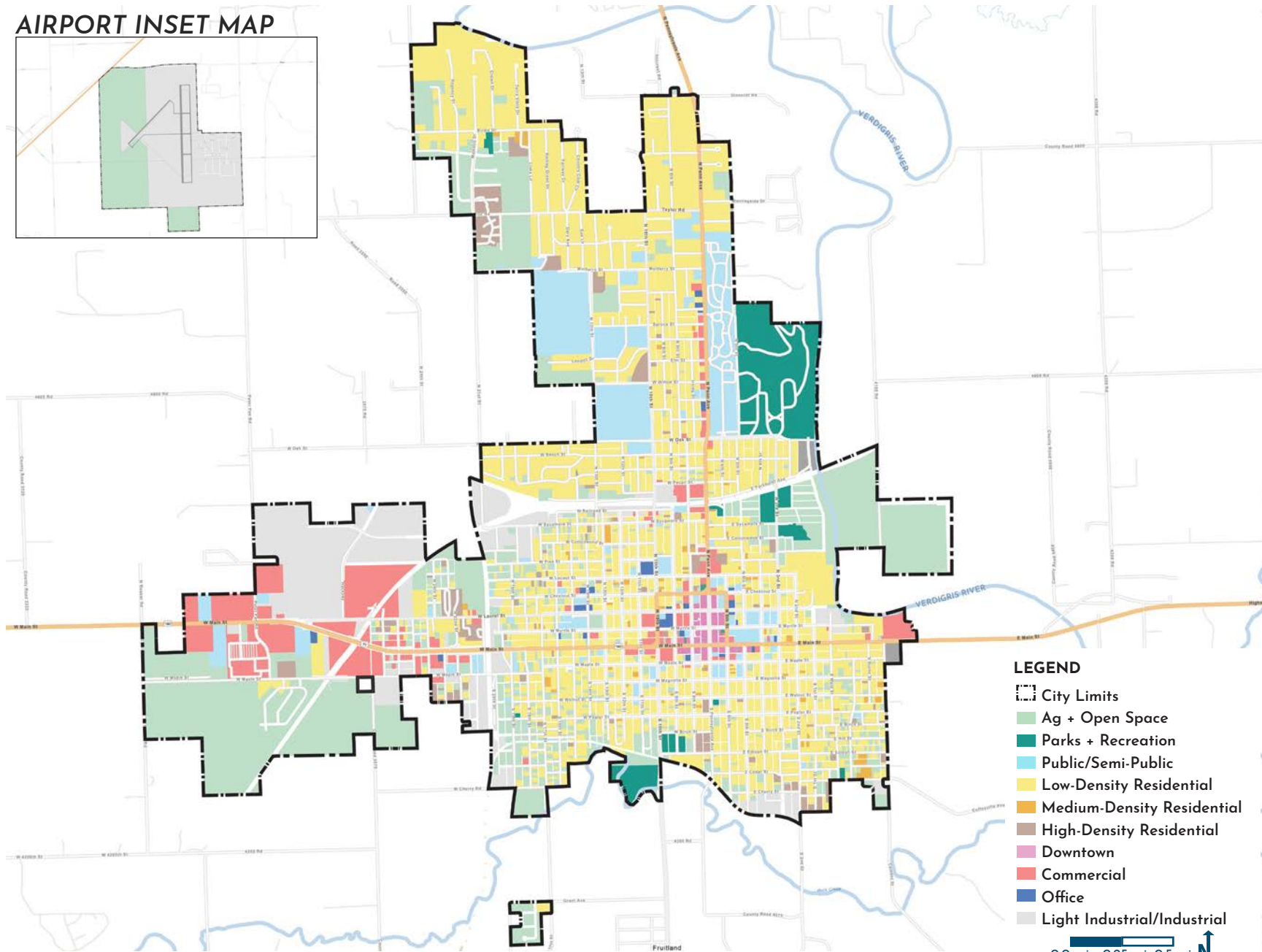


FIGURE 2.3// EXISTING LAND USE MAP



key considerations

Floodplain

Independence has an extensive amount of floodplain within and surrounding its existing city limits. In 2007, the community experienced heavy flooding in these areas and subsequent buy-outs occurred to ensure the safety of homes and structures throughout the community.

It is recommended and considered within this Future Land Use Plan that no development take

place within the floodplain. Structures already existing within the floodplain are shown as Agriculture + Open Space to demonstrate its ideal use as undeveloped land for the health, safety, and welfare of those inhabiting the area. Areas within the floodplain may be viable options for greenways, parks, trails, and other non-structural recreational amenities.

Major Highways

There are two major highways that split Independence into roughly four quadrants. Highway 75 runs north/south and Highway 160 runs east/west. Highway 169 is east of city limits by approximately 10 miles and intersects with Highway 160. These three major roadways support greater industry development and commercial activity for residents and tourists.



Infrastructure Capacity

Before any development can take place, infrastructure must be installed to support efficient and smart land development. Primary areas of consideration include transportation, sanitary sewer, and water infrastructure. Water capacity and availability is critical within this region and must be top priority at the onset of any development discussion. These items are covered in greater detail in the Transportation + Infrastructure Chapter.

Growth Zones + Industry

Later in this chapter, a Growth Themes Map is presented to demonstrate the thought behind the Future Land Use Plan. Conversations with the public and Steering Committee highlighted a need to be forward-thinking with industry expansion and for this to be a priority throughout the Plan. Current developments, such as Bartlett and the Airport, are more supportive of similar industry growth, and reflect this within the Plan.

These current and future employees will need housing at a variety of scale and price points, as well as additional activity centers and amenities. These growth themes are also identified and accounted for in the Future Land Use Plan.

population projections

Population Estimates

Population projections were completed as part of this planning process to estimate the total number of residents in Independence by 2050. These projections are based on historic population trends, where Independence has experienced steady loss for over three decades. The current estimated population for Independence is 8,584 residents. The average trend line from the projections estimates Independence will have 7,309 residents. There are many factors that will truly impact the reality of population growth or decline in the next twenty-five years. These include:

- Job and industry growth within the community
- Housing rehabilitation and new construction
- Quality of life maintenance and improvements

While these are estimates, we do anticipate these numbers to be low estimations when considering the projected job growth coming to Independence and new housing construction. It is recommended that a fresh set of projections be completed in the next five to ten years to better capture progress made.

what is the estimated population by 2050?

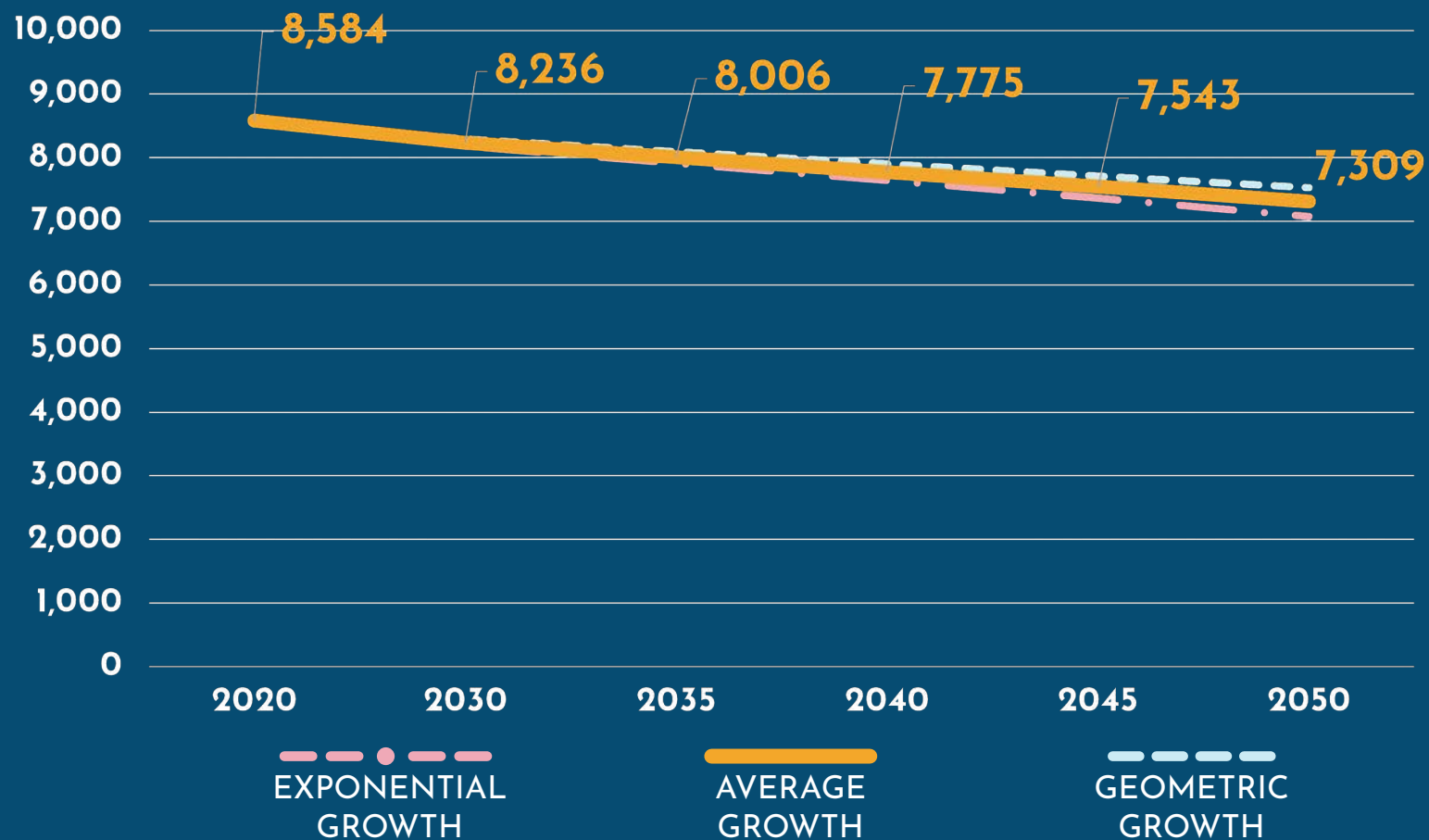


FIGURE 2.4 // POPULATION PROJECTIONS 2020-2050

residential target mix

What is a Target Mix?

Residential composition highlights the current mix of residential typologies within a community today. The current residential mix in Independence today is dominated by low-density residential at 92.6%. This is typical for communities of Independence's size, location, and history; however, it is healthier for a housing stock to have diversity and range in choice for current and future residents.

A target mix helps provide guidance to the Future Land Use Plan to account for a healthy mix of residential uses in the future. The proposed target mix compared to the current mix are shown in Figure 2.5. These are utilized more within the Future Land Use Plan's counts and projections in the following pages.





Detached Single-Family

CURRENT MIX: 92.6%

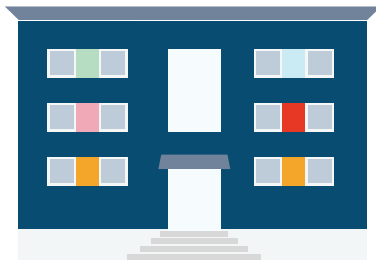
TARGET MIX: 80%



Attached Single-Family

CURRENT MIX: 1.8%

TARGET MIX: 12%



Multi-Family

CURRENT MIX: 5.7%

TARGET MIX: 8%

FIGURE 2.5 // RESIDENTIAL TARGET MIX ESTIMATIONS

importance of housing choice



LIFE CYCLE HOUSING

Life cycle housing means that there are units readily available for current and prospective residents at every level- everything from renters, entry-level homebuyers and move-up housing, to one-level ranches and assisted living facilities. The more housing choice a community has, the more it supports the longevity of tenure in the community.

future land use categories

Future Land Use Categories

The Future Land Use Plan utilizes several land use categories to define density, character, and use within the planning boundary. The following pages outline each of the land use categories and their respective definitions.

Later in this chapter, there is information on how these land use categories relate to zoning and their compatibility in application. Following the adoption of the Comprehensive Plan, there will be an additional process to update the zoning code.

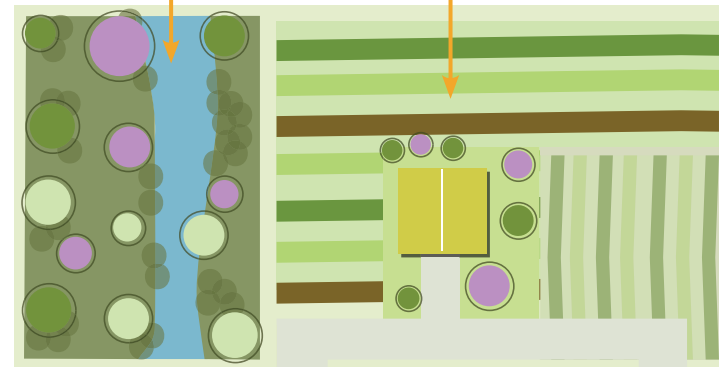


Agriculture + Open Space

The Agriculture + Open Space land use category is set aside for agricultural land, undeveloped land, RV camp sites, floodplain, and significant tree cover. Independence has significant floodplain coverage in and around the city limits that should be preserved in open space or productive farmland. Some of the land in this category, excluding the floodplain, may be suitable for future development and the Future Land Use plan should be amended to accurately reflect these changes.

Stream buffers around type 1 and 2 streams as well as floodplain are part of this category

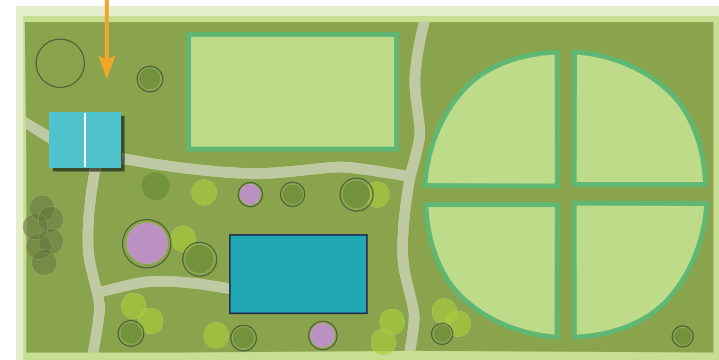
Active agricultural land uses will be the dominant land cover in this land use category



Parks + Recreation

The Parks and Recreation land use category is set aside for public, private and semi-private recreational land such as parks, trails, golf courses, greenways, and recreational fields.

Parks + recreation may include both public, private and semi-private recreation facilities - access will vary depending on the time of year, day, and ongoing activities

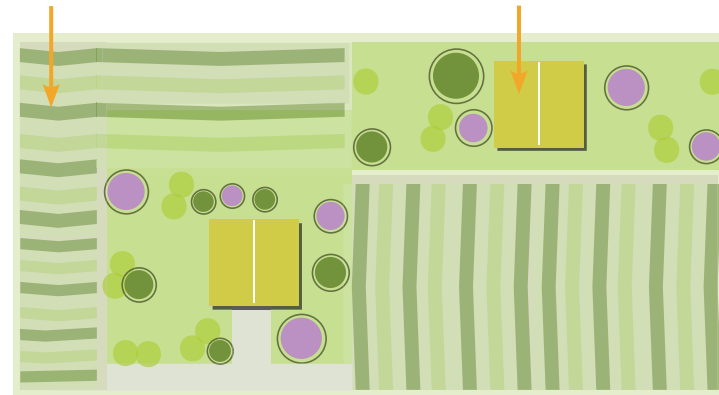


Rural Residential

The Rural Residential land use category includes low density, large lot residential developments. The typical density level of this land use category is no more than 1 dwelling unit per acre. These developments may be located in areas with steep slopes or significant tree cover that could be an obstacle to other residential developments.

Often agricultural land will surround rural residential dwelling units

Rural residential lots will typically include single-family detached homes on a minimum 1-acre lot

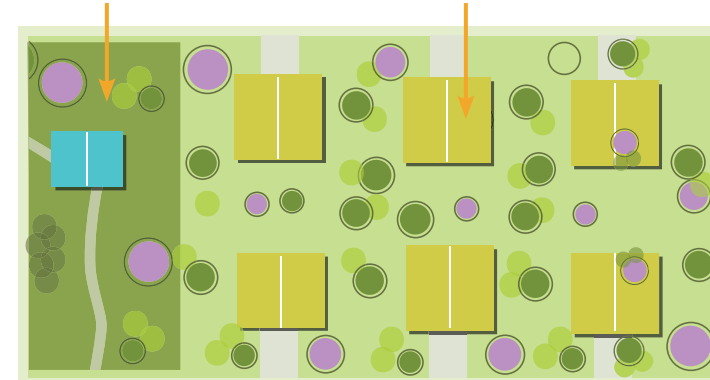


Low-Density Residential

The Low-Density Residential land use category is designated for areas with traditional low-density, single-family with lot sizes ranging from 1 to 5 dwelling units per acre. This land use will be predominantly single-family detached homes with some duplexes and single-family homes with accessory dwelling units. Developments within this category may also include religious, educational, institutional uses, child daycare centers, and public and private recreational areas.

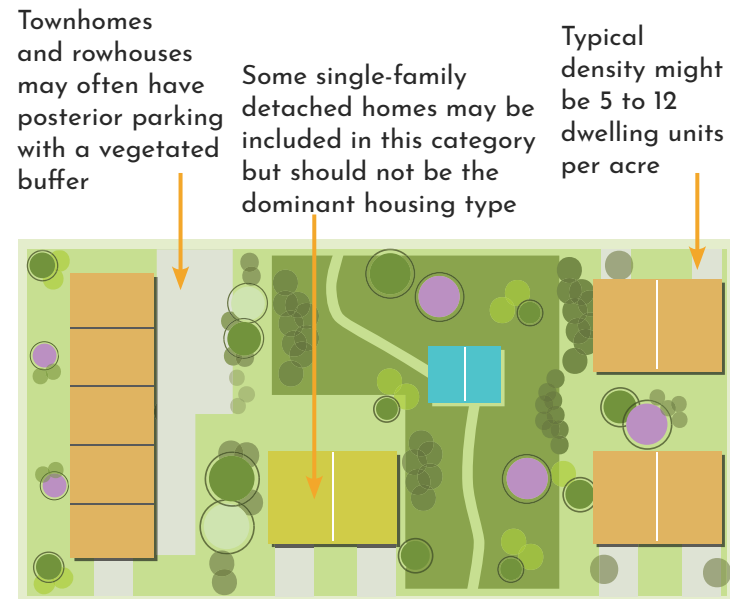
Parks, religious, educational, institutional, child daycare, or recreation may also be scattered throughout this land use

Single-family detached homes will dominate this land use category at densities of between 1 to 5 dwelling units per acre



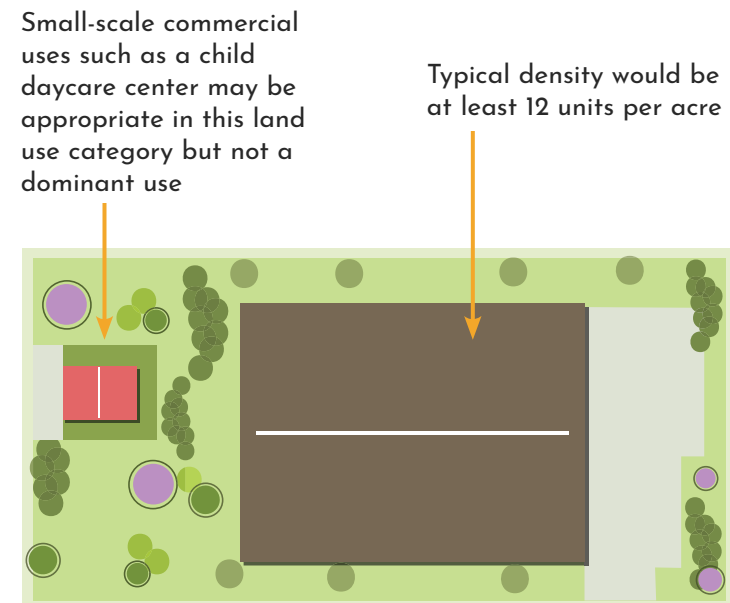
Medium-Density Residential

The Medium-Density Residential land use category is designated for townhomes, rowhouses, and cottage home developments. Occasionally, single-family homes will be included in this land use category. Medium-Density Residential densities range from 5 to 12 dwelling units per acre. Development within this category may also include religious, educational, institutional uses, child daycare centers, and public and private recreational areas. This land use can serve as a transitional land use from low-density residential to more intense uses such as commercial or industrial.



High-Density Residential

The High-Density Residential land use category is set aside for areas with densities of 12 or more dwelling units per acre. The category includes apartments and condominiums as the primary development, with some townhomes or rowhouses where appropriate. This housing type provides alternatives to residents of all ages and life stages. Development within the category may also include religious, educational, institutional uses, manufactured housing developments, child daycare centers, senior/assisted living facilities, and public and private recreational areas.

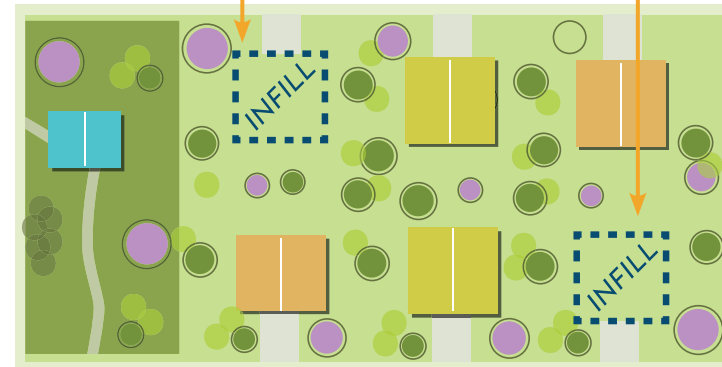


Residential Infill Overlay

The Residential Infill Overlay is intended to identify and support pockets of residential neighborhoods that are viable areas for infill residential redevelopment. These may take shape in parcel-by-parcel redevelopments or entire block redevelopments but should encourage low- to medium-density development types. This overlay zone should have a separate set of design standards to ensure the redevelopment type matches or compliments the pre-existing neighborhood character and is of suitable scale.

An overlay is not a true land use in nature but reserves the land within the overlay for specific consideration for residential infill

Infill redevelopment can be parcel-by-parcel or full block redevelopment. Low-to-medium densities are encouraged.

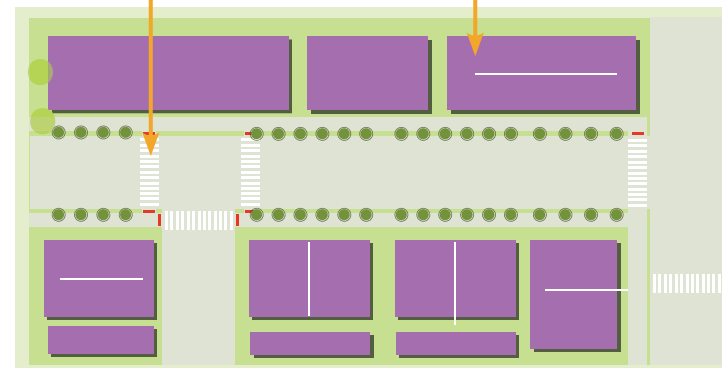


Downtown Commercial

The Downtown Commercial land use category is set aside for mixed-use developments in and around the historic businesses along Pennsylvania Avenue and Main Street. The uses should consist of multi-story buildings with the first floor reserved for retail and a limited amount of office uses to encourage all-day activity. The upper floors of these buildings should contain residential or office uses.

Pedestrian activity should be a focus of the Downtown Commercial land use category

First-floor retail, restaurant, or similarly activated uses should be the preference for this area. Upperstory uses could be residential or office uses.

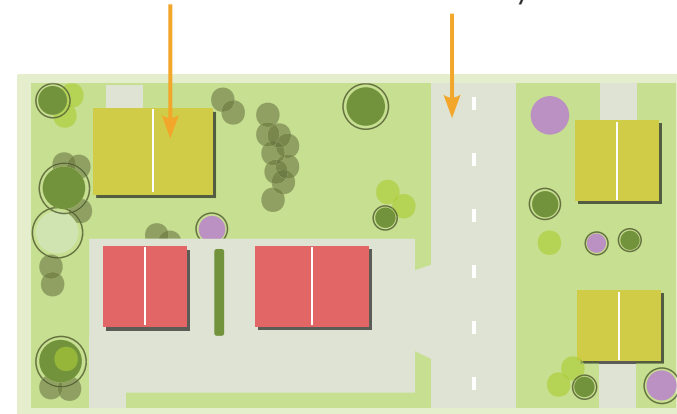


Neighborhood Commercial

The Neighborhood Commercial land use category includes a combination of small retail, office spaces, and medical uses for readily accessible services to residents and the traveling public. This category is located at major nodes throughout the planning boundary. Typical land uses include daycares, assisted living facilities, small office, convenience stores, small grocery and hardware stores, and other neighborhood-serving uses. Building Design Standards should be included to ensure this type of development does not interfere with the adjacent neighborhood, is built at a suitable scale, and does not unnecessarily increase noise, light, or vehicular pollution. Sites are generally 1 to 10 acres and should accommodate pedestrian and bicycle circulation.

Neighborhood commercial will typically be near or adjacent to lower-density neighborhoods

Neighborhood commercial uses will typically be found along collector or minor arterial roadways

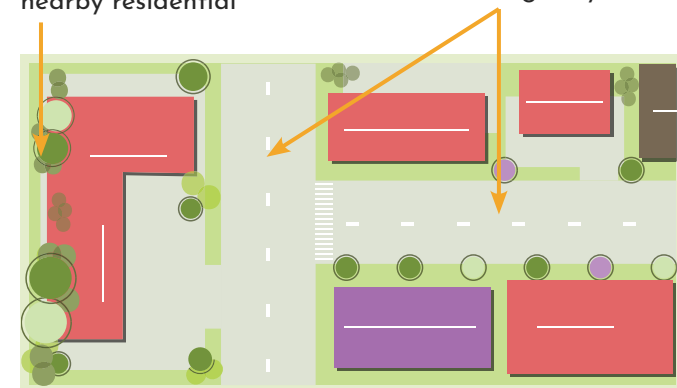


Commercial

The Commercial category is designed to include a variety of retail, office and commercial services at a variety of scales. These uses can include daycares, small office, convenience stores, car washes, car dealerships, hotels, banks, and auto repair stores. In its application, the commercial land use should be built at a suitable scale so as not to negatively impact surrounding land uses.

Proper landscaped buffering and site design should occur to minimize the impact of the commercial use on nearby residential

Commercial will typically be found along minor and major arterial roadways as well as near highways

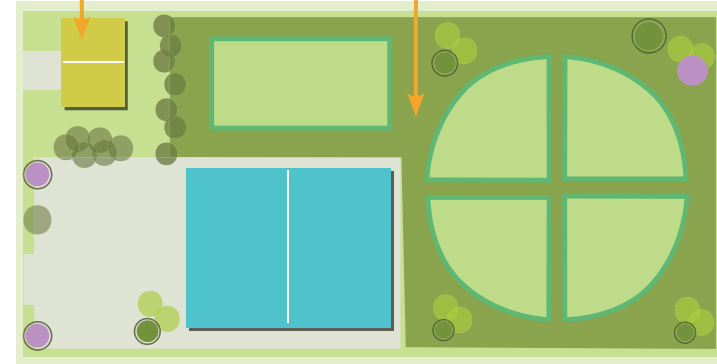


Public/Semi-Public

The Public/Semi-Public land use category includes land owned or operated by a public or semi-public entity or institution. This could include city-owned properties such as city hall, the police department, library, or public works storage. It also includes similarly held land from the county. This land use category also covers any land owned by the school district. Lastly, the institutional land uses include colleges/universities, schools, libraries, landfills, communication and utility facilities, water/sanitary sewer plants, cemeteries, post offices, hospitals, government offices and civic centers.

Low-density residential is often an appropriate neighbor for most public/semi-public uses

Public / semi-public uses such as a school may require a larger parking lot that should be appropriately designed and buffered to limit any negative impacts on nearby uses

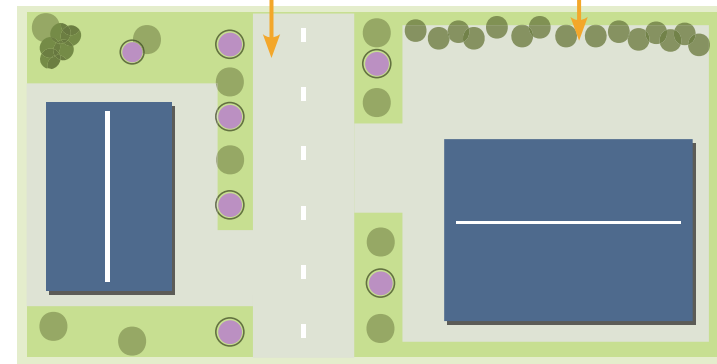


Business Park

The Business Park land use category is set aside to include business park office complexes and very light industrial uses. Business Park developments include larger office complexes and corporate campuses. Light industrial uses include warehouse and distribution facilities and activities such as testing, fabrication, manufacturing, and limited assembly of materials. All activities are contained within the buildings with no outdoor storage. Limited support retail or commercial activities would be allowed including gas stations, convenience stores, or coffee shops.

Typically, business park uses should be located along arterial roads with easy access to the highway

Proper landscaped buffering and site design should occur to minimize the impact of the business park uses on other nearby uses

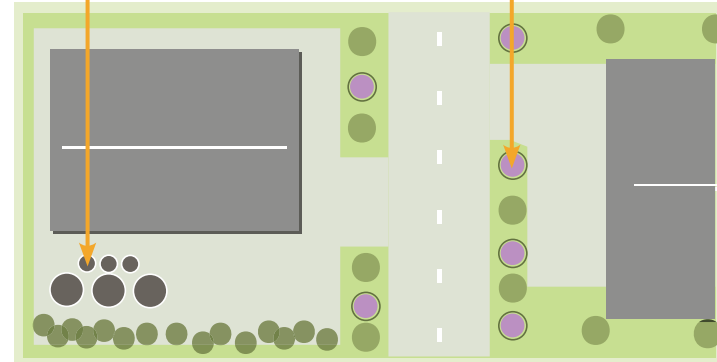


Industrial

The Industrial land use category is set aside to include industrial uses such as manufacturing and assembly, shipping, distribution, wholesale operations, and may include outdoor storage. Sensitive land uses should be buffered from this land use category.

Outdoor storage is often a defining characteristic of industrial land - proper buffering helps ensure views of these externalities are obscured

Industrial uses are the most intense manufacturing and assembling types and should be appropriately placed and buffered

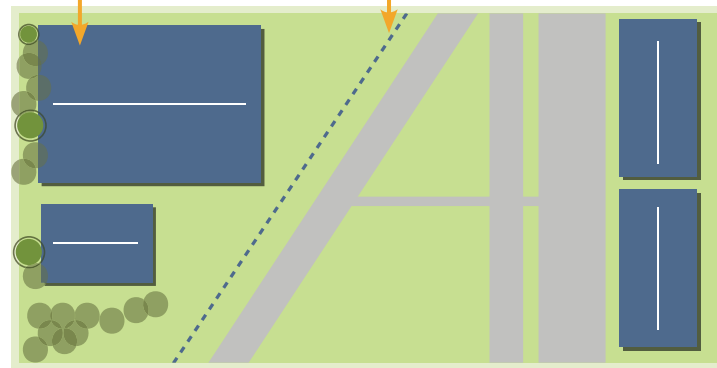


Airport

The Airport land use category is designed to support aeronautical commercial and manufacturing related services. The Airport land use category is similar to Business Parks in design and operation and should be complimentary in operation.

Business park uses are supportive neighboring developments to the airport land use

Preservation of the Runway Protection Zone is key for safety and development within the airport land use category



proposed growth themes

Growth Themes within the Planning Boundary



FLOODPLAIN PRESERVATION is land held for open space to protect and preserve the extensive floodplain and agriculture land. Unless mitigation measures are applied, development should generally not occur here.



INDUSTRY GROWTH is primarily focused near Bartlett and the airport. These two areas are the most supportive of expansion from a land use and infrastructure perspective and should see business park and industrial development types.



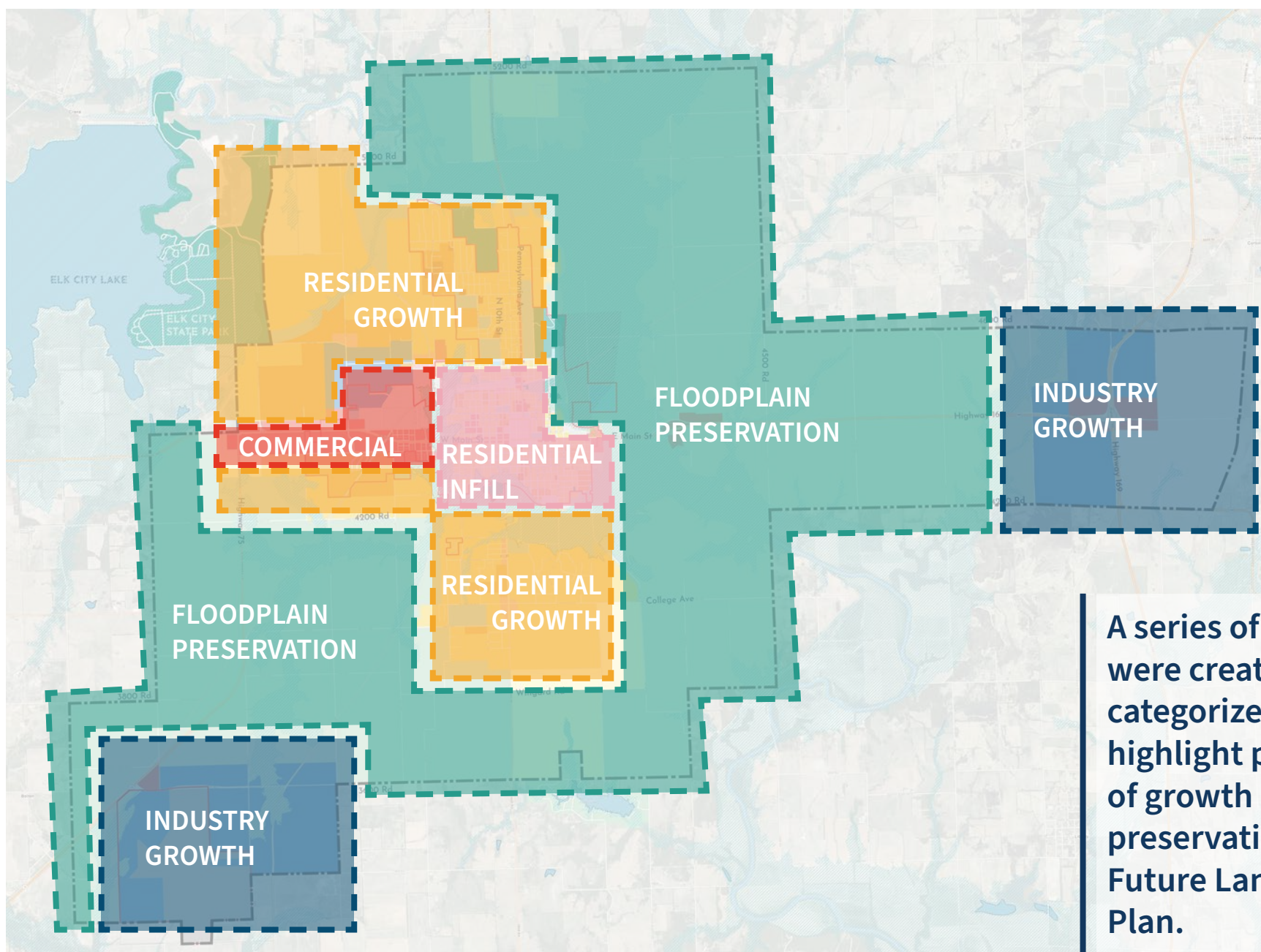
COMMERCIAL uses along W Main Street should see more highway-centric uses due to heavier truck traffic in this area. More local, amenity service types should be focused Downtown. Neighborhood-scale commercial should be located near residential uses.



RESIDENTIAL GROWTH is concentrated to the northwestern and central quadrants of the planning boundary due to viability of development and building off existing neighborhoods. A variety of densities should be constructed to support housing choice.



RESIDENTIAL INFILL encourages parcel or full block residential infill redevelopment. This reduces impacts of sprawl and maintains the concentration of residential uses throughout the core of the community.



A series of themes were created to categorize and highlight pockets of growth and preservation in the Future Land Use Plan.

FIGURE 2.6 // PROPOSED FUTURE LAND USE MAP GROWTH THEMES

THE PLANNING BOUNDARY IS NOT A MASS ANNEXATION PLAN

proposed future land use plan

Overview

Figure 2.6 presents the proposed Future Land Use Plan for Independence. Table 2.1 presents the total acres and shared by future land use category. The following pages present the estimates of the Plan in greater detail.

The land use patterns presented in Figure 2.6 are ideal development patterns. As development occurs, the Plan will need amended to reflect updated land patterns and desired build-out.

FUTURE LAND USE CATEGORY		TOTAL ACRES	TOTAL SHARE
	Agriculture + Open Space	24,278.0	62.7%
	Parks + Recreation	276.1	0.7%
	Rural Residential	1,867.1	4.8%
	Low-Density Residential	4,574.9	11.8%
	Medium-Density Residential	1,080.5	2.8%
	High-Density Residential	55.0	0.1%
	Downtown Commercial	33.4	0.1%
	Neighborhood Commercial	83.2	0.2%
	Commercial	837.6	2.2%
	Public/Semi-Public	299.1	0.8%
	Business Park	2,878.4	7.4%
	Industrial	1,632.7	4.2%
	Airport	810.1	2.1%
TOTAL		38,705.6	100.0%

TABLE 2.1 // FUTURE LAND USE CATEGORIES ACRES AND SHARES

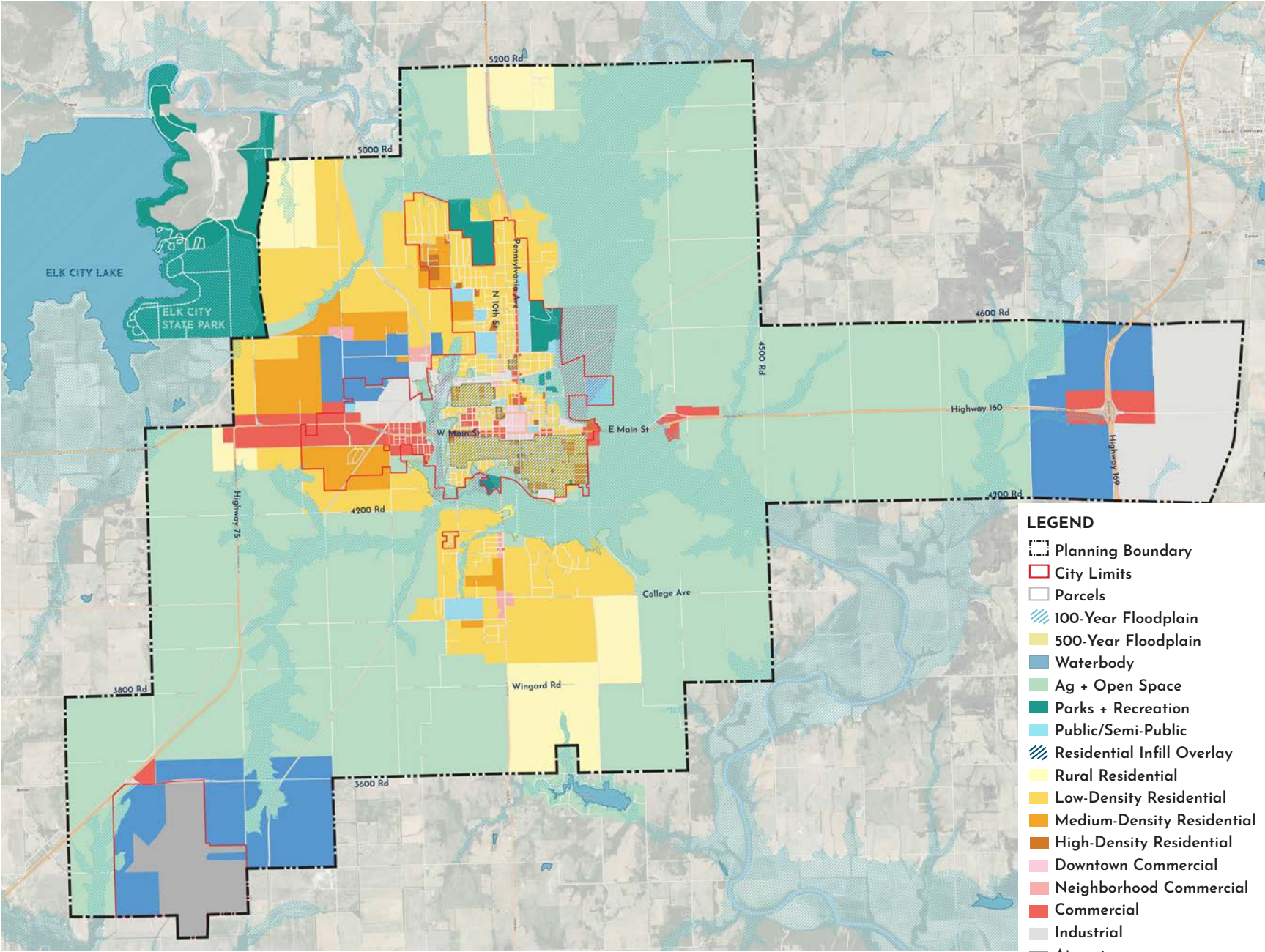


FIGURE 2.7 // PROPOSED FUTURE LAND USE MAP

future land use plan by the numbers

Shares of Developable Land

Agriculture + Open Space dominates the land development scheme as a measure to preserve and protect the floodplain and agriculture activity in the area as noted in Figure 2.6. The graph below presents the shares of proposed developable land use types. Low-Density Residential is the dominant land use type at 32.7%, followed by Business Park (17.1%), Rural Residential (13.1%), and Industrial (11.4%). The diversity and shares of land uses supports a healthy mix of living and working for the future of Independence.

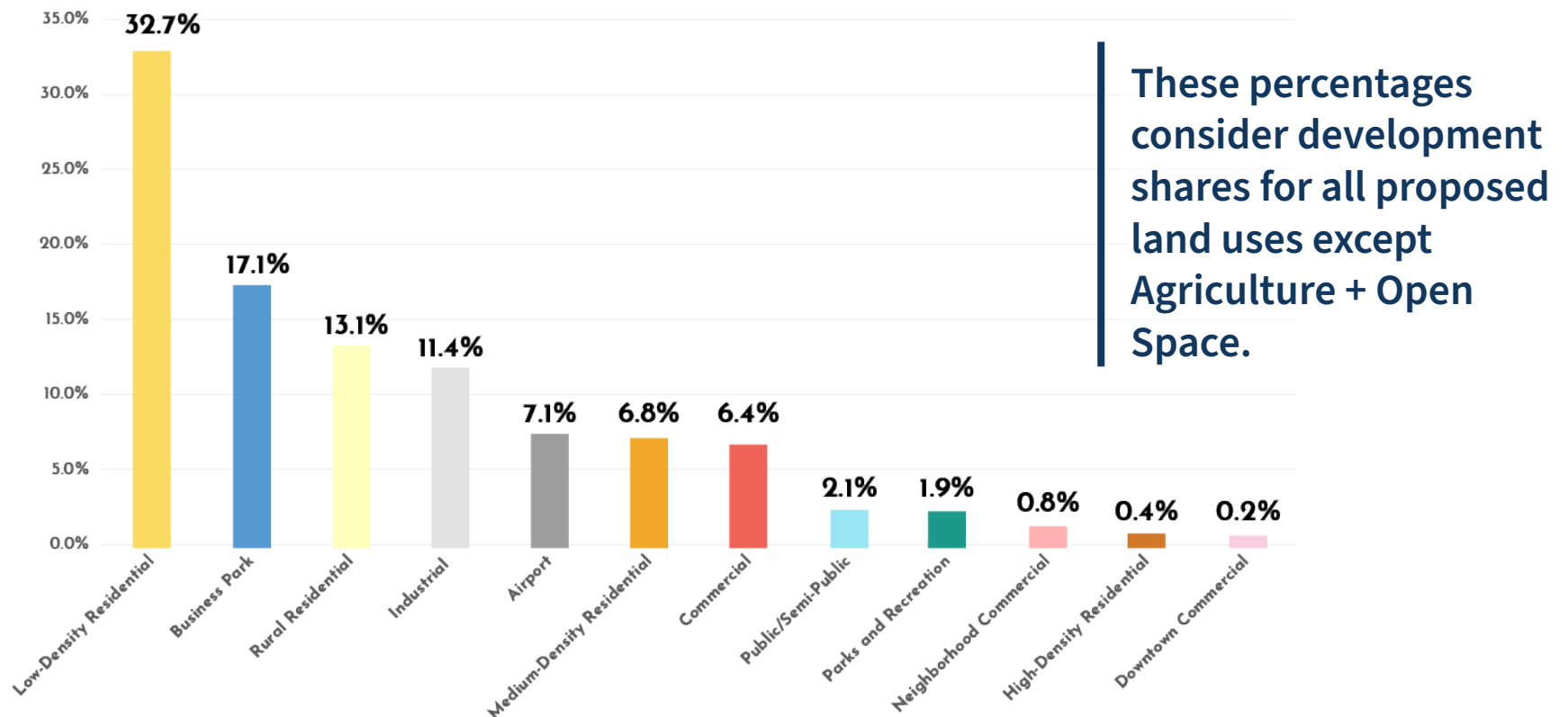


FIGURE 2.8 // DEVELOPABLE LAND USE SHARES



Potential Growth in Independence by 2050

Infrastructure

Independence is well-positioned for future growth due to infrastructure improvements that have opened up development potential of land throughout the planning boundary. The water main currently under construction, called the “Big Straw”, extends out to the Highway 160/169 interchange and will provide water to the Bartlett facility and other potential developments along the highway.

The airport also has infrastructure in place to support additional industry and employment expansion. Two certified sites are located here and would be ideal as Business Park uses.

Residential

The Jefferson Subdivision is in the planning process and will bring 20 single-family units on the market. These will be a mix of market rate and affordable units that will provide much needed housing for current residents.

Additional housing is best suited in the northwestern quadrant of the community and should refer to the residential target mixes to provide a variety of housing for current and future residents as they age throughout Independence.

relationship to zoning

Zoning Compatibility Matrix

The zoning compatibility matrix shows the relationship between the future land use categories and the City of Independence's zoning districts. Zoning districts have been listed as either compatible ("C") or partially compatible ("PC") within each of the corresponding land use categories.

This matrix serves as a tool to determine appropriate zoning district(s) for land that is newly annexed into

the City or as a property is being considered for a rezoning. If the rezoning desired for the given property is incompatible with its land use designation, the designation on the Future Land Use Plan should be first amended accordingly. In certain cases, an update or amendment to this matrix may be warranted to address changes in development patterns or revisions to the City's zoning code regulations.

***NOTE:

Following the comprehensive planning process, the City's zoning code will be updated and the compatibility matrix will reflect the updated levels of compatibility.

		FUTURE LAND USE CATEGORIES												
		Agricultural + Open Space	Rural Residential	Low-Density Residential	Medium-Density Residential	High-Density Residential	Downtown Commercial	Neighborhood Commercial	Commercial	Business Park	Industrial	Airport	Public/Semi-Public	Park + Recreations
ZONING DISTRICTS	A-1 Agricultural													
	R-1 Large Lot Single-Family Residential													
	R-2 Single-Family Dwelling													
	R-3 Low-Density Multifamily Dwelling													
	R-4 Medium-Density Multifamily Dwelling													
	R-5 High-Density Multifamily Dwelling													
	O+P Office and Professional													
	C-1 Neighborhood Business													
	C-2 Commercial Services													
	C-3 Central Business													
	C-4 Highway Commercial													
	GCI General Commercial and Industrial													
	M-1 Light Industrial													
	M-2 Heavy Industrial													
	FP Floodplain													

FIGURE 2.9 // ZONING COMPATIBILITY MATRIX

rezoning process flow chart

Process for Rezonings

The process for a rezoning is detailed in a flow chart in Figure 2.10. This chart serves as a reference guide for steps that need to be taken with a rezoning based on the Future Land Use Plan.

The State of Kansas has Golden Factors that are also taken into consideration for land use and zoning decisions as a result of the Golden vs. City of Overland Park court ruling. The Golden Factors include:

- The character of the neighborhood
- The zoning of uses on nearby properties
- The suitability of the property for the uses to which it is restricted
- The extent to which the change will detrimentally affect nearby property
- The length of time the property has been vacant as zoned
- The gain to the public health, safety, and welfare by the possible diminution in value of the developer's property as compared to the hardship imposed on the individual landowners
- The recommendations of a permanent or professional planning staff
- The conformance of the requested change to the City's comprehensive plan

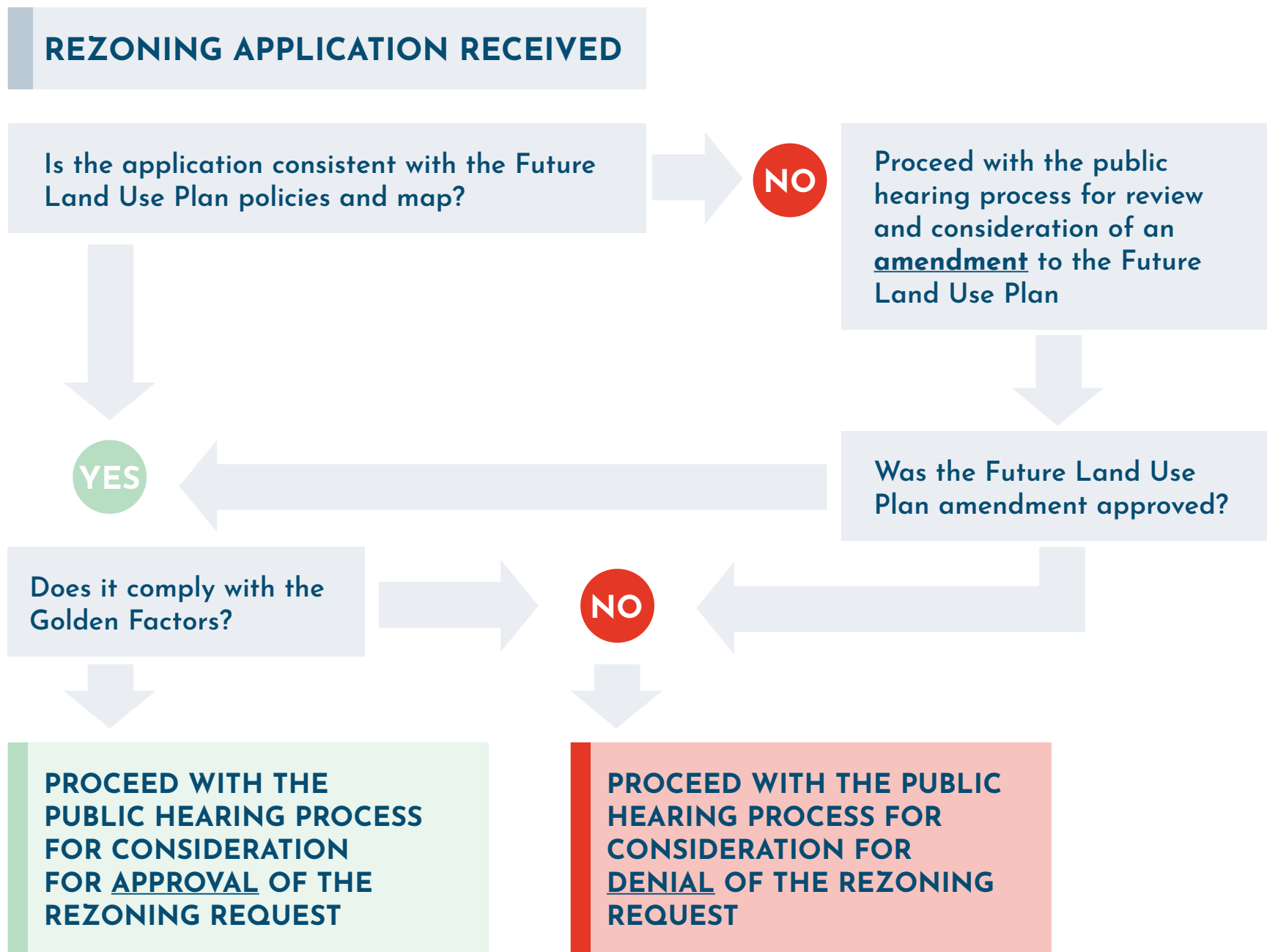


FIGURE 2.10 // REZONING APPLICATION FLOW CHART

goals + strategies for implementation

Implementation

To help implement the Future Land Use Plan and the recommendations in the chapter, a series of goals, metrics, and strategies have been created.

Table 2.2 presents the format and definition for each of these categories.

GOAL 1	METRIC 1
A goal is a broad theme or objective the City should strive for.	A metric is a way to measure successful implementation of the strategies toward its respective goal.
STRATEGIES	
Strategies are specific steps or policies the City should take to advance or complete a goal.	

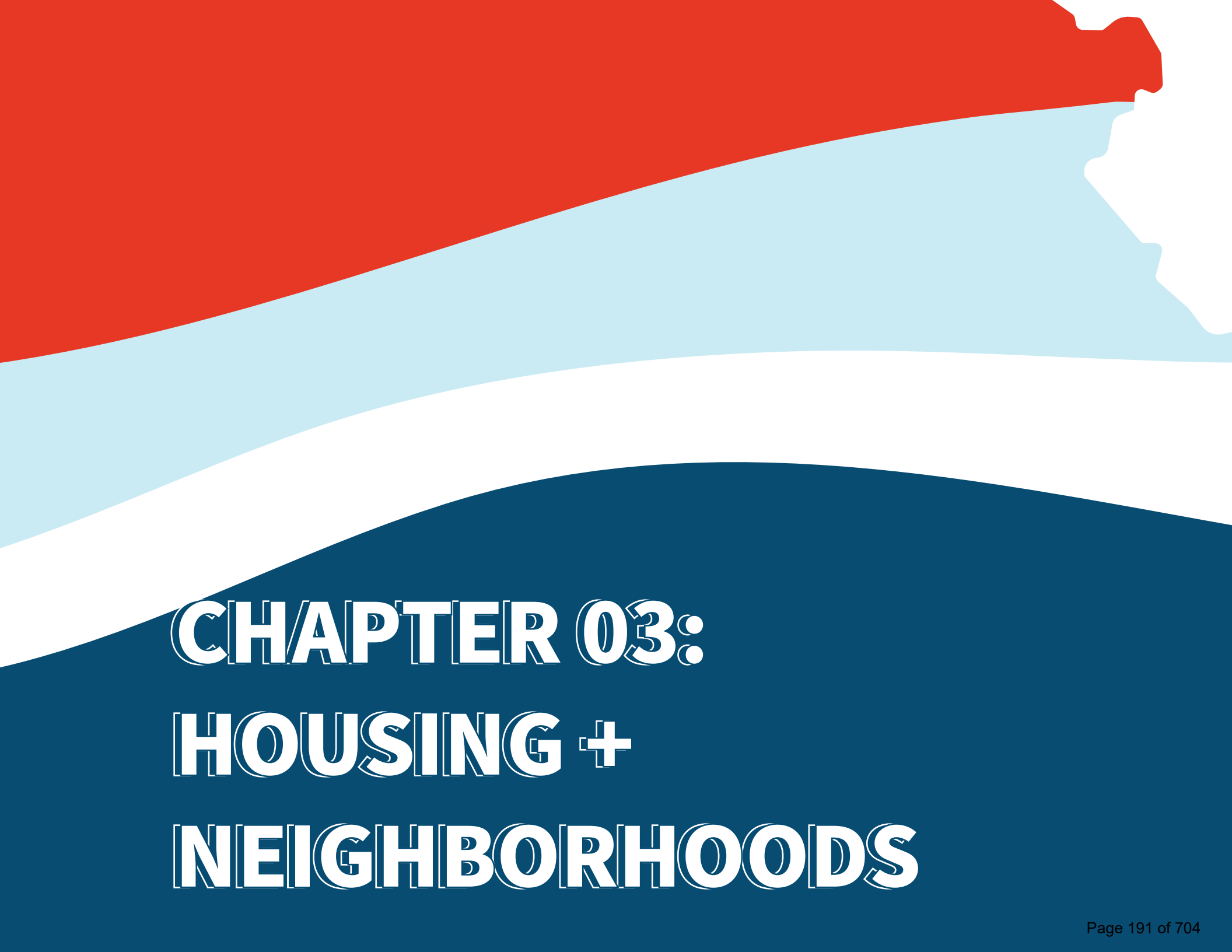
TABLE 2.2 // EXAMPLE OF IMPLEMENTATION TABLE

GOAL 1	METRIC 1	METRIC 2	METRIC 3
GROW EFFICIENTLY AND PROMOTE A HEALTHY MIX OF LAND USES	Fewer developments disconnected from the built environment	Completion of infill redevelopment projects	Consistency with the Growth Themes Map
STRATEGIES			
Encourage a mix of development types as identified in the Future Land Use Plan.			
Promote a mix of residential uses for increased housing choice.			
Reduce occurrences of leapfrog development.			
Identify and install infrastructure updates to support development.			
Leverage Future Land Use Plan for economic development.			
Preserve and protect sensitive natural features.			
Use transition zones, as identified in the Future Land Use Plan, to gradually change densities and intensities of uses.			
Preserve right-of-way and easement corridors for utilities and future streets.			
Maintain land availability for shovel-ready and certified sites.			
Schedule an annual review between the City and Planning Commissions to review and amend the Future Land Use Plan to reflect changes in the community and development patterns.			
Support historic preservation initiatives throughout the planning boundary to maintain the historic character of Independence.			
Update population projections in the next ten to fifteen years to better prepare for the next decade of change.			

GOAL 2	METRIC 1	METRIC 2	METRIC 3
PROMOTE STRONG NEIGHBORHOODS AND RESIDENTIAL DIVERSITY	Increased housing choice	Improve neighborhood mobility and safety	Enhance the overall visual and physical quality of the neighborhood
STRATEGIES			
Promote residential development as proposed in the Future Land Use Plan.			
Support the development of medium- and high-density residential uses.			
Encourage residential infill in the Residential Infill Overlay districts.			
Discourage cul-de-sacs for improved thru connections throughout neighborhoods.			
Implement transitional land uses or physical buffers between residential densities.			
Improve sidewalk conditions throughout the community to support walkability.			
Enhance neighborhood aesthetics through street trees, plantings, and signage.			
Promote residential rehabilitation to preserve the historic character of neighborhoods and quality of the existing housing stock.			

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CHAPTER 03: **HOUSING +** **NEIGHBORHOODS**

chapter overview

Housing In Independence

The Housing + Neighborhoods Chapter provides an overview of the existing housing stock and household characteristics and concludes with recommendations and strategies for new housing within the community.

Population projections, housing demand estimates, and pipeline projects are all considered within this chapter to produce actionable development strategies for the community.

Independence Housing Authority

The Independence Housing Authority (IHA) completed a Housing Needs Assessment in 2021 that meets the State of Kansas' requirements to qualify for the RHID program. In this report, items such as household characteristics, incomes, development history, and existing programs are detailed to identify the needs for housing and related efforts within the community.



independence housing authority

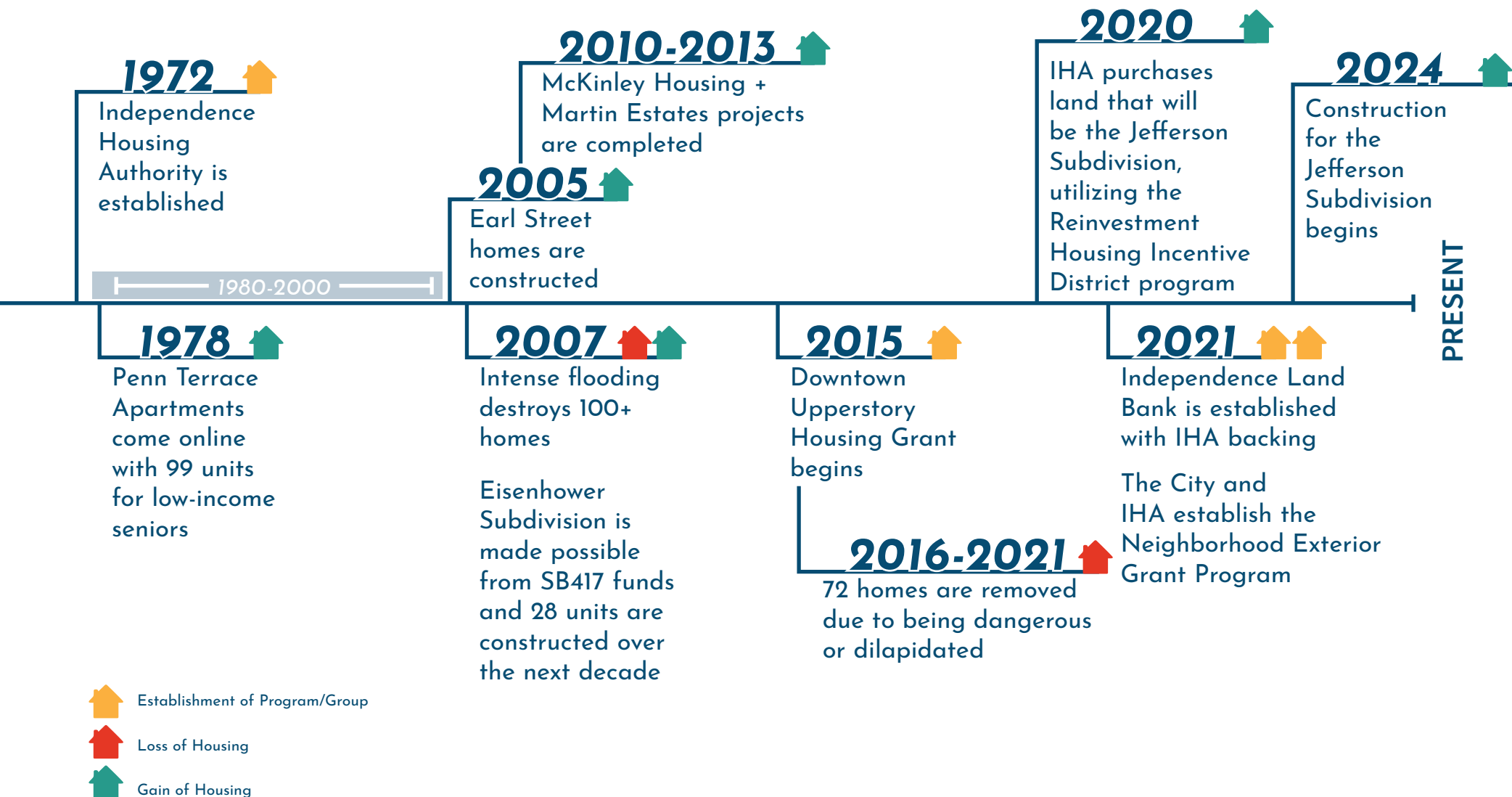
The Role of the Independence Housing Authority in the Community

Established by resolution in May of 1972, the Independence Housing Authority (IHA) operates as an agency within the City of Independence to assist in housing development and administer housing programs for low-to-moderate incomes. Tenant Based Rental Assistance, Downtown Upperstory Housing Grant, Independence Land Bank, and general grant and financial support are just some of the programs the IHA is responsible for in the community. The IHA has been involved with the construction of the following projects:

DEVELOPMENT NAME	YEAR BUILT	UNIT COUNT	HOUSING TYPE	QUALIFYING RESIDENTS
Penn Terrace Apartments	1978	99	Apartments	Seniors, Low-Income
Earl Street Project	2005	2	Single-Family	Low-Income
Eisenhower Subdivision	2007-2017	28	Single-Family	Low-to-Moderate Income
McKinley Housing	2010	28	Mix	Low-Income
Martin Estates	2012	18	Single-Family	Low-Income
Martin Estates Phase II	2013	6	Single-Family	Moderate-Income
Jefferson Subdivision*	2024	20	Single-Family	Moderate-Income + Market Rate

*THE JEFFERSON SUBDIVISION BEGAN CONSTRUCTION AT THE TIME THIS PLAN WAS WRITTEN.
SOURCE: INDEPENDENCE HOUSING AUTHORITY

timeline of housing + programs from IHA



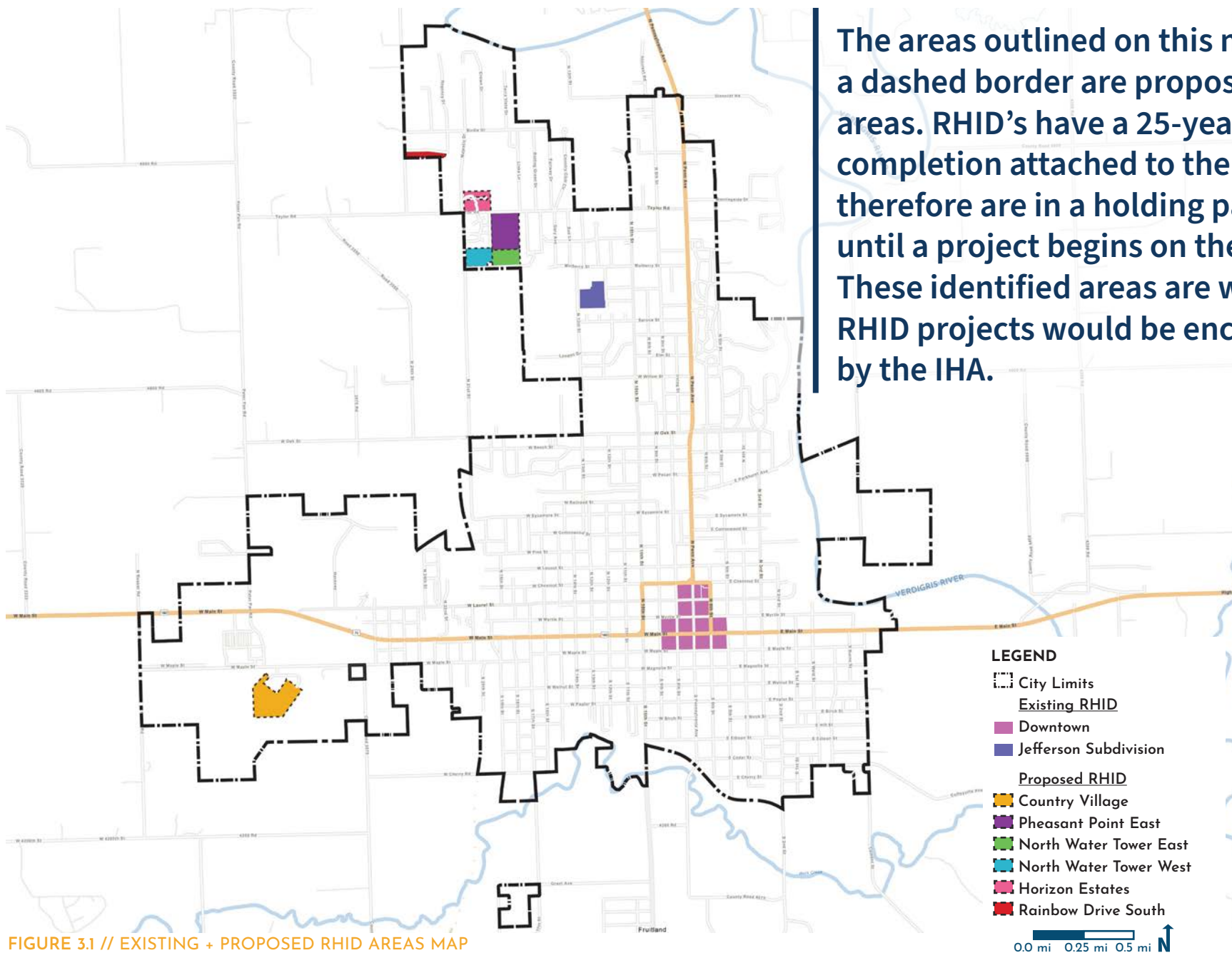
qualifying for housing incentives

Overview

The State of Kansas Secretary of Commerce offers the Reinvestment Housing Incentive District (RHID) program to help support residential development in communities smaller than 60,000 residents. The RHID program “captures the incremental increase in real property taxes created by a housing development project for up to 25 years. The revenue can be used for reimbursement for incurred costs or to pay debt service or bonds” (Kansas Department of Commerce). To qualify for RHID funding, a city or county must demonstrate **1)** that there is a shortage of quality housing within the city/county **2)** that the shortage of housing is expected to persist **3)** that the shortage of housing is a substantial deterrent to future economic growth in the city/county **4)** that the future economic well-being of the city/county depends on the governing body providing additional incentives for the construction or renovation of quality housing in city/county



To demonstrate the need for housing within Independence, the following icons will be used to denote a response to one of the qualifying questions needed to be eligible for the RHID program.



The areas outlined on this map with a dashed border are proposed RHID areas. RHID's have a 25-year limit for completion attached to them and therefore are in a holding pattern until a project begins on the site. These identified areas are where RHID projects would be encouraged by the IHA.

FIGURE 3.1 // EXISTING + PROPOSED RHID AREAS MAP



household characteristics

Overview

Figure 3.2 summarizes a few key household characteristics for Independence. In the first column, average household sizes are categorized from an overall average, as well as owner-occupied and renter-occupied averages. These averages begin to form some assumptions:

- There are more families in owner-occupied households than renter-occupied households.
- There is potential that the current stock of

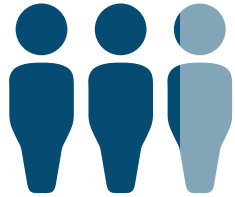
renter-occupied housing is not supportive of larger family sizes.

- There are possibly more young professionals, seniors, and students that occupy the rentals today.

Median household incomes in Independence are fairly low when compared to Montgomery County and other counties in the state. Montgomery County's median household income is \$51,513 and ranks #12 in lowest household incomes

compared to the rest of the state. These income ranges are relevant to this housing discussion due to its implications on how many households are potentially housing cost-burdened within Independence. Additionally, median mortgage costs and gross rents are currently outside of what residents can afford at median incomes per HUD's 30% affordable range. Ensuring there are ample affordable units within the appropriate income ranges will be a key priority for development.

INDEPENDENCE AVERAGE
HOUSEHOLD SIZE



2.24 PERSONS

INDEPENDENCE MEDIAN
HOUSEHOLD INCOME



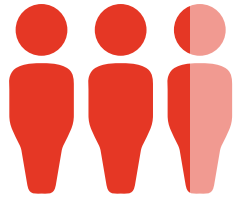
\$48,514

INDEPENDENCE MEDIAN
HOME VALUE



\$85,100

HOMEOWNER AVERAGE
HOUSEHOLD SIZE



2.38 PERSONS

HOMEOWNER MEDIAN
HOUSEHOLD INCOME



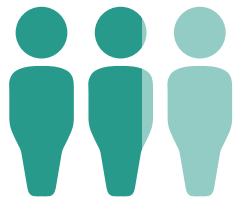
\$59,960

HOMEOWNER MEDIAN
MORTGAGE COST



\$1,139

RENTER AVERAGE
HOUSEHOLD SIZE



1.90 PERSONS

RENTER MEDIAN
HOUSEHOLD INCOME



\$28,287

RENTER MEDIAN
GROSS RENT



\$743

FIGURE 3.2 // HOUSEHOLD CHARACTERISTICS SUMMARY
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES

housing stock characteristics



there are an estimated

3,732

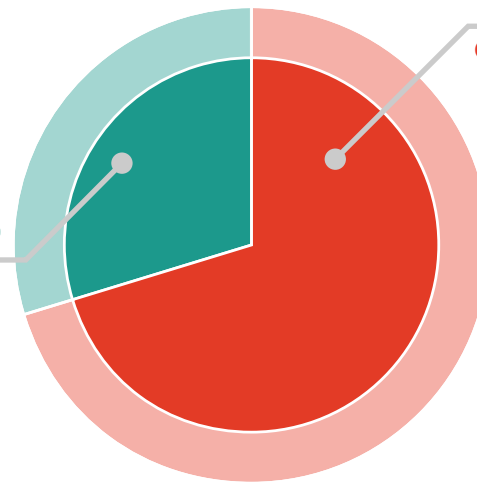
occupied households in
Independence today.

57.0%

households are
occupied by families.

SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES

29.5%
renter-occupied



70.5%
owner-occupied

There are an estimated 3,732 occupied residential units in Independence today. Occupancy is skewed heavily toward ownership at a rate slightly higher than the State estimates.



There are an estimated **4,595**
total households in Independence today.

Of these, roughly
3,732
are occupied units

While the
remaining
863 units, or **18.8%**
of the residential stock is vacant

There are roughly 4,595 total households in Independence. Approximately 18.8% of the residential stock sits vacant today. Montgomery County has an equally high vacancy stock at 18.8%. These estimates are quite high, especially when compared to the state vacancy share of 9.1%. The quality of these vacant units is unknown and a more thorough analysis should be completed to better weigh options for rehabilitation vs. redevelopment.

SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES



existing housing stock characteristics

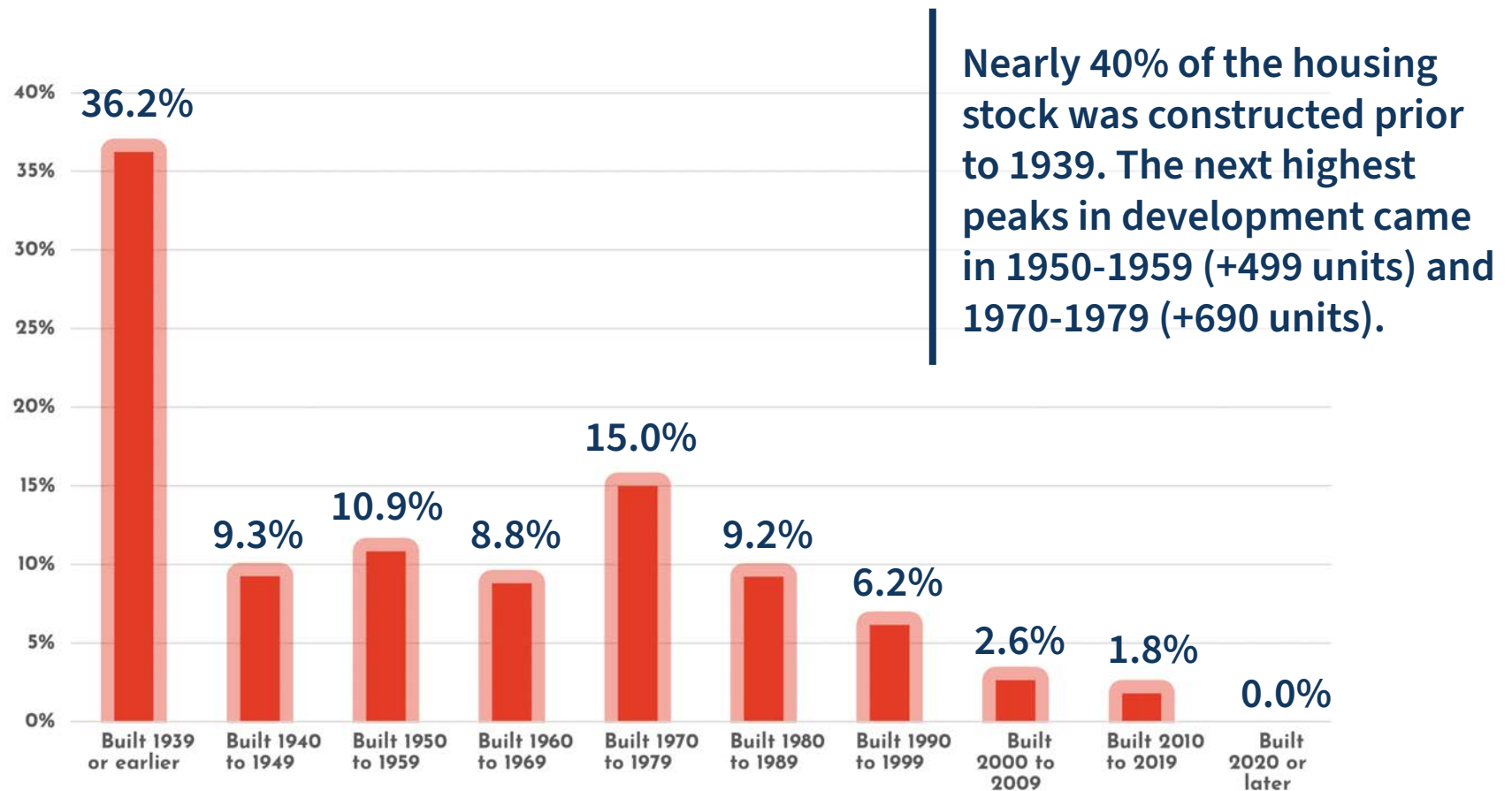


FIGURE 3.3 RESIDENTIAL YEAR BUILT BAR GRAPH
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES

Housing Mismatch Analysis

A Housing Mismatch Analysis serves as an additional method for measuring gaps and surpluses within the existing housing market.

This analysis follows HUD's definition of affordability and examines what homes (rentals and owner-occupied units) exist within the community today that are within 30% of the household income ranges provided.

The graphic below highlights what each color and bar represents.

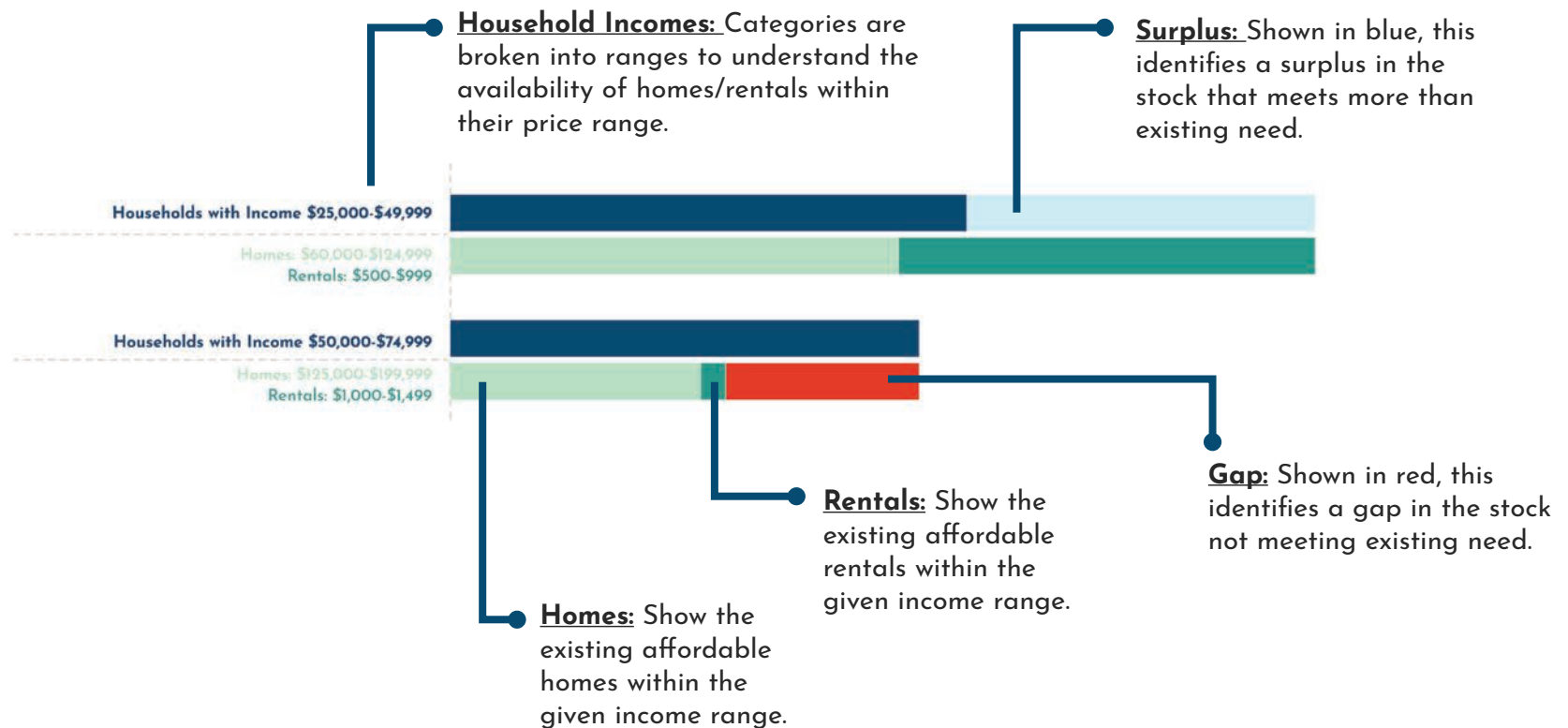


FIGURE 3.4 EXAMPLE MISMATCH ANALYSIS + DEFINITIONS
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2021 ESTIMATES

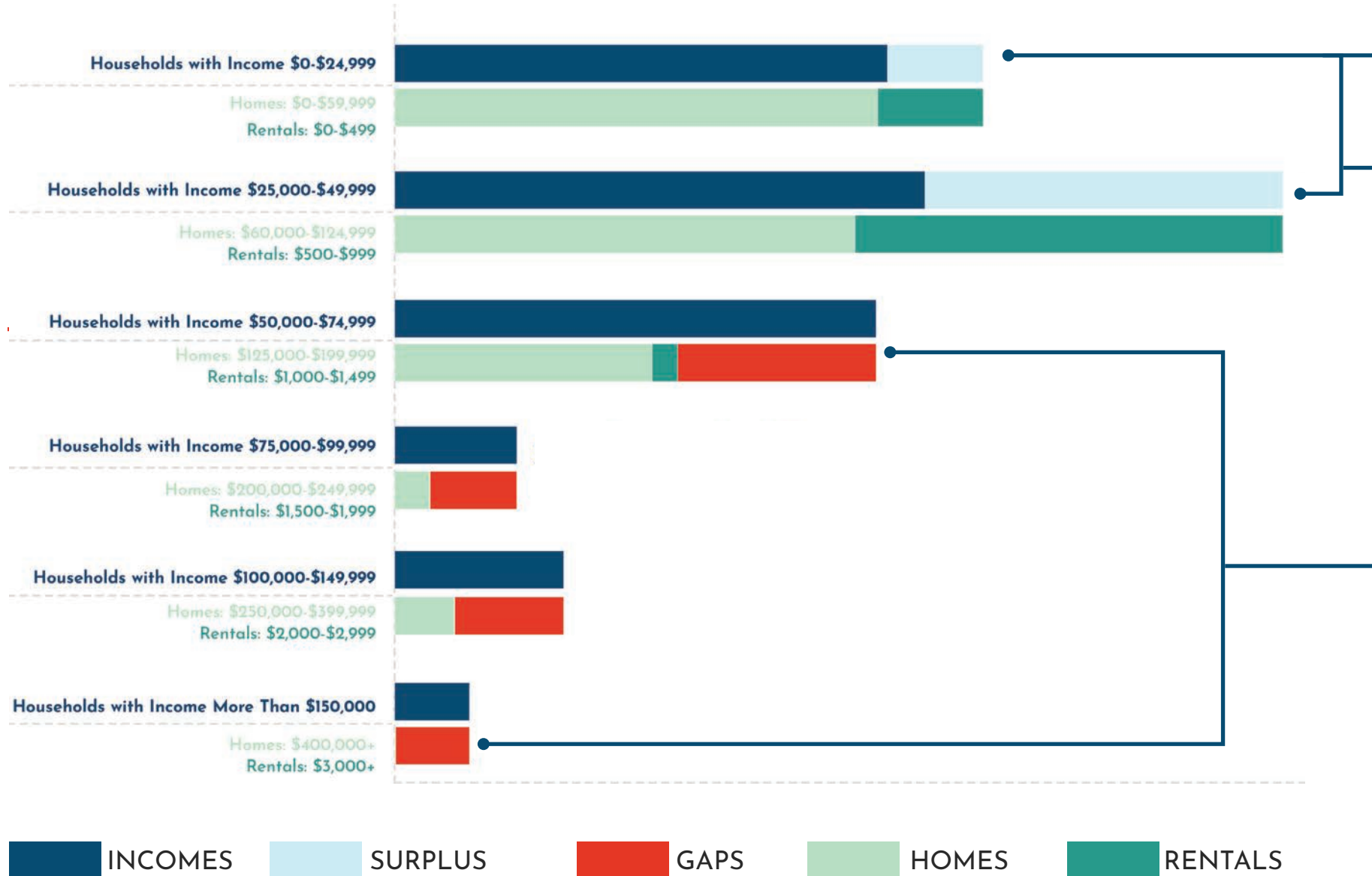


FIGURE 3.5 INDEPENDENCE HOUSING MISMATCH ANALYSIS
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2021 ESTIMATES

- Based on home values and household incomes, there is a surplus in residential units priced at \$0-124,999 for owner-occupied units and rentals \$999.
- The units within the \$25,000-\$49,999 income range have a significantly higher presence than other income ranges. This is a benefit for housing mobility to some degree; however, it does pose an issue for competition within the market that higher incomes are potentially purchasing down in price and reducing the true number of units available to those within these income ranges.
- There is a significant gap in homes available for households earning more than \$75,000. This greatly limits move-up housing opportunities for residents.



housing cost burdened households

Defining Cost Burden Households

The Department of Housing and Urban Development (HUD) recommends that households spend no more than 30% of their gross income on rent, including utilities. Households spending more than 30% are defined as housing cost-burdened, whereas those spending more than 50% are defined as extremely housing cost-burdened. The graphs presented in Figure 3.6-3.7 showcase the findings for owner-occupied units with their mortgage as percent of income and gross rent as percent of income for renter-occupied units.

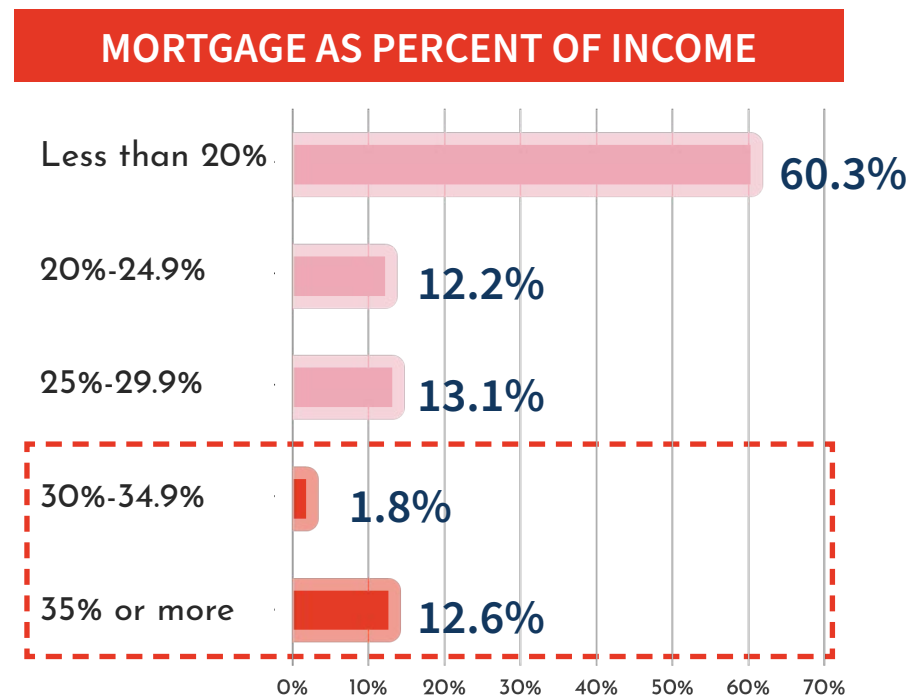


FIGURE 3.6 MORTGAGE AS PERCENT OF INCOME, HOUSING COST BURDENED
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES

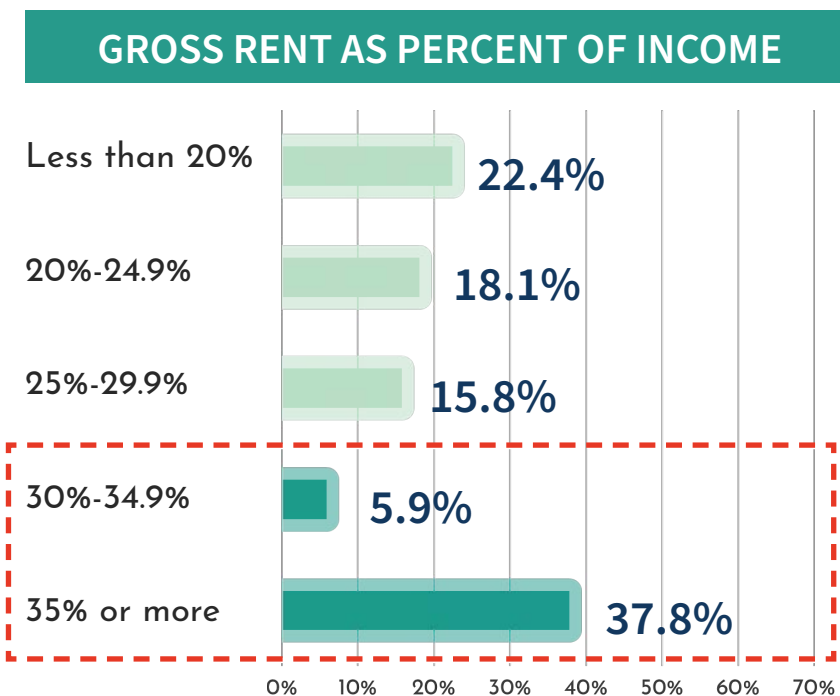


FIGURE 3.7 GROSS RENT AS PERCENT OF INCOME, HOUSING COST BURDENED
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES

No matter if a unit is owner or renter-occupied, there are cost-burdened households in Independence. Owner-occupied units have a lower share at 14.4%, though those spending 35% or more on housing has the highest share at 12.6%. Renters in Independence are at a higher risk of being cost-burdened with an estimated 43.7% of renters being cost-burdened or severely cost-burdened. As new developments are proposed, consideration for the level of affordability of the units should be given and creative solutions, such as tax incentives, should be identified as a mechanism to support housing affordability within the community.

out of reach 2023 summary

National Low Income Housing Coalition

The National Low Income Housing Coalition (NLIHC) is a 501(c)(3) that produces highly-detailed reports on low-income renter populations across the country and recommends policy to address the housing crisis. The NLIHC produces reports titled “Out of Reach” to highlight the gap between wages and affordable fair market rental units throughout the United States.

The information detailed in the tables to the right highlight the Out of Reach details for Montgomery County, Kansas. The minimum wage in the State of Kansas, coupled with the lack of affordable fair market rental units within the area, presents an even further need for an expanded housing stock.



Current vs. Necessary Wages to Afford Rent

The tables to the right show the datasets for Montgomery County with the state minimum wage, what a two-bedroom Fair Market Rent* (FMR) is in 2023, and how many full-time jobs** it would take to afford this rent at 30% of gross income. This is then compared to the necessary hourly wage and annual income needed to afford the same two-bedroom FMR unit at one full-time job.

The results of the data comparison showcase an ever-growing gap between what current minimum wages are versus what is needed to comfortably afford a 2-bedroom FMR unit.

Area Median Income + Affordable Rates in Montgomery County

Table 3.3 presents the annual and 30% area median incomes (AMI) for Montgomery County. The 30% AMI category is significant as this is the “extremely low-income” range for all HUD and low-income funding sources. Affordable rents in these income thresholds range from \$508-\$1,693.

STATE MINIMUM WAGE	2 BED FMR*	FULL-TIME JOBS** NEEDED TO AFFORD
\$7.25/hour	\$788	2.1

TABLE 3.1 MONTGOMERY COUNTY, KS CURRENT WAGES + RENTS + FULL-TIME JOBS
SOURCE: NATIONAL LOW INCOME HOUSING COALITION, 2023

NECESSARY HOURLY WAGE	2 BED FMR	FULL-TIME JOBS** NEEDED TO AFFORD
\$15.15/hour // \$31,520 (annually)	\$788	1

TABLE 3.2 MONTGOMERY COUNTY, KS NECESSARY WAGES + RENTS + FULL-TIME JOBS
SOURCE: NATIONAL LOW INCOME HOUSING COALITION, 2023
*FMR = Fiscal Year 2023 Fair Market Rent
**Full-time job = 40 hours per week, 52 weeks per year

ANNUAL AREA MEDIAN INCOME (AMI)	AFFORDABLE MONTHLY RENT AT AMI	30% AMI	AFFORDABLE MONTHLY RENT AT 30% AMI
\$67,700	\$1,693	\$20,310	\$508

TABLE 3.3 MONTGOMERY COUNTY, KS AREA MEDIAN INCOME RANGES
SOURCE: NATIONAL LOW INCOME HOUSING COALITION, 2023

existing residential composition

Current Housing Stock

Figure 3.8 highlights the existing residential stock by density and type found throughout Independence today. Low-density residential is the dominant residential land use, comprised of traditional, single-family homes. This is to be expected with Independence's historic development trends and geographic location. There is a healthy presence of nursing home facilities in the community that provide a much needed resource for care and services.

RESIDENTIAL LAND USE	TOTAL ACRES	TOTAL SHARE
Low-Density Residential	1,042.4	91.2%
Medium-Density Residential	20.1	1.8%
High-Density Residential	63.8	5.6%
Nursing Home Facilities	16.6	1.5%
TOTAL	1,142.9	100.0%

TABLE 3.4 EXISTING RESIDENTIAL BREAKDOWN IN INDEPENDENCE
SOURCE: CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE

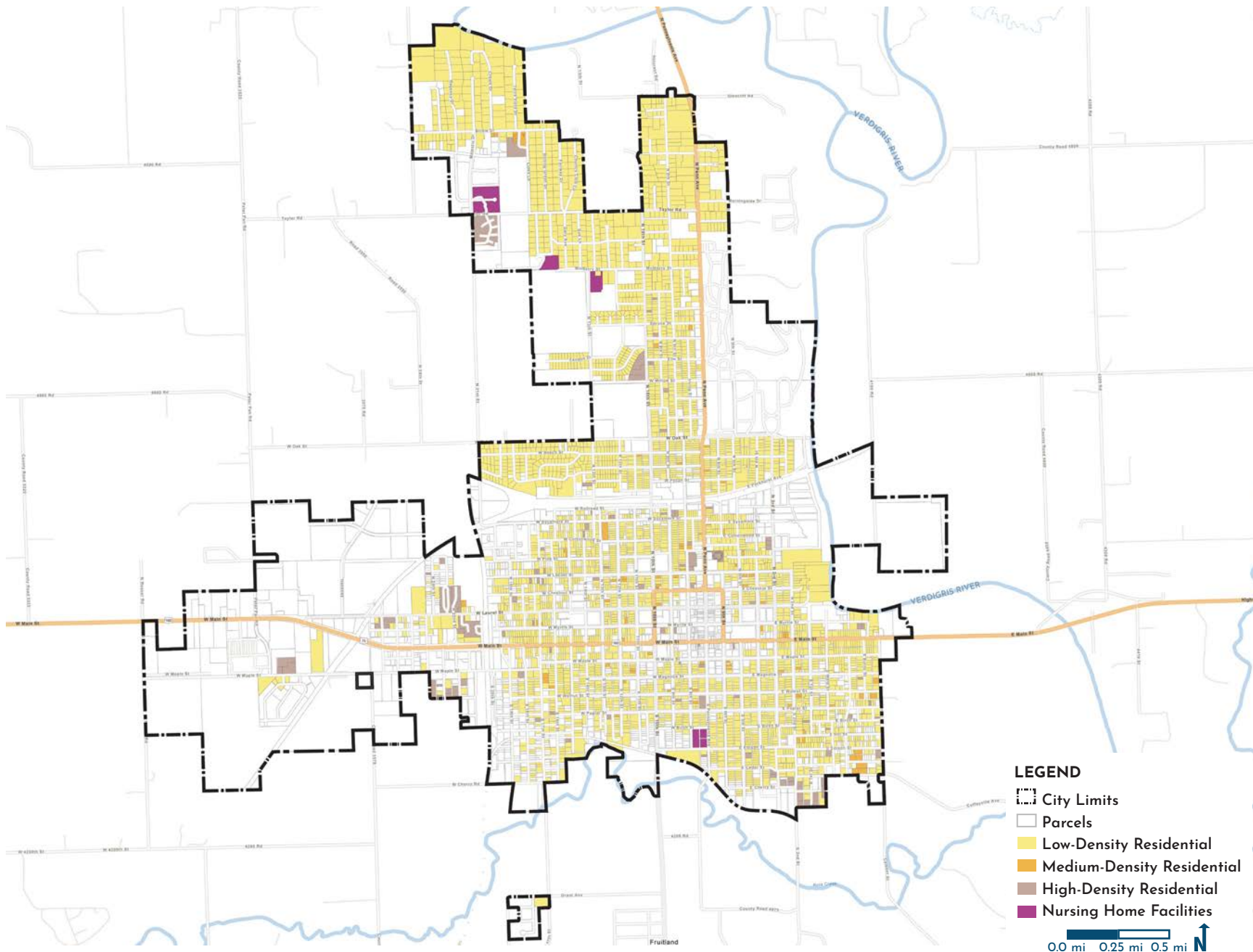


FIGURE 3.8 // EXISTING RESIDENTIAL LAND USE MAP

residential total value by parcel

Total Value by Parcel

Figure 3.9 illustrates the parcel-by-parcel breakdown of residential total values throughout the community. The patterns shown follow development patterns by year built data and highlight the historic core of Independence as the more affordable, entry-level housing location and the newer developments to the north as the more expensive housing.

TOTAL VALUE RANGE	PARCEL COUNT	TOTAL SHARE
Less than \$50K	2,159	57.9%
\$50K-\$100K	934	25.0%
\$100K-\$150K	390	10.5%
\$150K-\$200K	146	3.9%
\$200K-\$250K	49	1.3%
\$250K-\$300K	27	0.7%
\$300K or more	26	0.7%
TOTAL	3,731	100.0%

TABLE 3.5 RESIDENTIAL TOTAL VALUES BY PARCEL BREAKDOWN
SOURCE: CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE

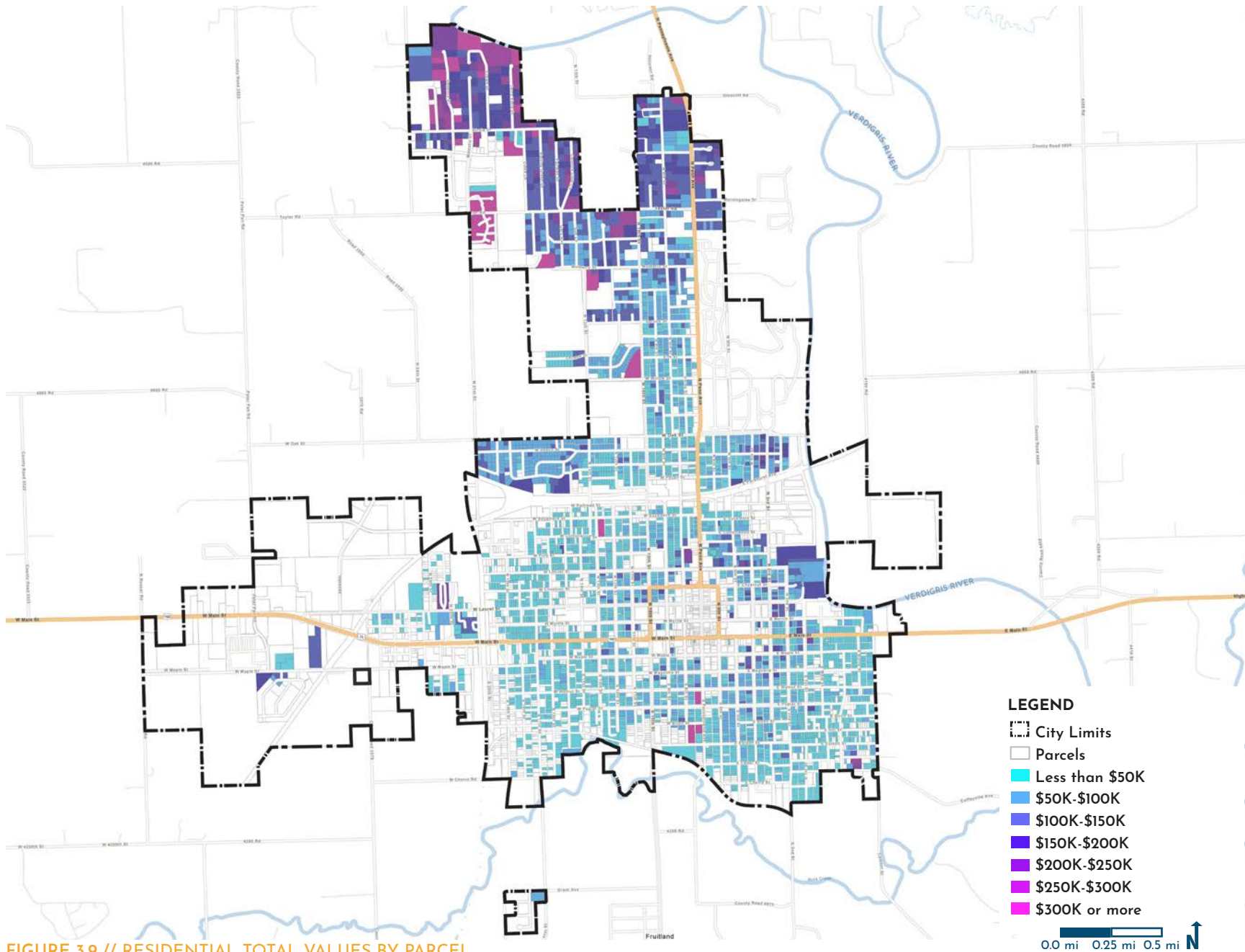


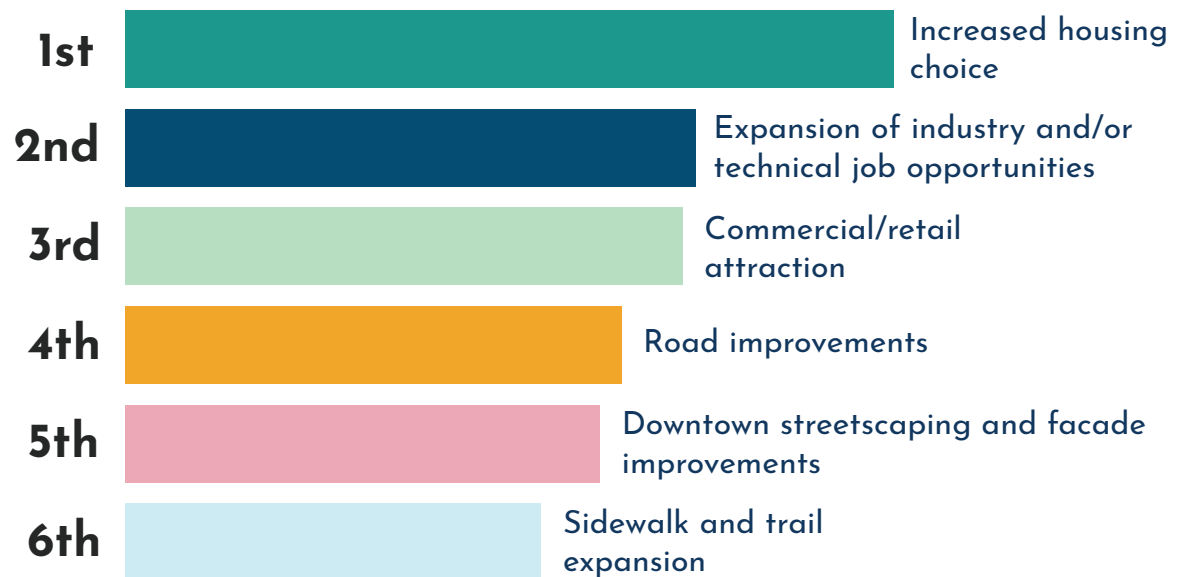
FIGURE 3.9 // RESIDENTIAL TOTAL VALUES BY PARCEL
 SOURCE: CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE



housing-related public input

Throughout the public engagement process, there was a consistent theme that the housing stock in Independence needs improvement in order for the community to reach its potential.

The following pages contain input from the community regarding the current need for improvements in housing from stakeholder interviews, the public workshop, and online engagement website.



The graph above illustrates polling results from the in-person public workshop. Participants ranked the need for increased housing as the highest priority of improvements needed in Independence.



What we heard from stakeholder interviews

The information to the right represents key themes from interviews that the consultant team held with community stakeholders related to housing needs in Independence.

Many of the sentiments communicated by stakeholders support the ideas gathered during the public workshop and through the online engagement website that ***Independence should prioritize improving and diversifying the current housing stock.***

- If prospective residents are not able to find a home to meet their needs, the community often loses out on ever bringing them back to the community.
- There is a need for all ranges of housing. Infill opportunities and entire block redevelopment areas should be identified.
- Many are excited for the Jefferson Subdivision Development to be completed.
- The Neighborhood Revitalization Program is an asset for the community. Residents would like to see this expanded for a wider scale of application.
- Desire for some duplexes/quadplexes for senior housing.
- Northwest area of town is likely to be the growth zone for residential development.
- New rental options are needed for all ranges of residents (students, seniors, young families)



Online Engagement

Many in the community opted to provide their input through the online engagement website rather than through the in-person public workshop.

In this setting, their sentiments were similar to those heard during the public workshop and stakeholder interviews, consistently ranking improvements in housing as some of the most important for Independence.

Results from the online survey regarding housing are listed to the right.

How would you rank the following improvements by level of need?

1. Expansion of industry and/or technical job opportunities
- 2. Increased housing choice**
3. Road improvements
4. Commercial/retail attraction
5. Sidewalk and trail expansion
6. Downtown streetscaping and facade improvements

Please rank these amenities as to their impact on Independence's quality of life.

1. Local Business and Industry
- 2. Housing Availability and Stock**
3. School District and College Availability
4. Riverside Park and Ralph Mitchell Zoo
5. Local Events and Gathering
6. Historic Charm and Built Character

Please rate your level of agreement. (1=Strongly Disagree, 5=Strongly Agree)

Independence has a sufficient amount of housing today that supports inward mobility and prospective residents can easily move to town.

Average
1.96

During the public workshop and through the online engagement website, participants were asked to rate various residential forms. Below is a selection of the top-rated forms from both of these opportunities.



**LOW-DENSITY RESIDENTIAL
SMALLER LOT**



**LOW-DENSITY RESIDENTIAL
SMALLER LOT**



**LOW-DENSITY RESIDENTIAL
MEDIUM LOT**



**HISTORIC PRESERVATION/REHAB OF
EXISTING HOMES**



**LOW-DENSITY RESIDENTIAL
COTTAGE STYLE DEVELOPMENT**



**MEDIUM-DENSITY RESIDENTIAL
CENTRAL GREEN DEVELOPMENT**



estimating housing demand

Population Projections Through 2050

As discussed in Chapter 2: Future Land Use, a set of population projections were completed for this planning effort. Due to historic trends of steady population decline, these forecasts reflect a similar downward trend over the next twenty-five years. However, pipeline projects, general housing demand, and draw to the community indicate that these projections are likely to be low. Furthermore, since the 2007 flood and general housing demolition for safety reasons (as noted on page 47), new housing construction has not recouped this loss of housing. Therefore, there is still strong demand for housing construction within the community today.

Housing construction and rehabilitation should be a priority to support inward housing mobility, opportunities for new resident capture, and diversification of housing types to support a variety of residents and lifestyles.

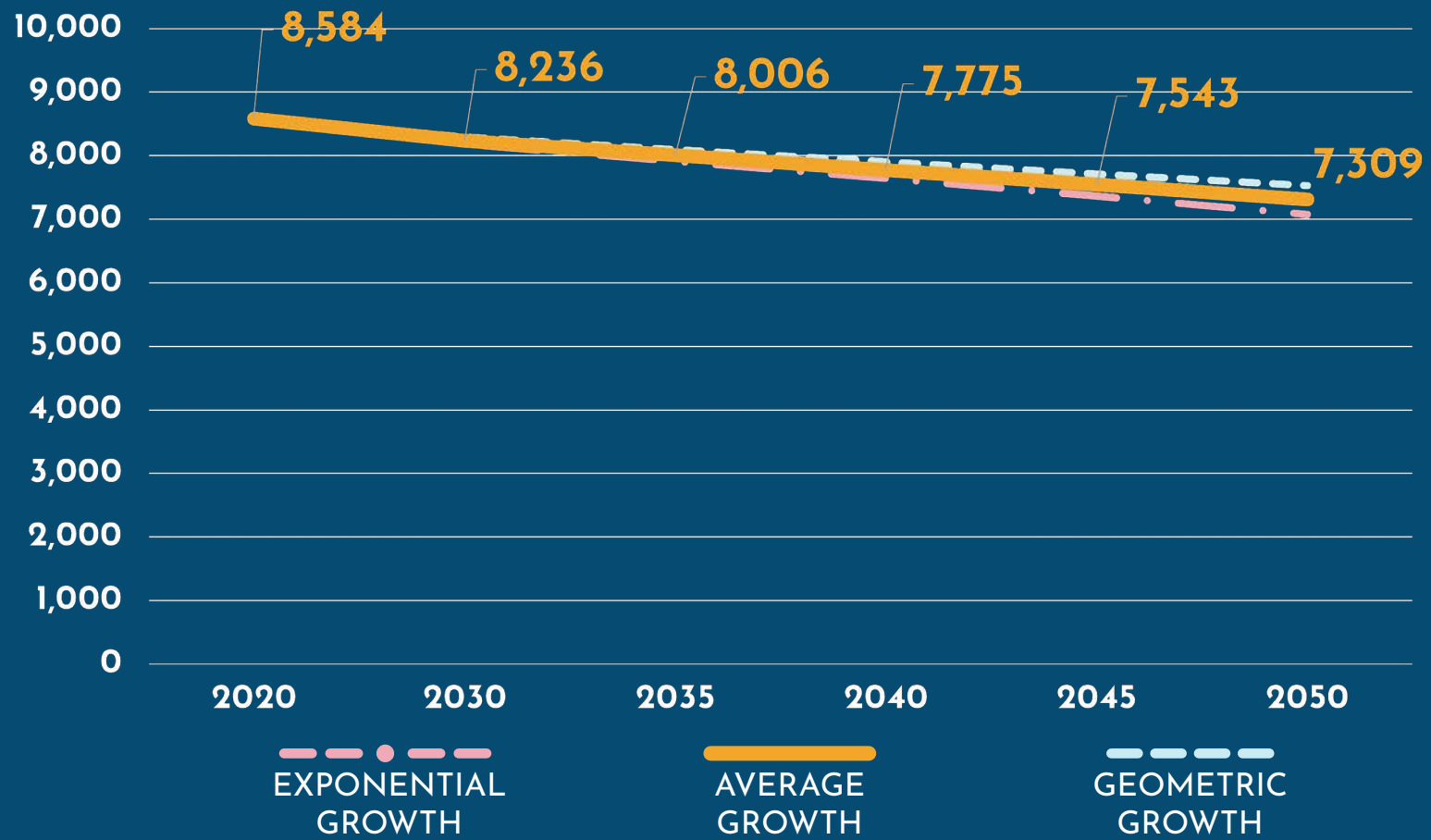


FIGURE 3.10 // POPULATION PROJECTIONS 2020-2050

planning for future residential growth

Residential Growth in the Future Land Use Plan

The Future Land Use Plan is intended to guide growth in the most ideal locations for a variety of land uses. Figure 3.11 presents the proposed locations for all residential land uses within the planning boundary.

Due to the high concentration of floodplain along the eastern perimeter of city limits and preexisting residential development, there are three key growth areas proposed in the plan. These

growth areas include:

- The northwest quadrant of the planning boundary, near Elk City Lake and extending from pre-existing residential development.
- South of W Main Street and the commercial uses that are street-fronted.
- Land around Independence Community College, where there are pre-existing, unincorporated residential uses.

The floodplain can serve as a benefit to the overall community for greenbelt and trail opportunities but should be left untouched for hardscape development, such as residential and commercial uses. Following the 2007 flood, there are many residential areas that have vacant pockets due to buy-out properties.

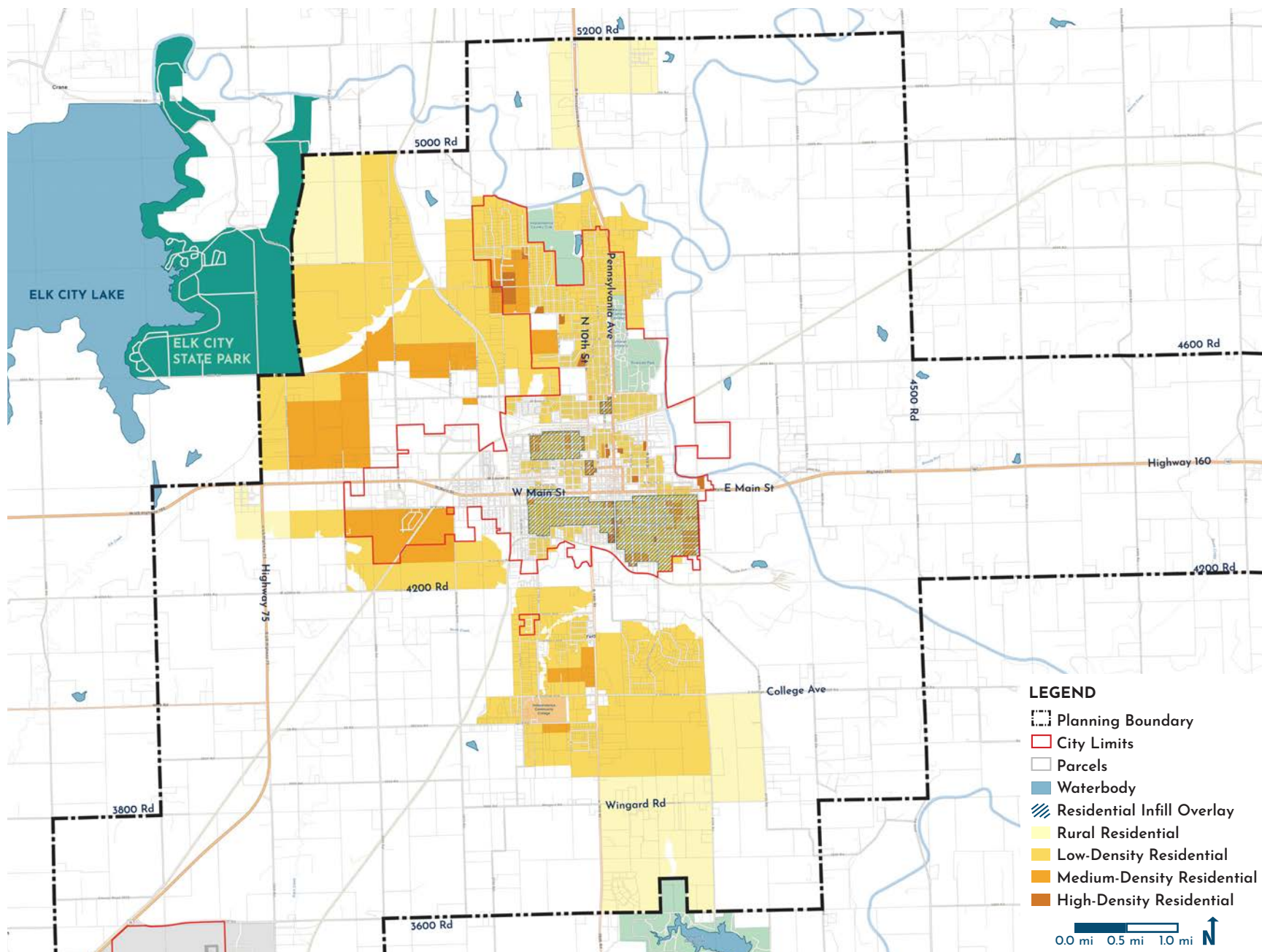


FIGURE 3.11 // PROPOSED FUTURE LAND USE MAP - RESIDENTIAL LAND ONLY THE PLANNING BOUNDARY IS NOT A MASS ANNEXATION PLAN



what is limiting residential growth in independence today?

current housing stock

Independence's current housing stock has greatly limited a resident's ability to promote inward housing mobility, draw in prospective employees and families, preserve historic character due to severe dilapidation, and much more.

Independence has a strong historic past that both compliments the current quality of life in the community, while simultaneously working against its best efforts to attract new residents. Some of these historic homes are in such great need of repair and updates that they create barriers to entry for potential homebuyers. Additionally, the high vacancy rate of the current housing stock is of great concern and sheds light on the quality of the existing stock. Regarding turn-key properties, there has been very limited new residential construction in recent years which further strains the opportunities for buying a home in Independence. The Jefferson Subdivision that is set to begin construction in February 2024 is the first large-scale development in almost a decade with 20 units being brought online. This section will identify strategies to support housing efforts in the community and consider the housing stock issue from a variety of angles.



resources

The cost to construct housing, as well as finding contractors, is becoming increasingly difficult to produce new units in communities. Difficulty finding contractors in the area was a sentiment often-noted by the public and stakeholders in Phase 2. Many communities have to stack grants, funding, and other incentives to bring development to town.

This section will examine existing housing programs, incentives, and other potential solutions to limiting the barriers to bringing development to Independence.

catalysts

Often times, a lack of economic activity is what limits the growth potential of communities. This has not been the case of Independence in recent years with numerous businesses opening their doors. However, with these new businesses, the challenge for new employees to find housing within the community is growing, resulting in them choosing to live in nearby communities or Oklahoma.

Identifying strategies to maintain the community's competitive standing in attracting new businesses and residents will be considered in this section.



Preserve the historic character of Independence's existing housing stock

Historic Character in Independence

Considering Independence's incorporation in 1870, boom town rise in the early 1900s, and historic draw to the area, it is no surprise that there is a large pool of beautiful, architecturally-rich homes still standing today. Many describe Independence to be reminiscent of Mayberry- boasting the quintessential downtown, historic homes, and vibrant community character. These homes play a crucial role in maintaining the community's charm and should be preserved.

There are two homes in Independence today that are on the State or National Register of Historic Places. The home on the state registry is the home of Alfred "Alf" Landon, a Governor of Kansas from 1932-1936. This home hails from the Queen Anne architectural style and was relocated to its current site to maintain its presence in the housing stock. The national register home is the boyhood home of William Inge, a local play-write known for plays like "Picnic" and "Bus Stop." This home also is built in the Queen Anne style, with a wraparound porch and two chimneys.





The Kansas Historic Society has an interactive mapping tool that identifies national and state registry places that are contributing, non-contributing, and not listed places. Contributing parcels are defined as adding to the historic and/or architectural importance of a district and retain the majority of its characteristics from that era, whereas non-contributing could mean the parcel is later than the period of significance, has been altered far beyond its original form, or has deteriorated too much.



The parcels identified as national register contributing or non-contributing are found within the Downtown Historic District.

There are more homes in the not listed category in Independence than on the national or state register. These homes are still significant to the historic character of the community and should be preserved as much as possible.

Historic Tax Credits are often used to help fund



historic preservation efforts. Preservation projects are often quite costly due to the needed materials, fixtures, etc not being of modern construction trends. There are state and national levels of tax credits available. To qualify for the credits, a property must be listed on the national or state register (dependent upon which tax credits the project is pursuing) and qualify as one of the eligible rehabilitation projects listed on their respective websites.



Preserve the historic character of Independence’s existing housing stock

Residential Infill Overlay

The Future Land Use Plan identifies a Residential Infill Overlay (RIO) in an effort to encourage and support infill redevelopment projects. The areas identified within this overlay are primarily the historic residential core of Independence. The intent of this overlay is to guide character, design, and densities that resemble and/or complement the existing neighborhood.

Homes in these neighborhoods are defined by the Queen Anne, Craftsman, Dutch Colonial Revival, and other architectural styles they are built in. Column capitals, vibrant colors, wraparound and street-facing porches, stone and masonry, and many other intricate facade details help create distinct and unique homes throughout Independence’s historic core.

As infill redevelopment occurs within the overlay, homes should:

- Either be low or medium-densities
- Support alley-loaded access
- Have varying colors and design characteristics
- Have front porches

Benefits of Infill Redevelopment

There are many benefits to Infill redevelopment. It serves as an efficient reuse for existing infrastructure, reduces sprawl and maintains organic growth patterns, and is a great opportunity to preserve the character of the community.

For the RIO in Independence, infill may take form in parcel-by-parcel or full-block redevelopments. In either case, special consideration should be given to the pre-existing homes and their character.



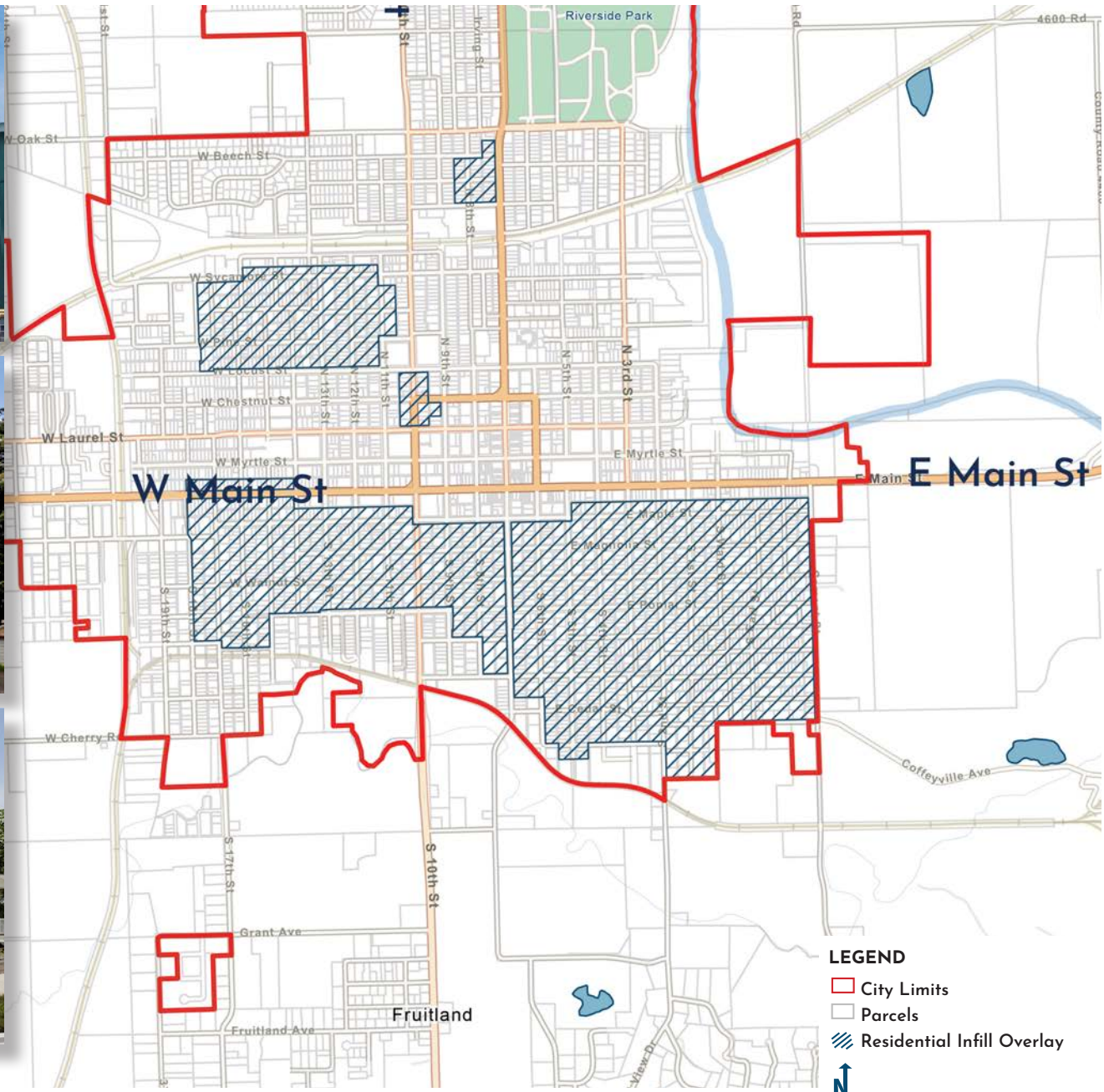


FIGURE 3.12 // PROPOSED RESIDENTIAL INFILL OVERLAY AREA



Preserve the historic character of Independence’s existing housing stock

Pre-Approved Plans to Support Infill Redevelopment

Pre-approved residential design plans and catalogs are an emerging methodology to make high-quality design accessible and streamline construction processes. In this process, the City would adopt a set of pre-approved residential designs that align with the characteristics and types of housing they are hoping to see built. There would be a guidebook that details the housing types, where they are allowed within zoning districts, lot dimensions, and other related requirements. The case study on the following page details the catalog adopted by South Bend, Indiana and the process they follow.

The benefits of this approach includes reintroducing Missing Middle housing types, producing high-quality designs for small scale developers, and reducing regulatory barriers and issues for residential developments.

STEP 1:

SITE PLANNING

Select the desired building type, confirm it is allowed in the zoning district and fit your property, contact the city, complete a survey and site plan.

STEP 2:

DESIGN DEVELOPMENT

Select the desired design option and facade details, consider any design deviations, identify your general contractor, and complete a cost estimate.

STEP 3:

SUBMITTAL

Submit your site plan, application, and associated fees to the City, the City will then review the documents and provide any feedback. Following any tweaks, construction can begin.

SOURCE: CITY OF SOUTH BEND, INFILL CATALOG

CASE STUDY



WHERE:
South Bend, Indiana

WHAT:
Pre-Approved
Residential Designs for
Infill Redevelopment

DESCRIPTION:
The City of South Bend has adopted a catalog of pre-approved residential designs that streamline development and supports their efforts for infill redevelopment. These plans account for character, typology and density, building dimensions, needed lot widths, zoning compatibility, and more.

The Narrow House I
The 2-bedroom Narrow House provides an efficient, yet comfortable detached, free-simple option that allows development of the city's most skinny infill lots. The massing and elevation options reflect a simple vernacular character present throughout South Bend's neighborhoods.



A

Option A Option B Option C

C

Ground Floor Second Floor

D

Building Type Overview	
Building Dimensions	
Building Height	2 story
Building Width	20'
Building Depth (incl. porch)	36'
Program	
Unit Configuration	2 bed / 1.5 bath
Unit Size (finished gross)	1120 sq. ft.
Basement (unfinished)	560 sq. ft.
Porch (unconditioned)	136 sq. ft.
1st Floor	560 sq. ft.
2nd Floor	560 sq. ft.
Lot Standards	
Lot Width (min.)	30'
Lot Width (max.)	60'
Cost Assumptions	
Preliminary Construction Estimates *	\$200,000 - \$250,000
Financing Options	30-yr mortgage

*Numbers shown are for local construction purposes only. Pricing is based on Feb. 2022 cost assumptions and are subject to future market variation.

- A** The catalog outlines the exterior character design options, typically providing 3 variations, to promote variety of design. There should be stipulations that require distance between designs that reduce overuse of a single design throughout the neighborhood.
- B** Identification of which zoning districts the given typology is compatible in is provided for reference.
- C** Schematics of the floor plans on the ground floor and/or second floor are provided. These can be amended by the builder as needed.
- D** A summary of the building dimensions, programming, lot standards, and cost assumptions are provided for the design.



Introduce a broader mix of residential typologies throughout the community

In an effort to propose a broader mix of residential housing types and styles, images were used to identify what the public might support. Historic preservation and rehabilitation of existing homes and cottage court developments with low- and medium-density housing types were the top-voted creative solutions. Furthermore, the 2019 IHA Plan identified tiny home communities as an opportunity supported by the public, that has resulted in a zoning code amendment to allow for this typology.

Within the Future Land Use Plan, it is encouraged that the City and development community consider creative housing types as noted above for construction within the community.



[illegible]



Reduce barriers for rehabilitation or construction in the zoning code

Zoning Code Updates + Flexibility in Application

Following the adoption of the comprehensive plan, the City will be updating its zoning code to better fit its needs, operations, and vision for the future. Many of the ideas and recommendations within this section will be addressed in the code update.

Modern zoning codes often work against planning efforts, resulting in multiple variances and straying from the uniformity of the code.

Some areas that should be considered for updates include:

- Reducing the rights-of-way to minimize street widths and calm neighborhood traffic
- Support in the code for alley-loaded developments
- Parking requirements either being more flexible or greatly reduced
- Flexibility of side, rear, and front yard setbacks

- Update to the code to allow accessory dwelling units (ADUs) in single-family zones

These topics, and more, will be addressed in the zoning code update to support vibrant neighborhoods.

REDUCE STREET
RIGHT-OF-WAY

BE FLEXIBLE WITH FRONT,
SIDE, AND REAR SETBACKS

SUPPORT ALLEY-LOADED
RESIDENTIAL ACCESS

REDUCE PARKING
REQUIREMENTS FOR MULTI-
FAMILY DEVELOPMENTS

UPDATE THE ZONING CODE TO
SUPPORT ACCESSORY DWELLING
UNITS IN SINGLE-FAMILY ZONES

FIGURE 3.13 // EXAMPLE OF POTENTIAL ZONING CODE UPDATE TOPICS



Consider additional incentives and processes to support residential development

Waive Permitting + Administrative Fees

In an effort to encourage development, some cities waive permitting or administrative fees for residential projects; however, many of these cities rely on permitting fees to support essential services. Specific to Independence, this recommendation could be supported in the areas identified in Figure 3.11 as the primary growth zones from the Future Land Use Plan or include all residential permits for a period of time.

Expedite Processing Times

When projects meet certain criteria (affordability, unit types, location, etc) expedited processing times can be used to swiftly move projects along. Faster processing can reduce risk and stabilize financial costs for developers. This time savings on the side of the developer often encourages projects and long-term relationships.

Consider an Online Permitting Platform

Implementing an online permitting process can be equally beneficial to a City and developer. Online permitting platforms:

- Simplify the overall process;
- Increase internal efficiency; and
- Issue permits faster.

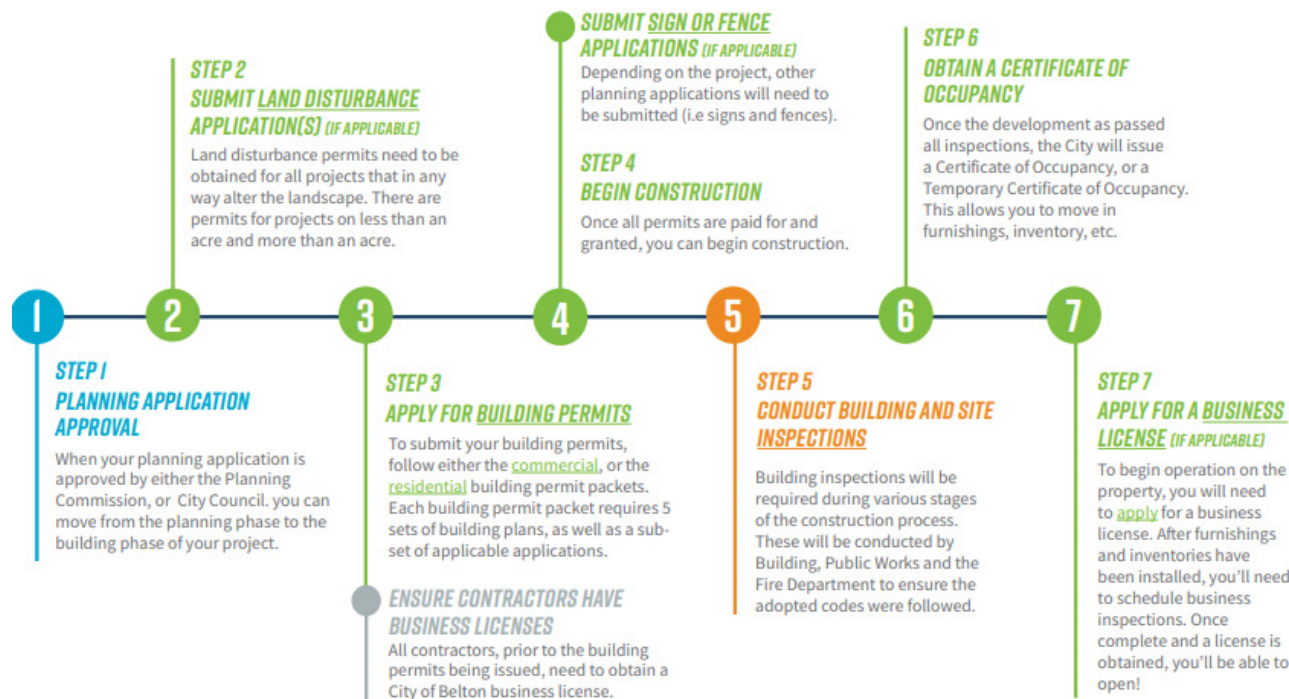


FIGURE 3.14 // EXAMPLE DEVELOPMENT GUIDE TIMELINE

Highlight Opportunities for Demolition Cost Coverage for Infill Projects

To gain traction for infill redevelopment projects, the City should highlight and advertise the current program that offers 100% demolition cost coverage for low-income residential developments, and 50% for all other projects. This will ultimately reduce initial barriers for development and prime the lots for parcel or full-block redevelopment.

Create a Development Guidebook

The City should create and deploy a Development Guidebook to explain the timelines and steps needed for approval for residential developments. The guidebook should detail the planning/platting review process, permitting, and occupancy or licensing requirements for all developers or individual homebuilders on the City's website. An example guidebook is shown from the City of Belton, MO in Figure 3.14.



Expand funding and education for existing housing programs

Upperstory Housing Grant

In 2015, IHA established a grant program to encourage the rehabilitation of upperstory units into apartments. The program currently supports a reimbursement of up to 25% of eligible costs not to exceed \$15,000. Consideration for program expansion could include a tax rebate for these renovated properties, as the 2019 IHA Plan identified building owners encountering significant property tax increases following the completion of the project. In addition to the Upperstory Housing Grant, the RHID and Neighborhood Exterior Grant Programs offer forms of tax relief to property owners. Further examination of what is working today or could be improved should be conducted through conversations with business owners, City Commission, and the IHA.



Neighborhood Exterior Grant Program

The City of Independence and the IHA established this program in 2021 in an effort to help homeowners reinvest in their properties and improve neighborhoods. The City has budgeted \$100,000 in 2024 to the program, an increase from the \$50,000 historically committed. To qualify, the property must 1) be located within one of the qualifying districts; or 2) be valued at or below \$100,000; or 3) have an average minus or lower rating from Montgomery County. This is a joint venture between a minimum of two property owners, with a minimum investment of \$1,000 and maximum reimbursement of \$5,000. Eligible projects range from facade restoration and window and door repair/replacement to tree removal and driveway repair or installation.

This program was frequently mentioned throughout the public input phase and should be prioritized for expansion. The public noted frequently that the program dollars run out quick, therefore funding expansion should be considered.

Independence Land Bank

The IHA manages the Independence Land Bank (ILB) that was established by the City in 2021. The intent of this program is to obtain ownership of homes or vacant lots that have been abandoned or neglected by property owners and return those back to operation in the market. The IHA will sell these back to developers or property owners to support local investors in rehabilitating homes for rent or sale, allow a single individual or investor to rehabilitate a home for their personal residence, or allow the IHA to annually rehabilitate homes for the purpose of low-income homeownership.

This project is still in its infancy and will take time to become fully operational within the community. It is recommended the IHA and City market this opportunity more on the City's website and sharing insight into the benefits and functionality of the program.



Enhance employee attraction and community integration

Engaging New Residents

As new businesses come to Independence, excitement stirs with the prospect of growth and added population; however, the challenge of producing plenty of available units and encouraging new employees becomes the next challenge.

It is recommended the City leads the conversation on establishing a Welcome Wagon of sorts to highlight life in Independence from a variety of perspectives. Partnerships with the Chamber of Commerce, Main Street, USD 446, and many others would be encouraged to highlight opportunities to get involved in the community.





Consider creative and innovative solutions to housing issues in Independence

Creative Housing Solutions

The cost of constructing conventional housing can often be a road block in getting a project off the ground. Creative solutions should be considered when proposed, with flexibility in the zoning code being applied when necessary. Some ideas for viable projects in Independence could be: 3D printed homes, ag-communities, new urbanist master planned sites, shipping containers, and historic revival neighborhoods.

Each of these ideas blend existing housing and neighborhood characteristics with innovative approaches to put Independence on the map for housing creativity.





Support a public-private partnership for a master planned site

Overview

Master planned sites are often used to gain momentum for initiatives in communities. By coordinating efforts and funding via a public-private partnership, it alleviates some of the risks involved in land development and helps the project take root. The process would include the establishment of the partnership, land assembly for the desired site, and completion of the master plan.

How Does a Master Plan Differ From a Future Land Use Plan?

A Future Land Use Plan is often broad, covering large areas of land. A master plan is typically a specific site that has undergone parcel-specific planning and full-block planning. These types of plans are a nice

follow-up to a Future Land Use Plan after broadly identifying the type of development encouraged in an area, and then dive deeper into specific sites seeking development.

The case study presented on the opposite page highlights a similar process the City of Knoxville, Iowa underwent to complete a detailed master plan for 160-acres of land. The community had seen very limited residential development in recent years and this effort helped spur activity and encourage diversity in housing types.

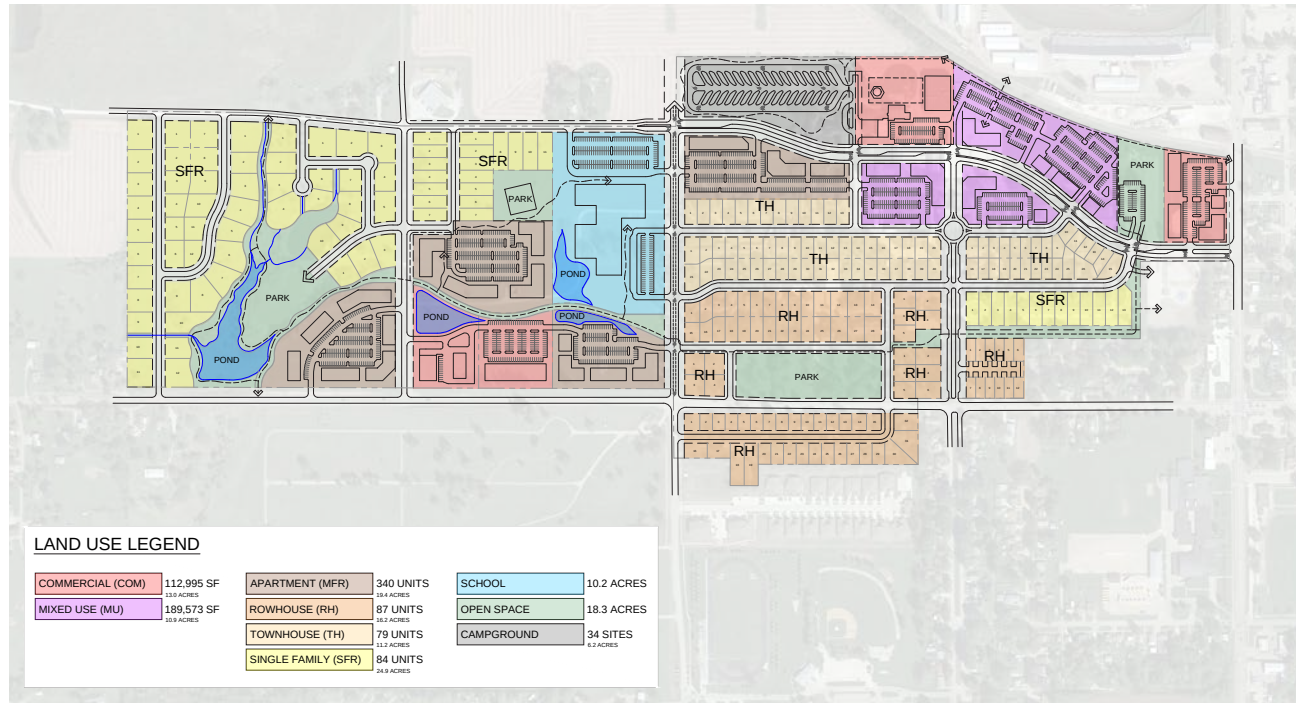
CASE STUDY



WHERE:
Knoxville, Iowa

WHAT:
City-owned master planned site with a mix of housing types

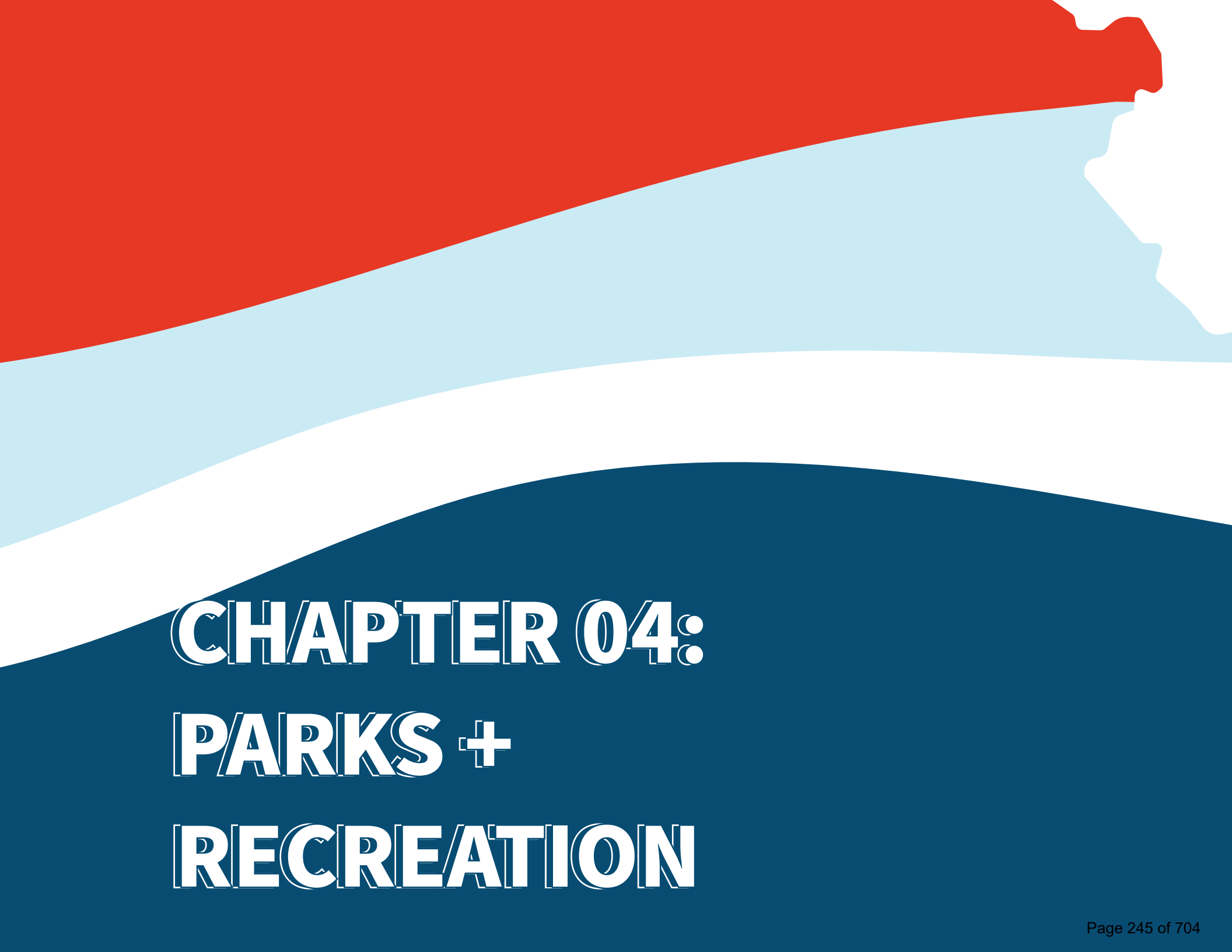
DESCRIPTION:
Set on the old Veterans Affairs Hospital, this city-county partnership was an effort to clear dilapidated structures and assemble land for needed residential development. The City then completed a master planning effort to help define where and what types of housing they wanted.



GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
EXPAND + MAINTAIN HOUSING TYPES + AVAILABILITY IN INDEPENDENCE	New development improves shares towards the residential target mix	Renter and owner-occupied unit counts increase	Residential permit activity increases	Preserve historically significant homes
STRATEGIES				
Encourage medium- and high-density developments in the identified areas from the Future Land Use Plan.				
Support unique and creative housing developments, such as cottage courts and New Urbanist neighborhoods, that expand housing choice.				
Consider expanding development incentive packages to encourage residential development.				
Meet with businesses in Independence to identify housing types that would support current and future employees.				
Pursue a public-private partnership to implement a master planned development with strategic housing composition.				
Seek out projects that meet price points and typologies that support household compositions in Independence.				
Establish and support infill redevelopment projects within the Residential Infill Overlay.				
Maintain historic character of existing homes and nodes that have been identified by the local historic register.				

GOAL 2	METRIC 1	METRIC 2	METRIC 3
REDUCE BARRIERS FOR RESIDENTIAL DEVELOPMENT	Update the zoning code's residential guidelines	Increase housing development	Reduce the number of variances granted for residential projects
STRATEGIES			
Update the zoning code, with a special focus of the residential sections to incorporate the recommendations outlined within this chapter.			
Update the residential sections of the zoning code to support alternative housing solutions, such as Accessory Dwelling Units (ADUs), and other items including parking requirements, setbacks, driveways, and more.			
Establish standards and guidelines for the Residential Infill Overlay areas.			
Support and adopt a catalog and guidelines for Pre-Approved Residential Designs.			
Research and adopt a set of residential designs for the Pre-Approved Residential Plans, with potential for two sets of designs for the Residential Infill Overlay area and neighborhoods outside of the historic core.			
Review and amend the code to support varied housing types and styles, such as cottage courts and historic-style neighborhoods.			





CHAPTER 04:

PARKS +

RECREATION

chapter overview

Parks + Recreation in Independence

Independence has a proud history of providing high quality parks and recreation offerings. The crown jewel of Independence's parks is Riverside Park and Ralph Mitchell Zoo, which provides a wonderfully unique asset for a town of Independence's size. In total, there are just over 150 acres of parkland within the community. Independence's park space is supplemented by five school playgrounds and the Ash Youth Center

that is a recreation facility with programming ran by Independence Recreation Commission, whose board is made up of two appointees by the City Commission, two appointees by the School Board, and one member at large. Residents also can recreate at the Elk City Lake and State Park west of the city limits, as well as a State fishing lake, located on south of city limits. The Verdigris River and its accompanying floodplain have brought unique challenges through flood events; however, the river provides a tranquil

area of open space and tree cover along the eastern edge of the community. This chapter lays out a vision to expand park access as new residential development occurs, overviews planned improvements throughout the parks system, as well as identifies a Future Trails Plan to help enhance mobility and connectivity throughout the community.



History of Parks

The largest park in Independence is Riverside Park and Ralph Mitchell Zoo. Riverside Park was founded in 1914 and designed by famous landscape architect, George Kessler. Several different amenities have been added over time including Ralph Mitchell Zoo, which was added in 1925. There are several exhibits in the zoo including Monkey Island, added in 1932, which was made famous as being the birthplace of Miss Abel, one of the first monkeys to successfully travel to space. Later, the 86-acre cemetery was added adjacent to the park. Collectively, this large open space is a treasured asset to locals and a regional draw for tourists alike.

There are currently seven other parks in Independence for residences to utilize. This includes neighborhood parks such as Wald Street Park or Robert Wesley Park, as well as special use parks, including sports complexes, a dog park, and a skate park.

Parks Operations

The Parks, Zoo, and Cemetery Department oversees parks in Independence. The mission of the department is “...to enhance the quality of life in our community by providing quality open spaces, facilities, and programs that promote citizen involvement and a strong sense of community.”

existing parks systems

Existing Parks

There are eight parks located in Independence today that provide a variety of services and amenities to residents and visitors. The typical park classification types are: community park, neighborhood park, and special use parks.

Neighborhood parks are generally smaller than 5-acres and have limited amenities. They provide quick access to park space for residential areas. Community parks are much larger, typically anything

greater than 5 acres, and have more programmed space and activities. Special use parks often serve one unique purpose, such as a dog park or skate park and vary in size.

Figure 4.1 highlights the current parks and their locations in Independence today. Birdie Drive Park is a proposed future park that will serve as a neighborhood park for the country club-adjacent neighborhoods.

Existing Trails

Trails within the city limits

of Independence are limited to natural paths near the Dog Park. Elk City Lake has mountain bike trails available that are a regional attraction for leisure and competitive biking.

A Future Trails Plan will be discussed in greater length within the following pages to identify recommended routes and destinations for areas in Independence via trail routes.

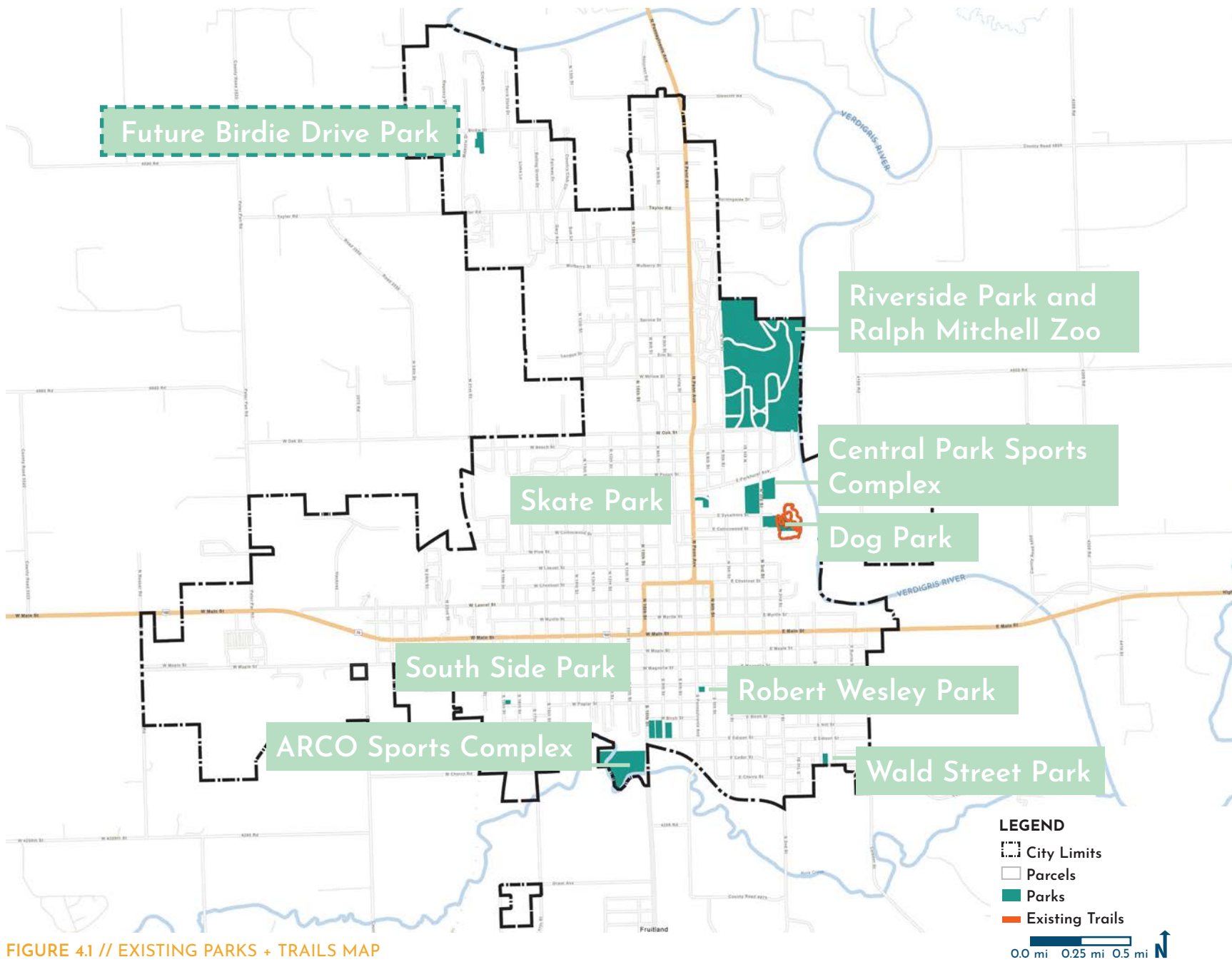


FIGURE 4.1 // EXISTING PARKS + TRAILS MAP

level of service analysis

Level of Service Analysis

To better understand how well the community is currently being served by parkland and trails, a level of service analysis (LOS) was completed. This type of analysis can take the form of park acres per thousand residents, trail miles per two-thousand residents, a walk-time analysis, and park service areas.

Park Acres Per 1,000 Residents

The National Recreation and Park Association

(NRPA) sets a national standard for 10.5 total park acres per 1,000 residents. Independence's parks LOS is currently estimated to be 20.9 acres per 1,000 residents. This is significantly higher and serves as a further testament to the community's prioritization of quality of life factors, such as parks.

The current trails LOS is estimated to be 2.42 miles per two-thousand residents. This is also higher than the recommended standard of 1 mile per 2,000 residents.

However, the Elk City Lake Trail is not maintained by the City of Independence and further city-centric expansions should be considered in tandem with road and park expansions to improve trail mileage and routes in and around Independence.

As the community grows, it will be important to monitor this level of service metric for parks to ensure the same quality is being provided long-term and that the expanded trails are keeping up with growth trends.

PARK NAME	ACRES	PARK TYPE
ARCO Sports Complex	14.7	Special Use
Central Park Sports Complex	38.0	Community
Independence Dog Park	4.6	Special Use
Independence Skate Park	1.2	Special Use
Riverside Park	50.9	Community
Ralph Mitchell Zoo	64.6	Special Use
Robert Wesley Park	0.4	Neighborhood
South Side Park	4.1	Community
Wald Street Park	0.7	Neighborhood
19th & Poplar Park	0.3	Neighborhood
EXISTING TOTAL ACRES	179.5	-
EXISTING POPULATION	8,584	
EXISTING LEVEL OF SERVICE	20.9	
PLANNED PARKS		
Birdie Drive Park	1.9	Neighborhood
TOTAL PARK ACRES	181.4	
POTENTIAL LEVEL OF SERVICE	21.1	

TABLE 4.1 // EXISTING PARKS LEVEL OF SERVICE ANALYSIS
SOURCE: CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE

TRAIL NAME	MILES
EXISTING TRAILS WITHIN CITY LIMITS	
Eagle Loop Trail	1.0
Verdigris Vista Trail	1.2
EXISTING TOTAL MILES	2.2
EXISTING POPULATION	8,584
RECOMMENDED LOS	1 MI/2,000 RESIDENTS
EXISTING LEVEL OF SERVICE	0.54
EXISTING TRAILS OUTSIDE CITY LIMITS	
Elk City Lake Trails	9.54
EXISTING TOTAL MILES	11.74
EXISTING POPULATION	8,584
REGIONAL LEVEL OF SERVICE	2.73

TABLE 4.2 // EXISTING TRAILS LEVEL OF SERVICE ANALYSIS
SOURCE: CITY OF INDEPENDENCE + EAGLE ROCK SHREDDERS WITH INPUTS FROM CONFLUENCE

demand estimates for parks

Independence has experienced an extended period of gradual population decline. However, one of the goals of this plan is to identify new opportunities and strategies to reverse population loss through the attraction of jobs and housing. If and when population rates reverse, Independence has enough parkland within their current system to continue to meet an exceptional level of service for current and future residents.

One caveat to this would be that as new residential areas are developed and the footprint of Independence expands, more neighborhood parks would be needed to provide a park within a reasonable walk time of new residential neighborhoods. These parks could be smaller (2-5 acres) with a few key amenities such as playground equipment, a picnic table, and/or shelter, for example. Figure 4.3 highlights possible new residential growth areas that may require a future neighborhood park based on the Future Land Use Plan (see Chapter 02. Future Land Use).



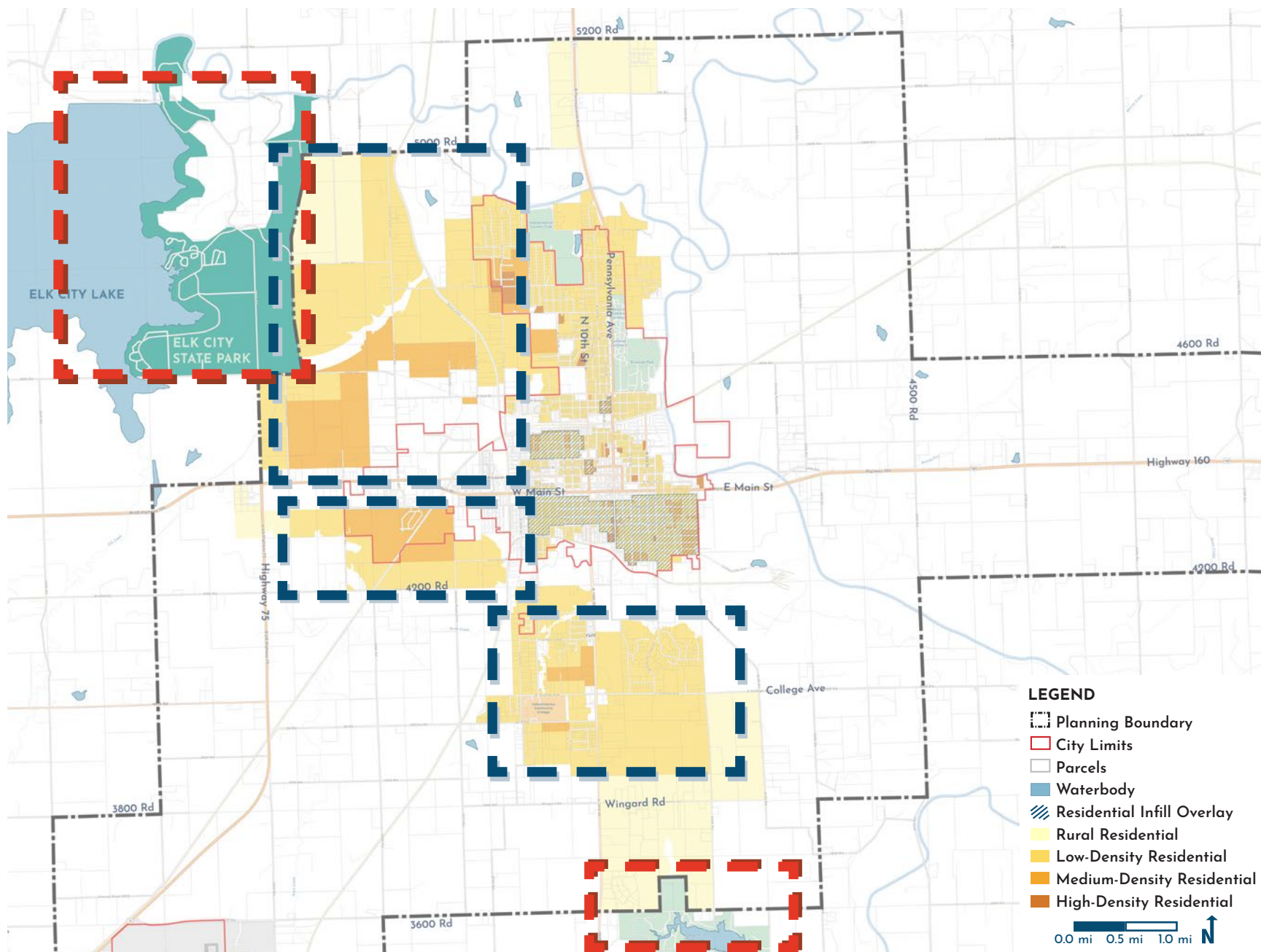


FIGURE 4.3 // PROPOSED FUTURE LAND USE MAP - RESIDENTIAL LAND ONLY THE PLANNING BOUNDARY IS NOT A MASS ANNEXATION PLAN

overview of trail types

Independence has a strong mountain biking community, many of whom associate with the Eagle Rock Shredders, a local mountain biking group. This interest has supported the creation of amenities such as the Indy Trails. The Indy Trails includes a natural path trail that can be used by bicyclists and pedestrians alike. The trailhead is located at 884 N. Park Boulevard and opened in June 2023. The Eagle Rock Shredders also work to maintain and promote the eight mountain bike trails located at Eagle Rock Mountain just north of the dam at Elk City Lake outside of Independence.

Independence generally has good sidewalk connectivity throughout the community with some inconsistent gaps that could lead to pedestrians using the street or crossing in non-designated areas. The width and overall

condition of sidewalks in the community does vary, which can create uneven pedestrian experiences. The Future Trails Plan will identify key pedestrian corridors that should be considered a high priority for sidewalk improvements including widening as appropriate.

Future Trails Plan

To help promote enhanced mobility and connectivity to and from key community facilities in Independence, a Future Trails Plan has been created. Several trail types are included within the plan as shown in Figure 4.4.



SIDE PATH

- Bidirectional shared use path located immediately adjacent and parallel to a roadway
- High priority sidewalk corridors for connectivity
- Designated route through the community
- Wider than 3'



SHARED USE PATH

- Path designed to accommodate both pedestrians and cyclists together, separated from roads
- Also, includes major pedestrian corridors that warrant special pedestrian crossings and wide (10 ft+) paths



ON-STREET BIKE LANE

- Portion of a roadway that has been designated by striping, signing, or pavement parking for the preferential or exclusive use of bicyclists.



NATURAL PATH

- A path through a forest, field, stream bank, etc., that is used for hiking and seeing plants and animals.
- Typically designed with a permeable surface material such as natural earth, wood chips, or crushed stone.



SHARROW/SHARE THE ROAD

- A road marking that indicates which part of a road should be used by cyclists when the roadway is shared with motor vehicles



FACILITY PATH

- Includes existing paths located in key facilities throughout the community that help provide direct access to different amenities including the high school, zoo, etc.

proposed trails in independence

Future Trails Plan Overview

Figure 4.4 on the opposite page shows the Future Trails Plan for Independence. The goal of the Future Trails Plan was to create an ambitious but realistic long-term strategy to enhance connectivity in Independence. Major community assets such as Downtown, Riverside Park/Ralph Mitchell Zoo, Elk City State Park, k-12 schools, and the Independence Community College (ICC) were all priorities for safe access.

In-town pedestrian/bicycle connectivity is provided mainly by side paths along key corridors such as Penn Avenue, Laurel Street, Oak Street, and others. This includes a mix of existing sidewalk that should be prioritized for improvement/ widening as well as new side paths.

A shared-use path out to Elk City Lake is shown along abandoned rail right-of-way, which will connect residents to the park as well as several existing mountain bike trails.

Sharrows were proposed along S 17th Street, Montgomery County Road 4000, and Cement Street to mark a path for bicyclists to reach ICC and circle back near the Heartland quarry area, which has been identified as a long-term big idea redevelopment site later in this chapter.

Existing facility trails, nature paths, and on-street bike lanes are also shown to help create the long-term vision for mobility in the community.

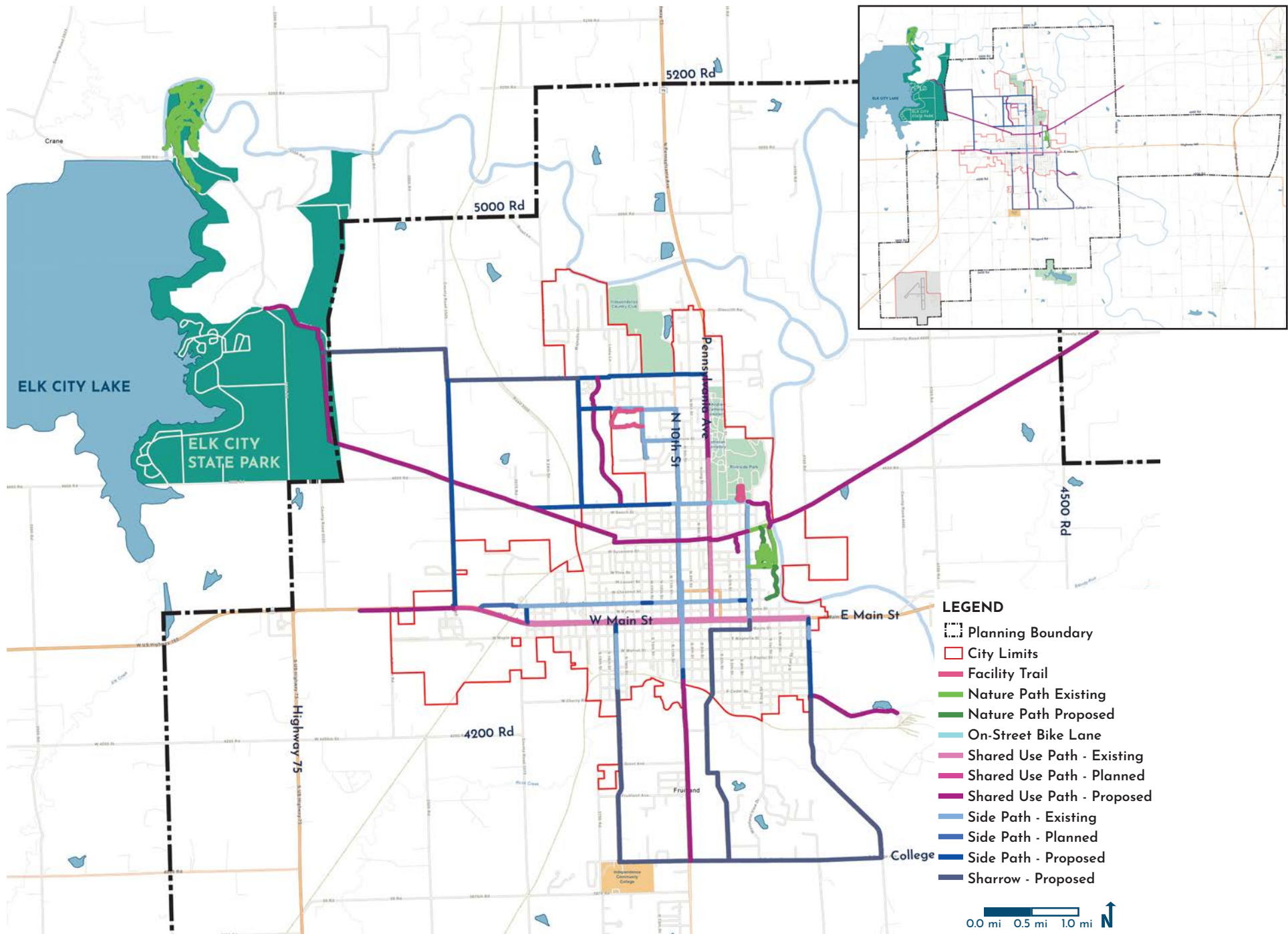
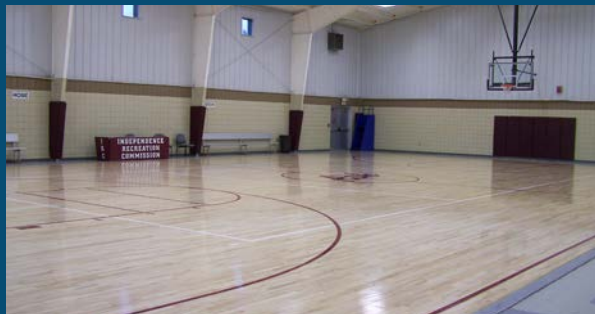


FIGURE 4.4 // PROPOSED FUTURE TRAILS PLAN

recreation in independence

Independence has robust youth and adult recreation programming available for residents. The Independence Recreation Commission (IRC) is responsible for organizing and managing recreation programming in Independence.



Youth Recreation:

- Basketball
- Baseball
- Blastball
- Football
- Soccer
- Softball
- Tennis
- Volleyball

Adult Recreation:

- Basketball
- Football
- Soccer
- Softball
- Volleyball
- Buddy Ball
- Pickleball





Ash Youth Center

A key recreation amenity in Independence is the Ash Youth Center. The Ash Youth Center is a shared partnership between the City of Independence, Unified School District 446 and the Independence-USD 446 Recreation Commission. The facility offers a variety of amenities that range from swimming, after-school activities, and recreation programs for adults and children.

As the facility ages, it is recommended the City and USD 446 consider updates and renovations to maintain this facility long-term. Identifying needed services and resources could be completed through a systems and facility analysis.



Riverside Beach Family Aquatic Center

Independence is very fortunate to have an aquatic center already established within their community. In addition to free play in warmer months, the aquatic center hosts water aerobics and offers swimming lessons to residents.

The Riverside Beach Family Aquatic Center is a regional draw for many communities in southeast Kansas and northeast Oklahoma. Maintaining this draw and the facilities within the aquatic center will continue to be a strength of the community to bring people to Independence for recreation experiences year round.



Central Park Sports Complex Master Plan

The City has recently adopted a Central Park Sports Complex Master Plan for the park spaces along N Park Boulevard. The master plan provides new playing fields for baseball, softball, and soccer, pickleball and fitness courts, multi-use trails, new concession and restroom facilities, and improved parking for all. Construction has begun on the multi-phased projects, with some facilities being ready for play as early as Summer 2024. The above and above right images highlights the full build-out vision for the area. The bottom right photo shows the fitness court that was recently completed via partnership with Blue Cross Blue Shield of Kansas as part of their National Fitness Campaign. Independence is one of 8 counties in the state to have received this 'outdoor wellness infrastructure'.



big ideas + trends in parks + recreation

In this section, big ideas and trends are outlined for some potential opportunities for the future of parks in Independence. The graphic to the right highlights the topics to be discussed.

BIG IDEAS + TRENDS

- BROWNFIELDS REDEVELOPMENT
- QUARRY-TO-PARK RETROFIT
- GREEN INFRASTRUCTURE
- TECHNOLOGY + PARKS
- PICKLEBALL

brownfields redevelopment

WHAT IS A BROWNFIELD?

According to the EPA, “a brownfield is a property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.”

(Brownfield Overview and Definition, 2024)



EXAMPLE BROWNFIELDS SITE

BROWNFIELDS ASSESSMENT PROCESS

PHASE 1:

In this phase of the Environmental Assessment, the site is examined for background and historic use investigation, preliminary site inspection, and asbestos and lead-based paint surveys.

PHASE 2:

This secondary Environmental Assessment may occur concurrently with Phase 1 and takes samples of the site to evaluate potential environmental impacts.

NEXT STEPS:

Following the formal reporting, plans for redevelopment, design aspirations, and funding options may begin.

SOURCE: KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT

brownfields redevelopment

Benefits and Roadblocks to Brownfields

Benefits of brownfield redevelopments can include improving general human health by removing the site contaminants, restoring underutilized and/or vacant property to productive uses, and potential for increasing the tax base. Brownfields also tend to be located within a city's core and make for good infill opportunities as well. Some potential roadblocks to brownfield redevelopment projects include the unknown environmental conditions of the site, which highlights the importance of the Phase I and II reports, a lack of funding for the assessment and cleanup, and liability. There are a variety of resources, including the Kansas Brownfields Program and Technical Assistance to Brownfields through Kansas State University, to help support these brownfield redevelopment efforts.

Brownfields in Independence

Independence has experience with assessing and remediating brownfields throughout the community. In 2004, the Independence Skate Park was a brownfields project that turned a vacant parcel into an active recreation site. The Central Park Sports Complex is an active project under the City of Independence's leadership that was once a brownfield site. Through assessment, remediation, and extensive planning, this site will be transformed to better serve the community and sporting events. The Independence Municipal Airport has two active brownfield sites available for examination that could help bring additional industry to this area of the community.

Consideration for Future Brownfield Redevelopments

Often times, brownfield redevelopment projects explore how to bring vacant and underused land back into an active use and identify parks and recreation spaces as some of the most viable solutions. There are additional brownfield sites located within Independence today that should be examined and ranked for prioritization to consider whether they are suitable or not for parkland. Community input on desired amenities, services, and features should be gathered to ensure the potential new park meets the community's needs and desires.

quarry-to-park retrofit

The Heartland Cement Company, which does business as Buzzi Unicem USA, is a 1,184 acre site located just southeast of the city limits. Production of cement ceased in 2008, and today, it operates as a fly ash distribution site. In 1989, Heartland received a Resource Conservation & Recovery Act (RCRA) permit for storage and blending of hazardous waste into a fuel stock. Heartland ceased hazardous waste management in 2001 and completed closure of the hazardous waste management facilities and equipment in 2002. Starting in 2008, Heartland began dismantling equipment, structures and other items at the facility. The corrective actions required under the RCRA permit were completed in 2021. Part of the remedy for site clean-up included a requirement that residential uses not occur on the site. However, parks and recreation activities are often suitable for future use for former contaminated sites such as the old cement plant.

Independence should explore brownfield grants to help plan, study, and fund the redevelopment of the Heartland property to a large park/natural area for residents and visitors to enjoy. Brownfields are property where the expansion, redevelopment, or reuse may be complicated by the presence or potential presence of a hazardous substance, pollution, or contaminant. According to the EPA, RCRA-regulated brownfields can have just as negative an effect on a community as other types of brownfields. Brownfield grants can be used to promote economic development or enable the creation, preservation, or addition to parks, greenways, undeveloped property, other recreation property, or other property for non-profit purposes. By retrofitting this site, long-term, to create a vibrant natural open space, the city could turn the location into a net positive for the community. A first step in this process would be to determine the feasibility of such a project and inquire with the nearest regional EPA office as to next steps.



green infrastructure

Green infrastructure can be defined as an individual or a system of strategies that use or mimic natural processes, such as infiltration or evaporation, to manage stormwater runoff on site. There are many appropriate applications for green infrastructure, including within parks and other public spaces. Green infrastructure typically provides stormwater management benefits while also providing an attractive greenspace feature that enhances the sense of place and aesthetics of parks and public spaces.

The most common types of green infrastructure solutions include:

- Downspout Disconnection
- Rainwater Harvesting
- Rain Gardens
- Planter Boxes
- Bioswales
- Permeable Pavements
- Ribbon Driveways + Turf Pavers
- Green Streets and Alleys
- Green Parking

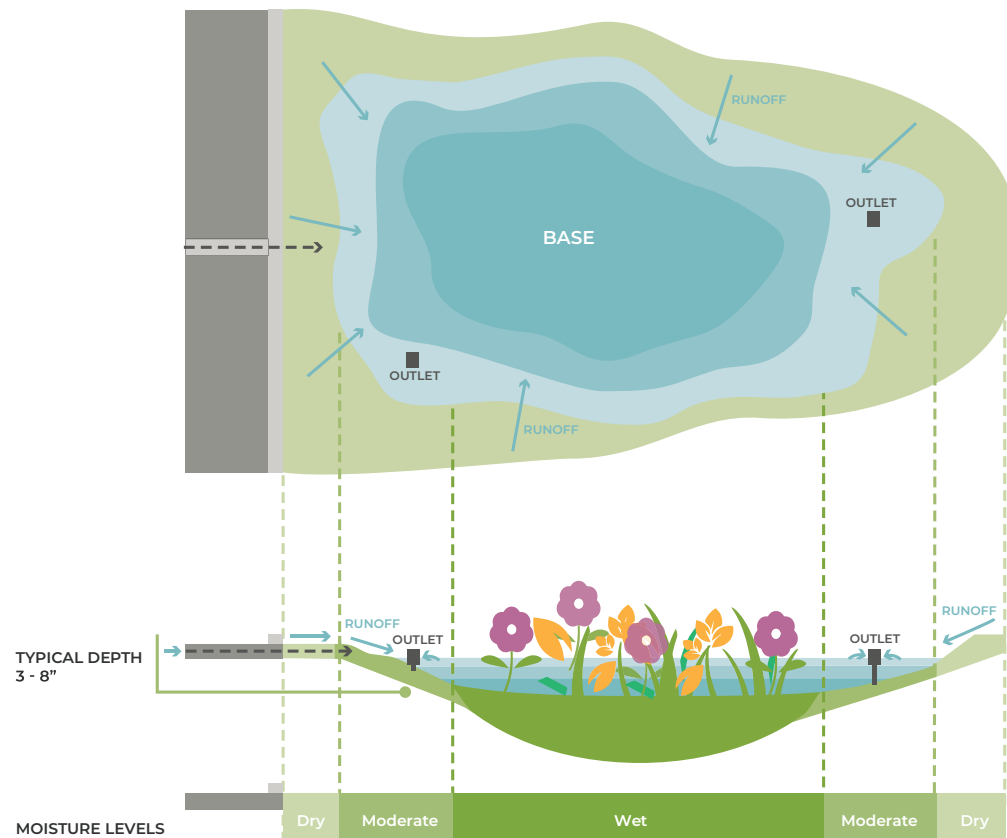


FIGURE 4.5 // RAIN GARDEN EXAMPLE

technology + parks

Independence should continue to adapt to current and future changes to the integration of technology into parks and recreation. There are numerous examples of how technology is being integrated including:

- Adding QR codes along trails and within parks that bring up history of the location, connections into other pathways, or more information about local flora/fauna, for example
- Adding park equipment with interactive technology included such as Yalp Interactive that encourages youth engagement with outdoor activities
- Exploring adding virtual reality (VR) and augmented reality (AR) technology into Independence parks. This could include opportunities such as AR game zones that use AR glasses for treasure hunts or searching for virtual objects or VR wayfinding.

Independence should continue to try and stay cutting edge with technology to remain relevant and adjust to new expectations from residents over time.





youth sports

Recent studies have found a sharp decline in youth participation in recreation and sports. This has youth sports organizations and child health experts concerned as concerns over sedentary lifestyles and childhood obesity linger. Similar concerns can also be seen in adult recreation and engagement. Participation in sports and recreation have long-lasting physical, social, and mental benefits for residents of all ages. Independence should continue to support and encourage participation in their recreation programs. Some communities have tried to combat lagging participation by providing options such as sports sampling programs, where youth can try a wide variety of sport activities to see which ones they would most prefer to participate. Additionally, Independence should continue to survey residents on desired new options or activities such as the rise of activities in mountain biking or pickleball.



pickleball

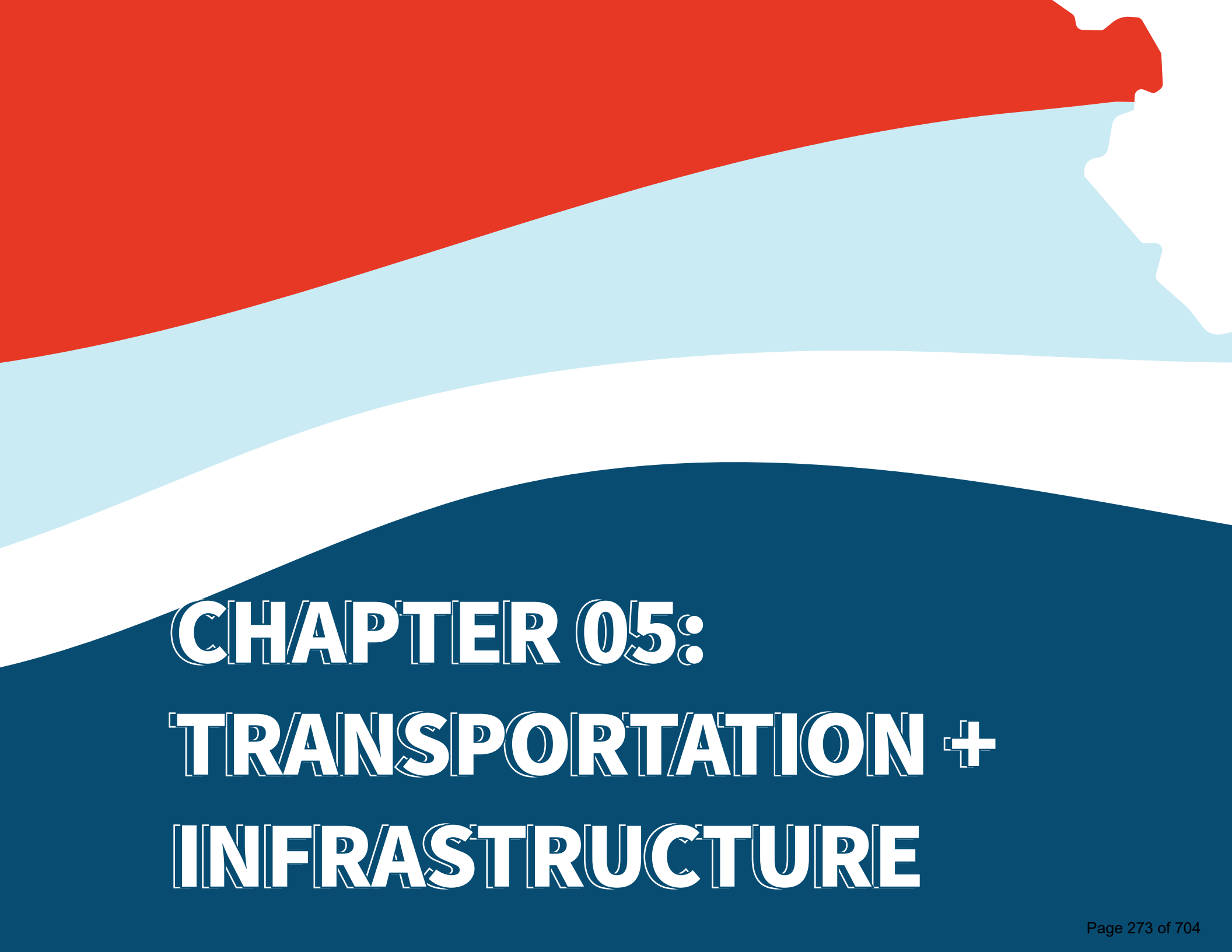
Pickleball has emerged in recent years as one of the fastest growing and most popular sports in America. There are an estimated 4 million annual players that range from youth to seniors. Given the strong tennis presence in the community, pickleball could be an easily integrated amenity to expand accessibility to this rapidly growing sport. Some modifications to existing tennis courts have taken place at the Country Club, but a public facility would be a strong next step in expanding services. Independence should continue to accommodate, plan for, and react to growing trends such as the rise of pickleball in their recreation and facility programming.

GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
MAINTAIN A HIGH QUALITY PARK + RECREATION SYSTEM THAT IS RESPONSIVE TO COMMUNITY NEEDS	Updated equipment in neighborhood parks	High community satisfaction with parks from community surveying	Increased attendance at Riverside Park + Ralph Mitchell Zoo	Increased youth and adult recreation program attendance
STRATEGIES				
Continue to perform routine maintenance of facilities throughout the park system, especially neighborhood parks.				
Continue to survey residents on community satisfaction and desired amenities related to parks and recreation.				
Plan upgrades around identified lifecycles of facilities and equipment.				
Complete master plans for the long-term success of facilities, such as the Ash Youth Center and Riverside Beach Family Aquatic Center.				
Continue to implement the goals outlined in the Riverside Park + Ralph Mitchell Zoo Master Plan.				

GOAL 2	METRIC 1	METRIC 2	METRIC 3
EXPAND SAFE AND EFFICIENT PEDESTRIAN AND BICYCLE MOBILITY THROUGHOUT THE COMMUNITY	Implement new trail segments and increase level of service	Complete sidewalk improvements and reduce network gaps	Receive high community satisfaction level with trails and sidewalks from the community survey
STRATEGIES			
Implement the Future Trails Plan by expanding shared-use paths, widening or improving side paths, adding sharrows, installing nature paths, and maintaining facility trails and on-street bike lanes.			
Consider new program solutions, such as cost sharing, to help with the maintenance and improvement of sidewalks throughout neighborhoods.			
Expand wayfinding and directional signage to connect key community assets, especially along corridors identified on the Future Trails Plan.			

GOAL 3	METRIC 1	METRIC 2	METRIC 3	METRIC 4
REMAIN ADAPTABLE AND FUTURE-ORIENTED TO CHANGING TRENDS IN PARK PLANNING TO SERVE ALL CURRENT AND FUTURE RESIDENTS	Adopt new technologies throughout the parks system	Study feasibility of the Heartland Park Retrofit Project	Amend park or facility programming based on new trends	Add green infrastructure to parks and public spaces
STRATEGIES				
Be proactive in adopting new trends or technology such as integrating technology into park design through playground equipment, QR codes, VR/AR technology, and any other new technology.				
Inventory existing brownfields within city limits to identify opportunities for redevelopment. Rank or prioritize the identified brownfields to determine where focus should go in pursuit of funding and partnerships.				
Consider performing a feasibility study on retrofitting the Heartland cement property into a future park or open space, pursuing Brownfield Grants and other funding sources.				
Install green infrastructure systems in parks, along trails, and in other public spaces.				





CHAPTER 05: TRANSPORTATION + INFRASTRUCTURE

chapter overview

Transportation Overview

This chapter examines the existing transportation network, existing programs, mobility opportunities, and considers the Future Land Use Plan to make recommendations on future road upgrades and improvements.

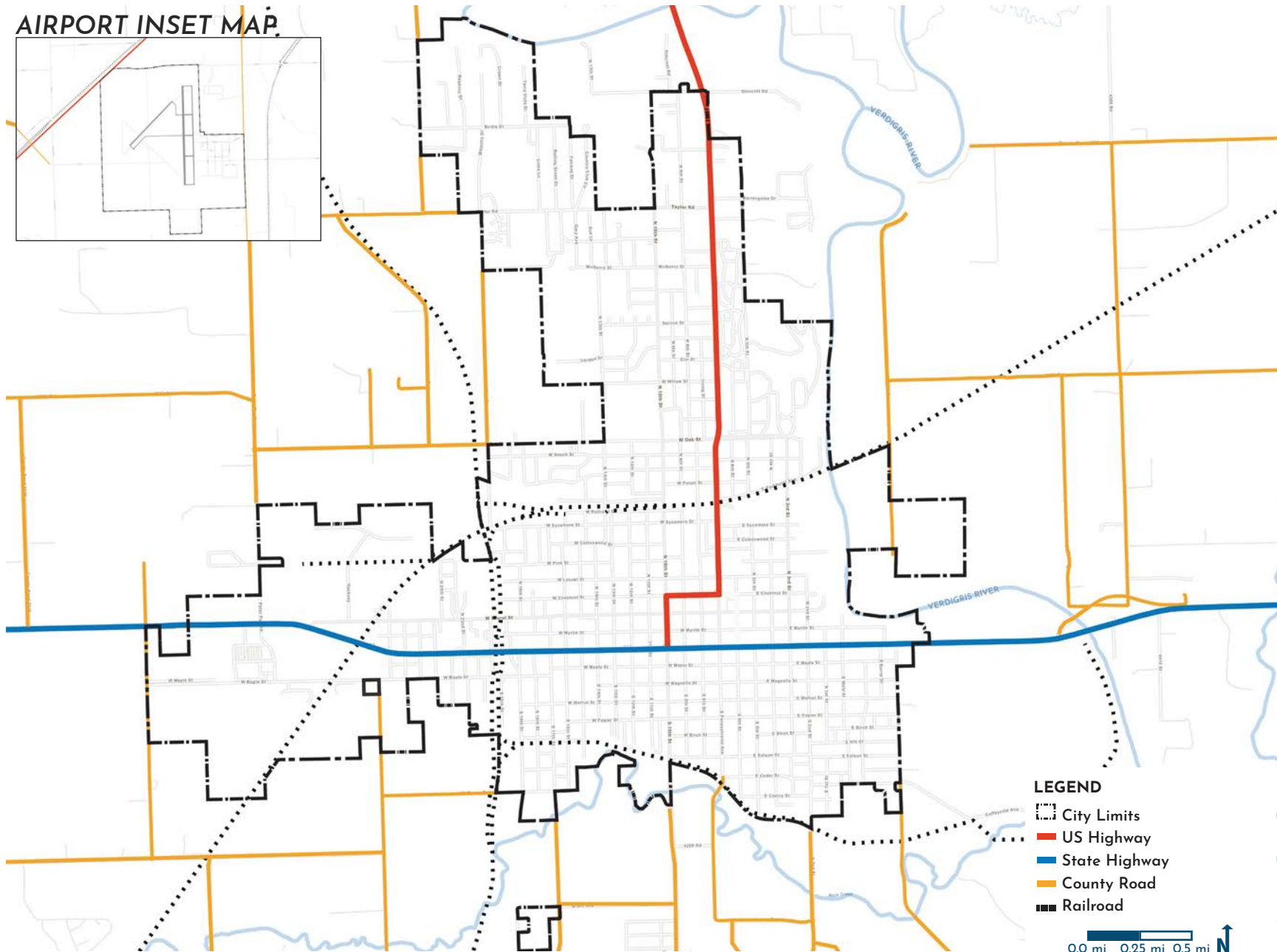
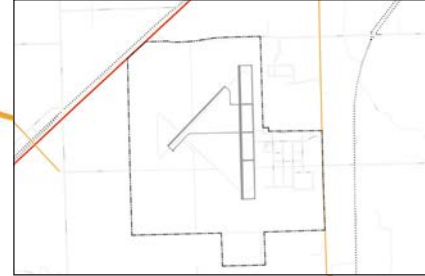
Transportation and mobility can look different for every resident. Those with cars are likely to drive to their destinations; however, those without access to a car need to be accounted for within the network as well, whether

that be through bicycle infrastructure or walkability.

Figure 5.1 highlights the existing transportation network in Independence today at a high level. Highways and railroads split the city into various quadrants with different built identities to surround. The local street network extends from the highways to provide immediate access to neighborhoods and commercial nodes.



AIRPORT INSET MAP



LEGEND

- City Limits
- US Highway
- State Highway
- County Road
- Railroad

0.0 mi 0.25 mi 0.5 mi

FIGURE 5.1 // EXISTING TRANSPORTATION MAP

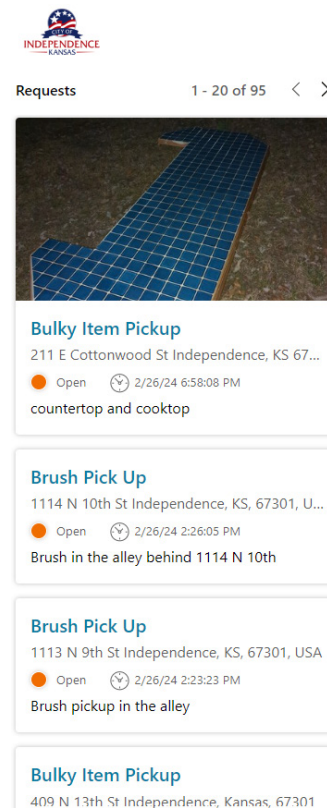
SOURCE: STATE OF KANSAS WITH INPUTS FROM CONFLUENCE

existing programs + best practices

Existing Programs

The City utilizes a reporting software called SeeClickFix, Inc. to allow residents to report needed roadway repairs, as well as bulky item and brush pick ups. This software geo-locates the report and notifies the City of its posting. The City strives to have all reports addressed and identified within 72 business-hours. This initiative is a productive and proactive approach for a city to take and it is encouraged the City of Independence maintains this software for residents to use.

One recommendation would be to make the software more known on the City's website to spread awareness of the reporting software.

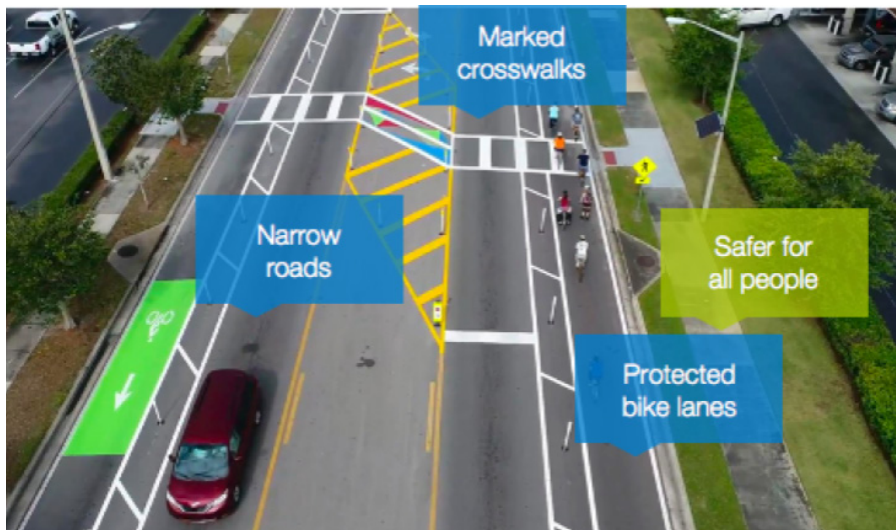


best practices

The public input from Phase 2 indicated a desire for improved sidewalk networks, bicycle facilities, and general streetscaping. There are several ways to integrate these amenities into streetscapes and best practices for roadway improvements. Two primary ways would be to integrate complete street elements and traffic calming measures.

Complete Streets

In order to accommodate various modes of travel, today's transportation network must support pedestrians, bicyclists, and vehicles. Complete streets provide safe mobility via right-sized roadways, trails, on and off-street bike lanes, and transit where applicable. Consideration for a complete streets policy would be a viable next step for the City to take for long-term improvements to the mobility network.



Traffic Calming

Curvilinear roads, narrower road widths, chicanes, street trees, raised cross walks, and varying road textures are all examples of traffic calming installations. These features aim to slow the speed of traffic and also assist in providing beautification to the streetscape. To trial these installations, cities often trial them in temporary installations to test if they are the proper solution before making them permanent. This could be an additional consideration for next steps for the City of Independence.



local road safety plan

Plan Summary

The City of Independence completed a Local Road Safety Plan in 2022 that outlined the Safe System Approach, high injury network routes that exist today, and recommendations for improvements. The plan's intent is outlined to the right.

The map in Figure 5.2 illustrates the roads identified in the high injury network where crashes at varying levels of severity have occurred. Primary truck routes and corridors, such as N Pennsylvania Ave, N 10th, Hwy 160, and W Laurel St comprise large extents of the high injury network. The strategies and actions are broken into various categories of safe roads, safe road users, safe speeds, post-crash care, and safe vehicles. These implementation metrics will likely occur over an extended period of time but should remain a priority for guiding transportation improvements within Independence.

INTENT OF THE LOCAL ROAD SAFETY PLAN:

1. Achieve a significant reduction of traffic fatalities and serious injuries on public roadways in the city.
2. Leverage partnerships and resources to maximize implementation of this plan.
3. Complement efforts to develop and implement transportation plans and other plans and studies.
4. Identify strategies and action items based on data analysis and crash trends.
5. Prioritize needed roadway improvements.
6. Increase awareness of road safety and risks through education and enforcement.
7. Develop support for funding applications.
8. Support implementation of the Kansas Strategic Highway Safety Plan.

SOURCE: LOCAL ROAD SAFETY PLAN, CITY OF INDEPENDENCE WITH
INPUTS FROM CONFLUENCE

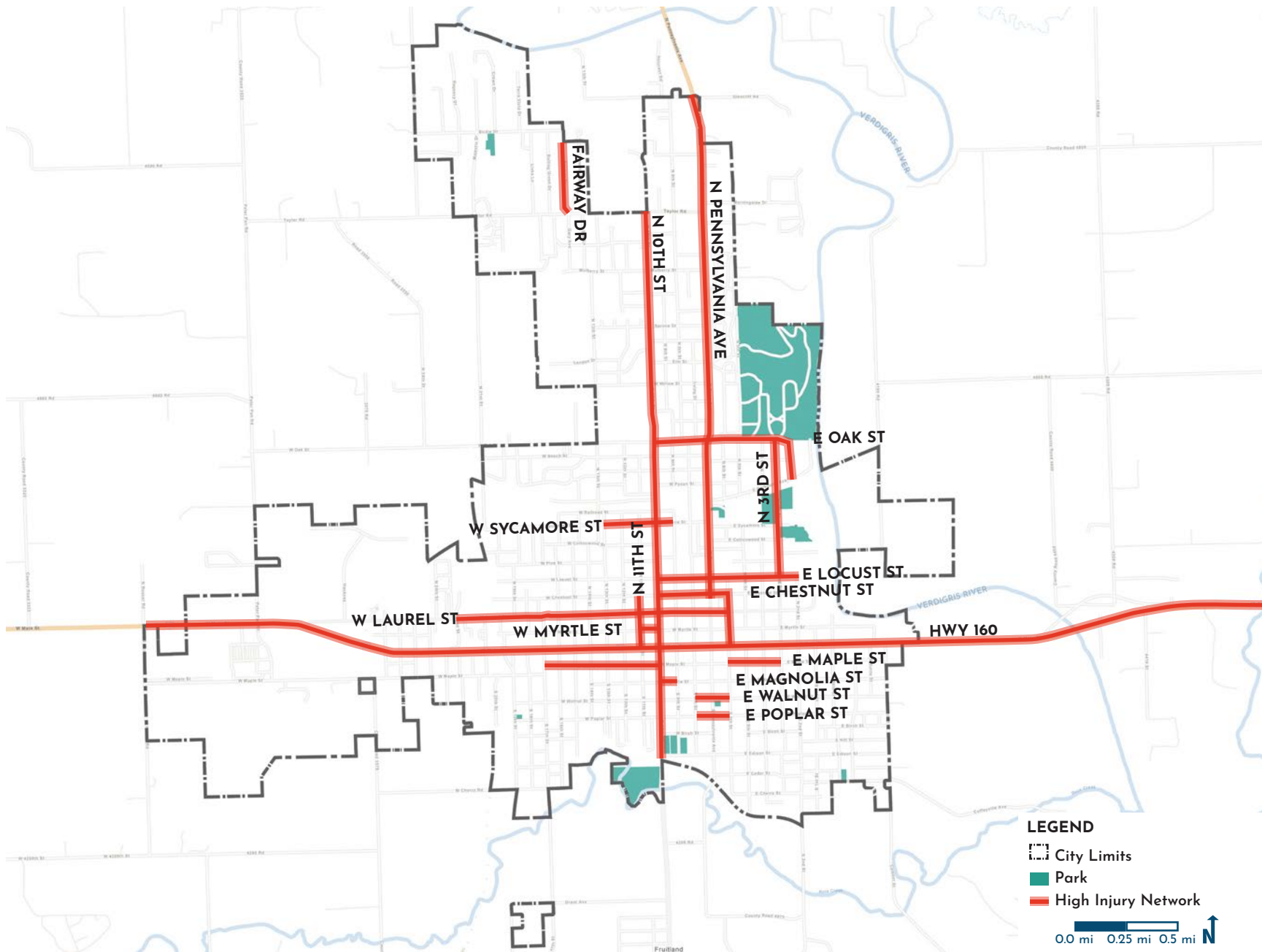


FIGURE 5.2 // HIGH INJURY NETWORK MAP
 SOURCE: LOCAL ROAD SAFETY PLAN, CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE

future streets plan

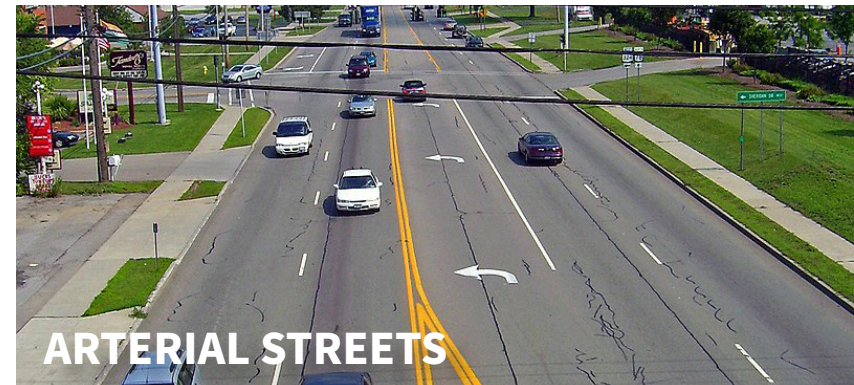
Street Typologies

Due to the increased road activity that would likely follow any type of any development, considerations for roadway upgrades and reclassifications must take place. The Future Streets Plan is designed to respond to the proposed land uses identified in the Future Land Use Plan and leverages the Kansas Department of Transportation Future Streets Plan for Independence published in 2023. The proposed roadways range from minor and major collectors, minor and major arterials, and highways/interstates. It should be expected that local roadways will be constructed in addition to these typologies as the internal network needs.

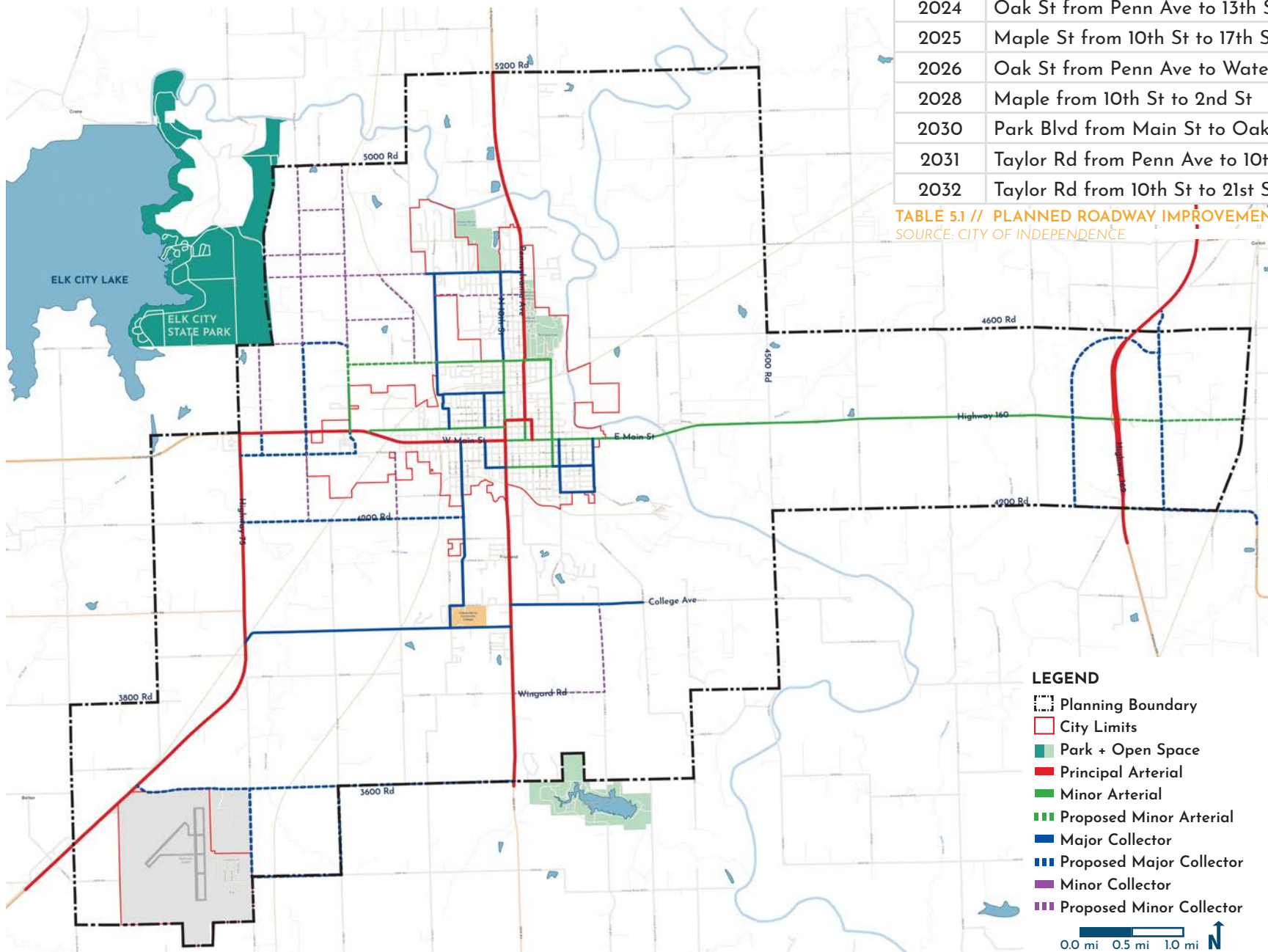
Table 5.1 highlights pipeline projects the City has identified for improvements within the next decade. These projects will provide much needed roadway improvements throughout the community and enhance new and proposed connections.



Collector streets serve the purpose of bringing a regional volume of traffic together often in coordination with land uses such as commercial, office, and industrial. Collector streets exist with a larger footprint, reduced access points, and at higher speeds. Collector streets provide the buffer between local roads and arterial roads.



Arterial roads provide the means for regional connectivity within the roadway system. These are the main travel routes within the network, and the focus of the arterial roadway is to move traffic from one network to another. Arterial roadways should include the largest footprint, higher speeds, and access is limited to intersections with other arterial roads and collector streets.



YEAR	STREET
2024	Oak St from Penn Ave to 13th St
2025	Maple St from 10th St to 17th St
2026	Oak St from Penn Ave to Water Treatment Plan
2028	Maple from 10th St to 2nd St
2030	Park Blvd from Main St to Oak St
2031	Taylor Rd from Penn Ave to 10th St
2032	Taylor Rd from 10th St to 21st St

TABLE 5.1 // PLANNED ROADWAY IMPROVEMENTS
SOURCE: CITY OF INDEPENDENCE

FIGURE 5.3 // FUTURE STREETS MAP
SOURCE: KANSAS DEPARTMENT OF TRANSPORTATION WITH INPUTS FROM CONFLUENCE

THE PLANNING BOUNDARY IS NOT A MASS ANNEXATION PLAN

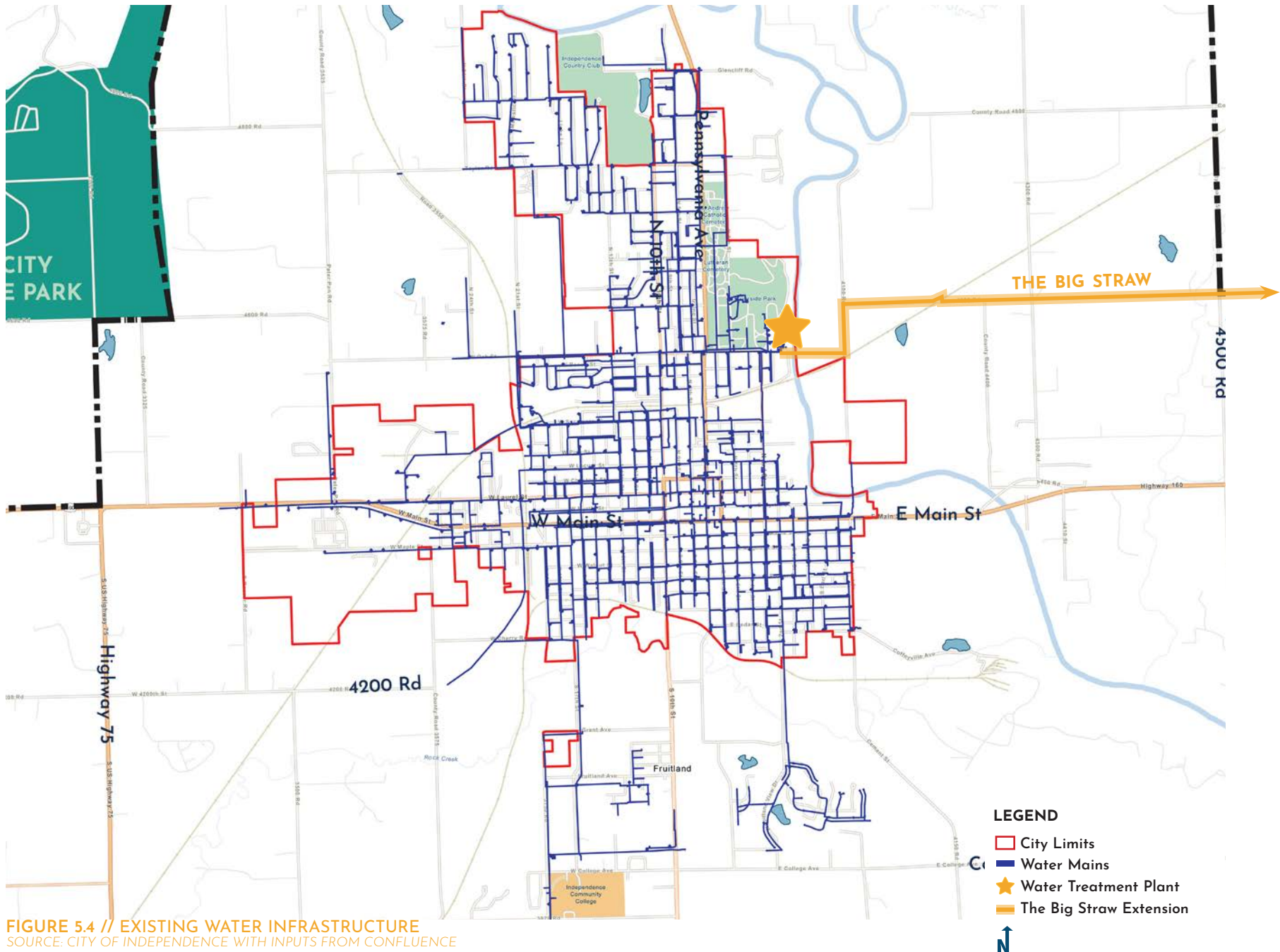
existing water infrastructure

Summary of Existing Water Infrastructure

Figure 5.4 illustrates the water infrastructure currently serving the community. There is consistent routing and supply throughout the community today with varying main diameters, depending on location and service need. The Water Treatment Plant is located adjacent to Riverside Park and treats the water serving the community.

Over time, the modernization of the system will be crucial to maintain flow rates, support growth, and enhance the general health of the infrastructure.

New projects, such as the “Big Straw” have expanded the water infrastructure capacity by providing service east to Bartlett, a new industry provider in Montgomery County. The large capital projects are necessary to propel the long-term health of the economy in Independence and the greater region. The Bartlett facility is not within city limits, so there is coordination in the sale of water to Rural Water District 6, that then sells it to Bartlett for water services. Continued investment and cooperation between Rural Water Districts will be pivotal to the growth of Independence from a variety of scales.



existing sanitary sewer infrastructure

Summary of Existing Sanitary Sewer Infrastructure

Figure 5.5 identifies the sanitary sewer infrastructure in Independence. The blue star highlights the location of the City's waste water treatment plant that is regulated by State and Federal guidelines to the quality of water that is being discharged back into the Verdigris River. The City's website highlights these standards and how the waste water treatment plant exceeds these regulations consistently. The plant currently treats roughly 2 million gallons per day.

Similar to the water mains and respective infrastructure, there is consistency in the current facilities but there is a need for minor improvements, upgrades, and extensions to service the community and potential growth zones identified in the Future Land Use Plan.

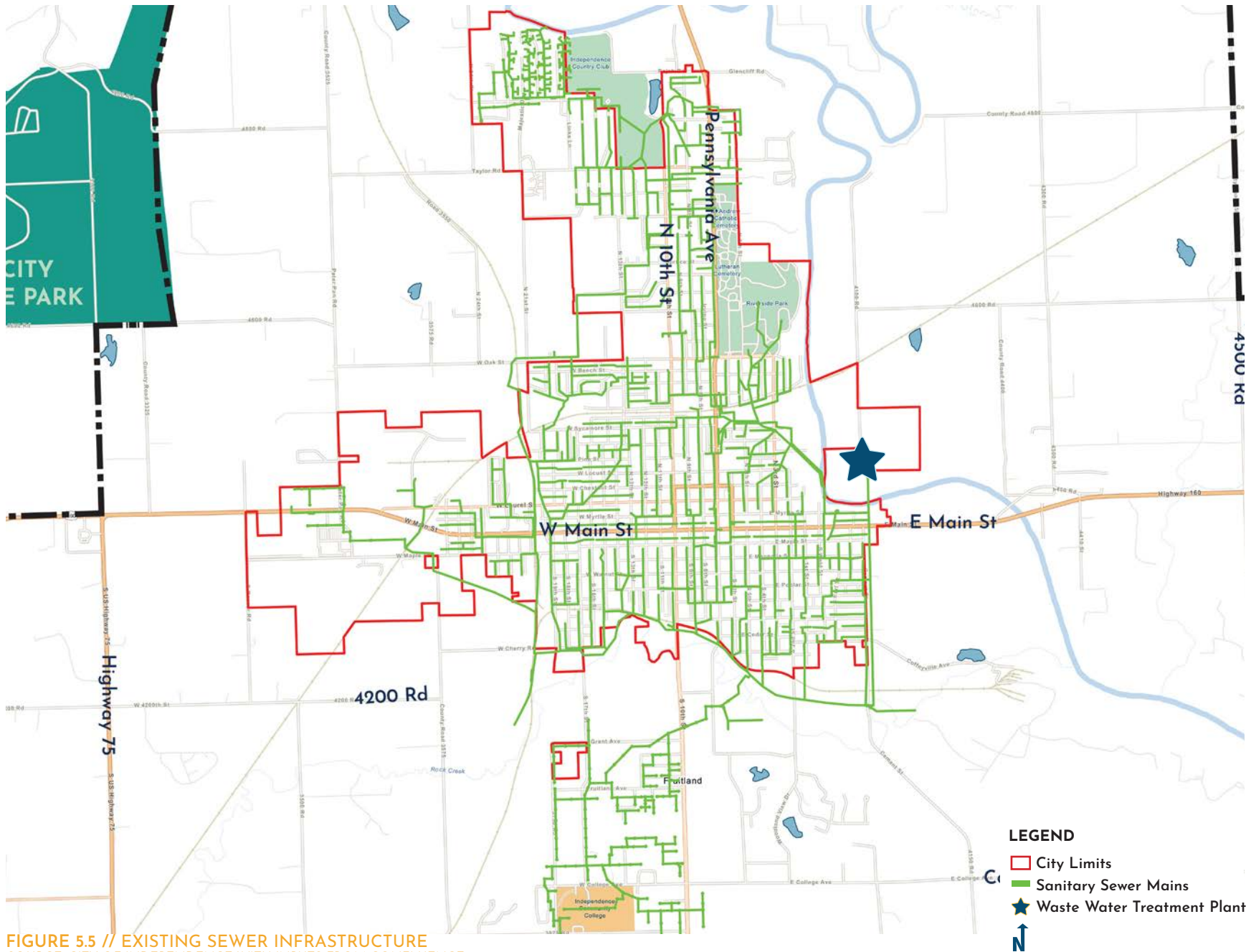


FIGURE 5.5 // EXISTING SEWER INFRASTRUCTURE
SOURCE: CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE

stormwater infrastructure

Stormwater Infrastructure in Action

As identified throughout the maps within this plan, there is quite a bit of land that is within the 100-year floodplain, and even floodway. These areas are natural resources and assets that should be preserved to the greatest extent. The relationship between the floodplain and stormwater infrastructure is defined by storm runoff and the movement of water areas away from the built environment. Some solutions for stormwater improvements can take shape in structural and non-structural installations. Some of these methodologies are highlighted and summarized on the opposite page. Generally, structural stormwater improvements are facilities that are constructed to provide control of stormwater. Non-structural stormwater improvements focus on the prevention of stormwater generation and reducing volume as a means of improving stormwater risks.

STRUCTURAL STORMWATER IMPROVEMENTS



Green Infrastructure

While this is a broad item, the incorporation of green infrastructure practices in Independence's built environment will have a positive impact on stormwater runoff.



Pervious Pavement

Porous pavement, pavers or concrete help increase infiltration of water into the ground. These practices help manage the volume of water entering the stormwater system.



Runoff Capture and Reuse

This practice simply implies the capture, storage, and reuse of stormwater to reduce volume, improve water quality and groundwater recharge.



Landscape Restoration

Landscape restoration is the intentional use of native plants in re-vegetation/reforestation initiatives, with limited to no pesticides or herbicides being used.

NON-STRUCTURAL STORMWATER IMPROVEMENTS



Riparian Buffers

A riparian buffer includes the waterbody and the vegetation that stabilizes the land adjacent to the waterbody. This area is important in reducing slope erosion, providing shade and food to fish and wildlife, and filtering air and water pollution.



Smart Growth

This planning technique is an approach to development that encourages a mix of building types and uses. The preservation of open space and waterbodies helps reduce environmental impacts of development.



Re-vegetation + Reforestation

Areas that have been disturbed should be re-vegetated and/or reforested with native plants, grasses, shrubs, and trees. These plants help reduce runoff volumes and improve water quality.



Natural Pathways

There are existing natural flow pathways the water runoff uses in order to provide relief to the site. These areas should be preserved for dedicated runoff as development occurs around it.

SOURCE: SOUTHWESTERN PENNSYLVANIA COMMISSION WATER RESOURCE CENTER, 2020

emergency planning + preparedness

Current Planning

Being located in the Midwest comes with an added risk of severe storms and potential for tornadoes. Due to this, additional emergency planning for severe storms is needed to ensure the safety of residents. The National Weather Service recently updated the Tornado Warning polygon used for reporting storms for Independence so that it is now more accurate in deploying warnings for the community. This polygon update then resulted in an update to the City's storm siren policy.

FEMA has set standards for structural ratings for storm shelters to assess levels of integrity in the midst of a storm. The City of Independence currently does not have any structures that are FEMA IC-500 rated to provide shelter to the public.

Opportunities for Planning

FEMA offers a number of grants that would be potential opportunities for the City to pursue for the construction of a storm shelter. The case study on the opposite page

highlights the Building Resilient Infrastructure + Communities (BRIC) Grant that takes a proactive approach to helping fund the construction of storm-ready infrastructure.

Additionally, through FEMA's Hazard Mitigation Grant dollars, the State of Kansas offers a lottery rebate for homeowners to construct safe rooms with a maximum \$3,500 reimbursement under the Residential Safe Room Rebate Program.

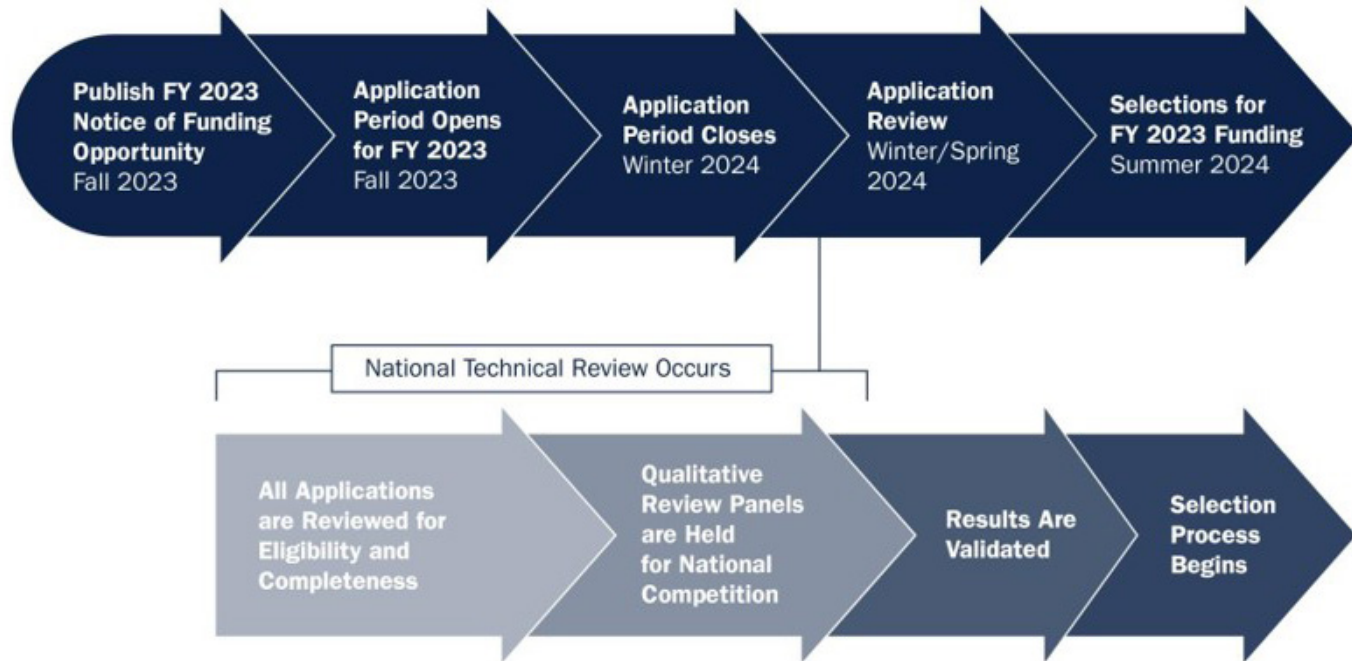
CASE STUDY



WHERE:
Lamberton, MN

WHAT:
BRIC Grant Application
and Project

DESCRIPTION:
FEMA awarded the City of Lamberton (1,450 residents) a \$3.48 million grant to construct a safe room through the BRIC program. The safe room will be approx. 10,608 sq. ft. in size and connected to the Red Rock Central School as a multi-purpose gym for the school district.



The above graphic highlights the process for application and grant completion per FEMA's website for the 2023-2024 application cycle.

facility + growth programming

Overview

The numbers and projections provided on the following pages are drawn from existing staffing levels and facility spaces under the City of Independence with inputs from the Planner's Estimating Guide. The Planner's Estimating Guide provides recommendations on level of service standards, staff counts per 1,000 residents, and estimates on needed facility space based on the community's size. These standards were applied to Independence specific to Police and Fire/EMS staffing and general facility space needs over the next thirty years.

There are an estimated **145** total employees at the City today.

Of these, roughly
76%
are full-time employees

While the remaining
24%
are part-time or seasonal employees

police staffing + facility level of service (LOS)

City Hall recently underwent a full renovation to preserve the historic structure and the Police Department (PD) comprises roughly 16,000 sq.ft. of the total facility space. The LOS tables below present existing service levels for staffing and facility spaces. The results indicate that the PD is adequately serviced in facility space but this should not discourage general hardware, software, and facility updates as needed. Staffing levels are expected to remain healthy over the next thirty years as well based on population projections and level of service standards.

2024 Existing Police Facility Estimates

CATEGORY	METRIC
Existing Population (2022)	8,584
Existing Facility Space	16,402 sq. ft.
Existing Level of Service (LOS)	1.91 sq.ft./1,000 residents
Recommended Level of Service	0.65 sq.ft./1,000 residents
Facility Space Needed to Meet LOS	0.0

TABLE 5.2 // EXISTING FACILITY LOS

2050 Future Police Facility Estimates

CATEGORY	METRIC
Estimated Population (2050)	7,309
Existing Facility Space	16,402 sq. ft.
LOS with Current Facility Space	2.24 sq.ft./1,000 residents
Recommended LOS	0.65 sq.ft./1,000 residents
Facility Space Needed to Meet LOS	0.0

TABLE 5.4 // FUTURE FACILITY LOS

2024 Existing Police Staffing Counts

CATEGORY	COUNT
Police Full-Time	26
Police Part-Time	2
TOTAL	28

TABLE 5.3 // EXISTING POLICE STAFFING COUNTS

Projected Police Staffing Counts

RECOMMENDED LEVEL OF SERVICE	LOW LOS	HIGH LOS
Today	23	33
2030	22	31
2040	21	30
2050	19	28

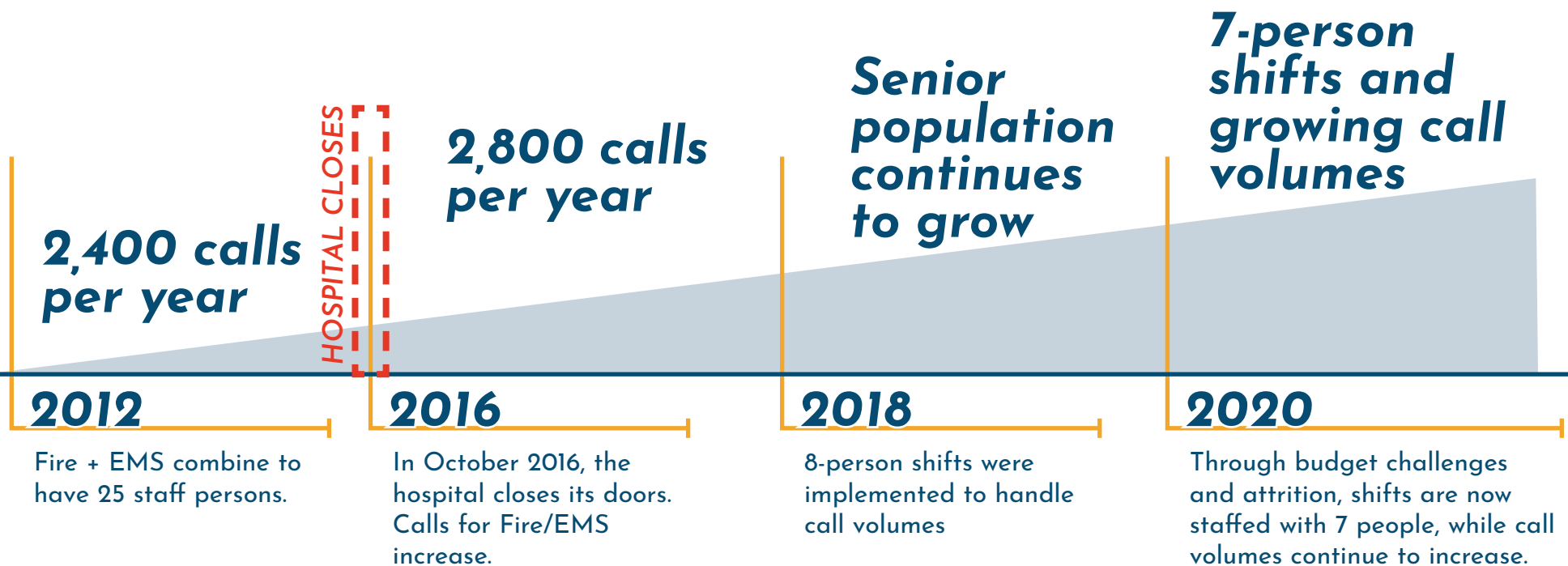
TABLE 5.5 // PROJECTED POLICE STAFFING COUNTS

SOURCE: PLANNER'S ESTIMATING GUIDE WITH INPUTS FROM CONFLUENCE

fire/ems staffing + facility LOS

Fire/EMS Operations

The graphic below highlights the impacts in Fire/EMS operations since 2012 in Independence. In 2012, the Fire and EMS Departments combined to better address long-term staffing needs. This resulted in 25 total Fire/EMS employees. The loss of the hospital and re-opening of an emergency room have impacted the call volumes for the Fire/EMS Department over the last decade and should be considered greatly as staffing levels are examined long-term to ensure services are meeting or exceeding standards.



Understanding Fire/EMS Staffing Needs Today

Currently the numbers shown in Table 5.7 are in line with the basic national standards as recommended by the National Fire Protection Association. However, actual staffing needs will should to be evaluated annually to address any additional increases in call volumes and issues related to the population and travel times for serving rural areas within Montgomery County. As call volumes continue to rise, staffing levels will need to as well in order to respond to the increased need. Additional factors, such as an aging population and housing stock or increased boundary service areas, should be included in projecting need for emergency services in and around Independence.

As it relates to facilities, the current LOS is in line with the recommended standard. The City of Independence recently completed upgrades to the Fire/EMS facility, however, supplies and technologies should be considered for upgrades as staffing and demand increases.

2024 Existing Fire/EMS Facility Estimates	
CATEGORY	METRIC
Existing Population (2020)	16,738
Existing Facility Space	30,671 sq. ft.
Existing Level of Service (LOS)	1.83 sq.ft./1,000 residents
Recommended Level of Service	0.4 sq.ft./1,000 residents
Facility Space Needed to Meet LOS	0.0

TABLE 5.6 // EXISTING FACILITY LOS
SOURCE: PLANNER'S ESTIMATING GUIDE WITH INPUTS FROM CONFLUENCE

The staff estimates for Fire/EMS utilize the 2020 Census Tracts and population estimates for Montgomery County that follow the Service Boundary Map for the City of Independence’s emergency services. The projections in Table 5.8 utilize the 16,738 population estimate to better understand the level of service (LOS) provided today.

Existing Fire/EMS Staffing Counts	
CATEGORY	COUNT
Fire/EMS Full-Time	22
Fire/EMS Part-Time	15
TOTAL	37

TABLE 5.7 // EXISTING FIRE/EMS STAFFING COUNTS

PROJECTED FIRE/EMS STAFF ESTIMATES	RANGE FOR LOS (1.54-1.81 STAFF PERSONS PER 1,000 RESIDENTS)
FIRE STAFF ESTIMATES	26-30
EMS STAFF ESTIMATES	5-7
TOTAL FIRE/EMS STAFF ESTIMATES	31-37

TABLE 5.8 // PROJECTED FIRE/EMS STAFFING COUNTS
SOURCE: NATIONAL FIRE PROTECTION ASSOCIATION WITH INPUTS FROM CONFLUENCE

GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
MAINTAIN A HIGH QUALITY AND SAFE MOBILITY SYSTEM THAT CONSIDERS MULTI-MODAL CONNECTIONS	Positive trends in community satisfaction survey with road conditions	Expand the sidewalk and trail network to support walking and biking	Decreased serious injuries and fatalities in vehicular accidents	Increased usership in the SeeClickFix program
STRATEGIES				
Adopt a complete streets policy to establish strong best practices for road reconfigurations.				
Consider developing a Neighborhood Streets Plan that focuses on the enhancement and preservation of street corridors and prioritizes traffic calming and the pedestrian experience.				
Consider adopting a set of streetscape standards for all levels of road classifications.				
Continue to implement the recommendations from the Local Road Safety Plan.				
Install traffic calming measures to reduce the speed of traffic and occurrences of serious injuries.				
Follow the Future Streets Plan to guide planning for future roadway connections.				
Preserve rights-of-way for growth based on the Future Streets Plan.				
Annually review the Future Streets Plan to ensure it accurately reflects the needs of the community and continues to support the land uses identified in the Future Land Use Plan.				
Continue to use the SeeClickFix program to invite residents to identify needed improvements.				
Advertise the SeeClickFix program on the City's website and social media accounts to spread the word about the program.				
Support incremental improvements to the sidewalk network to increase ADA accessibility throughout the city.				

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
IMPROVE INFRASTRUCTURE AND EMERGENCY PLANNING SERVICES	Construct an IC-500 rated City storm shelter	Modernize infrastructure to perform efficiently and safely	City-owned facility and gear upgrades	Installation of structural + non- structural stormwater facilities
STRATEGIES				
Continue to meet or exceed all Federal or State discharge standards.				
Consider stormwater infrastructure improvements as a method of mitigating development impact.				
Explore opportunities for structural and nonstructural stormwater improvements.				
Limit development in the floodplain and instead use these areas as natural greenbelts throughout Independence.				
Continue to provide exceptional internet services and coordinate with providers for expanded services as needed.				
Design and construct water system improvements that meet demand for fire protection and adequate pressures for current and future growth areas.				
Pursue FEMA grants to receive funding support to construct a City storm shelter.				
Continue to educate residents on emergency planning and preparedness and what best practices look like.				
Coordinate utility improvements with transportation projects to ensure efficient use of funding and construction timelines.				





CHAPTER 06: ECONOMIC DEVELOPMENT

economic development in independence

Overview

The long-term economic health of a community is closely tied to other factors such as population growth, quality of life, housing stock, and even the transportation and utility systems. Independence has a storied past filled with highs and lows tied to Sinclair and the oil industry boom, as well as more recently, stagnant and/or population decline associated with rural areas across the country. Despite some losses, Independence maintains a strong community identity and offers a high quality of life for residents with unique parks and a successful downtown core. While Independence may face challenges to attract jobs and development due to its location or size, there are many qualities it can build upon and strategies it can undertake to provide the best chance at continued long-term success.

This chapter examines current industry and market conditions, demographics and skillsets for current employees and residents, specializations within Independence, and provides a range of recommendations for consideration as Independence continues to work to attract workers and businesses to the community.

1900

1893

J.D. Nickerson drilled the first successful gas well three miles east of Independence and the Independence Gas Company was founded as a result.

1898

Independence Vitrified Brick Company was formed and produced 75,000 bricks per day.

Kansas Cracker Company was established and produced 1,000 boxes of crackers and 800 gallons of ice cream per day until 1914.

1904

Western States Portland Cement Company began production in 1904.

1901

Independence Paper Company manufactured wheat straw into wrapping paper and pulp strawboard.

1932

Sinclair Oil merges with Prairie Oil and Gas to become the largest pipeline company in the world.



1990s

ARCO Building and supported companies close their doors.

1896

The Nellie Hockett was built and operated on Drum Creek. It was a 150-passenger paddle steamboat used to haul passengers roundtrip from Independence. Passengers embarked at Myrtle and First and could dance to violin music during the trip.

1903

Midland Glass Company began manufacturing window glass in 1903. A.E. Todd built "Glass Town," 15 houses for the workers at Midland.

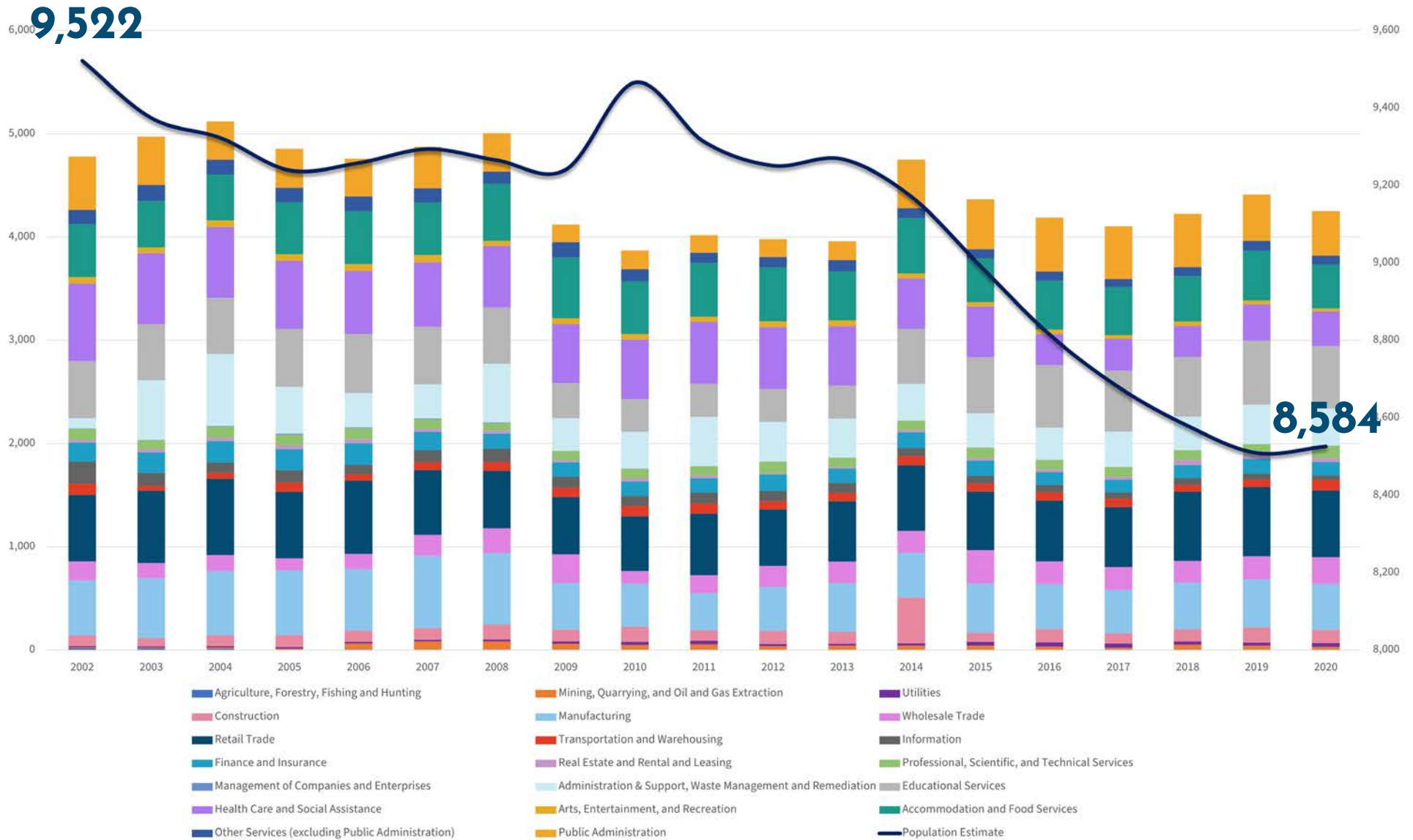


1996

Cessna begins production in Independence.

industry trends in independence

Figure 6.1 on the following page shows how population and jobs by industry have changed over time between 2002-2020. In the past roughly two decades, Independence has experienced a population decline of around 1,000 residents. Job gains and losses have not always gone hand-in-hand. For instance, while jobs decreased between 2009-2013, population did not equally decline until 2014 - this was the same year total jobs rebounded to near 2008 levels. Events, such as the 2007 flooding and associated property flood buy-outs may have contributed to the population loss in excess of total job numbers. Generally, however, long-term population stability is tied to the economic development successes of Independence. If the City wants population gains, there must be associated job growth - this requires marketing, incentives, a well-trained workforce, housing development and rehabilitation, and continued investments in community character and other quality of life improvements.

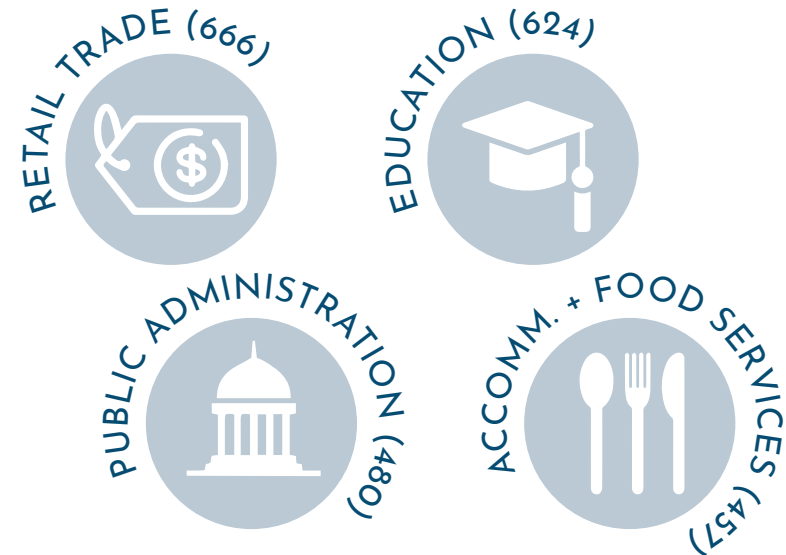


jobs by industry

The largest industries by total number of jobs located within Independence are Retail Trade, Educational Services, Public Administration, and Accommodation and Food Services. Collectively, these represent approximately 2,227 jobs. Figure 6.2 shows the total number of jobs located within Independence by industry and the total number of jobs held by Independence residents by industry for 2021. By comparing the two, there are some areas of noticeable difference. For instance, Independence residents are far more likely to hold jobs in Manufacturing (655 jobs) and Health Care and Social Assistance (574 jobs) than there are positions located within the city. Some industries, including Retail Trade and Educational Services, are high in both groups.

There appears to be somewhat of a mismatch between jobs available in-town and the skillsets of residents working in Independence. This will be further explored on the following pages.

JOBS LOCATED WITHIN INDEPENDENCE



JOBS HELD BY RESIDENTS



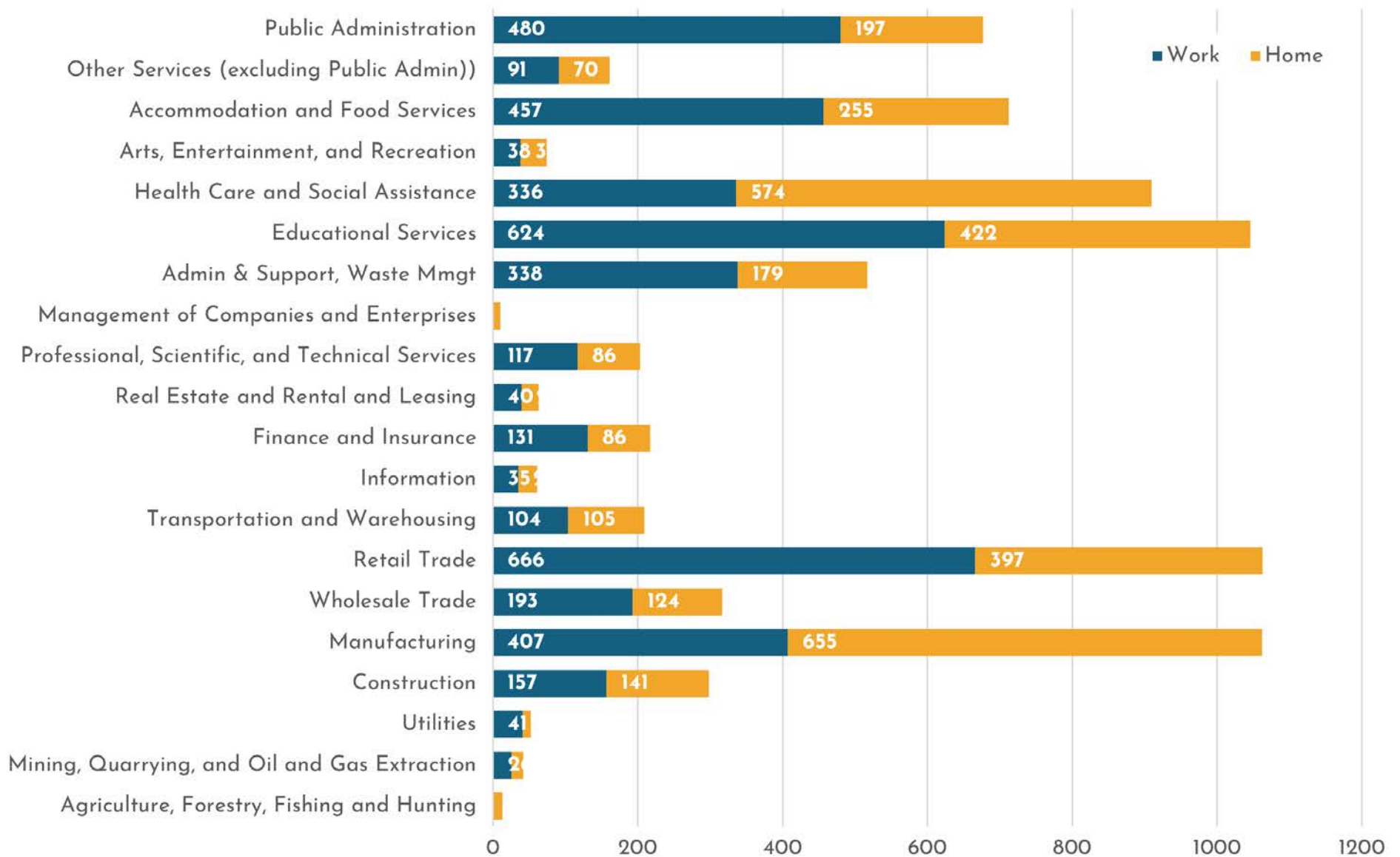


FIGURE 6.2 // JOBS BY INDUSTRY IN INDEPENDENCE

SOURCE: U.S. CENSUS BUREAU ON THE MAP 2002-2020 ESTIMATES

commuting patterns

Commuting data from 2021 is summarized in Figure 6.3. Workers have been divided into three categories: In-Commuters, Out-Commuters, and Interior Jobs.

In-Commuters

In-commuters include those that work in Independence but live elsewhere. This is the largest cohort of worker types in Independence with nearly 3,000 workers that are traveling into Independence regularly for work. Often, these are targeted as potential residents because they already spend a significant amount of time in the community.

Out-Commuters

Out-commuters include those that live in Independence but travel to another place for work. The data estimates just over 2,000 Independence residents travel elsewhere for work. Some leakage of residents for work is inevitable, however, it is useful to understand how the skillsets/jobs of residents is comparable to the jobs available in a community. This is explored more in later sections.

Interior Jobs

Interior jobs are those that both live and work in Independence. The data estimates nearly 1,400 people hold interior jobs.

COMMUTER PATTERNS

2,924
Live elsewhere,
Work in Independence

1,357
Live and
Work in Independence

2,069
Live in Independence,
Work elsewhere

Where do these employees live?

WORKER DESTINATIONS

- Montgomery County, KS (59.8%)
- Independence, KS (31.7%)
- Kansas City Metro Area (5.3%)
- Oklahoma (4.8%)
- Coffeyville, KS (4.8%)

Examination of the commuter patterns of Independence highlight a particularly interesting trend in which the residents and employees of Independence and the greater Montgomery County area, including Coffeyville, trade day-time populations for employment at roughly 60% for in- and out-commuters.

Where do these employees go?

WORKER DESTINATIONS

- Montgomery County, KS (61.0%)
- Independence, KS (39.6%)
- Coffeyville, KS (7.9%)
- Wilson County, KS (6.9%)

FIGURE 6.3 // COMMUTER PATTERNS CHART

SOURCE: U.S. CENSUS BUREAU CENTER FOR ECONOMIC STUDIES, LEHD ONTHEMAP 2021 ESTIMATES

measuring independence's competitive edge

Understanding Location Quotient

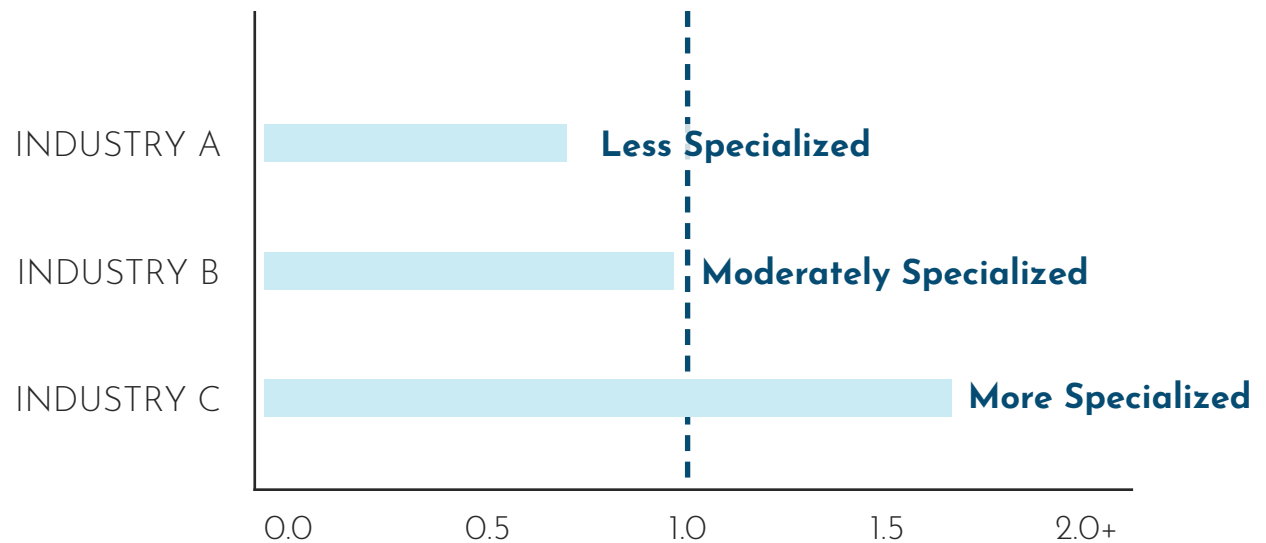
Location Quotient (LQ) analysis measures the “competitive advantage” or “specialization” of a place for different industries. Essentially, the LQ compares how the local share of jobs for each industry compares to a larger (regional, state, or national) area. The LQ for each industry compared to the State of Kansas was done for Independence based jobs and jobs held by residents - the results are shown in Figure 6.4.

If the LQ is less than 1.0 the industry is typically viewed as less competitive or specialized

If the LQ is close to 1.0 the industry is right on par with the regional/national average

If the LQ is more than 1.0 the industry is considered more competitive or specialized

UNDERSTANDING THE LOCATION QUOTIENT ANALYSIS CHART



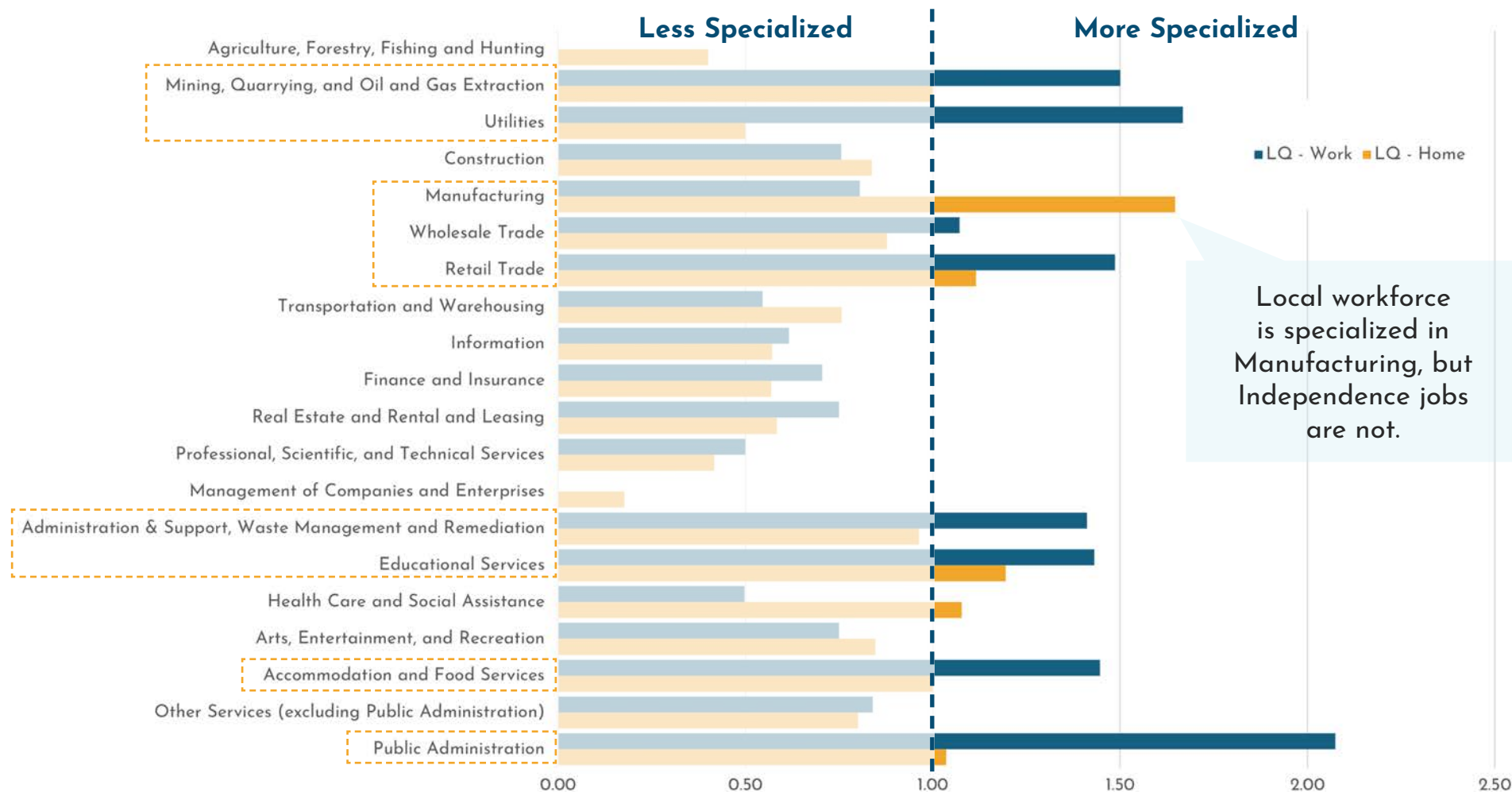


FIGURE 6.4 // LOCATION QUOTIENT ANALYSIS

SOURCE: U.S. CENSUS BUREAU CENTER FOR ECONOMIC STUDIES, LEHD ONTHEMAP 2021 ESTIMATES

Opportunities to Explore: Independence residents have a specialization in Manufacturing, and this is not equally seen in Independence based jobs. Many residents must travel outside of the city for manufacturing work - this is a skillset that should be taken advantage of when attracting new industries to Independence.

major employers in independence

Major Employers

Of the top 10 largest employers in Montgomery County, three are located within Independence:

Textron Aviation
(500+ employees)

Standard Motor Products
(300+ employees)

Four County Mental Health
(200+ employees)

Other Major Employers:

- Apricot Lane Boutique
- Atmos Energy
- Barta Animal Hospital
- Coldwell Banker Pasternak-Johnson
- Commercial Bank
- Community National Bank + Trust
- Cornerstone Regional Surveying, LLC
- Cornerstone Warehousing & Aviation
- CRMC Medical Group
- Derailed Commodity Flooring & Furniture
- Dickey's BBQ Pit
- Edward Jones Investments
- Equity Bank
- Kansas Aviation/VSE
- Evergy
- Express Employment Professionals
- FAB Creative Services
- FirstOak Bank
- FedEx Distribution
- Heritage Homes Realty
- Hugo's Industrial Supply
- Independence Animal Hospital
- Independence Community College
- Independence Daily Reporter
- Independence Ready-Mix, Inc.

SOURCE: MONTGOMERY COUNTY ACTION COUNCIL

- Labette Health Independence Healthcare Center
- Montgomery County, KS
- Matcor
- Penmac Staffing Services
- Quality Toyota
- Romans Motor Company
- Sealtite Lining Systems
- SEKTAM of Independence
- USD 446
- WalMart
- Woods Lumber of Independence
- VT Hackney Engineering



UPCOMING MAJOR EMPLOYER

BUSINESS:

Bartlett Company Soybean Processing Facility

DESCRIPTION:

Just outside of Independence city limits is a soon-to-open, roughly \$450 million dollar soybean processing facility owned by the Bartlett Company. The project received county-issued revenue bonds to help attract and build the facility. During construction, there will be an estimated 125 to 130 jobs during construction with 50 full-time permanent employees long-term. A groundbreaking ceremony was held in June 2022 and the facility is set to open in Fall 2024.

costar analysis

CoStar Overview

CoStar is a national, industry-leading data source that provides a full market inventory of properties and spaces in all asset classes for all uses except for single-family residential. This data source is what commercial brokers, franchises, and site selectors review when reviewing a community or location. Note: For smaller communities, such as Independence, the data should be viewed as a reflection of overall trends and economic health as some datapoints may be lagging on reporting.

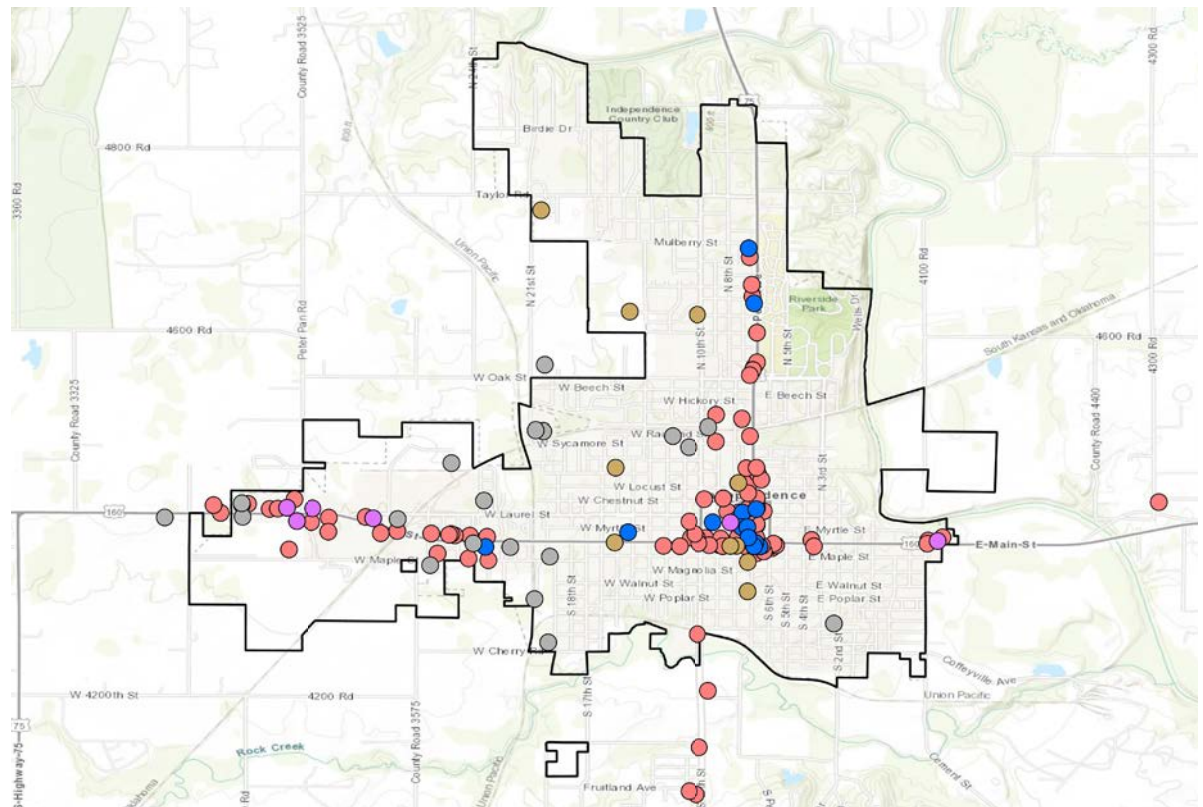


FIGURE 6.5 // COSTAR SUMMARY POINTS
SOURCE: COSTAR, 2024

DRAFT MAY 2024

COSTAR SUMMARY - OFFICE

Approximately 243,000 sq.ft. of inventory

14 office buildings

0% vacancy rate (-1.9% from 2022)

Average market asking rent: \$16.25/sq.ft.

Average market sale price: \$122/sq.ft.

TABLE 6.1 // EXISTING OFFICE SUMMARY

SOURCE: COSTAR, 2024

OFFICE MARKET ANALYSIS

The office market within Independence is not large and mainly contained in the Downtown, Penn Avenue, and W Main Street/Highway 160. There is an estimated 243k SF of inventory spread across 14 buildings. As of the first quarter of 2024, a vacancy rate of 0% was shown, which was down from the previous reporting period. The average market asking rent per SF was \$16.25.

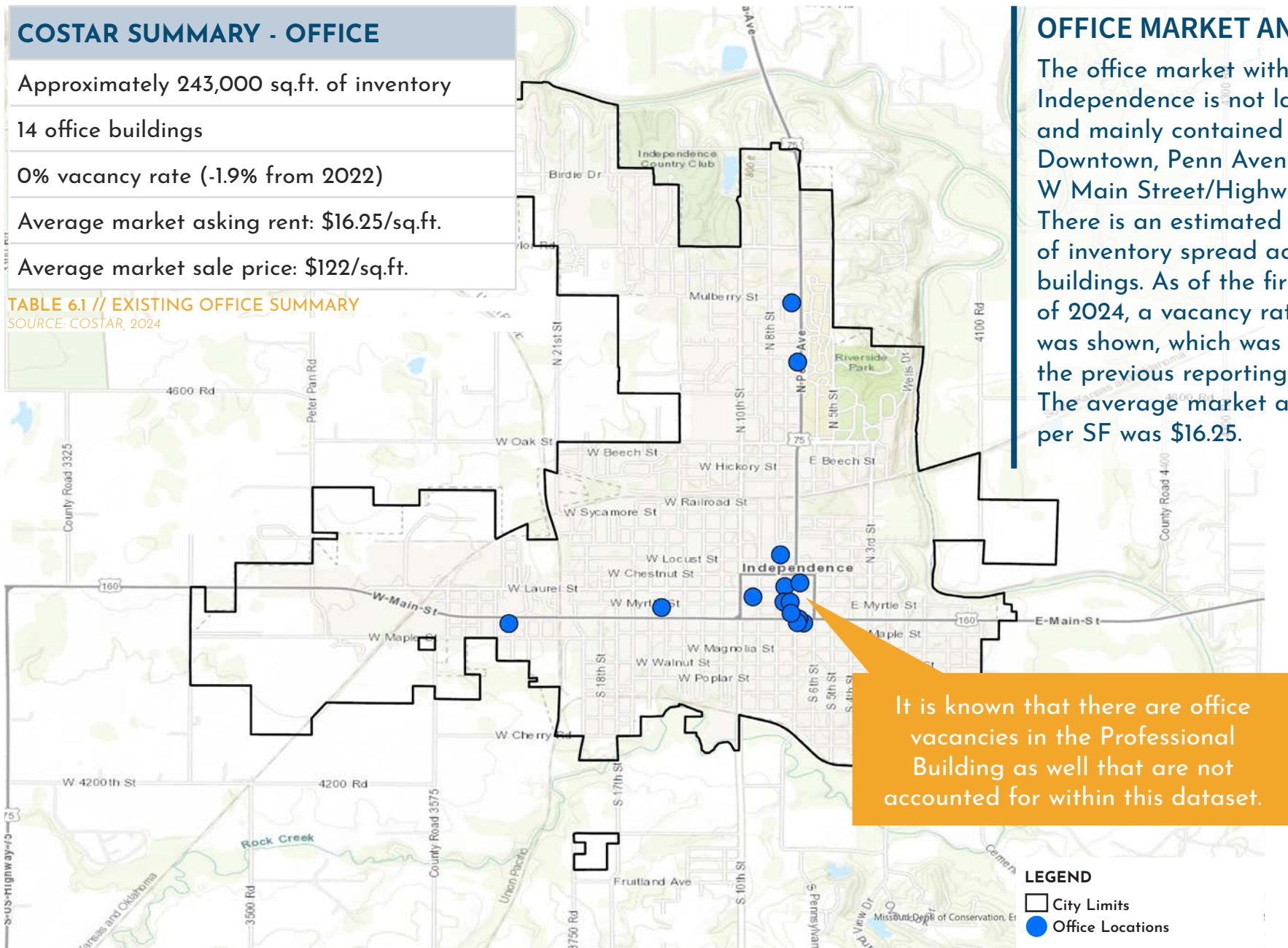


FIGURE 6.6 // COSTAR SUMMARY POINTS - OFFICE INVENTORY

SOURCE: COSTAR, 2024

COSTAR SUMMARY - RETAIL

Approximately 913,000 sq.ft. of inventory

104 buildings

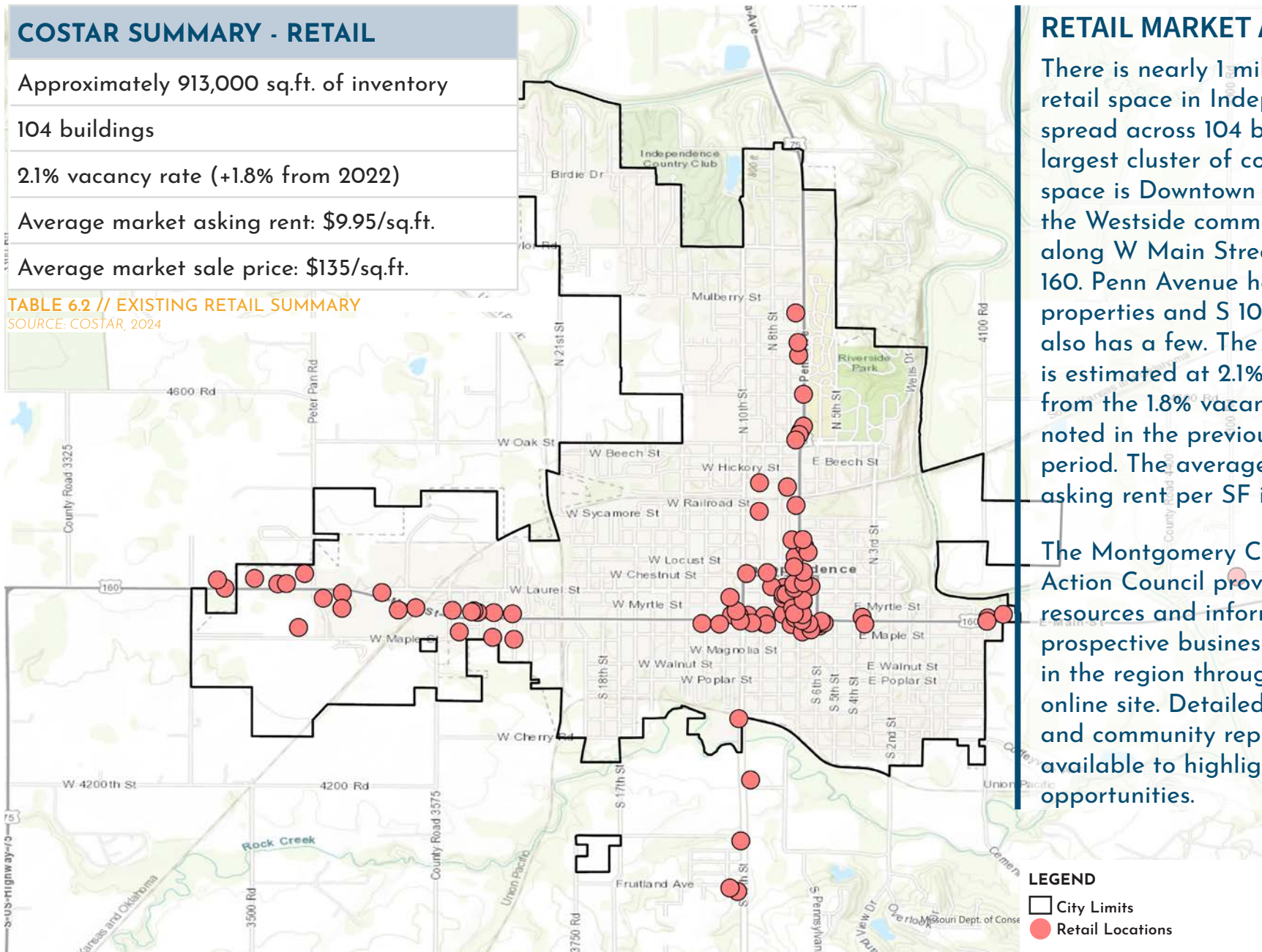
2.1% vacancy rate (+1.8% from 2022)

Average market asking rent: \$9.95/sq.ft.

Average market sale price: \$135/sq.ft.

TABLE 6.2 // EXISTING RETAIL SUMMARY

SOURCE: COSTAR, 2024



RETAIL MARKET ANALYSIS

There is nearly 1 million SF of retail space in Independence spread across 104 buildings. The largest cluster of commercial space is Downtown followed by the Westside commercial district along W Main Street/Highway 160. Penn Avenue has several properties and S 10th Street also has a few. The vacancy rate is estimated at 2.1%, up slightly from the 1.8% vacancy rate noted in the previous reporting period. The average market asking rent per SF is \$9.95.

The Montgomery County Action Council provides robust resources and information to prospective business owners in the region through their online site. Detailed site and community reports are available to highlight potential opportunities.

LEGEND

- City Limits
- Retail Locations

FIGURE 6.7 // COSTAR SUMMARY POINTS - RETAIL INVENTORY

SOURCE: COSTAR, 2024

COSTAR SUMMARY - INDUSTRIAL/FLEX

Approximately 592,000 sq.ft. of inventory

19 office buildings

14.4% vacancy rate (+11.0% from 2022)

Average market asking rent: \$6.46/sq.ft.

Average market sale price: \$55/sq.ft.

TABLE 6.3 // EXISTING INDUSTRIAL/FLEX SUMMARY

SOURCE: COSTAR, 2024

INDUSTRIAL/FLEX MARKET ANALYSIS

There is just under 600k SF of industrial/flex inventory spread across 19 buildings in Independence. These properties are mainly located west of Penn Avenue along or near W Main Street/Highway 160, Oak Street, W Laurel Street, and near the airport/industrial park south of the core of the community. The vacancy rate was estimated at 14.4%, quite significantly higher than the previous reporting period (+11%). While this may be an anomaly in the dataset it is worth noting. Overall average market asking rent per SF is lower than office/retail at \$6.46 per SF.

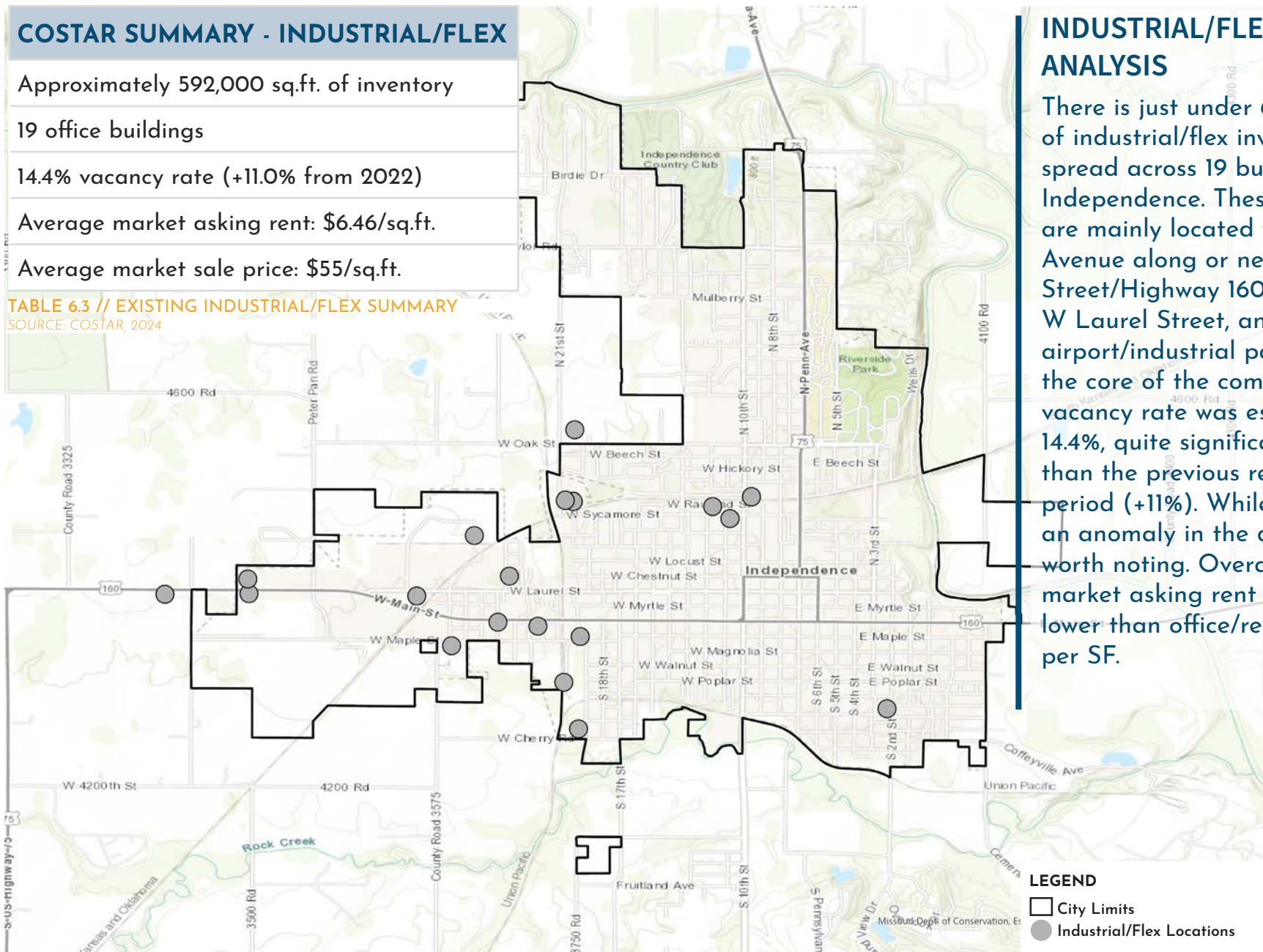


FIGURE 6.8 // COSTAR SUMMARY POINTS - INDUSTRIAL/FLEX INVENTORY

SOURCE: COSTAR, 2024

COSTAR SUMMARY - MULTI-FAMILY

Approximately 314 units of inventory

10 buildings

10.6% vacancy rate (+1.3% from 2022)

Average market asking rent: \$651/unit

Average market sale price: \$62,000/unit

Asking rents by unit type:

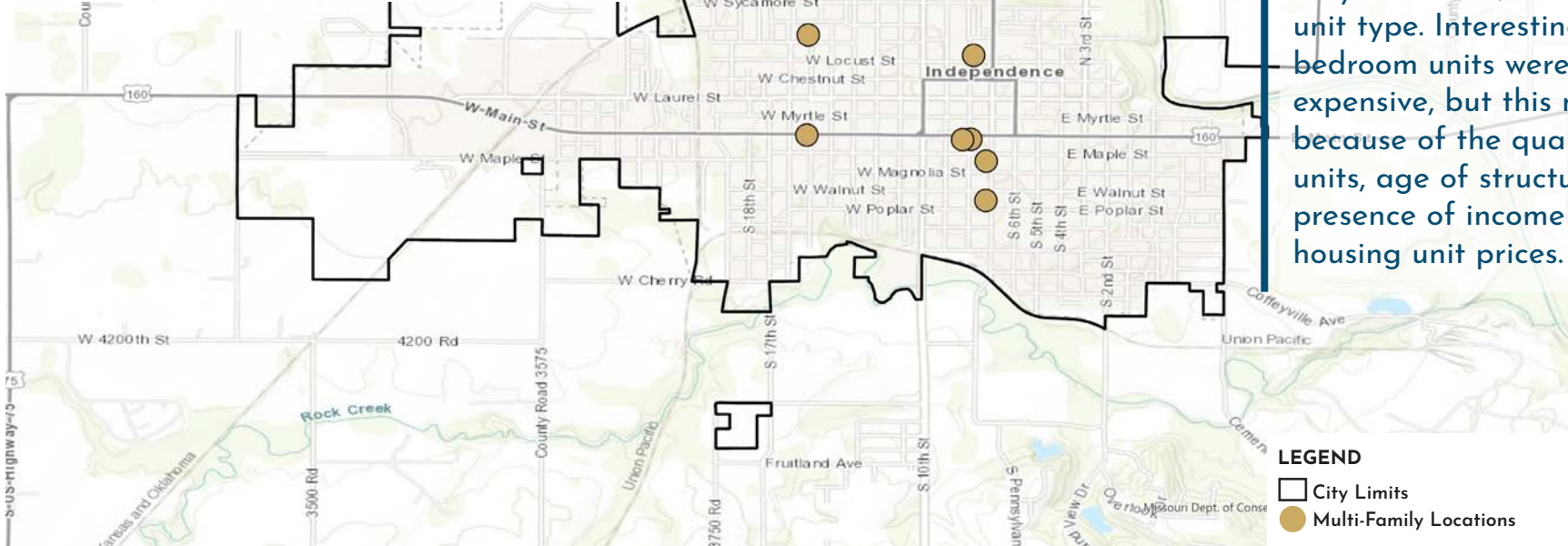
1 bedroom: \$820/unit

2 bedroom: \$571/unit

3 bedroom: \$659/unit

TABLE 6.4 // EXISTING MULTI-FAMILY SUMMARY

SOURCE: COSTAR, 2024



MULTI-FAMILY MARKET ANALYSIS

There are an estimated 314 units of multi-family residential housing across 10 buildings. The multi-family buildings are located near Downtown and on the north side of Independence. The estimated vacancy rate is 10.6%, which is up slightly by 1.3% from the previous reporting period. The overall average market rent per unit is \$651. Data is available for asking rents by unit type, which vary between \$571 to \$820 per unit type. Interestingly, the 1 bedroom units were the most expensive, but this may be because of the quality of the units, age of structure, or the presence of income assisted housing unit prices.

LEGEND

- City Limits
- Multi-Family Locations

FIGURE 6.9 // COSTAR SUMMARY POINTS - MULTI-FAMILY INVENTORY

SOURCE: COSTAR, 2024

COSTAR SUMMARY - HOSPITALITY

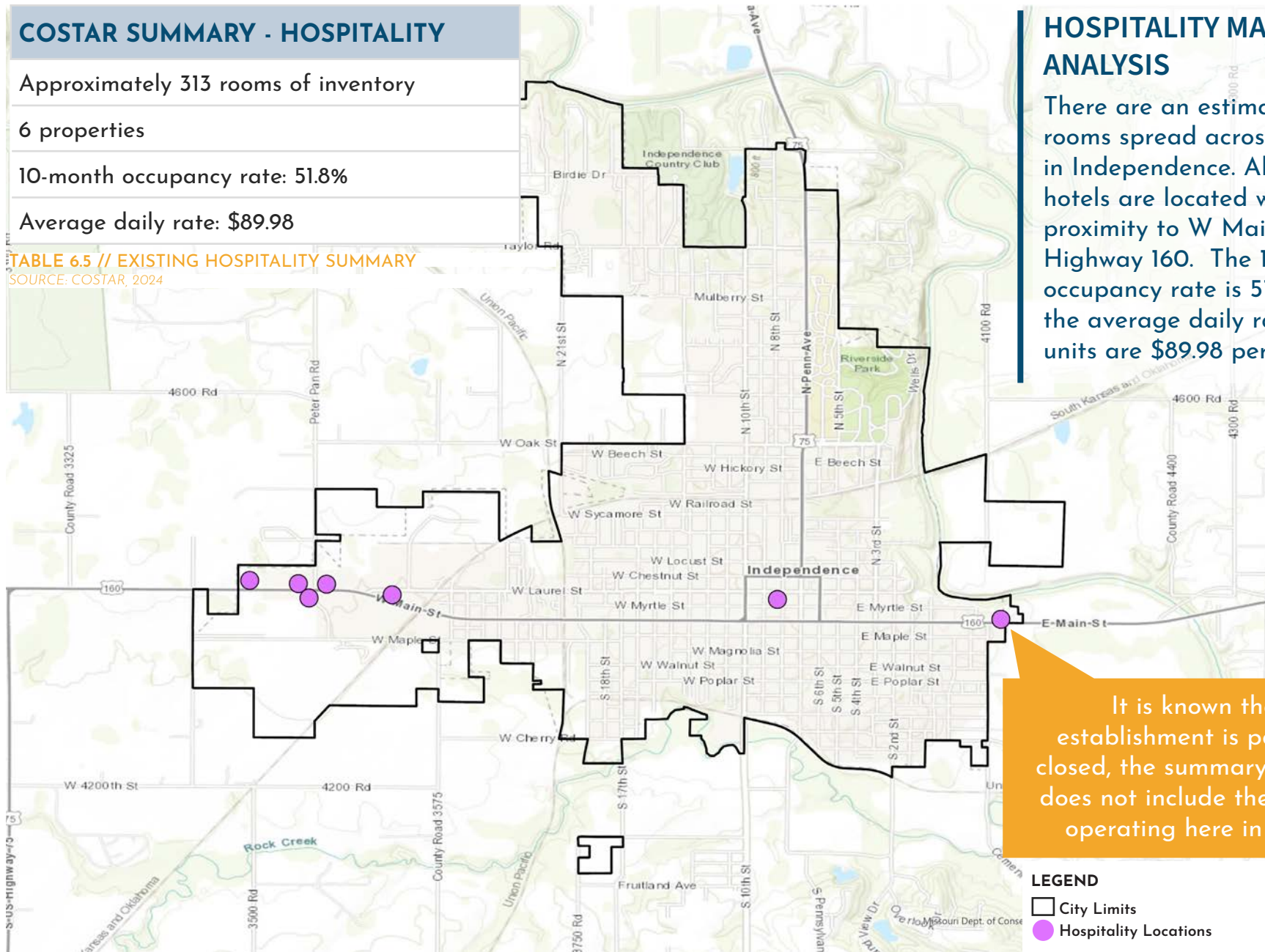
Approximately 313 rooms of inventory

6 properties

10-month occupancy rate: 51.8%

Average daily rate: \$89.98

TABLE 6.5 // EXISTING HOSPITALITY SUMMARY
SOURCE: COSTAR, 2024



HOSPITALITY MARKET ANALYSIS

There are an estimated 313 hotel rooms spread across 6 hotels in Independence. All of the hotels are located within close proximity to W Main Street/ Highway 160. The 10-month occupancy rate is 51.8% and the average daily rate for hotel units are \$89.98 per night.

It is known that this establishment is permanently closed, the summary table above does not include the rooms once operating here in its counts.

LEGEND

- City Limits
- Hospitality Locations

FIGURE 6.10 // COSTAR SUMMARY POINTS - HOSPITALITY INVENTORY
SOURCE: COSTAR, 2024

economic development organizations + partners

City Organizations + Local Partners

The City of Independence has an Economic Development Advisory Board (EDAB) that is appointed by the City Commission to help provide recommendations on programs, policies, incentives, and other economic development strategies. The EDAB, comprised of seven representatives and four ex-officio representatives, meets monthly to strategize and plan for the future of Independence.

The Chamber of Commerce and Independence Main Street organizations are local partners assisting with business attraction and retention throughout the community.

Independence Chamber of Commerce

The Independence Chamber of Commerce was Incorporated in June 1914 and represents the business interests of the Independence area. There are many services, programs, and events held by the group including business referrals, networking events, and assistance with grand opening ceremonies. The organization provides business assistance information and coordinates local events and attractions.

Independence Main Street

Independence Main Street was formed in 1985 and was one of the first five communities in Kansas to be in the Main Street Program. This non-profit 501c(3) organization helps to support the vitalization and health



FIGURE 6.11 // ECONOMIC ORGANIZATIONS + PARTNERSHIPS FLOW CHART

of Downtown Independence. The program is also part of the National Main Street Program, which is designed to bring economic revitalization to communities with an emphasis on restoration and preservation of core downtown business districts.

Montgomery County Action Council

The City also belongs to the Montgomery County Action Council (MCAC). MCAC is a county-wide resource advocating for its member cities with the intent to bring new industry to Montgomery County. MCAC offers a variety of incentives and resources to help attract businesses and support those already operating in the county.

State of Kansas + Department of Commerce

At the largest scale, the State of Kansas and Department of Commerce offers additional programs and incentives that range from business incentives and workforce services to tax credits and additional community programs. A variety of state programs fund the programs at a local level, ensuring there are ample funding opportunities to support the local economy and prosperity of Kansas communities.

economic development programs available today

Overview of City Programs

The City of Independence administers the Downtown Commercial Building Grant and Neighborhood Revitalization District programs. These two programs are vital in maintaining the Downtown District and neighborhoods throughout the community.

Additional information on State and MCAC offered programs are on the opposite page, as well as available industrial park sites.

Downtown Commercial Building Grant Program

The Downtown Commercial Building Grant Program is meant to preserve the structural integrity of existing commercial buildings located within the Central Business District of Independence. The grant provides a 25% reimbursement for eligible expenses with a maximum funding of \$25,000 per building.

Neighborhood Revitalization Districts

The Neighborhood Revitalization Program uses a tax rebate to encourage residents to rehabilitate their properties within certain Neighborhood Revitalization Districts (NRDs). There is a sliding scale of rebate percentages based on the type of improvements completed.



Economic Development Incentives

The Kansas Department of Commerce and State of Kansas offers a wide variety of incentives to encourage economic development within the community. Incentives include:

- Land Incentives
- Industrial Revenue Bonds
- Tax Assistance (including property tax exemption up to 100% for 10 years)
- Capital Investment Tax Credits (10%)
- Enhanced Enterprise Zone
- Utility Extensions and Electric Rate Reduction
- Local Business Incentive Program

Industrial Parks

Airport Industrial Park

The Airport Industrial Park is located four miles southwest of town and is currently home to various businesses including Cessna Aircraft. The industrial park has two sections: the Airport Industrial Park-Southwest and the Airport Industrial Park-Northwest. The Airport Industrial Park-Southwest has 163 acres available in the southwest corner of the Airport Industrial Park. Full utility services are available to the site, and it is a Kansas Certified Site. The Airport Industrial Park-Northwest has 225.98-acres available with utilities available. The site is a Kansas Certified Site as well.

West Laurel Industrial Park

The West Laurel Industrial Park has 18.5 acres available. It is located in the western portion of the community next to U.S. Highway 75/160. Access to the U.S. highway from the site is by a controlled intersection. Full utility services are available as well as a rail spur line.

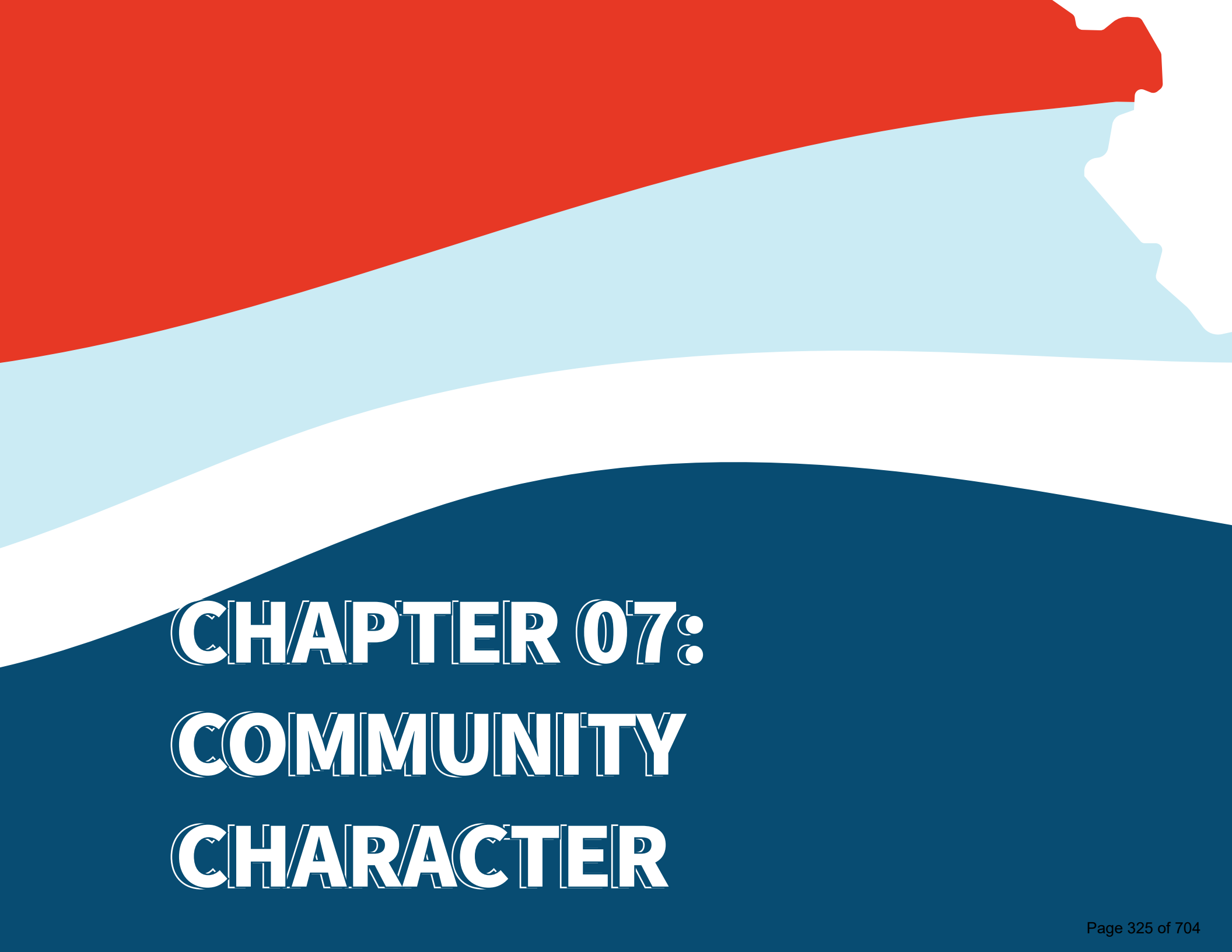
GOAL 1	METRIC 1	METRIC 2	METRIC 3
WORK TO ATTRACT AGRICULTURAL-BASED MANUFACTURING + OTHER TARGET INDUSTRIES	New employers moving to Independence	Zoning and development review	Job-training and skill development opportunities
STRATEGIES			
Continue to maintain an up-to-date and easy to understand economic development hub on the City's website.			
Maintain a positive working relationship with nearby major employers, such as Bartlett and other organizations, to encourage word of mouth promotion of the Independence region.			
Attend relevant workforce, manufacturing, or ag-technology conferences to market Independence and learn more about specific desires of potential employers.			
Review zoning and development review to identify possible hurdles to attracting and maintaining industry.			
Continue to advertise the industrial parks and Kansas Certified sites in Independence.			
The City and MCAC should continue to be partners in pursuing economic development opportunities to expand industry in Independence.			
Continue to work with the high school to encourage participation in programs that meet local demand for jobs/skills.			
Encourage partnerships with Independence Community College to promote skills and programs that match target industries.			
Foster relationships with non-profits supporting soft skills and job training.			

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
ENCOURAGE NEW AND UPDATED HOUSING AS A FORM OF ECONOMIC DEVELOPMENT	New housing at all density levels and varied typologies	Allowing for creative housing types	Infill housing or housing rehabilitation	Outreach to southeast Kansas/ Oklahoma developers
STRATEGIES				
Implement the findings of the City's Housing Needs Analysis and the Housing + Neighborhoods chapter of this comprehensive plan.				
Encourage medium- and high-density residential in strategic locations, as identified in the Future Land Use Plan, to provide more housing choice and flexibility for new and future residents.				
Consider expanding the City's incentive packages for new residential development to attract new development.				
Support infill and housing rehabilitation within the Residential Infill Overlay to increase the quality and modernize housing in Independence.				
Explore creative opportunities to increase housing, such as accessory dwelling units (ADUs), pre-approved residential designs, and new housing typologies, such as cottage courts.				
Actively reach out to southeast Kansas and Oklahoma-based home builders to try and gain traction for more new housing in Independence.				

GOAL 3	METRIC 1	METRIC 2	METRIC 3	METRIC 4
INDEPENDENCE SHOULD PRIORITIZE MARKETING THE COMMUNITY TO DEVELOPERS, INDUSTRY, AND SITE SELECTORS.	Updates to the City's marketing strategy or rebranding	Review and update the zoning code and development review process	Reorganize and update the City's website to streamline access to information	Host a bus tour to market land availability, incentive packages, and quality of life in Independence
STRATEGIES				
Continue to market Independence as a great place to live and do business. This could include an updated branding of the community that could highlight its high quality of life or identity as an ag manufacturing center.				
Review the development review process and associated fees to identify areas for streamlining the process.				
Update the City's website to make sure the site is easy to use, visually attractive, and reflects the latest and greatest information on not just economic development or site opportunities, but quality of life factors such as parks, Downtown, and events.				
The City could hold a bus tour with developers, site selectors, industry leaders, and major employers to review all of the opportunities of living and working in Independence.				

GOAL 4	METRIC 1	METRIC 2	METRIC 3	METRIC 4
CONTINUE TO SUPPORT INDEPENDENCE'S RETAIL CORRIDORS AND DISTRICTS	Increased attendance at community events	Low vacancy and turnover in Downtown businesses	Façade improvements along Pennsylvania Avenue	Westside commercial district retention and expansion
STRATEGIES				
Continue to promote Downtown Independence as cultural heart of Independence.				
Prioritize maintaining or expanding funding for Downtown grant programs and support for ongoing façade and beautification efforts.				
Actively market and support community events such as Neewollah, including drawing from a larger regional area.				
Continue to support the westside highway commercial district through tenant attraction/retention as well as expansion.				
Promote health and vibrancy along Penn Avenue commercial district through façade/streetscape improvements and sidewalk/trail expansion.				





CHAPTER 07: COMMUNITY CHARACTER

defining community character

What Defines Community Character in Independence?

Community character encompasses many components in any given city. Three broad categories these defining factors may be placed into include sense of place, local character, and diversity in amenities. Stemming from these broad categories are unique features and characteristics of communities that help define their respective identities and draw people to these towns. The three

categories contribute to the overall quality of life residents experience, as well as the economic prosperity of the community. Without residents, businesses, and a drive to make the community a great place to be, there is little a community can do to spark economic success. Independence has a long history of investing in quality of life features that have positively impacted its economic story since it was settled in the early 1870s.

This chapter examines the unique features

and characteristics of the community that set Independence apart from its peers and impact the quality of life of residents.

What defines community character and how does it impact residents today?

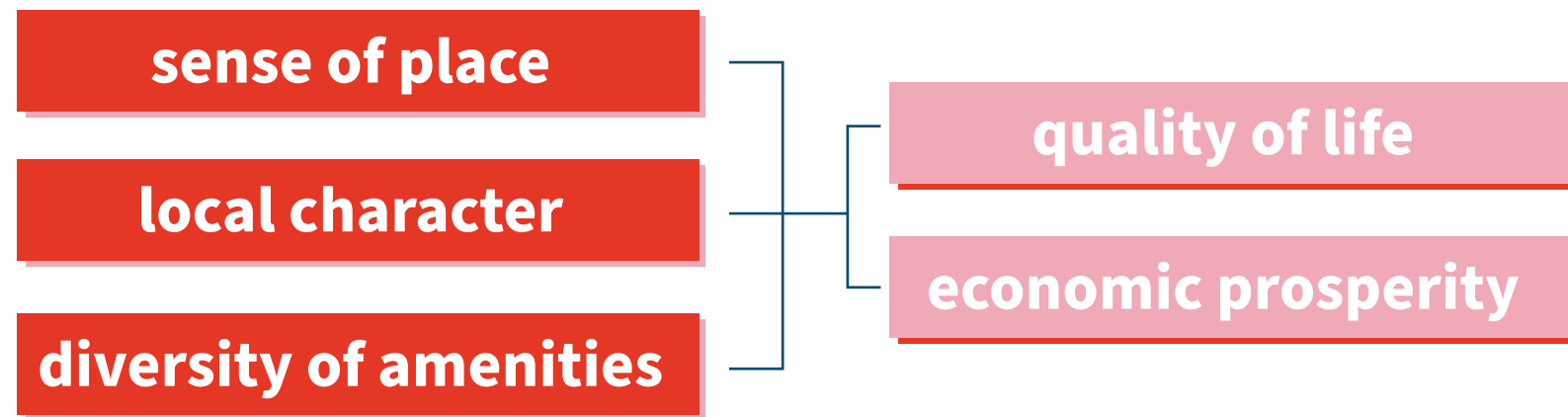


FIGURE 7.1 // DEFINING COMMUNITY CHARACTER
SOURCE: CITY OF FLAGSTAFF, COMMUNITY CHARACTER REPORT

what defines independence's sense of place today?

southeast kansas



downtown monuments



riverside park + ralph mitchell zoo



Sense of place can be defined as the distinguishing factors, both large and small, that indicate to people they have entered a new space. Specific to Independence these distinguishing factors can take the shape of its location in southeast Kansas, the downtown monuments that highlight character and qualities of the community, the vast parkland and recreation activities available at Riverside Park and Ralph Mitchell Zoo, the wayfinding signage directing residents and visitors to the various amenities and attractions in town, the scenery and views provided by the Verdigris River, and lastly the vibrant history and built environment that is still thriving today.



built community character map

Built Character

Independence has a unique position to highlight its expansive stock built character that so greatly contributes to its community character. The community's history as a boom town spurred development at a variety of scales that have had a lasting impact on the built environment today. Everything from the Queen Anne architectural styles of homes, mid-century office buildings, vibrant park structures, and a lively downtown streetscape that is active today. No matter the structure type, there are many notable pieces of architecture throughout the community that define the overall character of Independence.

Timeline of Independence

The timeline on the following page highlights some of the major milestones of Independence since it was settled in the 1870s. These points in time are only some of the significant events, businesses, amenities, and people that have influenced the character of the community over the last 150 years.



FIGURE 7.2 // COMMUNITY CHARACTER MAP

1870

Land is purchased from Osage Indians to form what would later become the incorporated village of Independence.

Mount Hope Cemetery, roughly 86 acres in size, is established.

early 1900s

Oil and natural gas is discovered in Independence and a population surge occurs; a “boomtown” with oil, finance, and lore of the most millionaires per capita in the U.S.

1916

Independence Corporate Office Building is constructed. Prairie Pipe Line was later headquartered here.



1919

Neewollah, Halloween spelled backwards, begins and is the largest annual festival in the state of Kansas today.



1925

Ralph Mitchell Zoo is added to Riverside Park. Monkey Island, still there today, was constructed in 1931.

1893

J.D. Nickerson drilled the first successful gas well three miles east of Independence and the Independence Gas Company was founded as a result.



1914

Riverside Park is established. The park, designed by renowned landscape architect George Kessler, is intended to ‘work in harmony with the natural surroundings’ and remains a regional attraction today.

1916 + 1921

Citizen’s National Bank (1916) and Commercial National Bank (1921) are constructed. The 1921 structure is slightly taller than its neighbor in an effort to out-do the other in a long-run feud between the two businessmen.



1932

Sinclair Oil merges with Prairie Oil and Gas to become the largest pipeline company in the world.



1950-1965

The carousel, miniature train, 1050 steam locomotive, and Corythosaurus dinosaur from Sinclair Oil's booth at the 1963 World's Fair are added to Riverside Park.

1949

Mickey Mantle plays for the 1949 Independence Yankees, a minor league affiliate to the New York Yankees.

1958

Neewollah is revived by four businessmen following the Great Depression and World War II.

1959

Miss Able, a rhesus monkey born in Independence, goes to space on May 28, 1959.

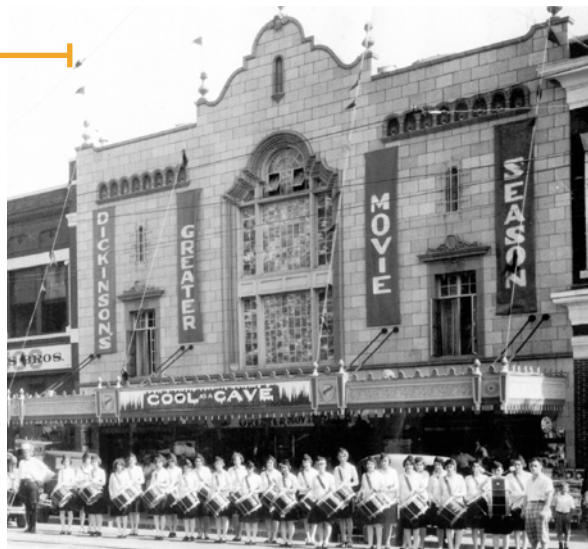
1960s

Elk City Reservoir and Elk City State Park are constructed.



1927

The Booth Theatre opens on February 4, 1927. The building, once home to offices and businesses, was designed by Boller Bros Co. and features Spanish Colonial Revival design features.



1982

The first year of The Inge Festival.



WILLIAM INGE
CENTER FOR THE ARTS

historic preservation

Existing Efforts

Due to the high number of historically significant structures in Independence, consideration and care must be taken with historic preservation. The City of Independence has a Historic Preservation and Resource Commission in place today that issues certificates of appropriateness and makes recommendations regarding changes or modifications to historic structures within the Downtown Historic District.

The Downtown Historic District is on the National

Register of Historic Places and is therefore eligible for Historic Tax Credits to make improvements to the structures. Additionally, the City offers the Downtown Independence Building Grant to supplement funding for improvements to Downtown structures.

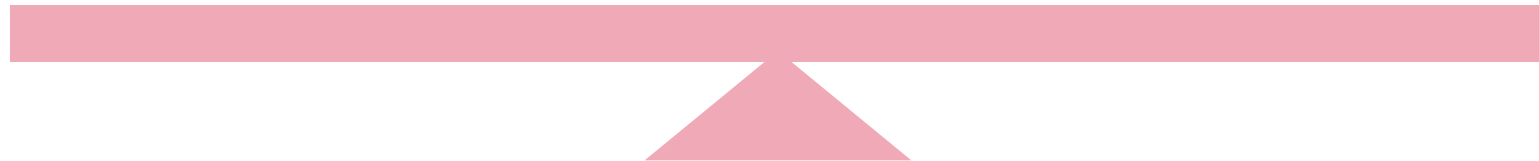
The City also provides resources and information on best practices and necessary steps for the preservation of historic structures within the Downtown Historic District.

Balancing Preservation and New Development

In the Housing and Neighborhoods Chapter, the Residential Infill Overlay is discussed as a method to preserve the neighborhood character of the area and bring new residential development to the area. In the context of the greater Future Land Use Plan, there are areas within the plan that are more supportive of historic preservation (in and around the historic core) and areas that are more supportive

**HISTORIC
CHARACTER +
PRESERVATION**

**NEW
DEVELOPMENT +
REDEVELOPMENT**



A balancing act of when to preserve vs. when to build new. How do we begin to identify priority areas for each of these development types?

to new development (the edges of the planning boundary). There is a fine line in balancing the historic character and preservation of the community and encouraging new development and redevelopment. It is recommended that the City establishes criteria and measures for the location of priority preservation areas, follow the Future Land Use Plan to identify areas for new development and redevelopment, and remain flexible in application as no two historic preservation cases are the same.

The following pages discuss some potential solutions for creative approaches to historic preservation and still providing the services and amenities the community needs.



Develop a local register and/or zoning district to track and support historic preservation efforts throughout Independence

Previous local initiatives have laid the groundwork for a local register to take shape to identify locally significant structures, sites, districts, and landmarks in Independence. Not all structures in the community are eligible for the national or state registers, but still maintain significance to the story of the community. The local register would be able to identify and support the efforts of preserving these structures and the character of Independence.

Next steps for this process could include:

- Identification of the criteria to be on the register.
- Identification of the structures, districts, sites, and/or landmarks that meet this criteria.
- Mapping the abovementioned registered items.
- Consideration for marking the registered areas with a fixed sign, marker, or other item to denote its significance to the history and character of Independence.

One potential way the City could make these local register locations official is through a zoning district overlay, similar to the Residential Infill Overlay. The case study on the opposite page highlights this in practice from the City of Springfield.

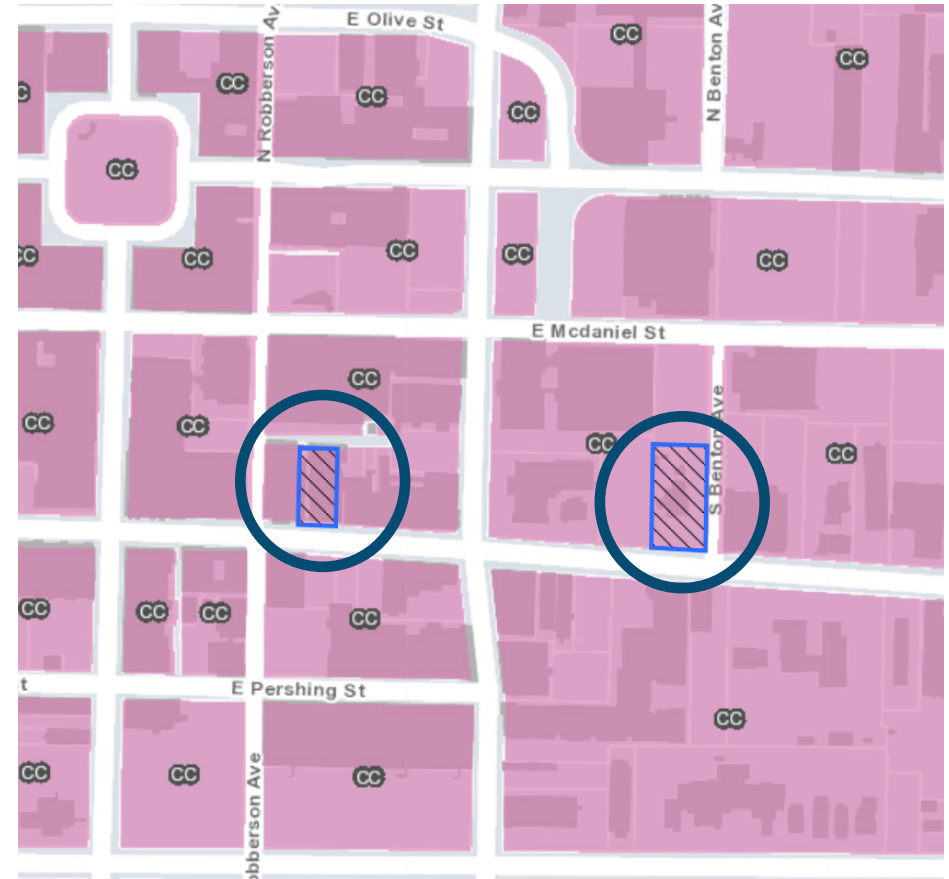
CASE STUDY



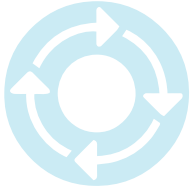
WHERE:
Springfield, MO

OBJECTIVE:
Identify and preserve historically significant sites, structures, landmarks, and districts within their community via overlay district.

DESCRIPTION:
The City of Springfield established a Landmark Zoning District to identify and preserve historically significant features of their community. As long as the site, structure, object, or district meets one of the eleven criterion, they are qualified for this designation. Criteria includes significant character/interest/value, is the work of a designer/architect/contractor whose work influenced the city, has yielded or is likely to yield information important to history, and much more.



The proposed register sites, landmarks, structures, districts or objects must meet at least one or more of the eleven criteria outlined in Section 36-404 of the zoning code.



Utilize adaptive reuse practices as a historic preservation tool

Adaptive reuse is the practice of leveraging pre-existing structures and repurposing them to a different use. This practice is helpful to the cause of historic preservation because it typically maintains the structural character of the building, preserving the components that contribute to the character of the community, and provide a new service or amenity the community has more use for. Often times, churches, schools, large industrial facilities, and other similar spaces are the most viable adaptive reuse projects due to their expansive footprints, ability to be internally reconstructed easily, and require less demolition. Additionally, there is an opportunity to layer Historic Tax Credits, Low-Income Housing Tax Credits, and other funding sources to make these types of projects more viable for development.

Independence has already introduced adaptive reuse to the community with the Washington School conversion to apartments and should continue to encourage these practices where possible.



FIGURE 7.3 // WASHINGTON SCHOOL APARTMENTS

spirit of volunteerism in independence

One character trait of Independence was consistently mentioned in every opportunity for public input and engagement: Independence's spirit of volunteerism knows no bounds. No matter the need, there is a group or person there to help fellow residents in need.

Several organizations and events are in place today that provide a wide scale of services. Love Independence Day is an annual event where residents and organizations spread kindness by helping paint park equipment, give care-packages out, updating the exterior of homes, and so much more. The photos to the right highlight a before and after from Love Independence Day in 2023. Neewollah is one of the greatest testaments to Independence's spirit of volunteerism as a fully community-operated event showcasing Independence and celebrating its unique holiday. There are endless examples in which Independence sets the standard for the spirit of volunteerism.



FIGURE 7.4 // LOVE INDEPENDENCE DAY BEFORE/AFTER

Organizations:

- American Legion
- Chamber of Commerce Committees
- Eagle Rock Shredders
- FORPAZ
- Fortitude Masonic Lodge
- Independence Historic Museum
- Independence Women's United
- Knights of Columbus
- Leadership Independence/First Leadership
- Lion's Club
- Little House on the Prairie
- Main Street Committees
- Optimist Club
- Project Q&A
- Rotary Club
- Verdigris River Trail Initiative
- Verdigris Valley Arts Club
- VFW

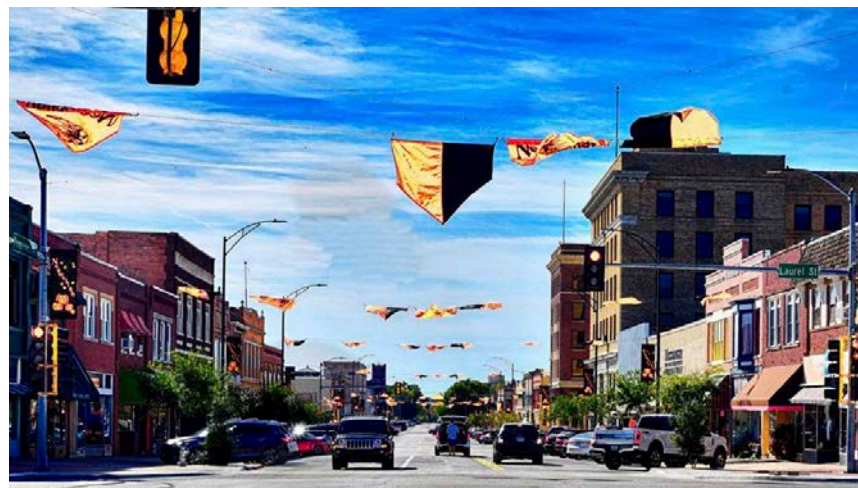
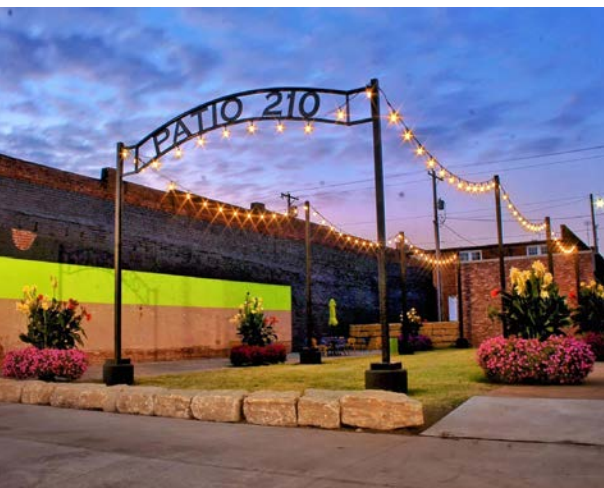


downtown character today

Downtown Independence serves as the hub for activity and events, the primary corridors for local business, and the historic core of the community. So much of the character that was built in Independence's adolescence remains today and shapes the identity of the community.

Independence is fortunate to have a Main Street Program that is as resilient and active as the one it has today. Local events, such as All Wheels Night and Sip and Shop events, continue to bring people together and support local businesses. Local initiatives have spurred many creative projects throughout Downtown. These range from the stories the sculptures tell about the values and people of Independence to the programming and food truck activity at Patio 210.

The images to the right highlight some of Downtown Independence's characteristics and sources of activity throughout the year.



downtown occupancy today

The map to the right in Figure 7.5 highlights the type of business activity within the Downtown today. The intent of this map is to identify strengths of business types today, opportunities to fill vacancies, and creative programming considerations for under-used parcels. Many of the buildings downtown provide much needed services and amenities, such as finance, insurance, and banking. Other uses, such as shopping and public amenities are scattered throughout the rest of the Downtown. The dark blue highlights open parking lots within the district today. These are potential opportunities for a structured farmers market location, redevelopment, or gathering and green spaces. Consideration for parking demand within downtown should be addressed in a parking study to ensure ample parking for downtown businesses, residents, and visitors.

The Downtown is part of the Downtown Historic District recognized by the National Register of Historic Places. There are a variety of regulations and guidelines a renovation project must follow to ensure the character and historically contributing features remain intact on and/or within the building.

LEGEND

- Shopping
- Restaurants
- Public Amenities
- Services
- Residential
- Not in Use
- Parking Lots
- Historic District Boundary
- Contributing to National Register
- 1 Professional Building
- 2 Independence Art Center
- 3 Patio 210
- 4 Uncle Jack's Bar & Grill
- 5 Independence Public Library
- 6 Science & Technology Center

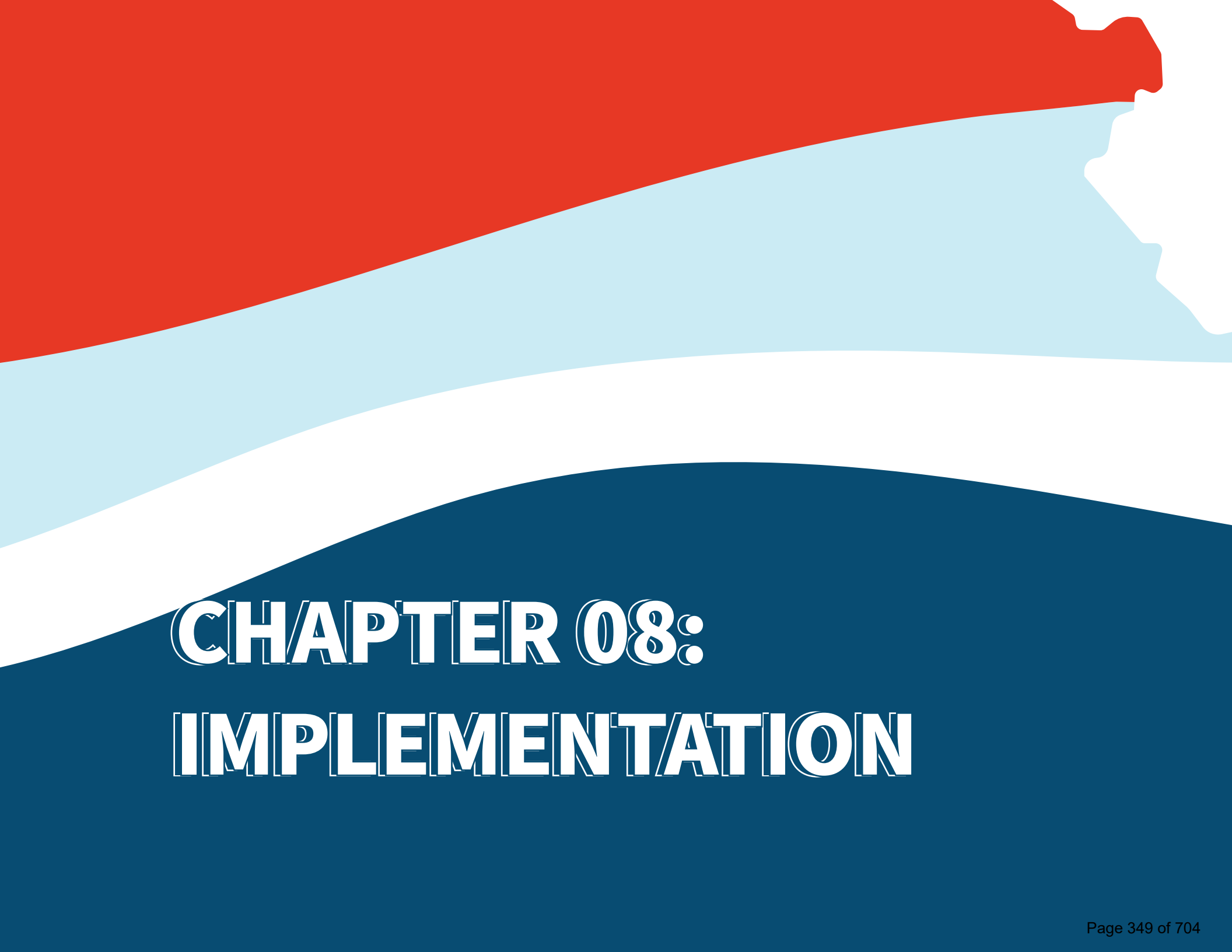


FIGURE 7.5 // DOWNTOWN INDEPENDENCE OCCUPANCY MAP

GOAL 1	METRIC 1	METRIC 2	METRIC 3
CONTINUE TO PRIORITIZE QUALITY OF LIFE IMPROVEMENTS THROUGHOUT THE COMMUNITY	Install new gateway signage at the four primary entrances to the community	Increase in use of the available City grants for preservation	Increase in participation and attendance of local events + organizations
STRATEGIES			
Consider updating gateway signage at the key entrances within the community to match or complement the wayfinding signage throughout town.			
Continue to fund and advertise the available City-offered grants for preservation of historic structures within the Historic Downtown District.			
Maintain high quality facilities and amenities throughout the community.			
Expand the locations of the wayfinding signage as-needed to highlight activities and amenities throughout Independence.			
Complete a parking study in Downtown to better understand user trends, identify improvements in regulations, and demand estimates for businesses, residents, and visitors.			
Encourage planters and other soft-scaping elements throughout Downtown to enhance natural streetscaping elements.			

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
HIGHLIGHT INDEPENDENCE'S VIBRANT PAST AND COMMUNITY CHARACTER	Adopt a Landmark Zoning District Overlay	Support for creative initiatives, such as adaptive reuse, for historic preservation	Complete a strategic plan for Downtown enhancements	Implement a local register
STRATEGIES				
Continue to foster a strong spirit of volunteerism throughout the community.				
Consider completing a Downtown Strategic Plan to identify big ideas, event and gathering spaces, needs and opportunities, and other points of interest to support growth and activity within the district.				
Allow and support creative initiatives to take place in an effort to preserve the historic character of Independence.				
Establish a working group to define the qualities and characteristics a structure, site, landmark, or district must meet in order to qualify for the Independence Local Historic Register.				
Map the qualifying components and highlight the Independence Local Historic Register initiative.				
Consider adopting a Landmark Zoning District Overlay to further support the Independence Local Historic Register.				
Continue to celebrate Independence's history and character through events and creative placemaking efforts.				
Examine and update the zoning code as-needed to support the activities and desires of the community with special attention to Downtown's zoning code and what is or is not working in support of current efforts.				





CHAPTER 08: IMPLEMENTATION

goals + strategies for implementation

Implementation

To help implement the vision of the Independence Comprehensive Plan and the recommendations noted in each chapter, a series of goals, metrics, and strategies have been created.

Table 8.1 presents the format and definition for each of these categories. This chapter is home to each of the implementation tables from the body chapters to serve as a quick reference for the community to track progress.

GOAL 1	METRIC 1
A goal is a broad theme or objective the City should strive for.	A metric is a way to measure successful implementation of the strategies toward its respective goal.
STRATEGIES	
Strategies are specific steps or policies the City should take to advance or complete a goal.	

TABLE 8.1 // EXAMPLE OF IMPLEMENTATION TABLE

future land use

GOAL 1	METRIC 1	METRIC 2	METRIC 3
GROW EFFICIENTLY AND PROMOTE A HEALTHY MIX OF LAND USES	Fewer developments disconnected from the built environment	Completion of infill redevelopment projects	Consistency with the Growth Themes Map
STRATEGIES			
Encourage a mix of development types as identified in the Future Land Use Plan.			
Promote a mix of residential uses for increased housing choice.			
Reduce occurrences of leapfrog development.			
Identify and install infrastructure updates to support development.			
Leverage Future Land Use Plan for economic development.			
Preserve and protect sensitive natural features.			
Use transition zones, as identified in the Future Land Use Plan, to gradually change densities and intensities of uses.			
Preserve right-of-way and easement corridors for utilities and future streets.			
Maintain land availability for shovel-ready and certified sites.			
Schedule an annual review between the City and Planning Commissions to review and amend the Future Land Use Plan to reflect changes in the community and development patterns.			
Support historic preservation initiatives throughout the planning boundary to maintain the historic character of Independence.			
Update population projections in the next ten to fifteen years to better prepare for the next decade of change.			

future land use

GOAL 2	METRIC 1	METRIC 2	METRIC 3
PROMOTE STRONG NEIGHBORHOODS AND RESIDENTIAL DIVERSITY	Increased housing choice	Improve neighborhood mobility and safety	Enhance the overall visual and physical quality of the neighborhood
STRATEGIES			
Promote residential development as proposed in the Future Land Use Plan.			
Support the development of medium- and high-density residential uses.			
Encourage residential infill in the Residential Infill Overlay districts.			
Discourage cul-de-sacs for improved thru connections throughout neighborhoods.			
Implement transitional land uses or physical buffers between residential densities.			
Improve sidewalk conditions throughout the community to support walkability.			
Enhance neighborhood aesthetics through street trees, plantings, and signage.			
Promote residential rehabilitation to preserve the historic character of neighborhoods and quality of the existing housing stock.			

housing + neighborhoods

GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
EXPAND + MAINTAIN HOUSING TYPES + AVAILABILITY IN INDEPENDENCE	New development improves shares towards the residential target mix	Renter and owner-occupied unit counts increase	Residential permit activity increases	Preserve historically significant homes
STRATEGIES				
Encourage medium- and high-density developments in the identified areas from the Future Land Use Plan.				
Support unique and creative housing developments, such as cottage courts and New Urbanist neighborhoods, that expand housing choice.				
Consider expanding development incentive packages to encourage residential development.				
Meet with businesses in Independence to identify housing types that would support current and future employees.				
Pursue a public-private partnership to implement a master planned development with strategic housing composition.				
Seek out projects that meet price points and typologies that support household compositions in Independence.				
Establish and support infill redevelopment projects within the Residential Infill Overlay.				
Maintain historic character of existing homes and nodes that have been identified by the local historic register.				

housing + neighborhoods

GOAL 2	METRIC 1	METRIC 2	METRIC 3
REDUCE BARRIERS FOR RESIDENTIAL DEVELOPMENT	Update the zoning code's residential guidelines	Increase housing development	Reduce the number of variances granted for residential projects
STRATEGIES			
Update the zoning code, with a special focus of the residential sections to incorporate the recommendations outlined within this chapter.			
Update the residential sections of the zoning code to support alternative housing solutions, such as Accessory Dwelling Units (ADUs), and other items including parking requirements, setbacks, driveways, and more.			
Establish standards and guidelines for the Residential Infill Overlay areas.			
Support and adopt a catalog and guidelines for Pre-Approved Residential Designs.			
Research and adopt a set of residential designs for the Pre-Approved Residential Plans, with potential for two sets of designs for the Residential Infill Overlay area and neighborhoods outside of the historic core.			
Review and amend the code to support varied housing types and styles, such as cottage courts and historic-style neighborhoods.			

parks + recreation

GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
MAINTAIN A HIGH QUALITY PARK + RECREATION SYSTEM THAT IS RESPONSIVE TO COMMUNITY NEEDS	Updated equipment in neighborhood parks	High community satisfaction with parks from community surveying	Increased attendance at Riverside Park + Ralph Mitchell Zoo	Increased youth and adult recreation program attendance
STRATEGIES				
Continue to perform routine maintenance of facilities throughout the park system, especially neighborhood parks.				
Continue to survey residents on community satisfaction and desired amenities related to parks and recreation.				
Plan upgrades around identified lifecycles of facilities and equipment.				
Complete master plans for the long-term success of facilities, such as the Ash Youth Center and Riverside Beach Family Aquatic Center.				
Continue to implement the goals outlined in the Riverside Park + Ralph Mitchell Zoo Master Plan.				

GOAL 2	METRIC 1	METRIC 2	METRIC 3
EXPAND SAFE AND EFFICIENT PEDESTRIAN AND BICYCLE MOBILITY THROUGHOUT THE COMMUNITY	Implement new trail segments and increase level of service	Complete sidewalk improvements and reduce network gaps	Receive high community satisfaction level with trails and sidewalks from the community survey
STRATEGIES			
Implement the Future Trails Plan by expanding shared-use paths, widening or improving side paths, adding sharrows, installing nature paths, and maintaining facility trails and on-street bike lanes.			
Consider new program solutions, such as cost sharing, to help with the maintenance and improvement of sidewalks throughout neighborhoods.			
Expand wayfinding and directional signage to connect key community assets, especially along corridors identified on the Future Trails Plan.			

GOAL 3	METRIC 1	METRIC 2	METRIC 3	METRIC 4
REMAIN ADAPTABLE AND FUTURE-ORIENTED TO CHANGING TRENDS IN PARK PLANNING TO SERVE ALL CURRENT AND FUTURE RESIDENTS	Adopt new technologies throughout the parks system	Study feasibility of the Heartland Park Retrofit Project	Amend park or facility programming based on new trends	Add green infrastructure to parks and public spaces

STRATEGIES

Be proactive in adopting new trends or technology such as integrating technology into park design through playground equipment, QR codes, VR/AR technology, and any other new technology.

Inventory existing brownfields within city limits to identify opportunities for redevelopment. Rank or prioritize the identified brownfields to determine where focus should go in pursuit of funding and partnerships.

Consider performing a feasibility study on retrofitting the Heartland cement property into a future park or open space, pursuing Brownfield Grants and other funding sources.

Install green infrastructure systems in parks, along trails, and in other public spaces.

GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
MAINTAIN A HIGH QUALITY AND SAFE MOBILITY SYSTEM THAT CONSIDERS MULTI-MODAL CONNECTIONS	Positive trends in community satisfaction survey with road conditions	Expand the sidewalk and trail network to support walking and biking	Decreased serious injuries and fatalities in vehicular accidents	Increased usership in the SeeClickFix program
STRATEGIES				
Adopt a complete streets policy to establish strong best practices for road reconfigurations.				
Consider developing a Neighborhood Streets Plan that focuses on the enhancement and preservation of street corridors and prioritizes traffic calming and the pedestrian experience.				
Consider adopting a set of streetscape standards for all levels of road classifications.				
Continue to implement the recommendations from the Local Road Safety Plan.				
Install traffic calming measures to reduce the speed of traffic and occurrences of serious injuries.				
Follow the Future Streets Plan to guide planning for future roadway connections.				
Preserve rights-of-way for growth based on the Future Streets Plan.				
Annually review the Future Streets Plan to ensure it accurately reflects the needs of the community and continues to support the land uses identified in the Future Land Use Plan.				
Continue to use the SeeClickFix program to invite residents to identify needed improvements.				
Advertise the SeeClickFix program on the City's website and social media accounts to spread the word about the program.				
Support incremental improvements to the sidewalk network to increase ADA accessibility throughout the city.				

transportation + infrastructure

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
IMPROVE INFRASTRUCTURE AND EMERGENCY PLANNING SERVICES	Construct an IC-500 rated City storm shelter	Modernize infrastructure to perform efficiently and safely	City-owned facility and gear upgrades	Installation of structural + non-structural stormwater facilities
STRATEGIES				
Continue to meet or exceed all Federal or State discharge standards.				
Consider stormwater infrastructure improvements as a method of mitigating development impact.				
Explore opportunities for structural and nonstructural stormwater improvements.				
Limit development in the floodplain and instead use these areas as natural greenbelts throughout Independence.				
Continue to provide exceptional internet services and coordinate with providers for expanded services as needed.				
Design and construct water system improvements that meet demand for fire protection and adequate pressures for current and future growth areas.				
Pursue FEMA grants to receive funding support to construct a City storm shelter.				
Continue to educate residents on emergency planning and preparedness and what best practices look like.				
Coordinate utility improvements with transportation projects to ensure efficient use of funding and construction timelines.				

economic development

GOAL 1	METRIC 1	METRIC 2	METRIC 3
WORK TO ATTRACT AGRICULTURAL-BASED MANUFACTURING + OTHER TARGET INDUSTRIES	New employers moving to Independence	Zoning and development review	Job-training and skill development opportunities
STRATEGIES			
Continue to maintain an up-to-date and easy to understand economic development hub on the City's website.			
Maintain a positive working relationship with nearby major employers, such as Bartlett and other organizations, to encourage word of mouth promotion of the Independence region.			
Attend relevant workforce, manufacturing, or ag-technology conferences to market Independence and learn more about specific desires of potential employers.			
Review zoning and development review to identify possible hurdles to attracting and maintaining industry.			
Continue to advertise the industrial parks and Kansas Certified sites in Independence.			
The City and MCAC should continue to be partners in pursuing economic development opportunities to expand industry in Independence.			
Continue to work with the high school to encourage participation in programs that meet local demand for jobs/skills.			
Encourage partnerships with Independence Community College to promote skills and programs that match target industries.			
Foster relationships with non-profits supporting soft skills and job training.			

economic development

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
ENCOURAGE NEW AND UPDATED HOUSING AS A FORM OF ECONOMIC DEVELOPMENT	New housing at all density levels and varied typologies	Allowing for creative housing types	Infill housing or housing rehabilitation	Outreach to southeast Kansas/ Oklahoma developers
STRATEGIES				
Implement the findings of the City's Housing Needs Analysis and the Housing + Neighborhoods chapter of this comprehensive plan.				
Encourage medium- and high-density residential in strategic locations, as identified in the Future Land Use Plan, to provide more housing choice and flexibility for new and future residents.				
Consider expanding the City's incentive packages for new residential development to attract new development.				
Support infill and housing rehabilitation within the Residential Infill Overlay to increase the quality and modernize housing in Independence.				
Explore creative opportunities to increase housing, such as accessory dwelling units (ADUs), pre-approved residential designs, and new housing typologies, such as cottage courts.				
Actively reach out to southeast Kansas and Oklahoma-based home builders to try and gain traction for more new housing in Independence.				

economic development

GOAL 3	METRIC 1	METRIC 2	METRIC 3	METRIC 4
INDEPENDENCE SHOULD PRIORITIZE MARKETING THE COMMUNITY TO DEVELOPERS, INDUSTRY, AND SITE SELECTORS.	Updates to the City's marketing strategy or rebranding	Review and update the zoning code and development review process	Reorganize and update the City's website to streamline access to information	Host a bus tour to market land availability, incentive packages, and quality of life in Independence
STRATEGIES				
Continue to market Independence as a great place to live and do business. This could include an updated branding of the community that could highlight its high quality of life or identity as an ag manufacturing center.				
Review the development review process and associated fees to identify areas for streamlining the process.				
Update the City's website to make sure the site is easy to use, visually attractive, and reflects the latest and greatest information on not just economic development or site opportunities, but quality of life factors such as parks, Downtown, and events.				
The City could hold a bus tour with developers, site selectors, industry leaders, and major employers to review all of the opportunities of living and working in Independence.				

economic development

GOAL 4	METRIC 1	METRIC 2	METRIC 3	METRIC 4
CONTINUE TO SUPPORT INDEPENDENCE'S RETAIL CORRIDORS AND DISTRICTS	Increased attendance at community events	Low vacancy and turnover in Downtown businesses	Façade improvements along Pennsylvania Avenue	Westside commercial district retention and expansion
STRATEGIES				
Continue to promote Downtown Independence as cultural heart of Independence.				
Prioritize maintaining or expanding funding for Downtown grant programs and support for ongoing façade and beautification efforts.				
Actively market and support community events such as Neewollah, including drawing from a larger regional area.				
Continue to support the westside highway commercial district through tenant attraction/retention as well as expansion.				
Promote health and vibrancy along Penn Avenue commercial district through façade/streetscape improvements and sidewalk/trail expansion.				

community character

GOAL 1	METRIC 1	METRIC 2	METRIC 3
CONTINUE TO PRIORITIZE QUALITY OF LIFE IMPROVEMENTS THROUGHOUT THE COMMUNITY	Install new gateway signage at the four primary entrances to the community	Increase in use of the available City grants for preservation	Increase in participation and attendance of local events + organizations
STRATEGIES			
Consider updating gateway signage at the key entrances within the community to match or complement the wayfinding signage throughout town.			
Continue to fund and advertise the available City-offered grants for preservation of historic structures within the Historic Downtown District.			
Maintain high quality facilities and amenities throughout the community.			
Expand the locations of the wayfinding signage as-needed to highlight activities and amenities throughout Independence.			
Complete a parking study in Downtown to better understand user trends, identify improvements in regulations, and demand estimates for businesses, residents, and visitors.			
Encourage planters and other soft-scaping elements throughout Downtown to enhance natural streetscaping elements.			

community character

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
HIGHLIGHT INDEPENDENCE'S VIBRANT PAST AND COMMUNITY CHARACTER	Adopt a Landmark Zoning District Overlay	Support for creative initiatives, such as adaptive reuse, for historic preservation	Complete a strategic plan for Downtown enhancements	Implement a local register
STRATEGIES				
Continue to foster a strong spirit of volunteerism throughout the community.				
Consider completing a Downtown Strategic Plan to identify big ideas, event and gathering spaces, needs and opportunities, and other points of interest to support growth and activity within the district.				
Allow and support creative initiatives to take place in an effort to preserve the historic character of Independence.				
Establish a working group to define the qualities and characteristics a structure, site, landmark, or district must meet in order to qualify for the Independence Local Historic Register.				
Map the qualifying components and highlight the Independence Local Historic Register initiative.				
Consider adopting a Landmark Zoning District Overlay to further support the Independence Local Historic Register.				
Continue to celebrate Independence's history and character through events and creative placemaking efforts.				
Examine and update the zoning code as-needed to support the activities and desires of the community with special attention to Downtown's zoning code and what is or is not working in support of current efforts.				



DRAFT MAY 2024



Independence

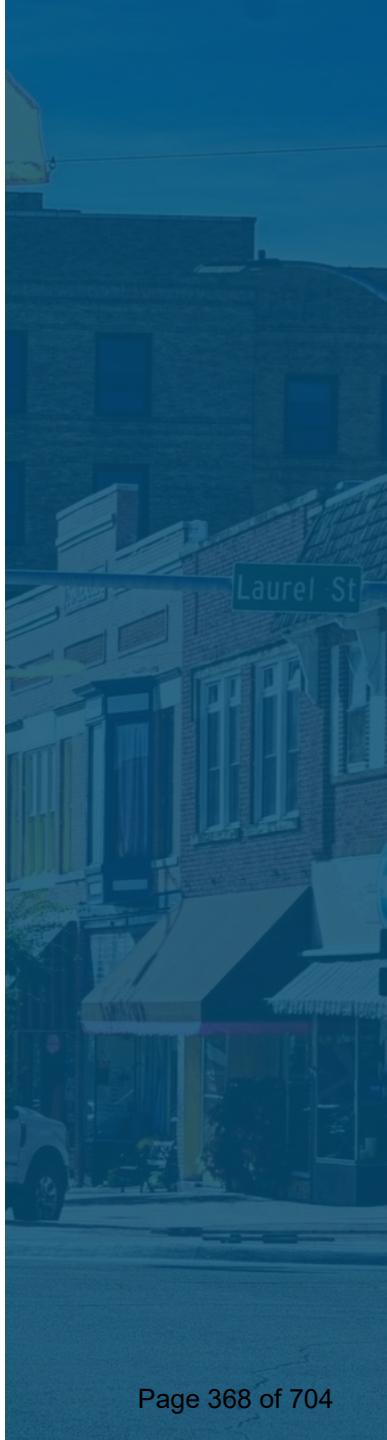
Community Development Plan

City Commission Meeting

May 23rd, 2024

Presentation Outline

- 01.** Project Scope + Schedule Overview
- 02.** Public Input Review
- 03.** Review of Questions from Planning Commission Public Hearing
- 04.** Draft Plan Highlight



01. Project Scope + Schedule Overview

02. Public Input Review

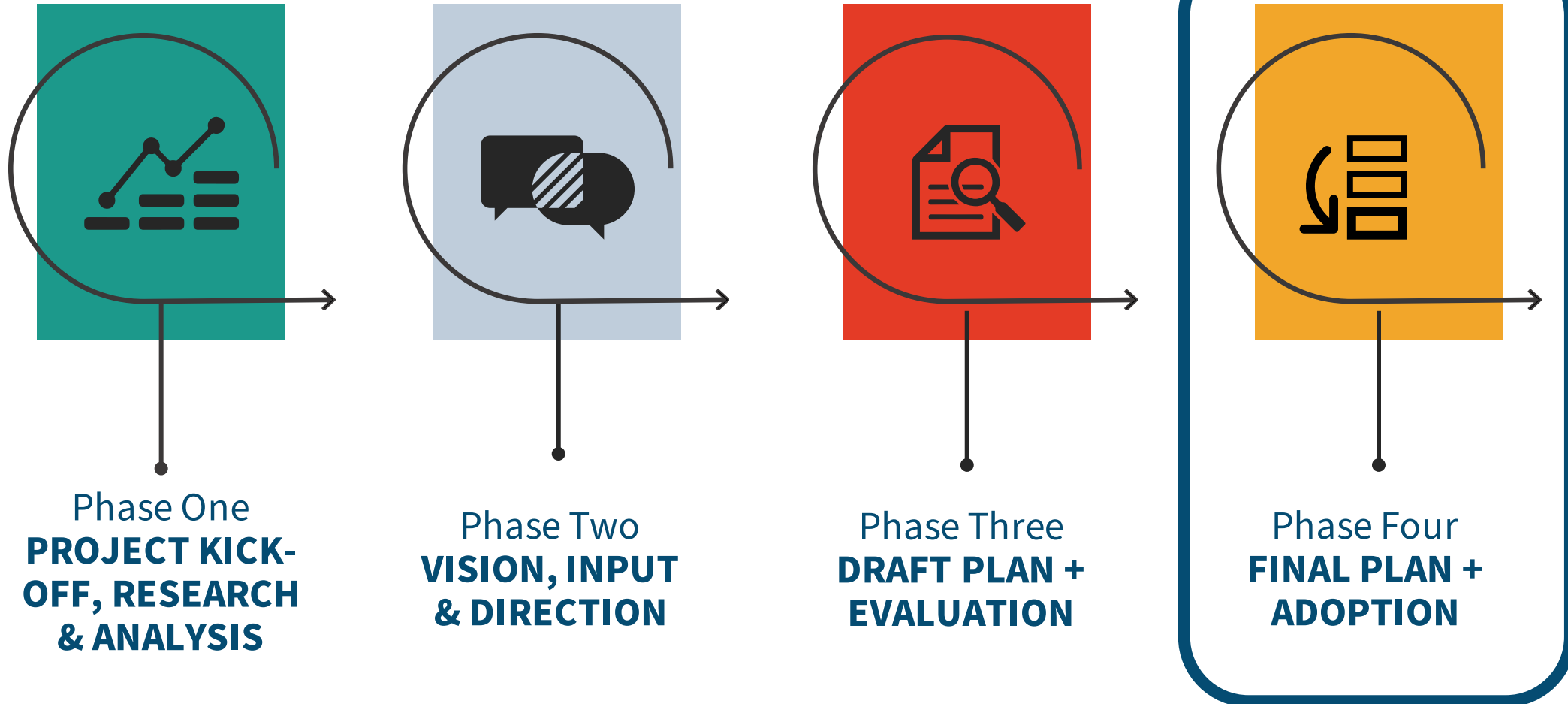
03. Review of Questions from Planning Commission Public Hearing

04. Draft Plan Highlights

01 Project Scope + Schedule

Project Scope

« Four phase process



Project Scope

Recap of Progress

« Completed Phase Two

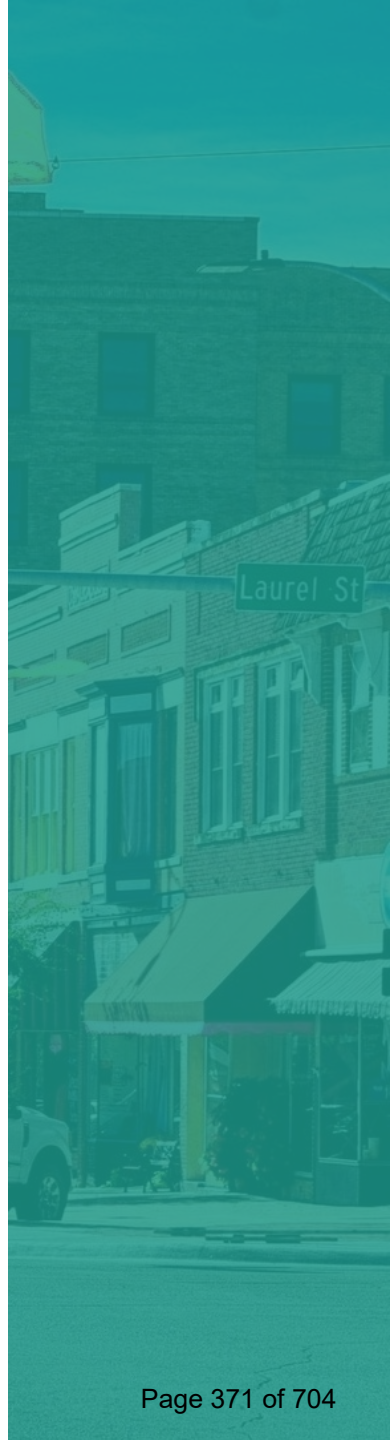
- « Held stakeholder interviews with members of the community
- « Launched our public engagement interactive website
- « Hosted a Public Workshop here at the Civic Center
- « Hosted a Joint Workshop with the City Commission, Planning Commission, and EDAB

« Completed Phase Three

- « Held three draft review sessions with our Steering Committee presenting chapter content to gather their input and direction
- « First Friday on April 5th to provide an update on progress
- « Hosted a Public Open House to present the draft plan and gather feedback
- « Joint Workshop to present the draft plan and gather feedback

« Currently in Phase Four!

- « Planning Commission Public Hearing (May 7th) + **City Commission Meeting (TODAY)**



Project Schedule

Big Picture Schedule

	August- October 2023		November- December 2023	January - April 2024				May - July 2024		
Phase 1 Research + Analysis										
Pre-Kick-Off Meeting with City Staff		●	Sept. 6th, 2023							
Communication Plan		●								
Project Kick-Off Meeting with Steering Committee		●	Sept. 26th, 2023							
Analysis Review Meeting with Steering Committee			●	Oct. 10th, 2023						
Analysis Review Joint Workshop			●	Nov. 1st, 2023						
Phase 2 Vision, Input + Direction										
Online Engagement Website			Launched Nov. 3rd, 2023							
Special Event Booth #1			● ●	Nov. 3rd, 2023						
Stakeholder Interviews & Focus Groups			Week of Nov. 27th							
Public Workshop			●	Dec. 4th, 2023						
Stakeholder and Public Input Review Meeting with Steering Committee				●	Dec. 13th, 2023					
Phase 3 Draft Plan + Evaluation										
Draft Plan Review Sessions with Steering Committee (3 meetings)				● ● ●	Jan. 30th, Feb. 27th, Mar. 26th					
Draft Plan Public Open House						●	April 9th, 2024			
Draft Plan Joint Workshop						●	April 16th, 2024			
Public Review and Comment Period										
Phase 4 Final Draft Plan + Adoption										
Planning Commission Public Hearing						May 7th, 2024		●		
City Commission Meeting						May 23rd, 2024			●	

01. Project Scope + Schedule Overview

02. Public Input Review

03. Review of Questions from Planning Commission Public Hearing

04. Draft Plan Highlights

02 Public Input Review

Public Input Review

Stakeholder Interviews

Representatives Interviewed

- «Local school district
- «ICC
- «City representatives
- «Local businesses
- «Civic organizations

**Community Identity
+ Volunteerism**

**Industry
Potential**

**History +
Maintenance
of Quality of Life**

**Trajectory of the
Community**

Downtown

**Housing Choice +
Availability**

Public Input Review

Public Workshop

« Held on December 4, 2023, at Independence Memorial Hall from 5:30-7:00 PM

« Around 40 participants

« Short presentation with visioning questions followed by engagement boards and activities

INDEPENDENCE COMMUNITY DEVELOPMENT PLAN

Dear Friend/Family,
It's 2050 and you should visit me here in Independence because...

it is a vibrant and bustling community full of history and life. We have wonderful stores, nightlife, ample housing and plenty of jobs to go round. Oh! And our world-famous park + zoo is a mustsee!



PLACE
STAMP
HERE



Public Input Review

Independence Community Development Plan

Help us plan for the future of Independence!



Independence Community Development Plan

Welcome!

The City of Independence is excited to begin the process of updating its Community Development Plan to create a long-term vision for Independence through 2050 and beyond. This roughly 10-month process will include many opportunities for public engagement and feedback.

Click through the tabs to learn more about the planning process including goals, project schedule, and plan elements.

We want to hear from you!

Click the link below to provide feedback on the future of Independence!

We can't wait to hear from you!

[Click here to review the engagement activities and responses!](#)

INDEPENDENCE TODAY

A VISION THE FUTURE

PROJECT SCHEDULE

COMMUTER
PATTERNS



Key Dates



April 05, 2024 7:30 am

First Friday at Memorial Hall

Join us at First Friday to learn about the draft Independence Community Development Plan and the Public Open House!

Public Input Review

Thank you for helping us build a vision for Independence's future!

There is a variety of engagement activities available to help guide recommendations for the Community Development Plan! Each of these activities are intended to inform decision making for everything ranging from housing up to streetscaping improvements.

Activities include:

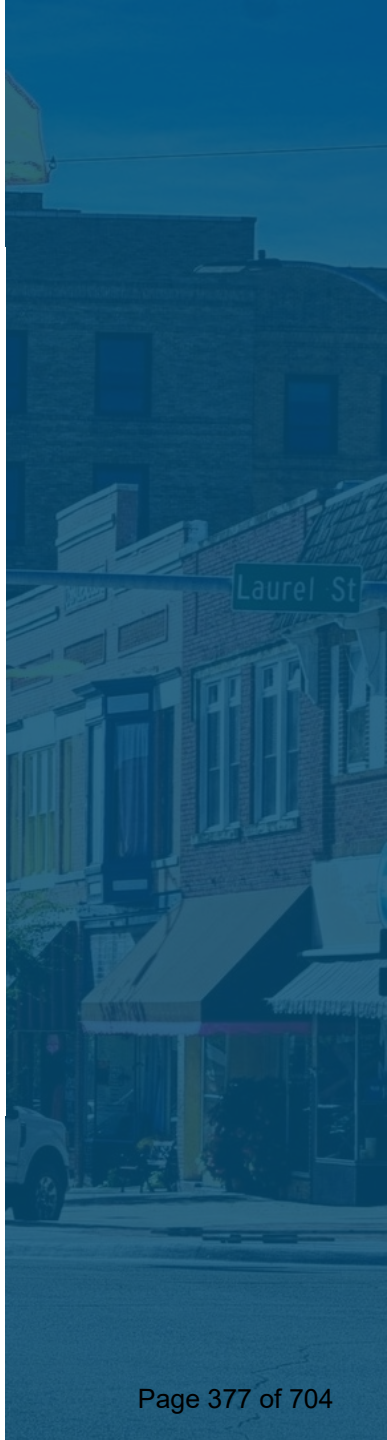
- A **short survey** to let us know who is participating and your general thoughts on the community.
- An **image voting** activity to share thoughts on residential densities, community amenities, commercial and industrial uses, and streetscaping.
- A **mapping activity** to drop points on a map of Independence with a variety of comment types.

COMMUNITY SURVEY	IMAGE VOTING	MAPPING ACTIVITY
------------------	--------------	------------------

Open

Independence Community Survey

Engagement activities are open from November through January 5th. Share your thoughts and ideas on Independence's future!



Public Input Review

Thank you for helping us build a vision for Independence

There is a variety of engagement activities in the Plan! Each of these activities are intended to help us build a vision for streetscaping improvements.

Activities include:

- A short survey to let us know who is interested in the community plan.
- An image voting activity to share thoughts on industrial uses, and streetscaping.
- A mapping activity to drop points on a map of the community.

COMMUNITY SURVEY

IMAGE VOTING

Open

Independence Community Plan

Engagement activities are open from November through January. Share your thoughts and help shape Independence's future!

1,474
views



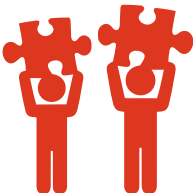
852
visits



662
visitors



362
contributions



from
151
contributors

Public Input Review

Image Voting

« Residential, commercial, downtown + streetscapes, and parks + recreation

«Helps to identify characteristics and amenities of the built environment residents do and do not support

Most Preferred



LOW-DENSITY RESIDENTIAL
SMALLER LOT



LOW-DENSITY RESIDENTIAL
SMALLER LOT



LOW-DENSITY RESIDENTIAL
MEDIUM LOT



HISTORIC PRESERVATION/REHAB OF EXISTING HOMES



LOW-DENSITY RESIDENTIAL
COTTAGE STYLE DEVELOPMENT

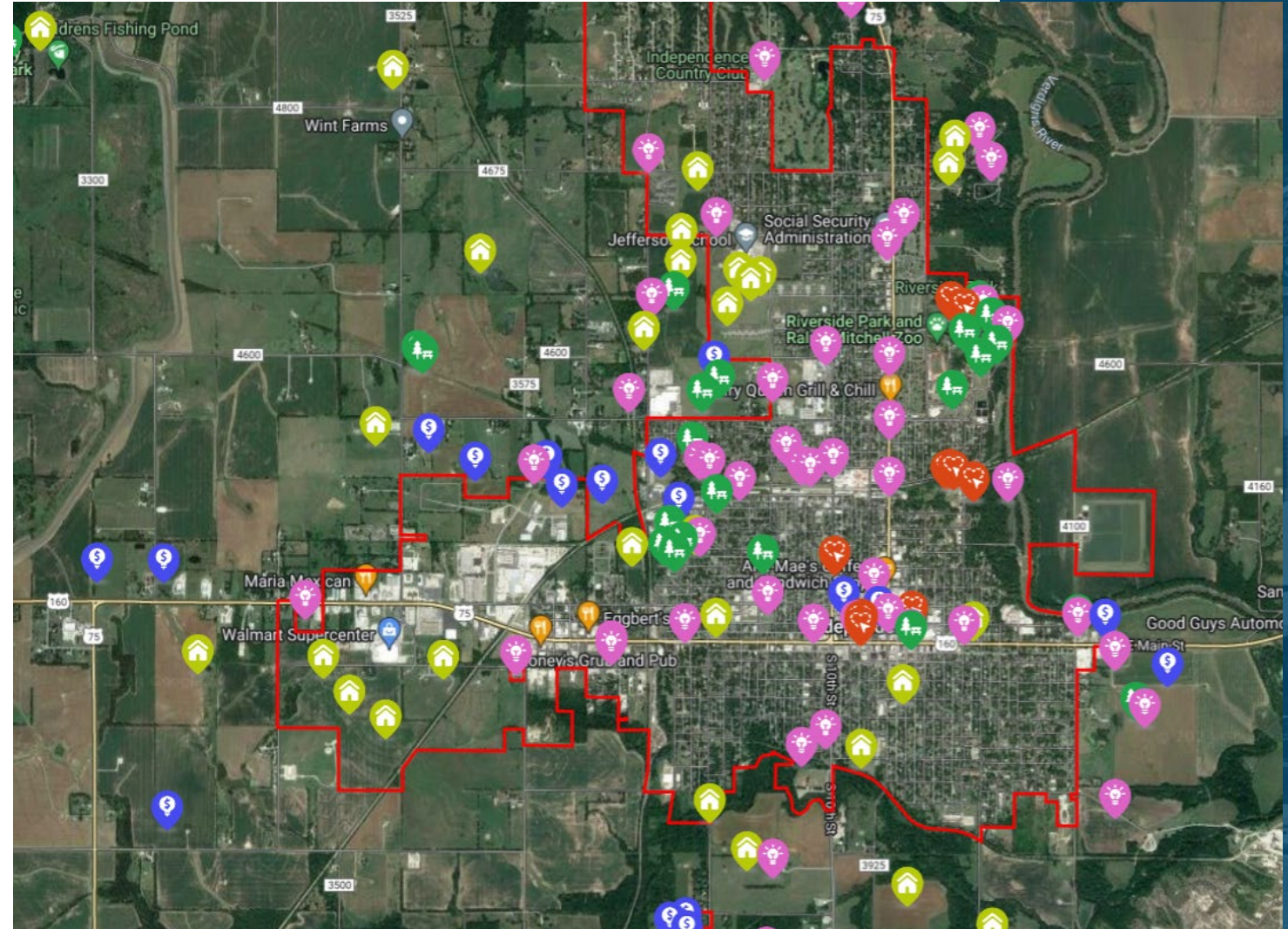
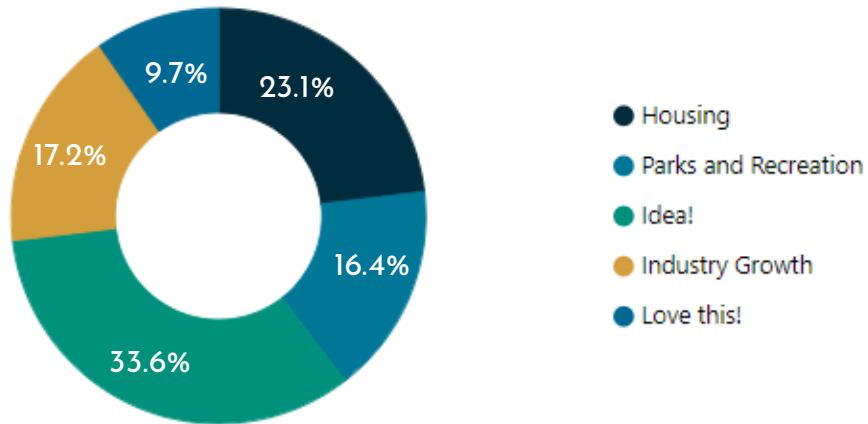


MEDIUM-DENSITY RESIDENTIAL
CENTRAL GREEN DEVELOPMENT

Public Input Review

Mapping Activity

- « 134 map comments
- « 18 contributors
- « **Idea!** the most popular comment
- « Housing, pedestrian connections, industry expansion ideas, and love for downtown/park + zoo/community were frequently mentioned



Public Input Review

Open House

« Held on April 9th, 2024, at Independence Memorial Hall from 5:00-7:00 PM

«50-60 attendees

« Highlights of the chapters around the room with opportunities to add ideas for additional strategies

«Draft Plan was posted online April 9th with options to provide feedback through April 23rd

CHAPTER 07: COMMUNITY CHARACTER

EXISTING PROGRAMS + BEST PRACTICES

WHAT DEFINES COMMUNITY CHARACTER IN INDEPENDENCE?
Community character encompasses many components in any given city. These broad categories, these defining factors may be placed into include sense of place, local character, and diversity in amenities. Stemming from these broad categories are unique features and characteristics of communities that help define their respective identities and drive people to these towns.

This chapter examines the unique features and characteristics of the community that set Independence apart from its peers and impact the quality of life of residents.

What defines community character and how does it impact residents today?

sense of place
local character
diversity of amenities

quality of life
economic prosperity

GOAL 1
CONTINUE TO PRIORITIZE QUALITY OF LIFE IMPROVEMENTS THROUGHOUT THE COMMUNITY

GOAL 2
HIGHLIGHT INDEPENDENCE'S VIBRANT PAST AND COMMUNITY CHARACTER

EARLY HISTORY OF INDEPENDENCE

1870
Land is purchased from Chase Indians to form what would later become the incorporated village of Independence. Mount Shagar Cemetery roughly 50 acres later is established.

1893
130 residents added the first successful gas well here with coal and Independence Gas Company was founded as a result.

1900s
Oil and gas is discovered in Independence and a population boom ensues. "Lumbermen" with all houses and lots of the most magnificent mansions are complete in the US.

1916
Independence Office Building is constructed. The first oil well is completed.

1919
The first oil well is completed. The first oil well is completed.

1925
The first oil well is completed. The first oil well is completed.

1930
The first oil well is completed. The first oil well is completed.

1950-1965
The first oil well is completed. The first oil well is completed.

1959
The first oil well is completed. The first oil well is completed.

1960s
The first oil well is completed. The first oil well is completed.

1982
The first oil well is completed. The first oil well is completed.

WILLIAM INGE CENTER FOR THE ARTS

BALANCING PRESERVATION WITH NEW DEVELOPMENT

HISTORIC CHARACTER + PRESERVATION
NEW DEVELOPMENT + REDEVELOPMENT

A balancing act of when to preserve vs. when to build new. how do we begin to identify priority areas for each of these development types?

Develop a local register and/or zoning district to track and support historic preservation efforts throughout Independence

Utilize adaptive reuse practices as a historic preservation tool

DOWNTOWN INDEPENDENCE
Downtown Independence serves as the hub for activity and events, the primary corridor for local business, and the historic core of the community. So much of the character that was built in Independence's adolescence remains today and shapes the identity of the community. Independence is fortunate to have a Main Street Program that is as vibrant and active as the one it has today. Local events, such as All Wheels Night and Sip and Shop events, continue to bring people together and support local businesses. Local initiatives have spared many creative projects throughout Downtown. These range from the murals that tell about the values and people of Independence to the programming and food truck activity at Patio 210.

The map to the right highlights the type of business activity within the Downtown today. The intent of this map is to identify strengths of business types today, opportunities to fill vacancies, and creative programming considerations for under-used parcels. Many of the buildings downtown provide much needed services and amenities, such as finance, insurance, and banking. Other uses, such as shopping and public amenities are scattered throughout the rest of the Downtown. The dark blue highlights open parking lots within the district today. These are potential opportunities for a downtown market location, redevelopment, or gathering and green spaces. Consideration for parking demand within downtown should be addressed in a parking study to ensure ample parking for downtown businesses, residents and visitors.

The Downtown is part of the Downtown Historic District recognized by the National Register of Historic Places and has a variety of regulations and guidelines it must follow for rehabilitation projects to ensure the character and historic contribution of the building is maintained.

LEGEND
Shopping
Finance
Public Services
Healthcare
Education
Arts & Culture
Food & Beverage
Retail
Mixed-Use
Industrial
Agriculture
Open Space
Parks & Recreation
Community Center
Library
Police Station
Fire Station
Post Office
Civic Building
Courthouse
City Hall
City Manager's Office
City Clerk's Office
City Treasurer's Office
City Engineer's Office
City Planning & Development
City Public Works
City Police Department
City Fire Department
City Public Safety
City Health Department
City Social Services
City Housing Department
City Parks & Recreation
City Cultural Arts
City Economic Development
City Planning & Development
City Public Works
City Police Department
City Fire Department
City Public Safety
City Health Department
City Social Services
City Housing Department
City Parks & Recreation
City Cultural Arts
City Economic Development

CHAPTER 07: COMMUNITY CHARACTER

GOAL 1	METRIC 1	METRIC 2	METRIC 3
CONTINUE TO PRIORITIZE QUALITY OF LIFE IMPROVEMENTS THROUGHOUT THE COMMUNITY	Install new gateway signage at the four primary available City grants for entrances to the community preservation	Increase in use of the signage at the four primary available City grants for entrances to the community preservation	Increase in participation and attendance of local events + organizations

STRATEGIES

Consider updating gateway signage at the key entrances within the community to match or complement the wayfinding signage throughout town

Continue to fund and advertise the available City-offered grants for preservation of historic structures within the Historic Downtown District

Maintain high quality facilities and amenities throughout the community

Expand the locations of the wayfinding signage as-needed to highlight activities and amenities throughout Independence

Complete a parking study in Downtown to better understand user trends, identify improvements in regulations, and demand estimates for businesses, residents, and visitors.

Encourage planters and other soft-scaping elements throughout Downtown to enhance natural streetscaping elements.

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
HIGHLIGHT INDEPENDENCE'S VIBRANT PAST AND COMMUNITY CHARACTER	Adopt a Landmark Zoning District Overlay	Support for creative initiatives, such as adaptive reuse, for historic preservation	Complete a strategic plan for Downtown enhancements	Implement a local register

STRATEGIES

Continue to foster a strong spirit of volunteerism throughout the community.

Consider completing a Downtown Strategic Plan to identify big ideas, event and gathering spaces, needs and opportunities, and other points of interest to support growth and activity within the district.

Allow and support creative initiatives to take place in an effort to preserve the historic character of Independence.

Establish a working group to define the qualities and characteristics a structure, site, landmark, or district must meet in order to qualify for the Independence Local Historic Register.

Map the qualifying components and highlight the Independence Local Historic Register initiative.

Consider adopting a Landmark Zoning District Overlay to further support the Independence Local Historic Register.

Continue to celebrate Independence's history and character through events and creative placemaking efforts.

Examine and update the zoning code as-needed to support the activities and desires of the community with special attention to Downtown's zoning code and what is or is not working in support of current efforts.

01. Project Scope + Schedule Overview

02. Public Input Review

03. Review of Questions from Planning Commission Public Hearing

04. Draft Plan Highlights

03 Review of Questions from PC Hearing

Review of Questions

«How was communication handled regarding the plan?

«There were multiple opportunities for participation over the last nine months. We attended First Friday events, hosted a Public Workshop and Public Open House, held joint meetings between both Commissions, and hosted a public engagement website in Phases 2-4. All notices for events were public on the City's Facebook page and website, public hearings were published in the newspaper and on the City's website and newsletter. No notices were mailed out to anyone inside or outside of city limits, other than the newsletter. No one was excluded from the process, anyone interested was able to participate.

«How much did this project cost?

«\$100,000 total for the comprehensive plan, with an amendment of an additional \$5,000 for the preliminary review of the current zoning regulations. \$50,000 of this total was funded through a USDA Grant, the rest from the City's budget via CIP planning.

« Why is this plan needed?

«To create a long-term vision for Independence through 2050 and beyond. A plan is also needed by cities to serve as the basis for their zoning districts and regulations. The current Comprehensive Plan was adopted in 1982. It is very customary and typical for comprehensive plans to consider land outside of the current city limits in order to better plan for requests from property owners wanting city services in order to develop their property.

Review of Questions

« Will landowners be forced out or bought out?

«No.

«Are properties going to be annexed?

«If the property is not directly adjacent to the city limits and the property owner does not receive any City services, then no.

«Additional information on annexations:

«The majority of annexations since the 1982 plan occurred because the property owner requested City services, and a few were to align the City Boundary because the area was bordered by the City on two sides or more.

«Any annexations not adjacent to city limits require County approval, even if the property owner makes the request.

«The 1982 Development Plan Map included a 3-mile boundary. Very little of that total area has been annexed into the City since that time. The Planning Area for the new Comprehensive Plan is smaller in area than the 3-mile boundary around the current City limits.

«If the property is adjacent to city limits, and/or the property owner is requesting city services, then it is a possibility.

«Is the City using eminent domain?

«Generally, eminent domain is used only when land is required for a public purpose, such as to obtain easements when utilities are being extended. A city, or other public domain, cannot use eminent domain to take land from one landowner and give it to another.

Review of Questions

«If a property owner wants city services (such as water) for their personal residence, do they have to be annexed?

«If the property is adjacent to city limits, then yes, the property would be required to annex to receive City services.

«If the property is not adjacent, then the property owner should contact their Rural Water District to receive water.

«Did the City initiate providing water to Bartlett?

«No, the City was approached by Bartlett and asked to work with Rural Water District #6 to meet the company's project timeline, which the City, in partnership with RWD6 and Bartlett, accomplished.

«Helps support the overall economic vitality of Montgomery County.

«Does this constitute platted land per Kansas State Statutes?

«The comprehensive plan, and supporting Future Land Use Plan, does not constitute platted land. This is a different process that occurs when a development is proposed. This is not what the plan is proposing nor is it its intent.

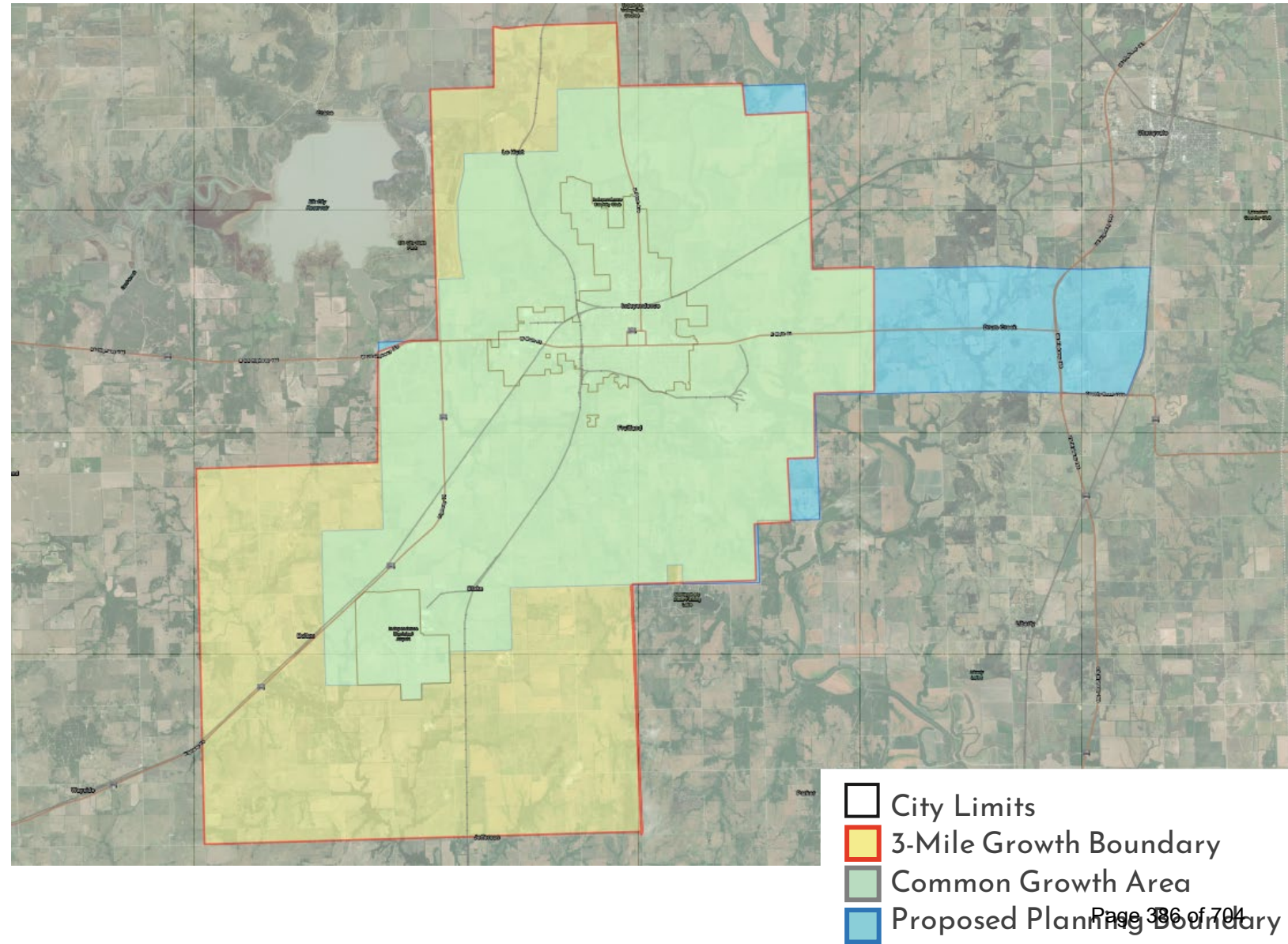
Review of Questions

«How many people were directly involved in the plan that live outside city limits?

«4 total. 2 from the Steering Committee, 2 from the Planning Commission.

«Why are we planning outside of the city limits?

«Any potential growth areas were included, so the City can be prepared to provide future City infrastructure if needed. For example, the City could not have partnered with RWD6 to resell water to Bartlett if the City's water plant was not capable of producing that volume of water.



01. Project Scope + Schedule Overview

02. Public Input Review

03. Review of Questions from Planning Commission Public Hearing

04. Draft Plan Highlights

04 Draft Plan Highlights

Draft Plan Highlights

plan outline

01. introduction

02. future land use

03. housing + neighborhoods

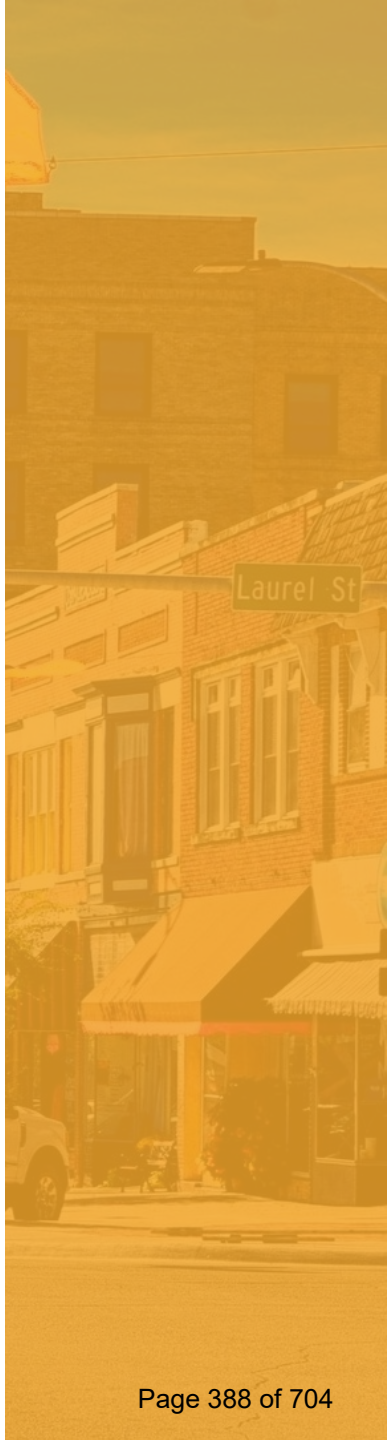
04. parks + recreation

05. transportation + infrastructure

06. economic development

07. community character

08. implementation



Future Land Use

plan outline

01. introduction

02. future land use

03. housing + neighborhoods

04. parks + recreation

05. transportation + infrastructure

06. economic development

07. community character

08. implementation

Future Land Use Overview

«Existing Land Use

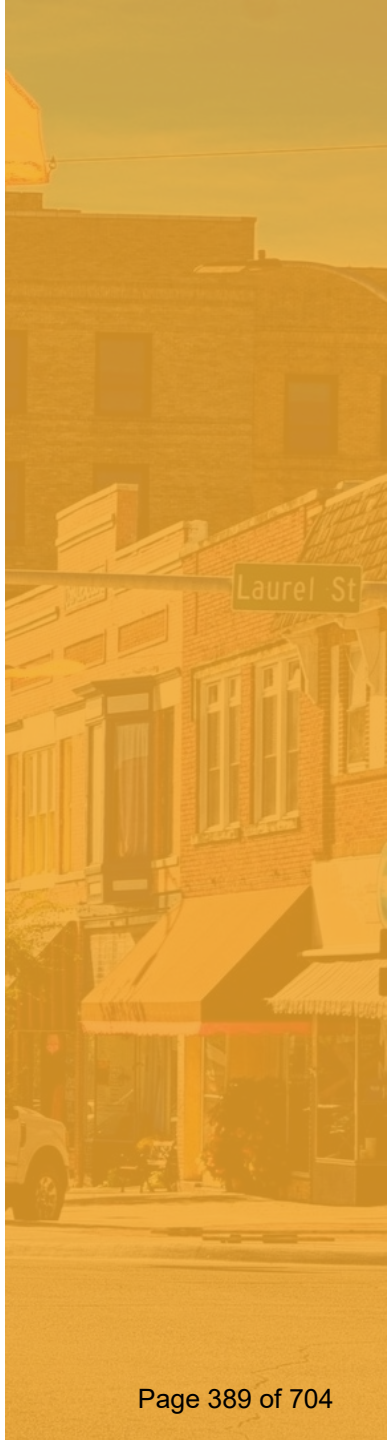
«Future Land Use Definitions

«Future Growth Themes

«Future Land Use Plan

«Zoning Compatibility Matrix

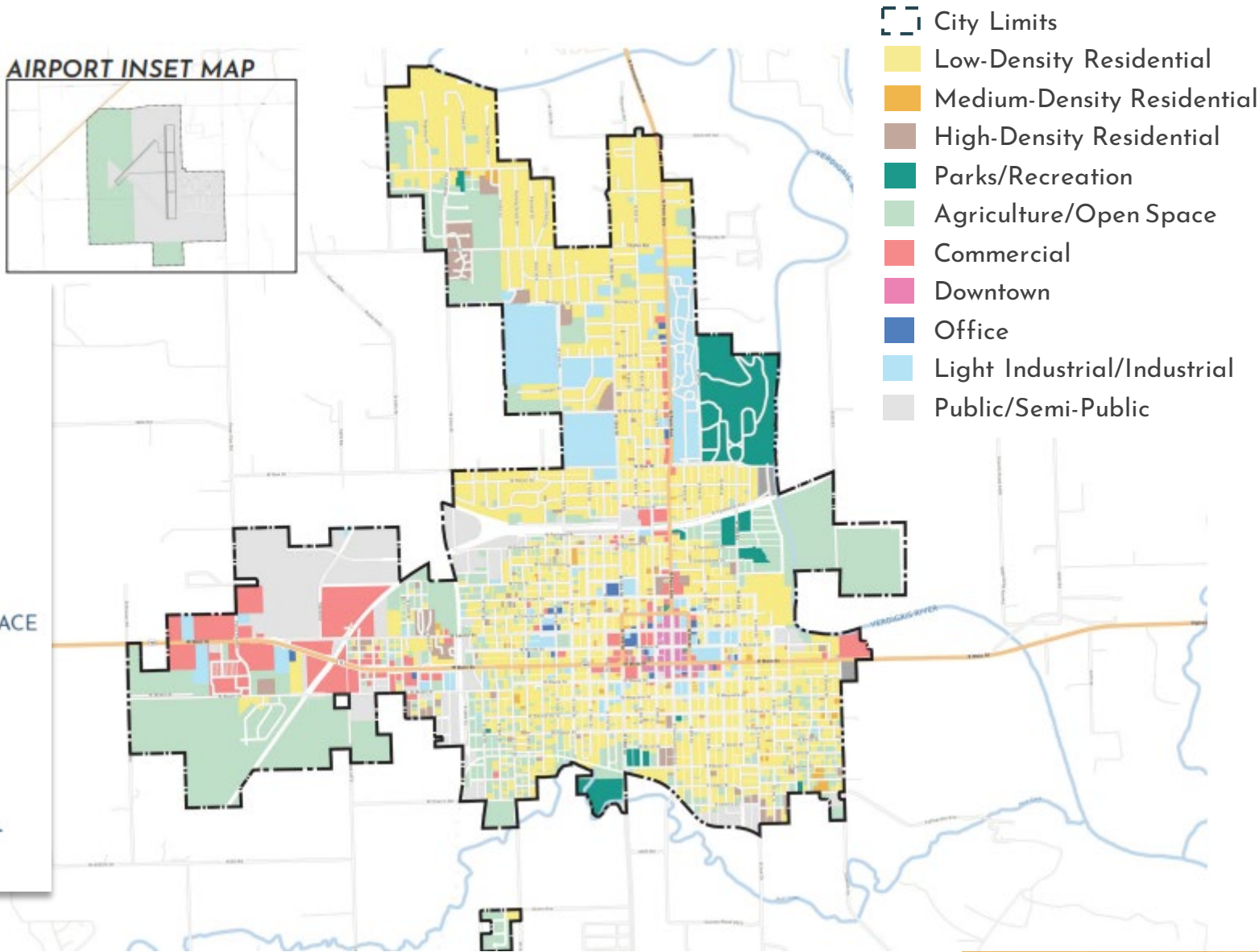
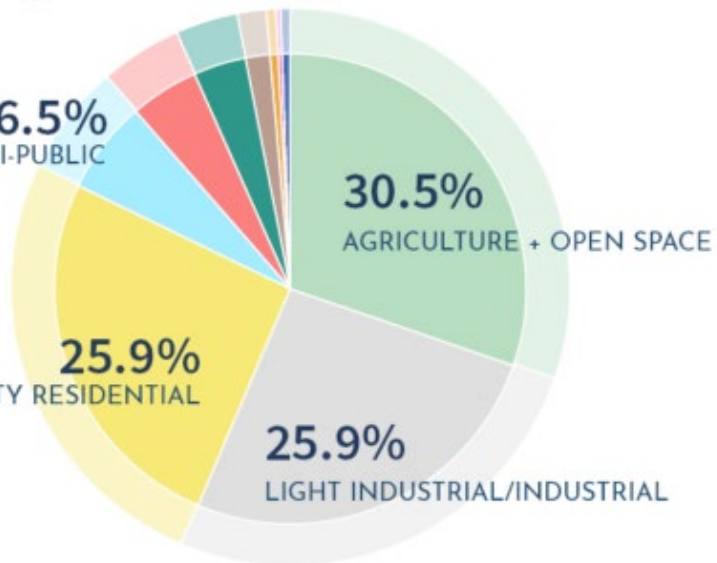
«Rezoning Process



Future Land Use

EXISTING LAND USES

LAND USE FUN FACT:
Due to being the Montgomery County seat, Independence does have a healthy share of public/semi-public land that supports these services.



Future Land Use – Planning Boundary

REVIEW OF PURPOSE

« State statutes allow cities to adopt a Comprehensive Plan and Future Land Use Plan to guide decision-making.

« Serves as a support document for zoning code regulations and for rezoning requests.

« The Future Land Use Plan should be reviewed annually to ensure it still supports the vision of the community.

WHAT IT IS

« Identifies potential development schemes for land within the planning boundary.

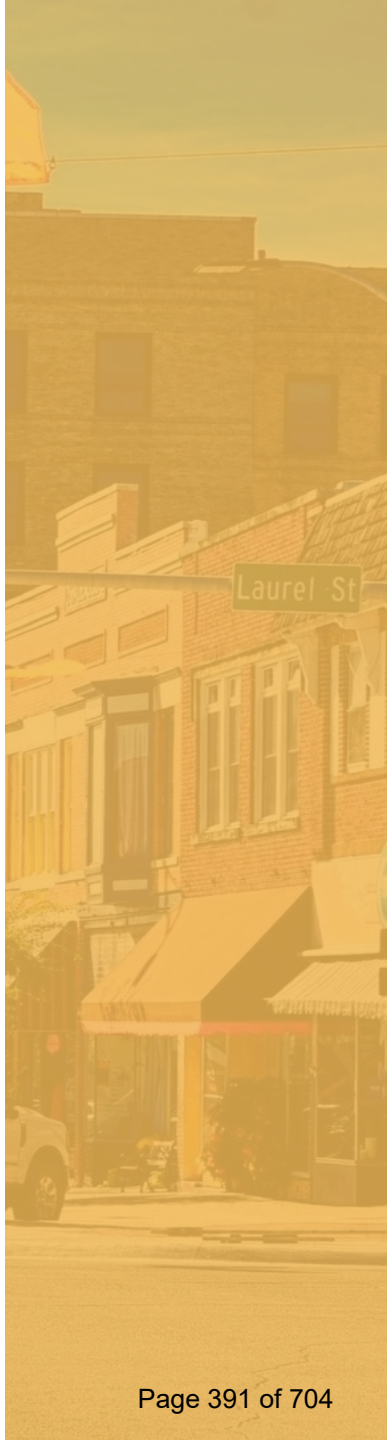
« Guiding document for Commissions to base decisions upon for land development/rezonings/etc.

WHAT IT IS NOT

« Not an annexation plan.

« Not set in stone.

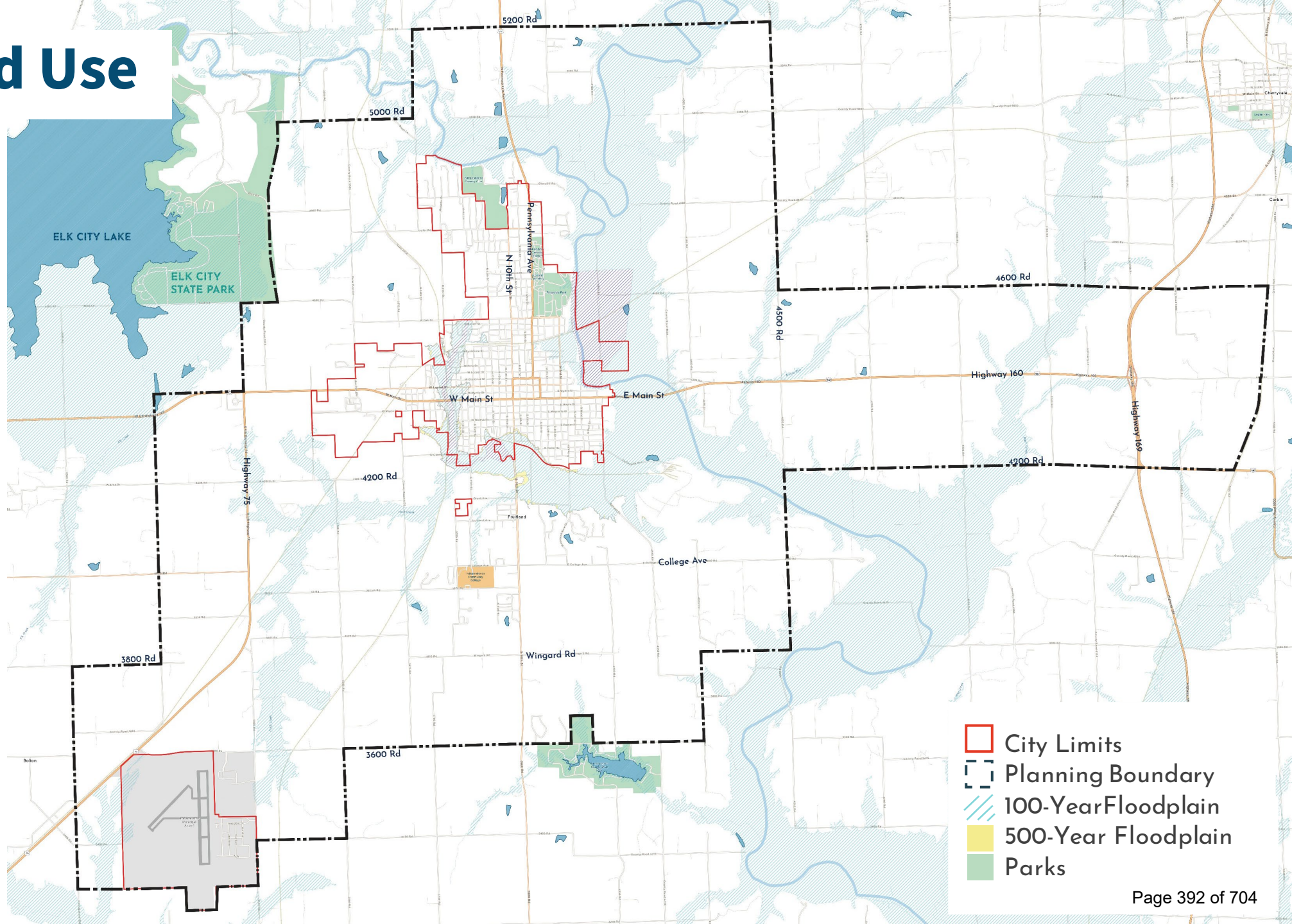
« Not a zoning map.



Future Land Use

PLANNING BOUNDARY RECAP

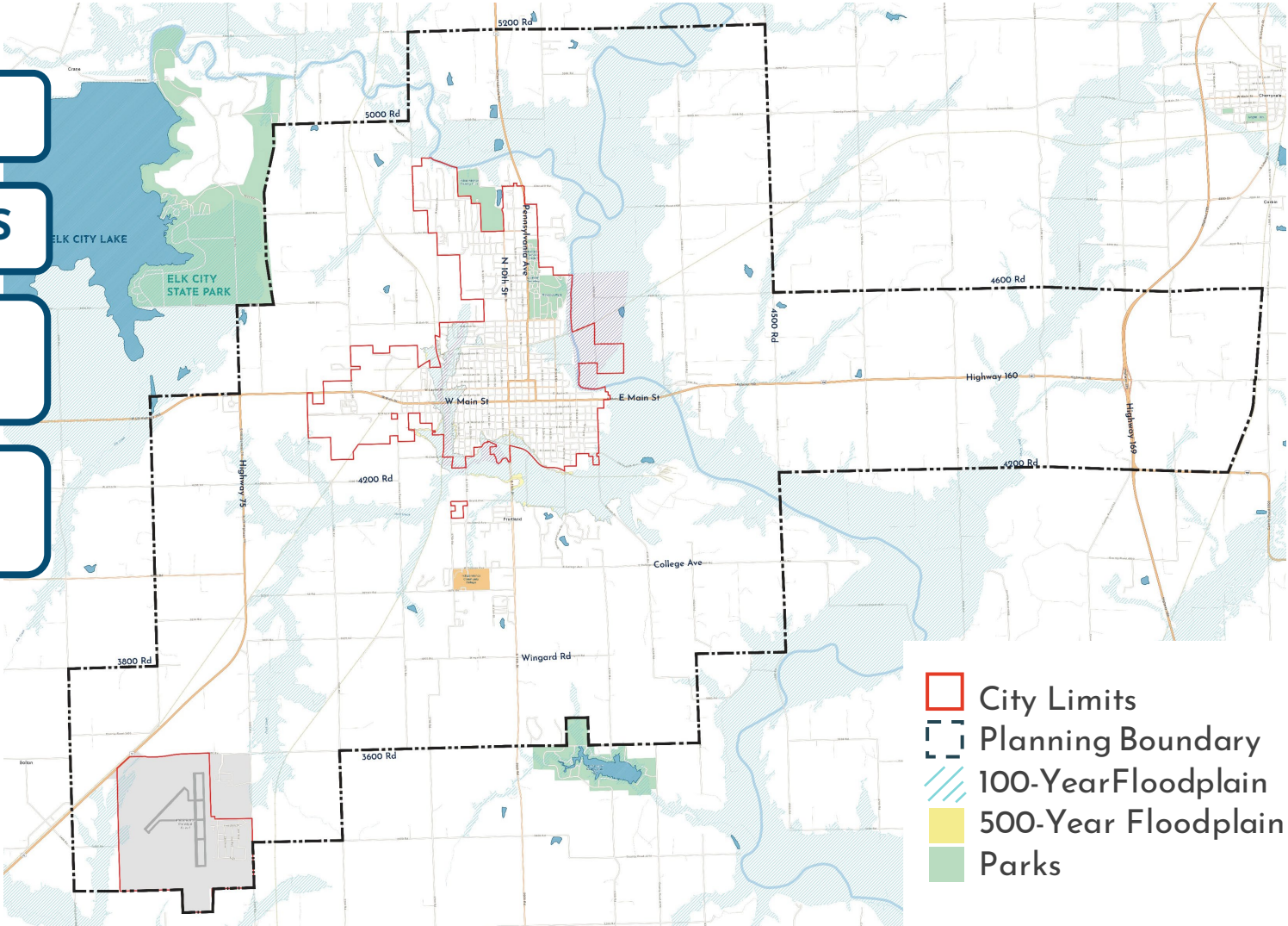
- « North to 5200 Rd
- « East to Bartlett
- « South to Airport and 3600 Rd
- « West to 3100 Rd



Future Land Use

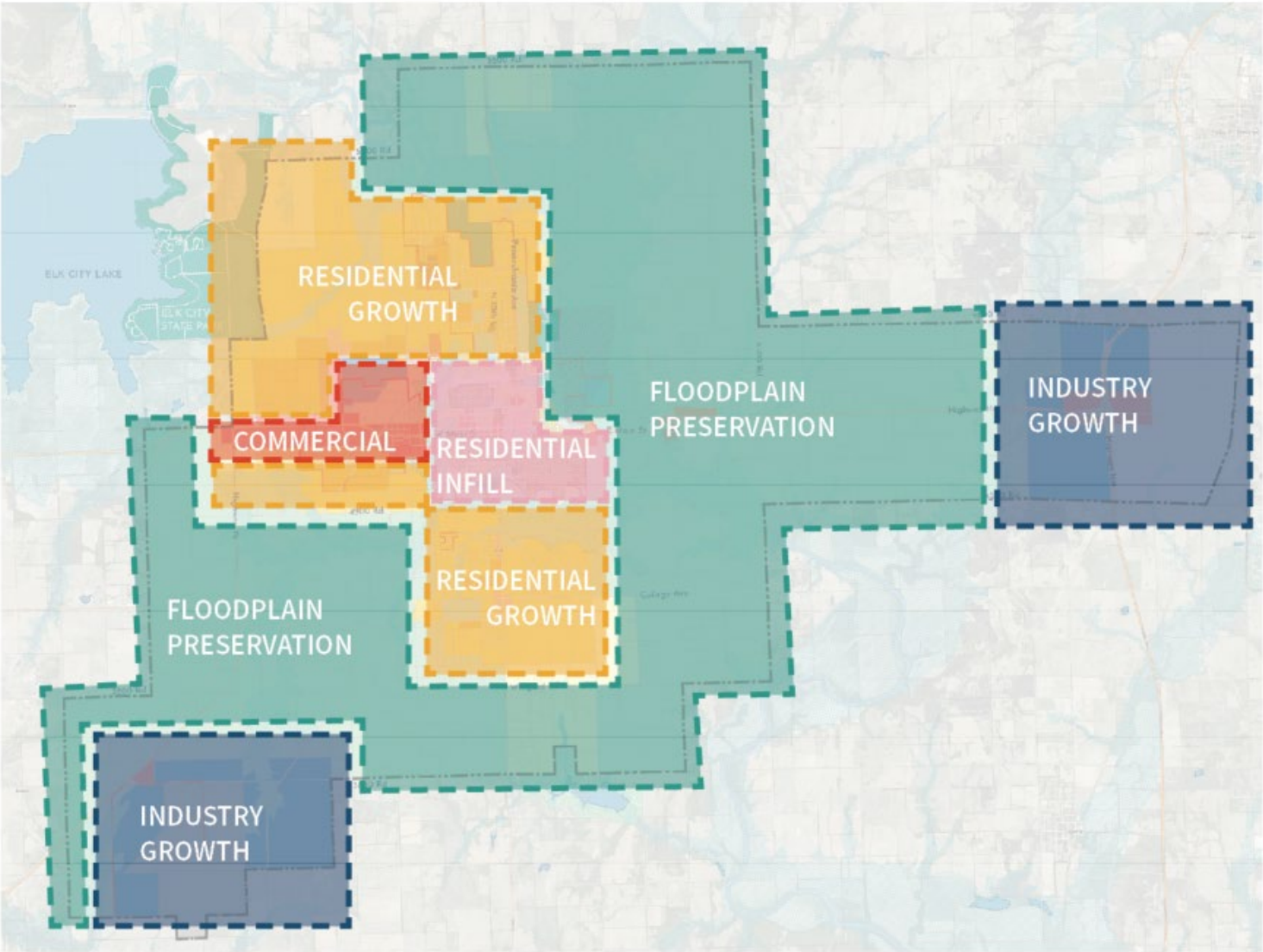
KEY CONSIDERATIONS

- FLOODPLAIN
- MAJOR ROADWAYS
- INFRASTRUCTURE CAPACITY
- GROWTH ZONES + INDUSTRY



Future Land Use

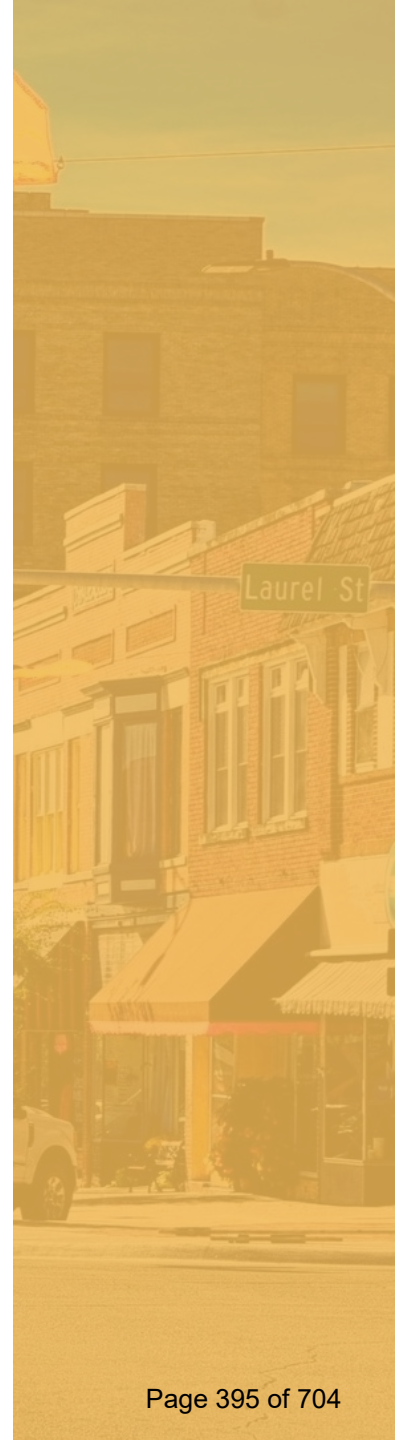
Growth Themes in the Future Land Use Plan



Future Land Use

Future Land Use Categories

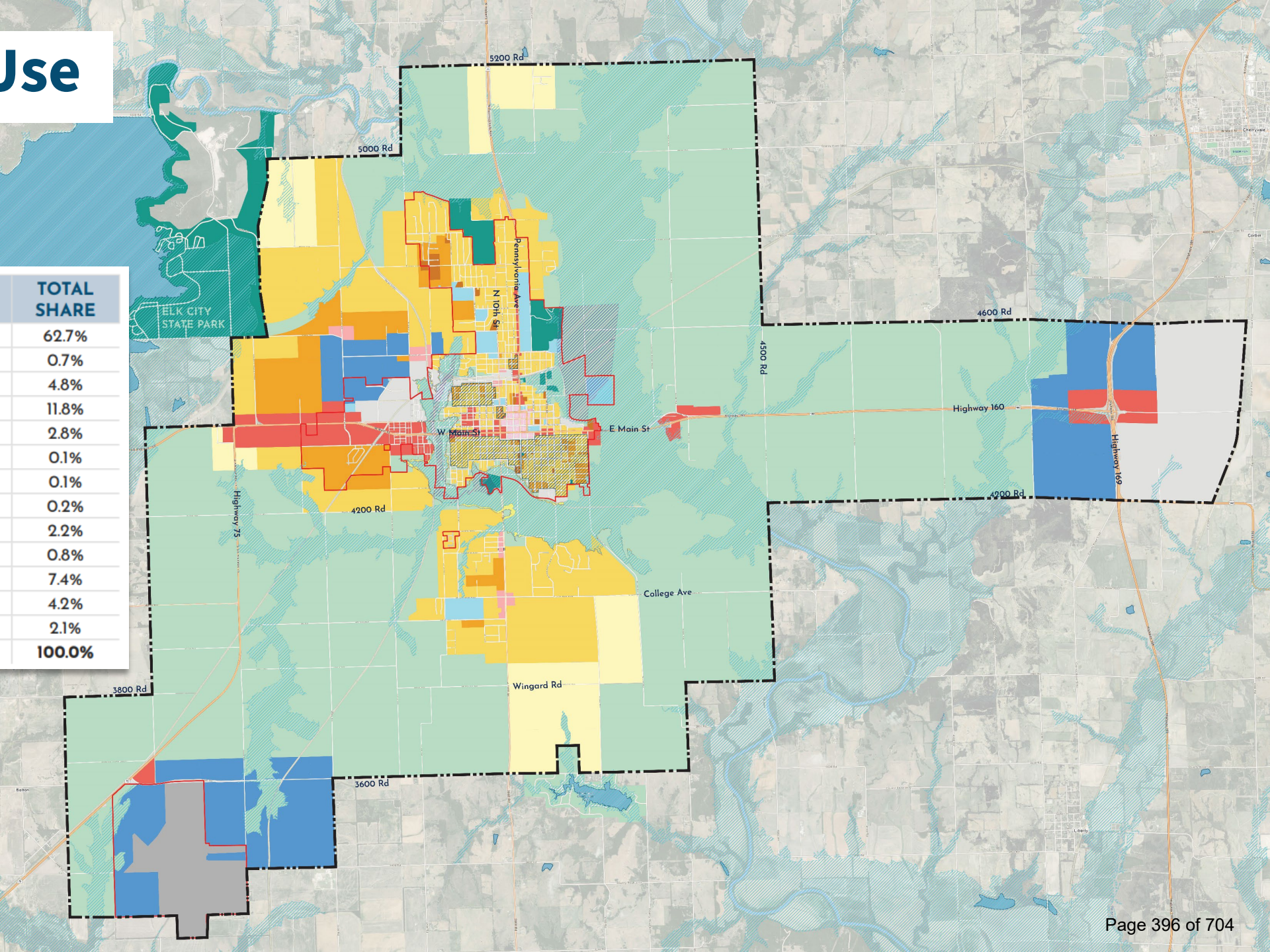
- « Agriculture + Open Space
- « Parks + Recreation
- « Rural Residential
- « Low-Density Residential
- « Medium-Density Residential
- « High-Density Residential
- « Residential Infill Overlay
- « Downtown Commercial
- « Neighborhood Commercial
- « Commercial
- « Public/Semi-Public
- « Business Park
- « Industrial
- « Airport

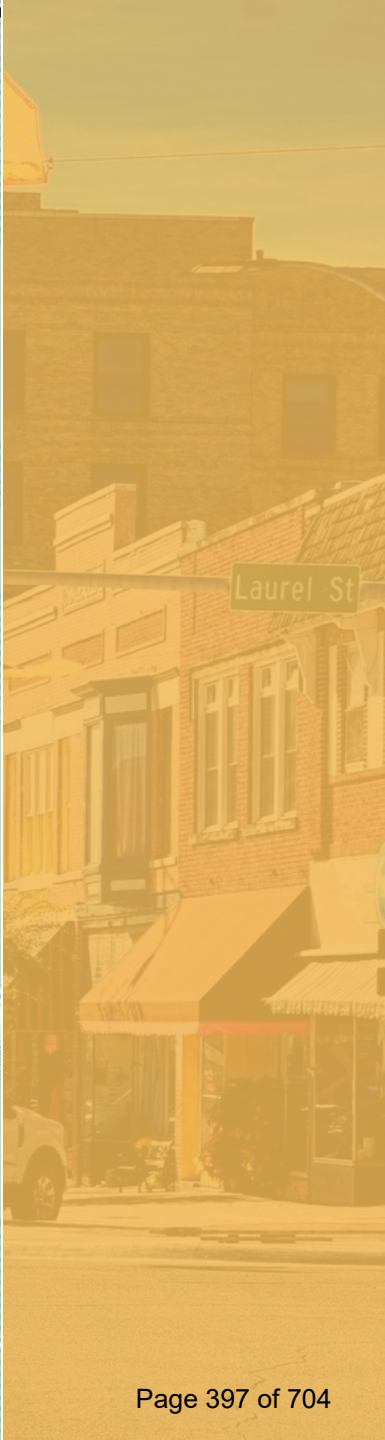
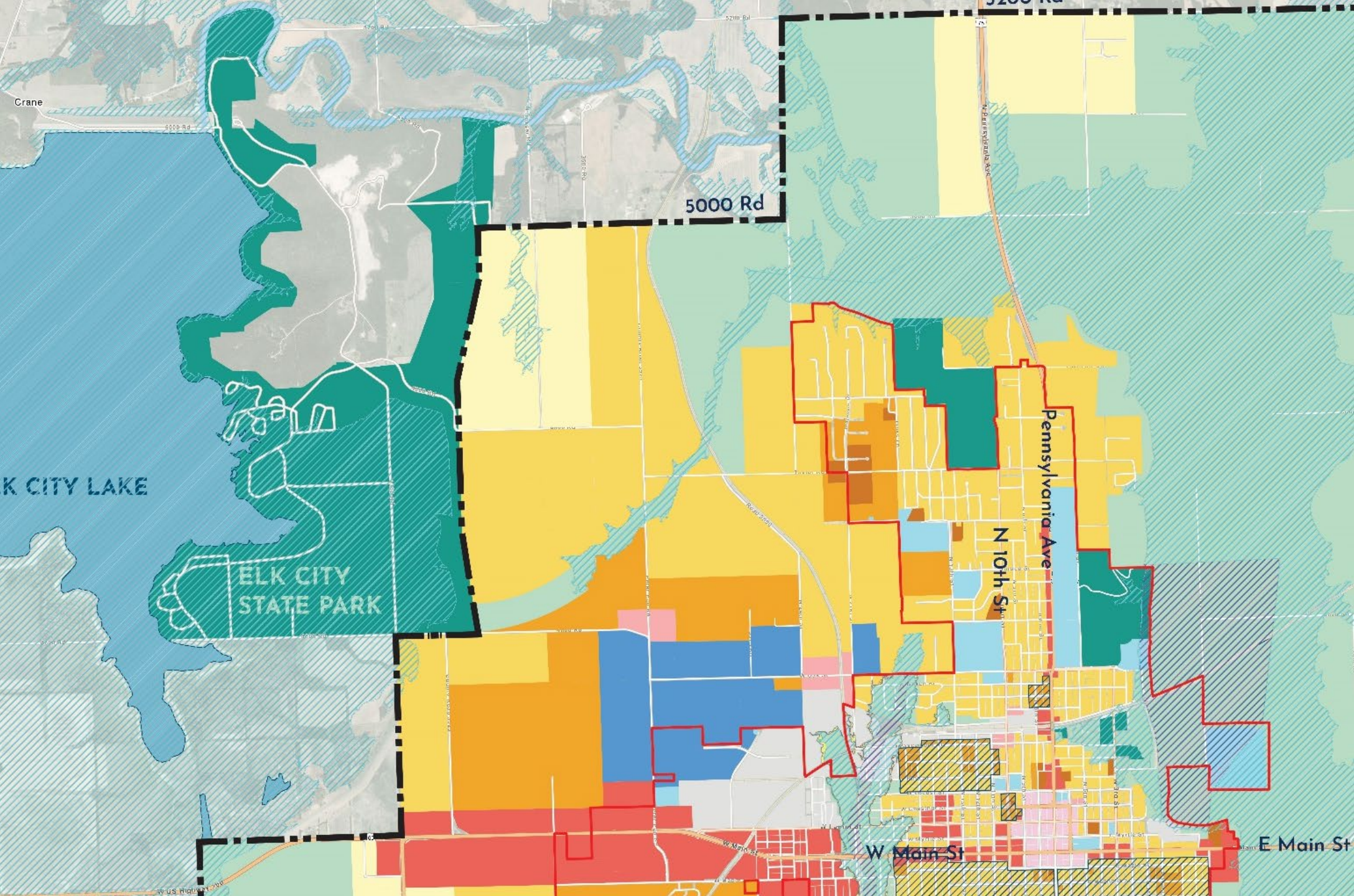


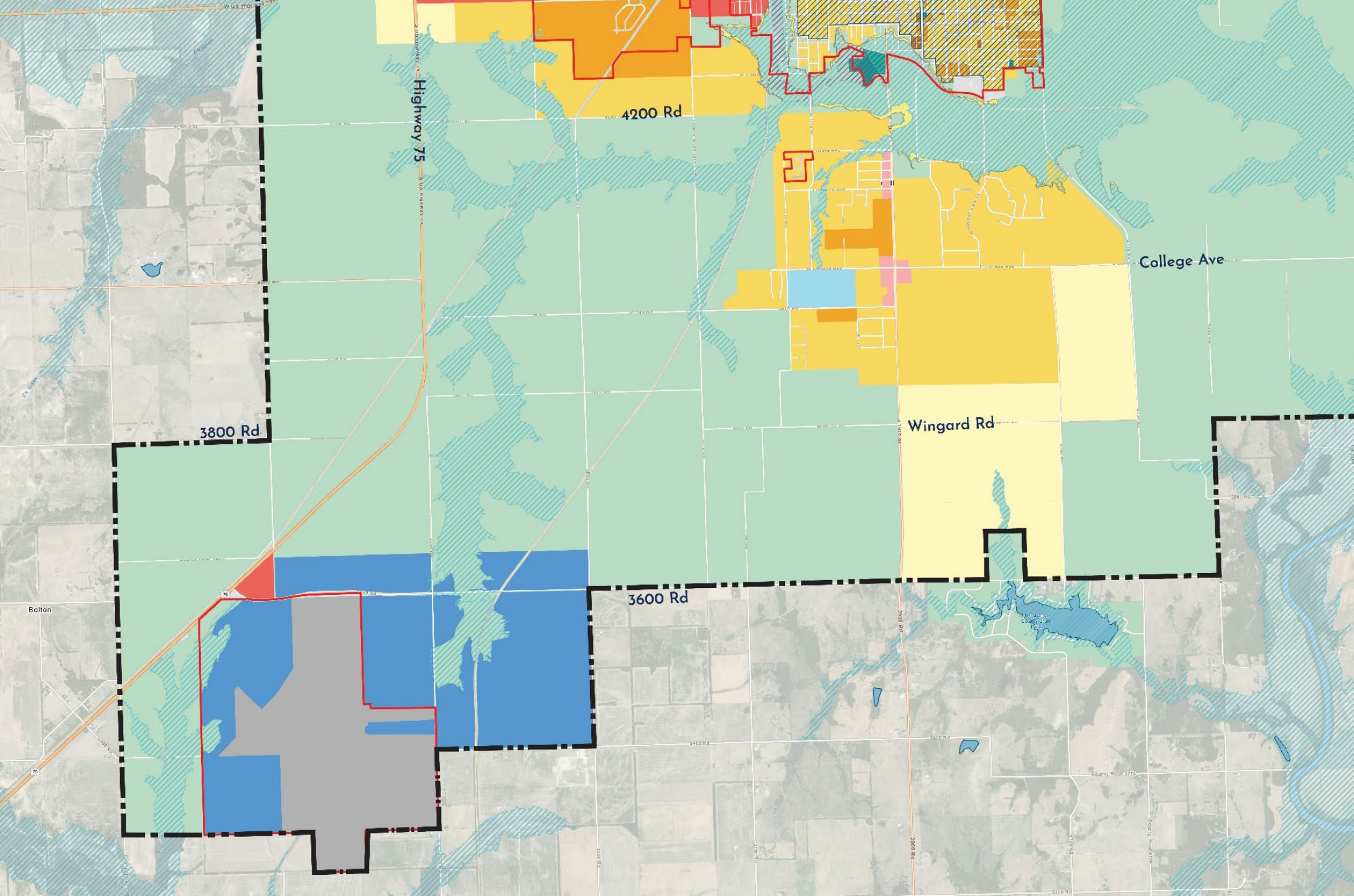
Future Land Use

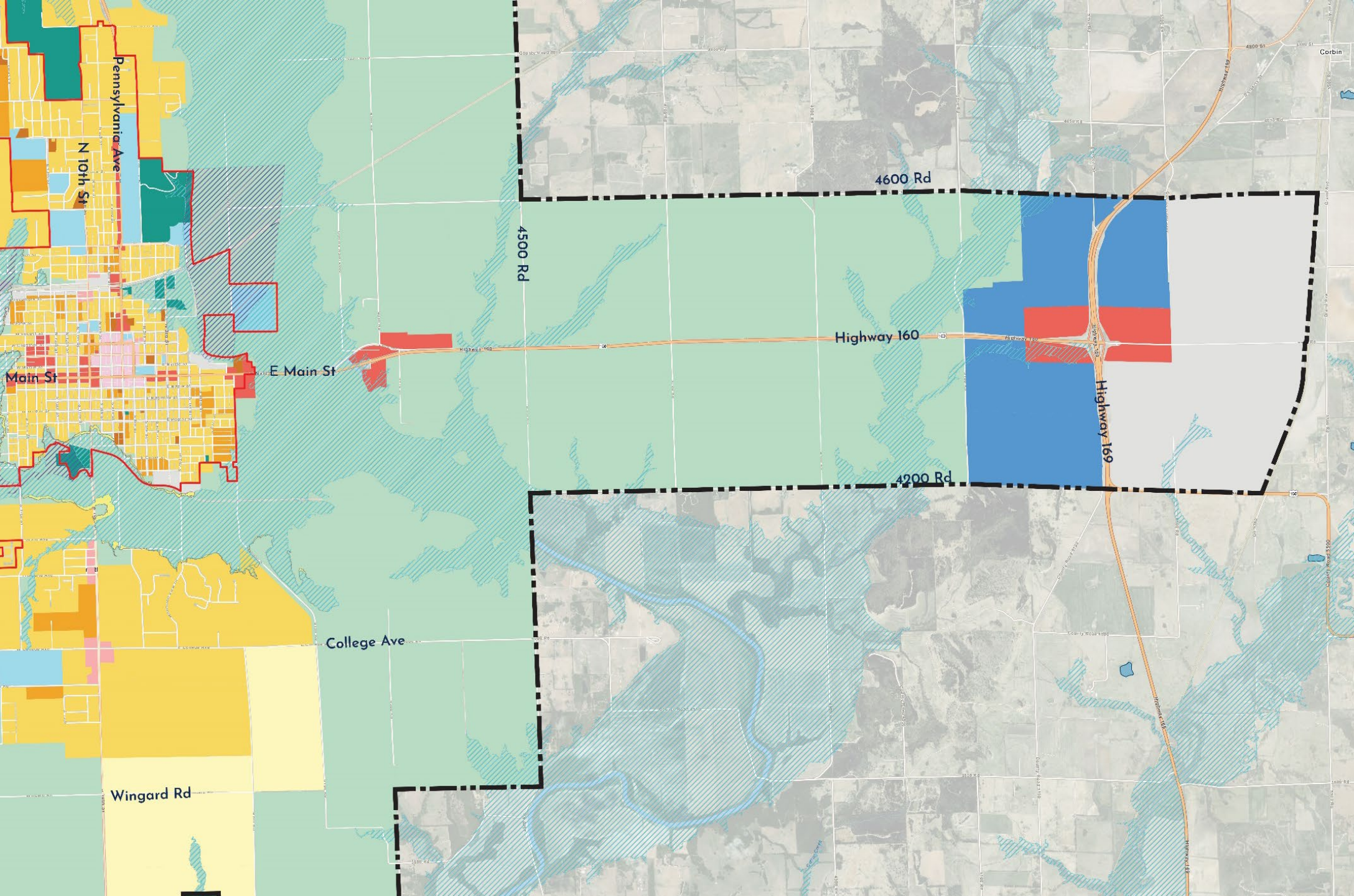
DRAFT Future Land Use

FUTURE LAND USE CATEGORY	TOTAL ACRES	TOTAL SHARE
Agriculture + Open Space	24,278.0	62.7%
Parks + Recreation	276.1	0.7%
Rural Residential	1,867.1	4.8%
Low-Density Residential	4,574.9	11.8%
Medium-Density Residential	1,080.5	2.8%
High-Density Residential	55.0	0.1%
Downtown Commercial	33.4	0.1%
Neighborhood Commercial	83.2	0.2%
Commercial	837.6	2.2%
Public/Semi-Public	299.1	0.8%
Business Park	2,878.4	7.4%
Industrial	1,632.7	4.2%
Airport	810.1	2.1%
TOTAL	38,705.6	100.0%



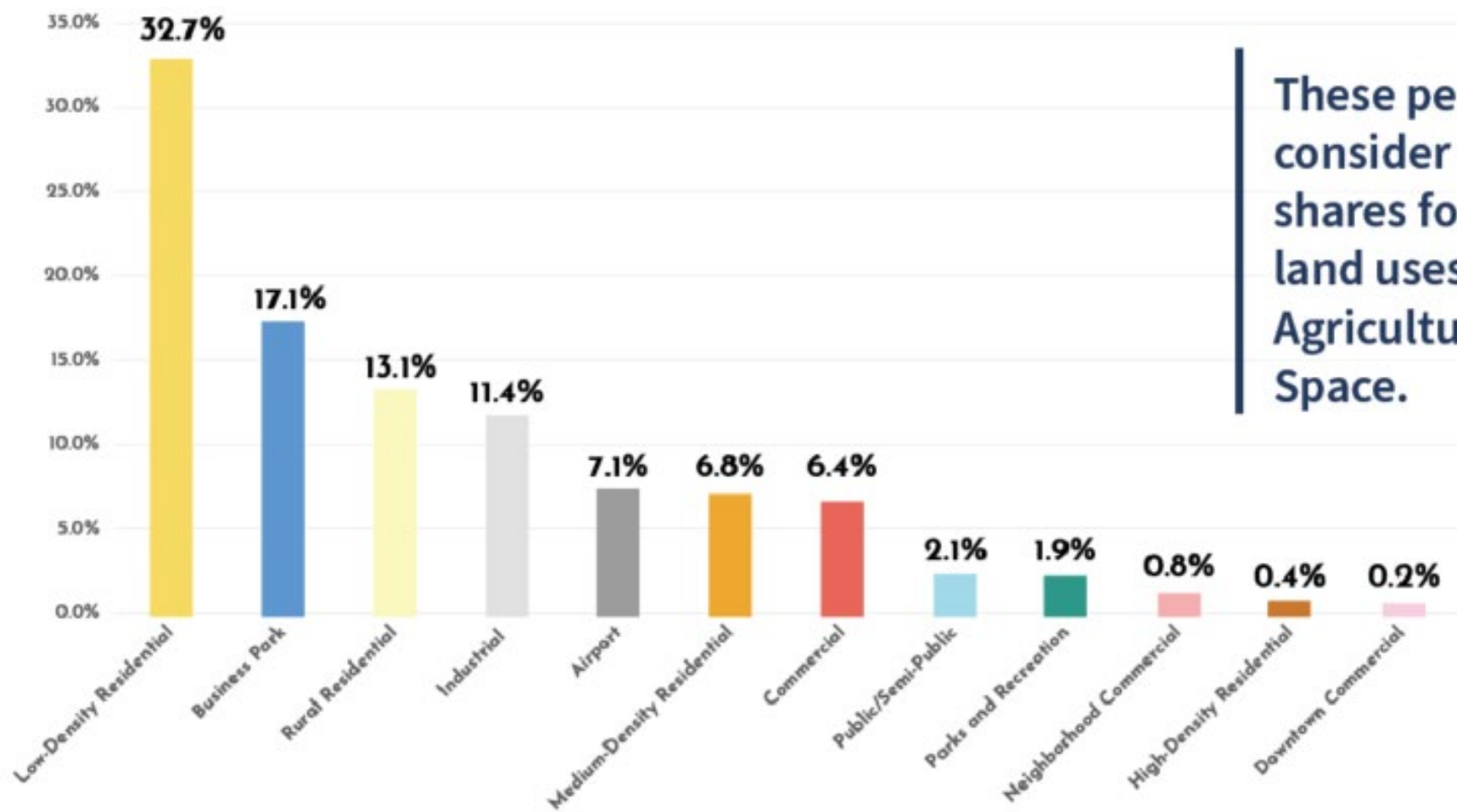






Future Land Use

DRAFT Future Land Use Plan



These percentages consider development shares for all proposed land uses except Agriculture + Open Space.



Future Land Use

Goals, Metrics, and Strategies

GOAL 1	METRIC 1
A goal is a broad theme or objective the City should strive for.	A metric is a way to measure successful implementation of the strategies toward its respective goal.
STRATEGIES	
Strategies are specific steps or policies the City should take to advance or complete a goal.	

GOAL 1

GROW
EFFICIENTLY
AND PROMOTE A
HEALTHY MIX OF
LAND USES

GOAL 2

PROMOTE
STRONG
NEIGHBORHOODS
AND RESIDENTIAL
DIVERSITY



Housing + Neighborhoods

plan outline

01. introduction

02. future land use

03. housing + neighborhoods

04. parks + recreation

05. transportation + infrastructure

06. economic development

07. community character

08. implementation

Housing + Neighborhoods Overview

«Existing Residential Land + Mix

«Independence Housing Authority +
Housing Needs Assessment Components

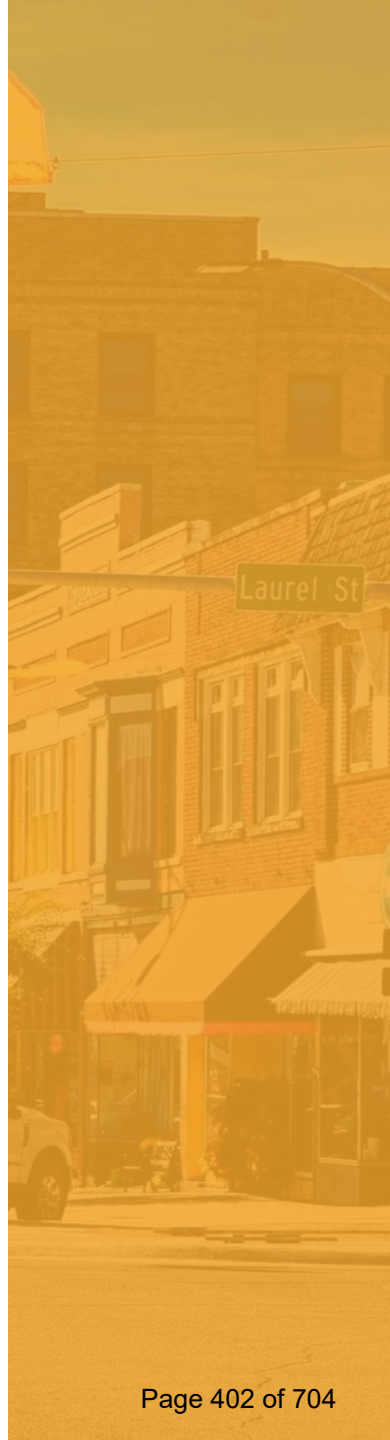
«Data Analysis

«Strategies for Improvement

«Current housing stock

«Resources

«Catalysts



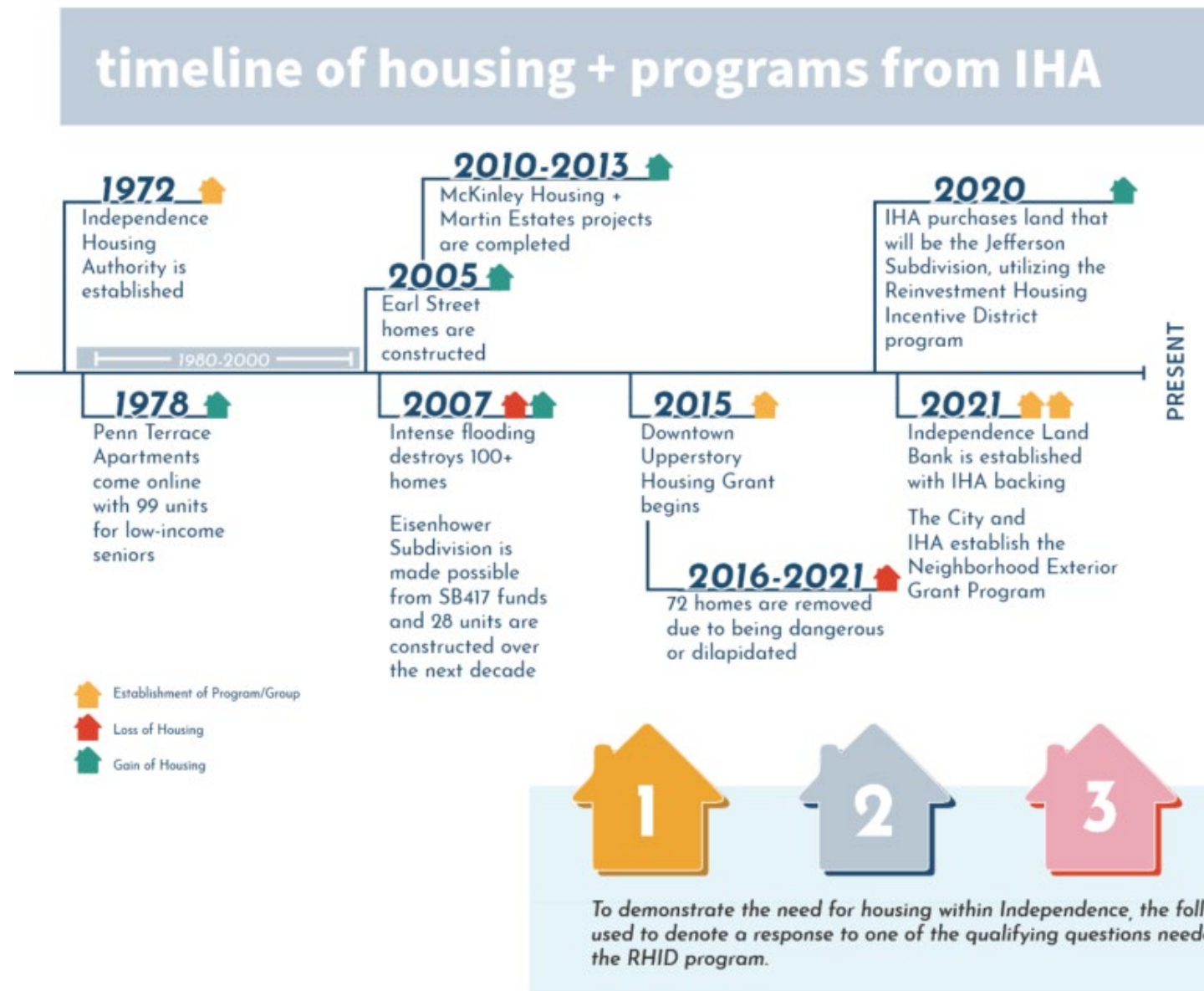
Housing + Neighborhoods

OVERVIEW

«Lengthier than other chapters-
supportive doc to qualifying for
State funding

«Pairs in findings from the
Independence Housing Authority's
Housing Needs Assessment from
2019

«Considers current stock, future
needs, proposed development
within the Future Land Use Plan,
and specific strategies for
incremental improvement



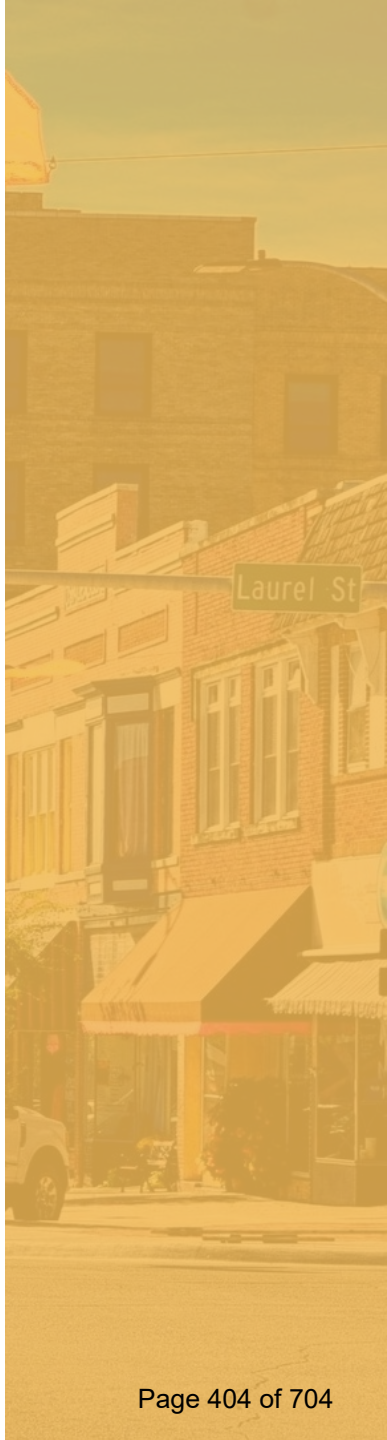
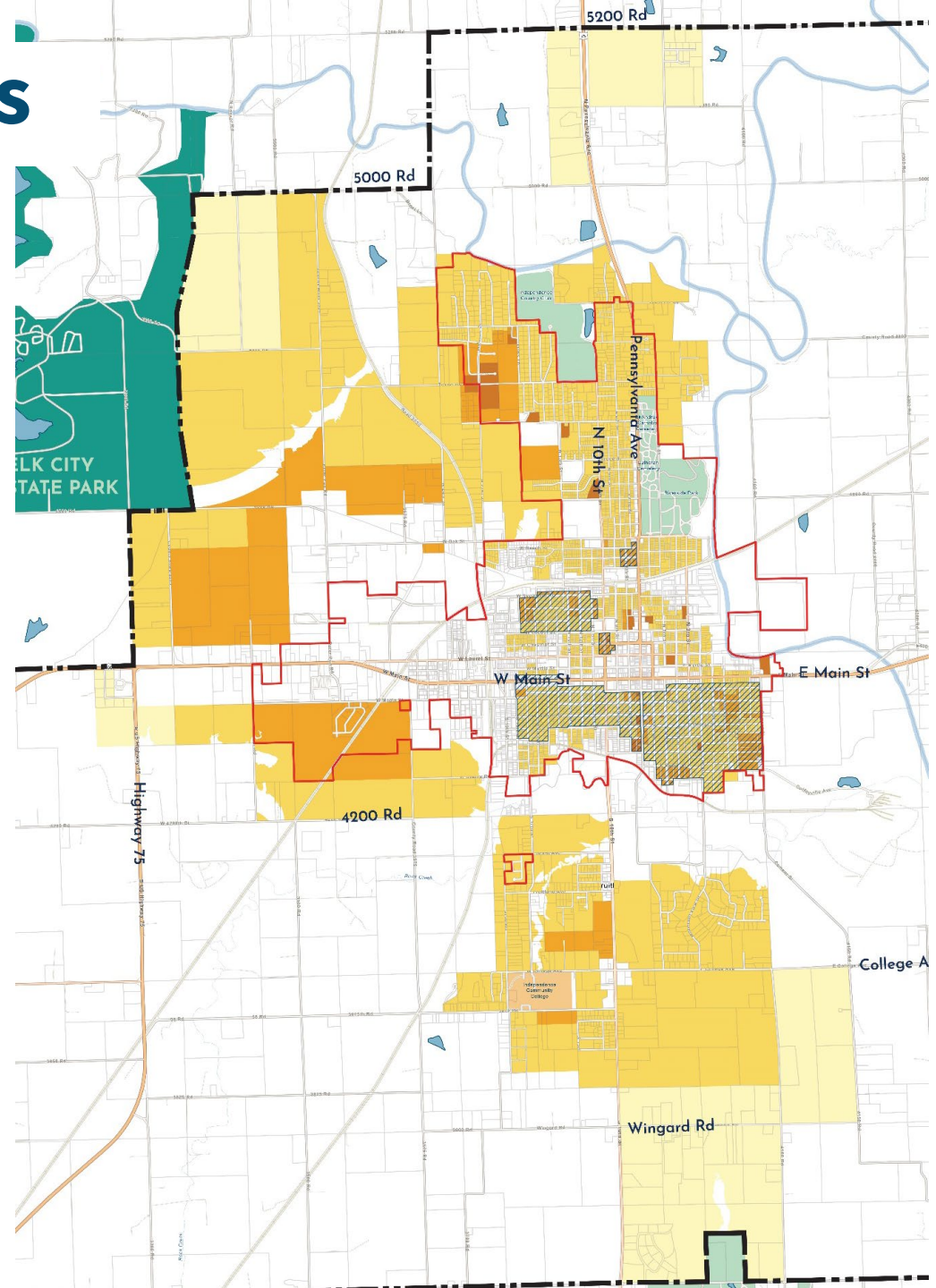
Housing + Neighborhoods

WHAT IS LIMITING RESIDENTIAL
GROWTH IN INDEPENDENCE TODAY?

current housing stock

resources

catalysts



Housing + Neighborhoods

current housing stock



Preserve the historic character of Independence's existing housing stock



Promote organic growth and best practices for residential development



Introduce a broader mix of residential typologies throughout the community



Reduce barriers for rehabilitation or construction in the zoning code

resources



Consider additional incentives and processes to support residential development



Expand funding and education for existing housing programs

catalysts



Enhance employee attraction and community integration



Support a public-private partnership for a master planned site or pilot project



Consider creative and innovative solutions to housing issues in Independence

Housing + Neighborhoods

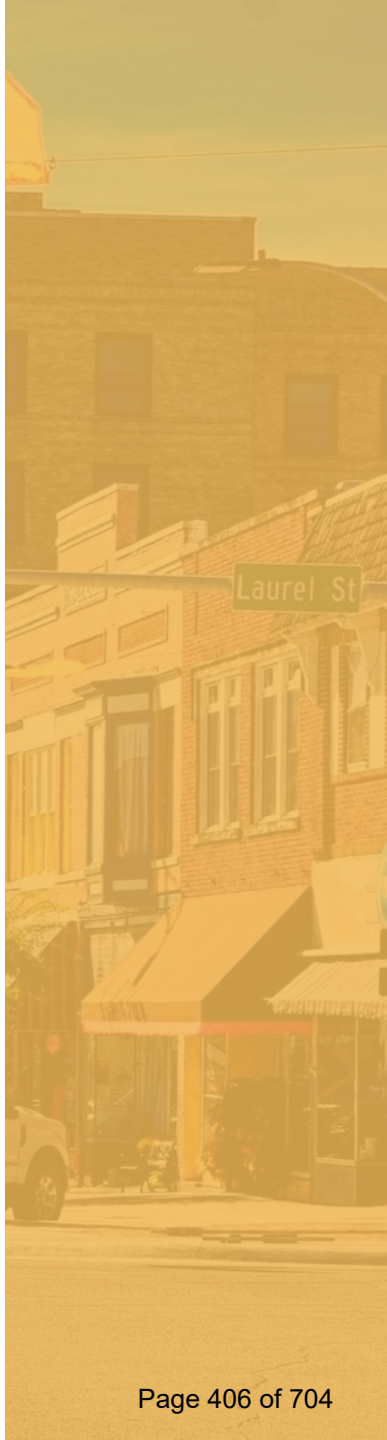
Goals, Metrics, and Strategies

GOAL 1

EXPAND +
MAINTAIN
HOUSING
TYPES +
AVAILABILITY IN
INDEPENDENCE

GOAL 2

REDUCE
BARRIERS FOR
RESIDENTIAL
DEVELOPMENT



Parks + Recreation

plan outline

01. introduction

02. future land use

03. housing + neighborhoods

04. parks + recreation

05. transportation + infrastructure

06. economic development

07. community character

08. implementation

Parks + Recreation Overview

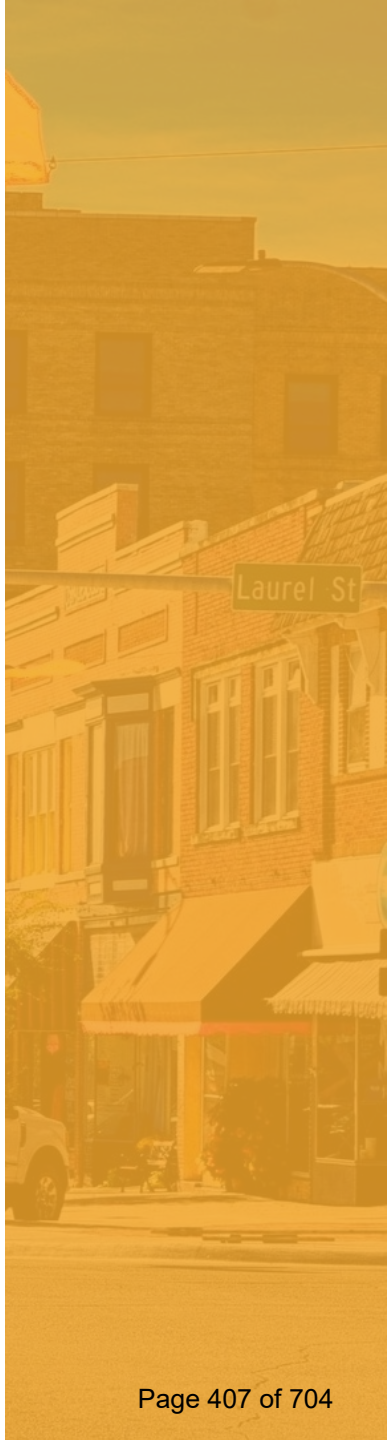
«Existing Parks + Trails System

«Level of Service Analysis

«Demand Estimates for Parks

«Proposed Trails Plan

«Big Ideas + Trends for Parks + Rec



Parks + Recreation

Level of Service

PARK NAME	ACRES	PARK TYPE
ARCO Sports Complex	14.7	Special Use
Central Park Sports Complex	38.0	Community
Independence Dog Park	4.6	Special Use
Independence Skate Park	1.2	Special Use
Riverside Park	50.9	Community
Ralph Mitchell Zoo	64.6	Special Use
Robert Wesley Park	0.4	Neighborhood
South Side Park	4.1	Community
Wald Street Park	0.7	Neighborhood
19th & Poplar Park	0.3	Neighborhood
EXISTING TOTAL ACRES	179.5	-
EXISTING POPULATION	8,584	
EXISTING LEVEL OF SERVICE	20.9	
PLANNED PARKS		
Birdie Drive Park	1.9	Neighborhood
TOTAL PARK ACRES	181.4	
POTENTIAL LEVEL OF SERVICE	21.1	

TRAIL NAME	MILES
EXISTING TRAILS WITHIN CITY LIMITS	
Eagle Loop Trail	1.0
Verdigris Vista Trail	1.2
EXISTING TOTAL MILES	2.2
EXISTING POPULATION	8,584
RECOMMENDED LOS	1 MI/2,000 RESIDENTS
EXISTING LEVEL OF SERVICE	0.54
EXISTING TRAILS OUTSIDE CITY LIMITS	
Elk City Lake Trails	9.54
EXISTING TOTAL MILES	11.74
EXISTING POPULATION	8,584
REGIONAL LEVEL OF SERVICE	2.73

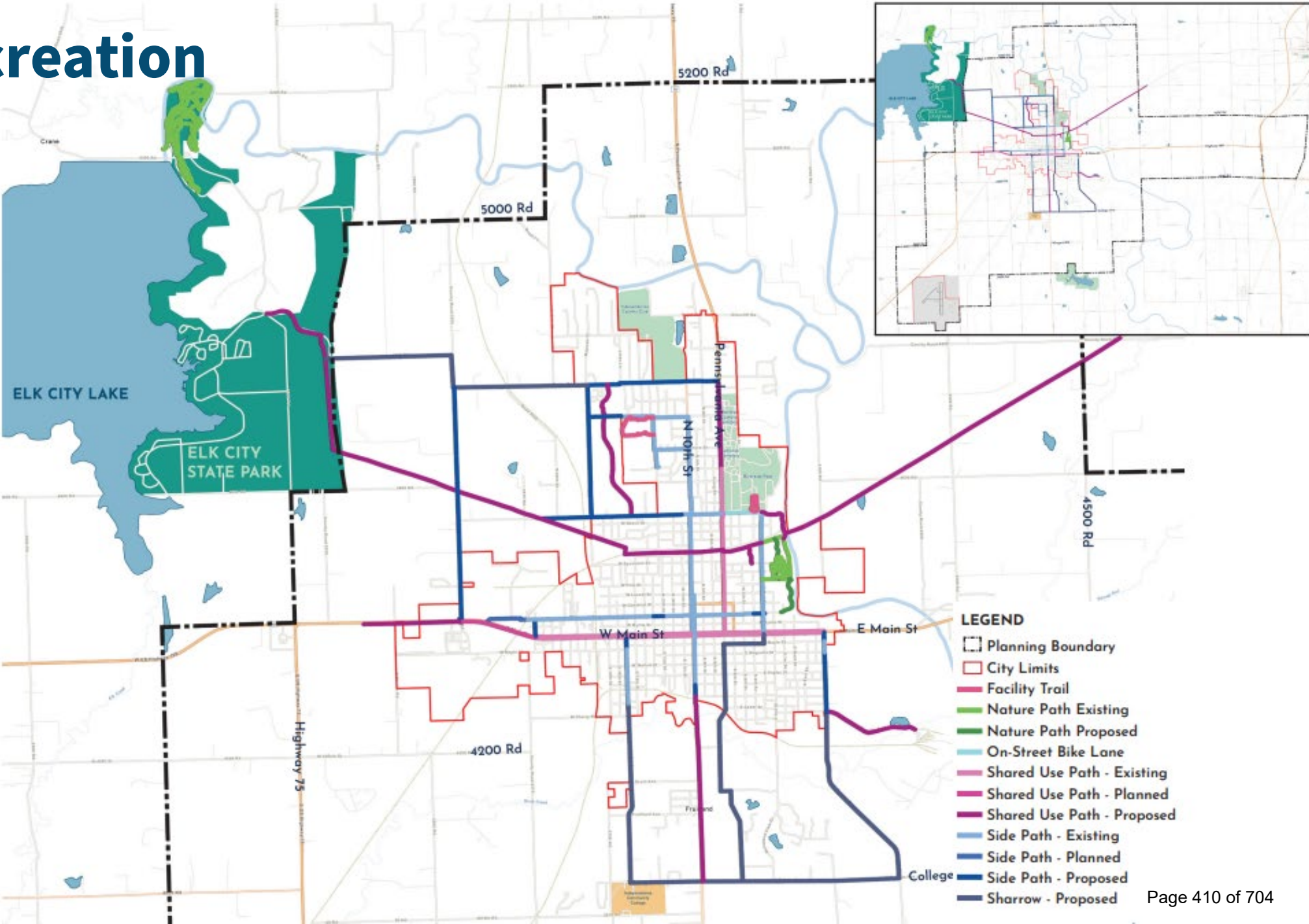
Parks + Recreation

Proposed Trail Types



Parks + Recreation

Proposed Trails Plan



Parks + Recreation

Goals, Metrics, and Strategies

GOAL 1

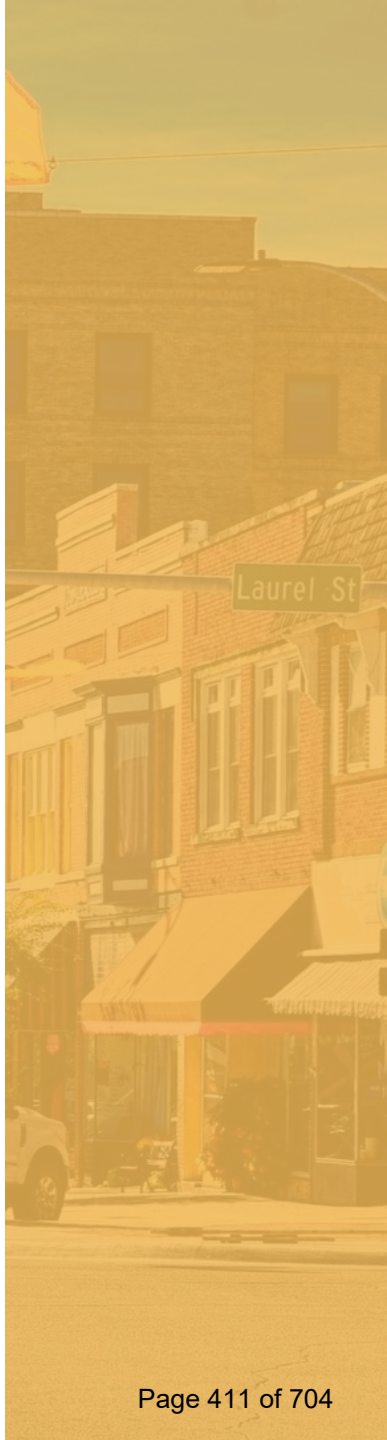
MAINTAIN A
HIGH QUALITY
PARK +
RECREATION
SYSTEM THAT
IS RESPONSIVE
TO COMMUNITY
NEEDS

GOAL 2

EXPAND SAFE
AND EFFICIENT
PEDESTRIAN
AND BICYCLE
MOBILITY
THROUGHOUT
THE COMMUNITY

GOAL 3

REMAIN
ADAPTABLE AND
FUTURE-ORIENTED
TO CHANGING
TRENDS IN
PARK PLANNING
TO SERVE
ALL CURRENT
AND FUTURE
RESIDENTS



Transportation + Infrastructure

plan outline

01. introduction

02. future land use

03. housing + neighborhoods

04. parks + recreation

05. transportation + infrastructure

06. economic development

07. community character

08. implementation

→ Transportation + Infrastructure Overview

«Existing Roadway Network

«Existing Programs + Best Practices

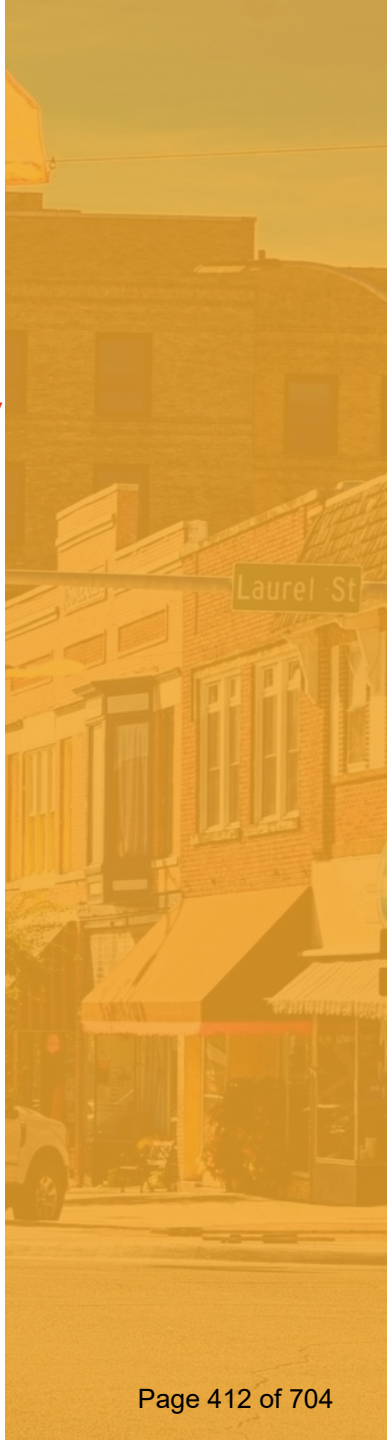
«Review of Local Road Safety Plan

«Future Streets Plan

«Existing Infrastructure Review

«Emergency Planning + Preparedness

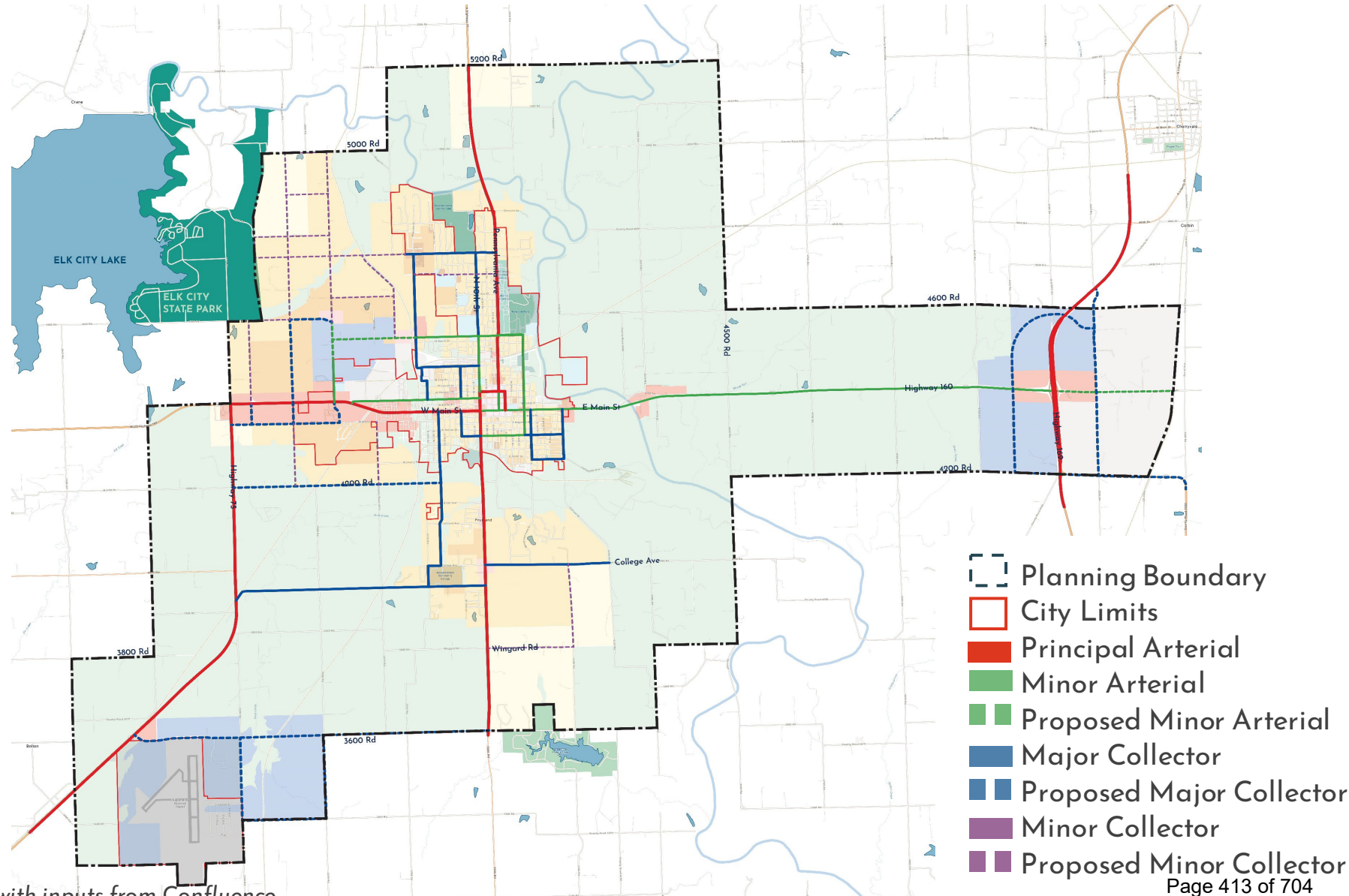
«Facility + Growth Programming



Transportation + Infrastructure

Proposed Future Streets Plan

- « Leverages the streets plan adopted by KDOT for Independence and their road classifications
- « Identifies new roadways to support development within the Future Land Use Plan



Transportation + Infrastructure

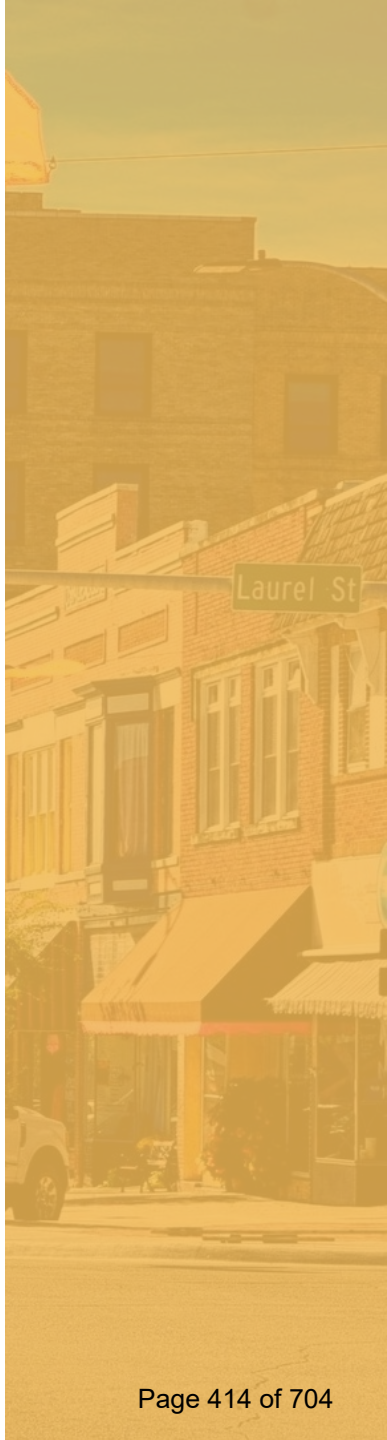
Goals, Metrics, and Strategies

GOAL 1

MAINTAIN A
HIGH QUALITY
AND SAFE
MOBILITY
SYSTEM THAT
CONSIDERS
MULTI-MODAL
CONNECTIONS

GOAL 2

IMPROVE
INFRASTRUCTURE
AND EMERGENCY
PLANNING
SERVICES



Economic Development

plan outline

01. introduction

02. future land use

03. housing + neighborhoods

04. parks + recreation

05. transportation + infrastructure

06. economic development

07. community character

08. implementation

Economic Development Overview

«Data Analysis of Trends + Current Industries

«Review of Existing Programs

«CoStar Data Review

«Big Ideas + Trends

Economic Development

Goals, Metrics, and Strategies

GOAL 1

WORK TO
ATTRACT
AGRICULTURAL-
BASED
MANUFACTURING
+ OTHER TARGET
INDUSTRIES

GOAL 2

ENCOURAGE
NEW AND
UPDATED
HOUSING AS
A FORM OF
ECONOMIC
DEVELOPMENT

GOAL 3

INDEPENDENCE
SHOULD
PRIORITIZE
MARKETING THE
COMMUNITY TO
DEVELOPERS,
INDUSTRY, AND
SITE SELECTORS

GOAL 4

CONTINUE
TO SUPPORT
INDEPENDENCE'S
RETAIL
CORRIDORS AND
DISTRICTS



Community Character

plan outline

01. introduction

02. future land use

03. housing + neighborhoods

04. parks + recreation

05. transportation + infrastructure

06. economic development

07. community character

08. implementation

Community Character Overview

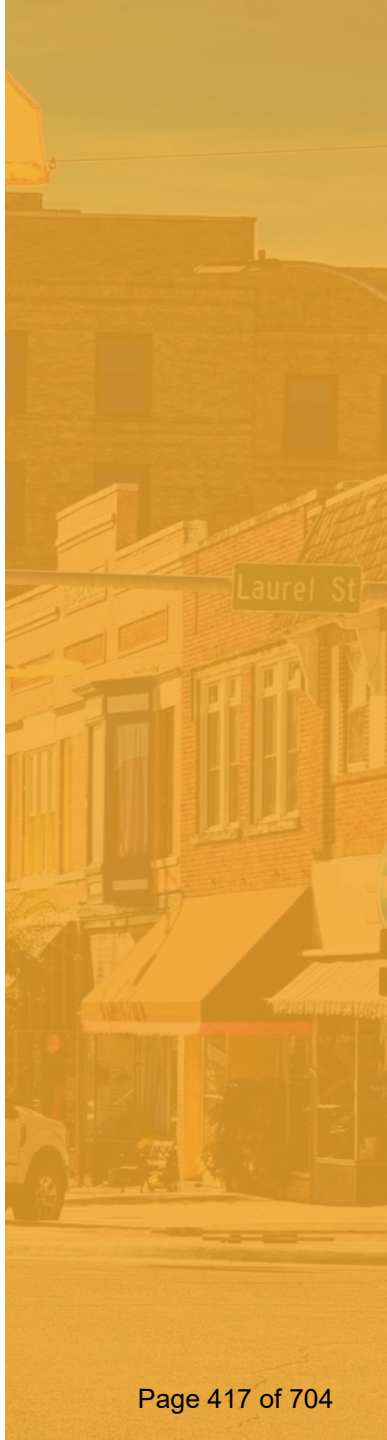
«Defining Community Character in Independence

«History of the Community

«Balancing Historic Preservation with New Development

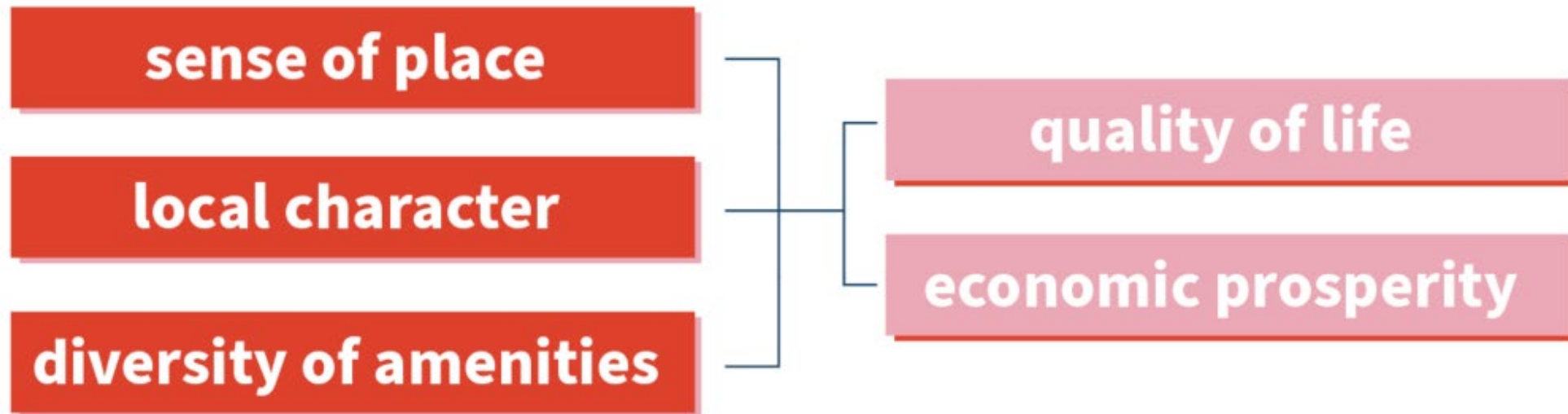
«Spirit of Volunteerism Today

«Local Events + Organizations



Community Character

What defines community character and how does it impact residents today?



SOURCE: CITY OF FLAGSTAFF, COMMUNITY CHARACTER REPORT



Community Character

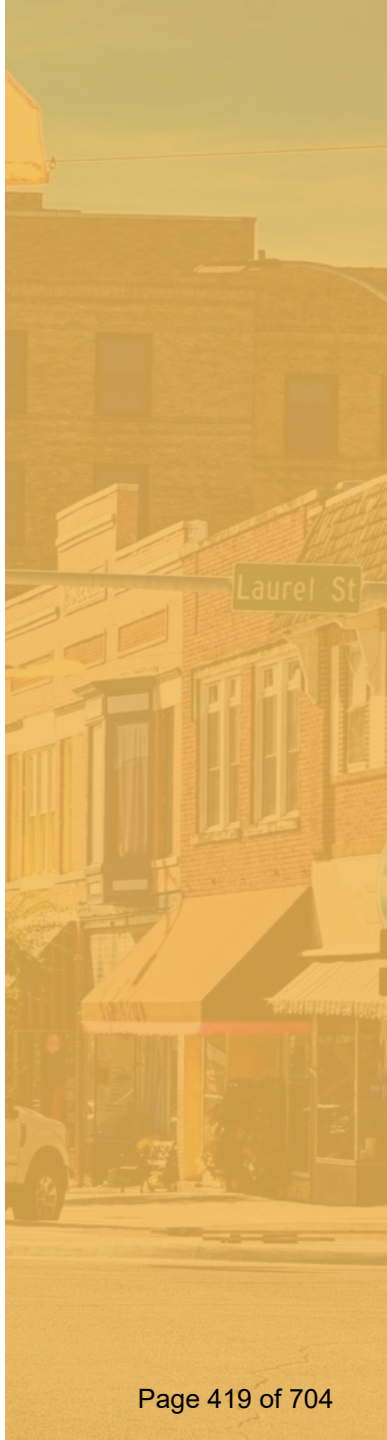
Goals, Metrics, and Strategies

GOAL 1

CONTINUE TO
PRIORITIZE
QUALITY OF LIFE
IMPROVEMENTS
THROUGHOUT
THE COMMUNITY

GOAL 2

HIGHLIGHT
INDEPENDENCE'S
VIBRANT
PAST AND
COMMUNITY
CHARACTER





REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM Consider adopting an ordinance rezoning a tract of land at 401 South 13th Street from R-2, single-family dwelling district to C-1, neighborhood business district; and consider adopting a resolution for a conditional use permit for “Restaurant” in a C-1, neighborhood business district.

SUMMARY RECOMMENDATION Adopt the ordinance and resolution.

BACKGROUND On May 7, 2024 the Planning Commission held a public hearing to consider rezoning a tract of land at 401 South 13th Street from R-2, single-family dwelling district to C-1, neighborhood business district; and to consider a conditional use permit for “Restaurant” in a C-1, neighborhood business district. The Planning Commission unanimously (9-0) recommended the Commission approve both requests.

FINANCIAL INFORMATION N/A

SUGGESTED MOTION

1. I move to adopt an ordinance rezoning a tract of land at 401 S 13th Street from R-2 to C-1.
2. I move to adopt a resolution for a conditional use permit for a “Restaurant” in a C-1, neighborhood business district.

SUPPORTING DOCUMENTS

1. Ordinance 4453 - Rezoning 401 S 13th St from R2 to C1
2. Resolution 2024-013 - Conditional Use Permit for 401 S 13th St
3. 05072024PZ-ComprehensivePlanStaffReport

ORDINANCE NO. 4453

An Ordinance Rezoning Land from R-2, single-family dwelling district to C-1, neighborhood business district located at 401 South 13th Street.

BE IT ORDAINED by the Governing Body of the City of Independence, Kansas:

Section 1. The following described real estate is hereby rezoned from R-2, single-family dwelling district to C-1, neighborhood business district:

Lot 1 Glenwood Addition to the City of Independence, Kansas, Montgomery County, Kansas, commonly known as 401 South 13th Street.

Section 2. This Ordinance shall take effect upon its publication in the official City newspaper.

Adopted by the Governing Body of the City of Independence, Kansas, on the 23rd day of May, 2024.

TIMOTHY R. EMERT, Mayor

ATTEST:

DAVID W. SCHWENKER, City Clerk

RESOLUTION NO. 2024-013

A RESOLUTION AUTHORIZING A CONDITIONAL USE PERMIT FOR A “RESTAURANT” IN A C-1, NEIGHBORHOOD BUSINESS DISTRICT AT 401 SOUTH 13TH STREET.

WHEREAS, at a public hearing conducted on May 7, 2024, the Independence Planning and Zoning Commission voted to approve a request for a conditional use permit for a “Restaurant” in a C-1, neighborhood business district at 401 S. 13th Street.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the City of Independence, Kansas:

The recommendation of the Independence Planning & Zoning Commission to issue a conditional use permit for a “Restaurant” in a C-1, neighborhood business district at 401 S. 13th Street, is approved as hereinafter modified.

The property in question has the legal description as described:

Lot 1, Glenwood Addition to the City of Independence, Kansas, Montgomery County, Kansas, commonly known as 401 South 13th Street.

With the following provisions:

- a. The proposed conditional use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations and use limitation.
- b. The proposed conditional use at the specified location will contribute to and promote the welfare or convenience of the public.
- c. The proposed conditional use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located.
- d. The location and size of the conditional use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such that the conditional use will not dominate the immediate use of the neighboring property in accordance with the applicable zoning district regulations. In determining whether the conditional use will so dominate the immediate neighborhood, consideration shall be given to:
 1. The location, nature and height of buildings, structures, walls and fences on the site, and
 2. The nature and extent of landscaping and screening on the site.

- e. Off-street parking and loading areas will be provided in accordance with the standards set forth in these regulations (article VII).
- f. Adequate utility, drainage, and other such necessary facilities have been or will be provided.
- g. Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys.
- h. The owner shall comply with all local, state and federal rules and regulations and meeting all City codes including off-street parking.

Adopted and approved by the Governing Body of the City of Independence, Kansas, on this 23rd day of May, 2024.

(Attest)

Tim Emert, Mayor

David Schwenker, City Clerk



**REQUEST FOR PLANNING COMMISSION ACTION
ADOPT THE COMMUNITY
DEVELOPMENT/COMPREHENSIVE PLAN
CITY OF INDEPENDENCE
MAY 7, 2024**

Department Admin

Prepared By Lydia Collins

AGENDA ITEM Public hearing to consider adopting a Community Development/Comprehensive Plan.

SUMMARY RECOMMENDATION Adopt the Community Development/Comprehensive Plan as presented.

BACKGROUND The proposed Independence Community Development Plan identifies the community's goals, visions, and strategies for the next twenty-five to thirty years of progress. It was written by our consultant, Confluence, Inc., working collaboratively with the Steering Committee, City Staff, and the community. The final plan will need to be adopted by the Planning Commission and City Commission. A joint worksession, facilitated by the consultant, was held on April 16th to finalize any modifications before final consideration. Those modifications have been made, and a new version has been uploaded.

The proposed plan may be reviewed at this link: [Proposed Community Development/Comprehensive Plan](#)

Also, as required, the County has been notified of the City's intent to adopt the Comprehensive Plan per State Statute and to extend the planning area outside the City limits.

It should be noted that the planning area is not a mass annexation plan.

The new Community Development Plan will replace the Comprehensive Plan prepared by Bucher & Willis dated February 1982.

Before receiving public comments, Confluence, Inc. will present the plan and subsequently answer any Planning Commissioner questions. Public comments will be received, after which the Planning Commission may ask Confluence, Inc. or staff additional questions.

STAFF RECOMMENDATION Staff recommends adopting the Community Development Plan to replace the 1982 Comprehensive Plan.

SUGGESTED MOTION I move to authorize a resolution adopting the new Comprehensive Plan titled Independence Community Development Plan, as presented, and recommend that the Governing Body of the City of Independence, Kansas, adopt the same in accordance with K.S.A. 12-747.

SUPPORTING DOCUMENTS

1. Independence KS Comp Plan - Planning Commission Resolution

2. Public Hearing Notice 20240507 Plan Adoption
3. K.S.A. 12-747
4. Independence Comprehensive Plan (2024-05-02)-Proposed

RESOLUTION NO. _____

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF INDEPENDENCE, KANSAS,
ADOPTION OF A NEW COMMUNITY DEVELOPMENT PLAN / COMPREHENSIVE PLAN
FOR THE CITY OF INDEPENDENCE, KANSAS**

WHEREAS, the City of Independence, Kansas, has a duly constituted Planning Commission as provided by K.S.A. 12-744; and,

WHEREAS, pursuant to K.S.A. 12-747(a), the Planning Commission is authorized to make or cause to be made a Comprehensive Plan for the development of the City of Independence; and,

WHEREAS, pursuant to K.S.A. 12-747(b), the Planning Commission is authorized to make recommendations to the Governing Body of the City relating to the adoption and amendment of a Comprehensive Plan by a single resolution or by successive resolutions and is further authorized to adopt or amend parts of the Comprehensive Plan for the City of Independence; and,

WHEREAS, the City of Independence has determined the need to update its current Comprehensive Plan that was adopted in 1982; and,

WHEREAS, the provisions of K.S.A. 12-747 were followed and addressed; and,

WHEREAS, the proposed Comprehensive Plan titled, *Independence Community Development Plan*, was prepared for the Planning Commission's review in accordance with K.S.A. 12-747; and,

WHEREAS, the process to create the new Comprehensive Plan was led by a steering committee of community leaders and stakeholders; and,

WHEREAS, public input for this new Comprehensive Plan was obtained through an online community survey, from interviews with community stakeholders, and at two separate public meetings; and,

WHEREAS, the City of Independence hired a professional consulting firm with expertise in preparing Comprehensive Plans to review the City's existing plans, analyze its existing conditions, collect data, create projections and forecasts, meet with members of the general public, and prepare a new Comprehensive Plan that includes maps, data, analysis, and a summary of the public input; and,

WHEREAS, the Independence Community Development Plan (Comprehensive Plan) includes maps and text related to future land uses, housing and neighborhoods, parks and recreation, transportation and infrastructure, economic development, and community character for all areas within the City and for certain areas located outside the current corporate limits of the City of Independence; and,

WHEREAS, the Planning Commission held a duly noticed public hearing on May 7, 2024, to review the new Comprehensive Plan and receive public comment; and,

WHEREAS, the Planning Commission now recommends the Governing Body adopt the new Comprehensive Plan titled, *Independence Community Development Plan*.

NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF INDEPENDENCE, KANSAS, THAT:

- 1.** The Planning Commission hereby adopts the new Comprehensive Plan titled, *Independence Community Development Plan*, as presented at the Planning Commission hearing held on May 7, 2024, and hereby recommends the adoption of the same by the Governing Body of the City of Independence, Kansas, in accordance with K.S.A. 12-747.
- 2.** This resolution, together with a certified copy of the proposed Comprehensive Plan titled, *Independence Community Development Plan*, as incorporated herein by reference, and a written summary of the Planning Commission public hearing, shall be submitted to the Governing Body of the City of Independence, Kansas, pursuant to K.S.A. 12-747.
- 3.** This resolution shall be in full force and effect after its adoption by the Planning Commission of the City of Independence, Kansas.

ADOPTED this **7th day of May 2024**.

Chair of the Planning Commission

ATTEST:

Secretary of the Planning Commission

City of Independence, Kansas

NOTICE TO THE PUBLIC

The Independence, Kansas, Planning Commission will conduct a public hearing on:

Tuesday, May 7, 2024 at 5:30 p.m.

To consider adopting a Community Development/Comprehensive Plan.

Case Number:

2024/05/07 Plan Adoption

The hearing will be conducted in the Veteran's Room, Memorial Hall, 410 North Penn Avenue, Independence, Kansas, and will begin at 5:30 p.m. All interested persons should attend, and they will be heard. You may also participate via conference call: [+1 785-289-4727](tel:+17852894727) Conference ID: 820 754 218# Persons wishing to comment, but who cannot attend this hearing, should provide their written comments prior to the hearing to:

Kelly Passauer
Zoning Administrator
120 N 6th Street
Independence, KS 67301
(620) 332-2506
kellyp@independencesks.gov

*Scan here to read and offer
feedback on the DRAFT
Community Comprehensive Plan.
Feedback accepted through April 30.*



A copy of the proposed Community Development/Comprehensive Plan may be viewed online at: <https://engage.thinkconfluence.com/independence-community-development-plan> or by scanning the above QR code. A printed copy of the plan is available for viewing during regular business hours in the Zoning Administrator's office. If special accommodation is required, please inform the Zoning Administrator.

Kelly Passauer, Zoning Administrator

2023 Kansas Statutes

12-747. Same; comprehensive plan; contents; procedure for adoption; annual review of plan.

(a) A city planning commission is hereby authorized to make or cause to be made a comprehensive plan for the development of such city and any unincorporated territory lying outside of the city but within the same county in which such city is located, which in the opinion of the planning commission, forms the total community of which the city is a part. The city shall notify the board of county commissioners in writing of its intent to extend the planning area into the county. A county planning commission is authorized to make or cause to be made a comprehensive plan for the coordinated development of the county, including references to planning for cities as deemed appropriate. The provisions of this subsection may be varied through interlocal agreements.

(b) The planning commission may adopt and amend a comprehensive plan as a whole by a single resolution, or by successive resolutions, the planning commission may adopt or amend parts of the plan. Such resolution shall identify specifically any written presentations, maps, plats, charts or other materials made a part of such plan. In the preparation of such plan, the planning commission shall make or cause to be made comprehensive surveys and studies of past and present conditions and trends relating to land use, population and building intensity, public facilities, transportation and transportation facilities, economic conditions, natural resources and may include any other element deemed necessary to the comprehensive plan. Such proposed plan shall show the commission's recommendations for the development or redevelopment of the territory including: (a) The general location, extent and relationship of the use of land for agriculture, residence, business, industry, recreation, education, public buildings and other community facilities, major utility facilities both public and private and any other use deemed necessary; (b) population and building intensity standards and restrictions and the application of the same; (c) public facilities including transportation facilities of all types whether publicly or privately owned which relate to the transportation of persons or goods; (d) public improvement programming based upon a determination of relative urgency; (e) the major sources and expenditure of public revenue including long range financial plans for the financing of public facilities and capital improvements, based upon a projection of the economic and fiscal activity of the community, both public and private; (f) utilization and conservation of natural resources; and (g) any other element deemed necessary to the proper development or redevelopment of the area. Before adopting or amending any such plan or part thereof, the planning commission shall hold a public hearing thereon, notice of which shall be published at least once in the official city newspaper in the case of a city or in the official county newspaper in the case of a county. Such notice shall be published at least 20 days prior to the date of the hearing. Upon the adoption or amendment of any such plan or part thereof by adoption of the appropriate resolution by a majority vote of all members of the planning commission, a certified copy of the plan or part thereof, together with a written summary of the hearing thereon, shall be submitted to the governing body. No comprehensive plan shall be effective unless approved by the governing body as provided by this section. The governing body either may: (1) Approve such recommendations by ordinance in a city or resolution in a county; (2) override the planning commission's recommendations by a 2/3 majority vote; or (3) may return the same to the planning commission for further consideration, together with a statement specifying the basis for the governing body's failure to approve or disapprove. If the governing body returns the planning commission's recommendations, the planning commission, after considering the same, may resubmit its original recommendations giving the reasons therefor or submit new and amended recommendations. Upon the receipt of such recommendations, the governing body, by a simple majority thereof, may adopt or may revise or amend and adopt such recommendations by the respective ordinance or resolution, or it need take no further action thereon. If the planning commission fails to deliver its recommendations to the governing body following the planning commission's next regular meeting after receipt of the governing body's report, the governing body shall consider such course of inaction on

the part of the planning commission as a resubmission of the original recommendations and proceed accordingly. The comprehensive plan and any amendments thereto shall become effective upon publication of the respective adopting ordinance or resolution.

(c) An attested copy of the comprehensive plan and any amendments thereto shall be sent to all other taxing subdivisions in the planning area which request a copy of such plan. Such plan or part thereof shall constitute the basis or guide for public action to insure a coordinated and harmonious development or redevelopment which will best promote the health, safety, morals, order, convenience, prosperity and general welfare as well as wise and efficient expenditure of public funds.

(d) At least once each year, the planning commission shall review or reconsider the plan or any part thereof and may propose amendments, extensions or additions to the same. The procedure for the adoption of any such amendment, extension or addition to any plan or part thereof shall be the same as that required for the adoption of the original plan or part thereof.

History: L. 1991, ch. 56, § 7; L. 1997, ch. 147, § 4; May 1.



INDEPENDENCE

COMMUNITY DEVELOPMENT PLAN

DRAFT MAY 2024

acknowledgments

A sincere thank you to the residents of Independence for their time and effort in assisting with the Independence Community Development Plan. The people listed below were integral to the planning process and ensuring the plan reflects the community's ideas and visions for the future of Independence.

2024 Planning Commission

- Rachel Lyon, Chair
- Lisa Richard, Vice Chair
- Kym Kays, Secretary
- Tim Haynes
- Michelle Avery
- Mary Jo Dancer
- Butch Holum
- Rita Ortolani
- Gary Hogsett

City Commission

- Tim Emert, Mayor
- Scott Smith, Vice Mayor
- Dean Hayse

City Staff

- Kelly Passauer, City Manager
- David Cowan, Assistant City Manager
- April Nutt, Housing Authority Director
- John Garriss, City Engineer
- Lacey Lies, Finance Director

Consultant Team

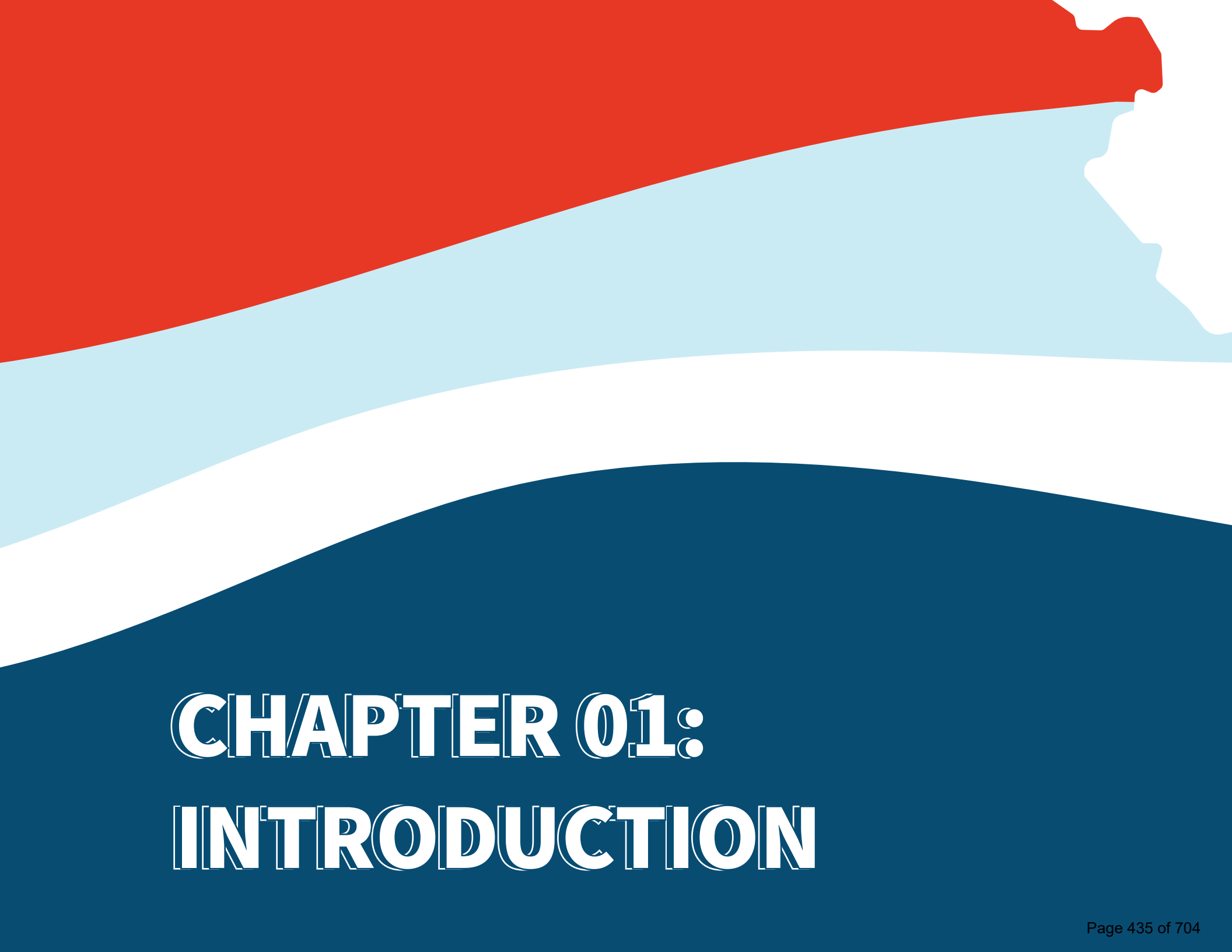
CONFLUENCE

- Abbey Eckberg
- Christopher Shires
- Jane Reasoner

Steering Committee

- Adam Hogsett, Local Business
- Andy McLenon, 2023 Planning Commission Representative
- Anita Chappuie, Park Board + ICC Representative
- Breanne Sanford, Independence Daily Reporter + IHPRC
- Carolyn Torrance, Long-Time Resident, Teacher + Library Board
- Charles Barker, Long-Time Resident, Pastor + Diversity Task Force Representative
- Chris Mitchell, Community Access Center + Home Sweet Home Ministries
- Chuck Goad, Economic Development Advisory Board Chair
- Cindy White, Realtor + Housing Authority Representative
- Jason Elmore, Downtown Business Owner
- Jason McAfee, USD 446 Superintendent
- Jeri Hammerschmidt, Long-Time Resident, Independence Land Bank + ICC Trustee
- Jim Kelly, Banker, Long-Time Resident, Economic Development Advisory Board Representative + Former Mayor
- Joseph Housel, Sheriff Deputy + Independence Recreation Commission Representative
- Ken Brown, Local Historian + Long-Time Resident
- Leslie Fox, Tree Board Chair, ISTC Director + 2024 Planning Commission Vice Chair
- Lisa Wilson, Chamber of Commerce Director + Long-Time Resident
- Lisa Richard, Planning Commission + Independence Land Bank
- Lori Kelley, Long-Time Resident, Retired Banker + Economic Development Advisory Board Representative
- Louis Ysusi, Former City Commission Member + 2023 Mayor
- Rachel Lyon, 2024 Planning Commission Chair + Realtor
- Rita Ortolani, Long-Time Resident, Housing Authority Representative + 2024 Planning Commission Representative
- Tabatha Snodgrass, Main Street Director
- Tim Haynes, 2023 Planning Commission Chair
- Vincent Bowhay, ICC President





CHAPTER 01: INTRODUCTION

plan overview

Legal Basis for Future Land Use Plans

The Independence Comprehensive Plan was prepared in accordance to the authority granted by the State of Kansas under Kansas Statutes, Chapter 12-Cities and Municipalities, Article 7-Planning and Zoning (K.S.A. 12-741 through 12-775).

This statute enables a city to adopt a comprehensive plan and Future Land Use Plan to guide decision-making. The plan also serves as a

support document for all rezoning requests within the planning boundary. All requests for rezonings should be reviewed for conformity to the adopted comprehensive plan and Future Land Use Plan.

It is recommended the Planning Commission reviews the comprehensive plan annually to ensure it is still supporting the vision of the community.

Planning Boundary

The map shown in Figure 1.1 illustrates the planning boundary identified for the Future Land Use Plan. This boundary intentionally extends past the existing city limits so that the Future Land Use Plan may account for needed infrastructure improvements, annexations, and maintain city limit continuity. More insight into what a planning boundary is and is not is provided in the following pages.

The planning boundary intentionally extends past the existing city limits to plan for future growth and development.

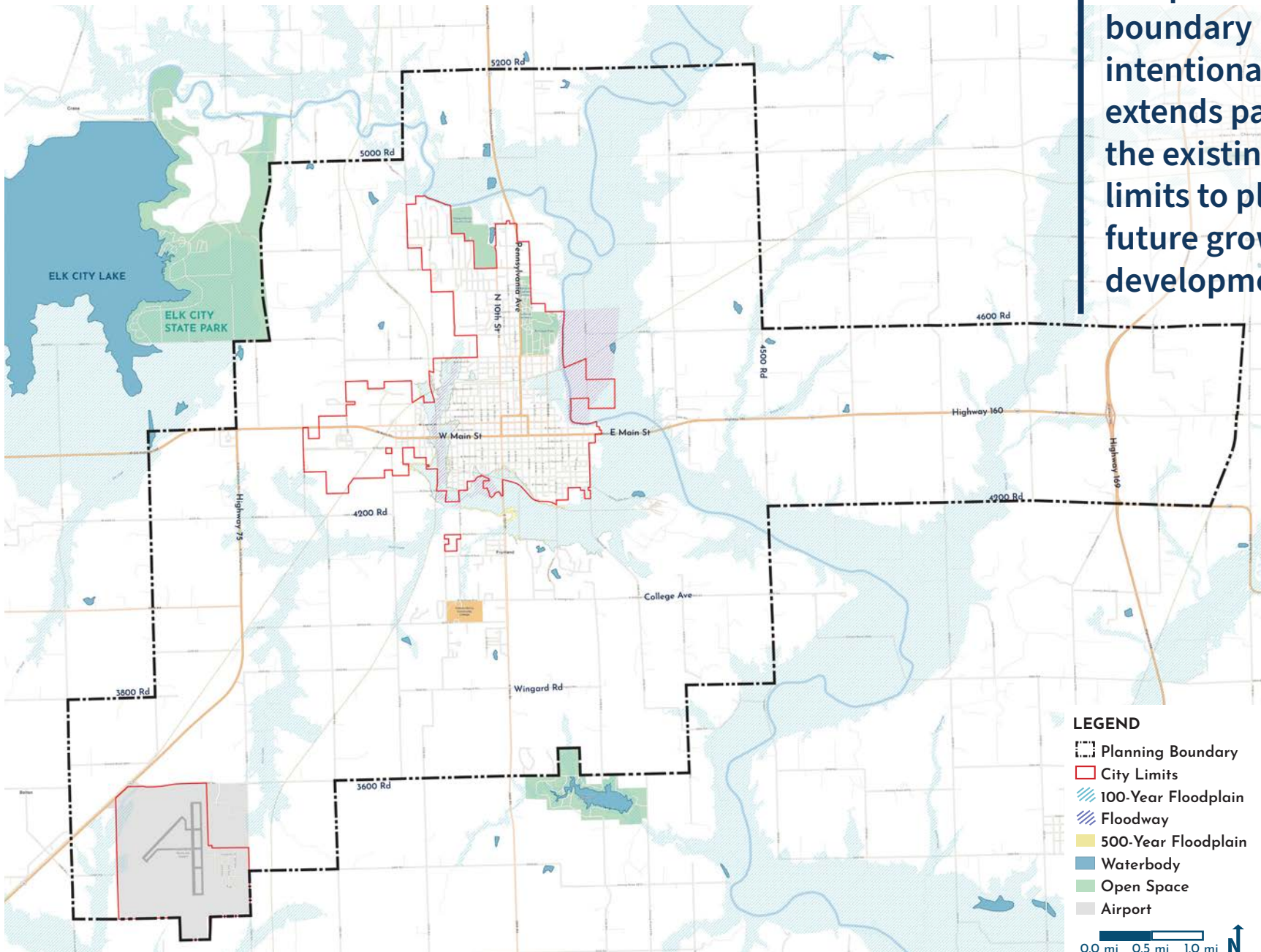


FIGURE 1.1 // PLANNING BOUNDARY MAP

plan process

The Independence Comprehensive Plan was completed in four phases:

PHASE 1 RESEARCH + ANALYSIS: Kicked off the project with data investigation and consideration to previous planning efforts. The Steering Committee was formed and the consultant team introduced the planning process and preliminary data analysis to the group.

PHASE 2 VISION, INPUT + DIRECTION: The community was invited to share their thoughts and ideas in a variety of ways. Stakeholder interviews were held virtually, a Public Workshop was hosted at the Civic Center, and an interactive engagement website was made available to share additional ideas.

PHASE 3 DRAFT PLAN + EVALUATION: Combining the data from Phase 1 with the input from Phase 2, the draft plan is the culmination of discussions, ideas, and thoughtful consideration for Independence's future. An Open House was hosted to share the plan with the community for comment before proceeding to Phase 4.

PHASE 4 FINAL DRAFT PLAN + ADOPTION: Following the Open House and comment period, a public hearing was held with the Planning Commission, and a final meeting with the City Commission, to proceed with adopting the Independence Comprehensive Plan.

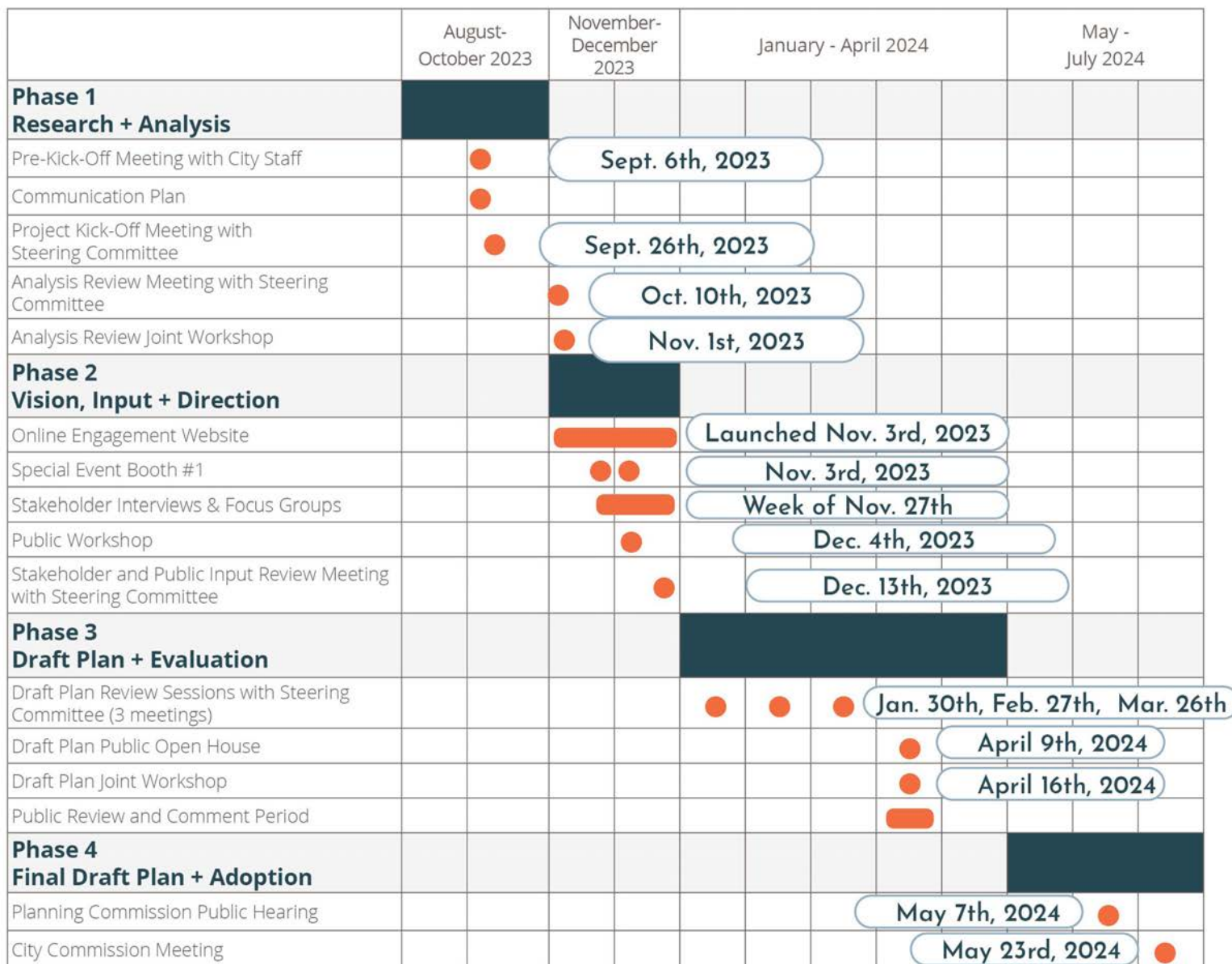


FIGURE 1.2 // PROJECT SCHEDULE

plan outline + content

Main Report

The Independence Comprehensive Plan is comprised of eight body chapters that assist in guiding decision-making for the next thirty years.

The intent of the Future Land Use Plan is to guide the type and location of development as Independence continues to grow. The plan is discussed in further detail in the Future Land Use chapter.

Supplemental Reports

During Phase 1 of the comprehensive planning process, a deep dive into a variety of datasets was completed. A supplemental *Existing Conditions Report* is provided to summarize these key data points discussing demographics, economics, housing and household characteristics, and more.

Phase 2 included all the public input received

from the community. A supplemental *Public Input Summary Report* is included as an appendix to highlight the key themes and ideas for the future of Independence.

plan outline

01. introduction

02. future land use

03. housing + neighborhoods

04. parks + recreation

05. transportation + infrastructure

06. economic development

07. community character

08. implementation

FIGURE 1.3 // PLAN OUTLINE





CHAPTER 02:

FUTURE LAND USE

chapter overview

Legal Basis for Future Land Use Plans

The intent of the Future Land Use Chapter is to provide a guide for land uses within Independence. Decisions over the future land uses throughout Independence should take into consideration factors relating to the existing land use composition of the community, the location of natural features, the ability to provide adequate water and sanitary services to an area, the proposed alignment of future streets, and the desired character of the community. The Future Land Use Plan in this chapter presents a future vision for Independence through the year 2050 and beyond. Land uses have been proposed for more area than is needed to create numerous options and provide flexibility for the City and development community. Land uses have been laid out to avoid conflict and promote a harmonious layout in the community.

The Planning Boundary is not a mass annexation plan.

PURPOSE OF THE PLANNING BOUNDARY

Kansas State statutes allow cities to plan for their future and adopt a Comprehensive Plan and Future Land Use Plan to guide decision-making related to infrastructure investments and future growth and development. This Plan also serves as an important resource to guide zoning code regulations and for future rezoning requests.

WHAT IT IS

The Future Land Use Plan identifies a potential, long-term development plan for land within the planning boundary. The planning boundary intentionally extends past city limits to identify potential growth and plan for their potential infrastructure needs. This is a guiding document for the Commissions to base decisions upon for land development, rezonings, and more. It is meant to be flexible and amended as the community needs.

WHAT IT IS NOT

This Future Land Use Plan, and corresponding planning boundary, is not an annexation plan. Land outside of city limits is accounted for in this Plan so the City is able to ensure infrastructure is available to serve the properties should the landowners wish to develop and annex to obtain city services.

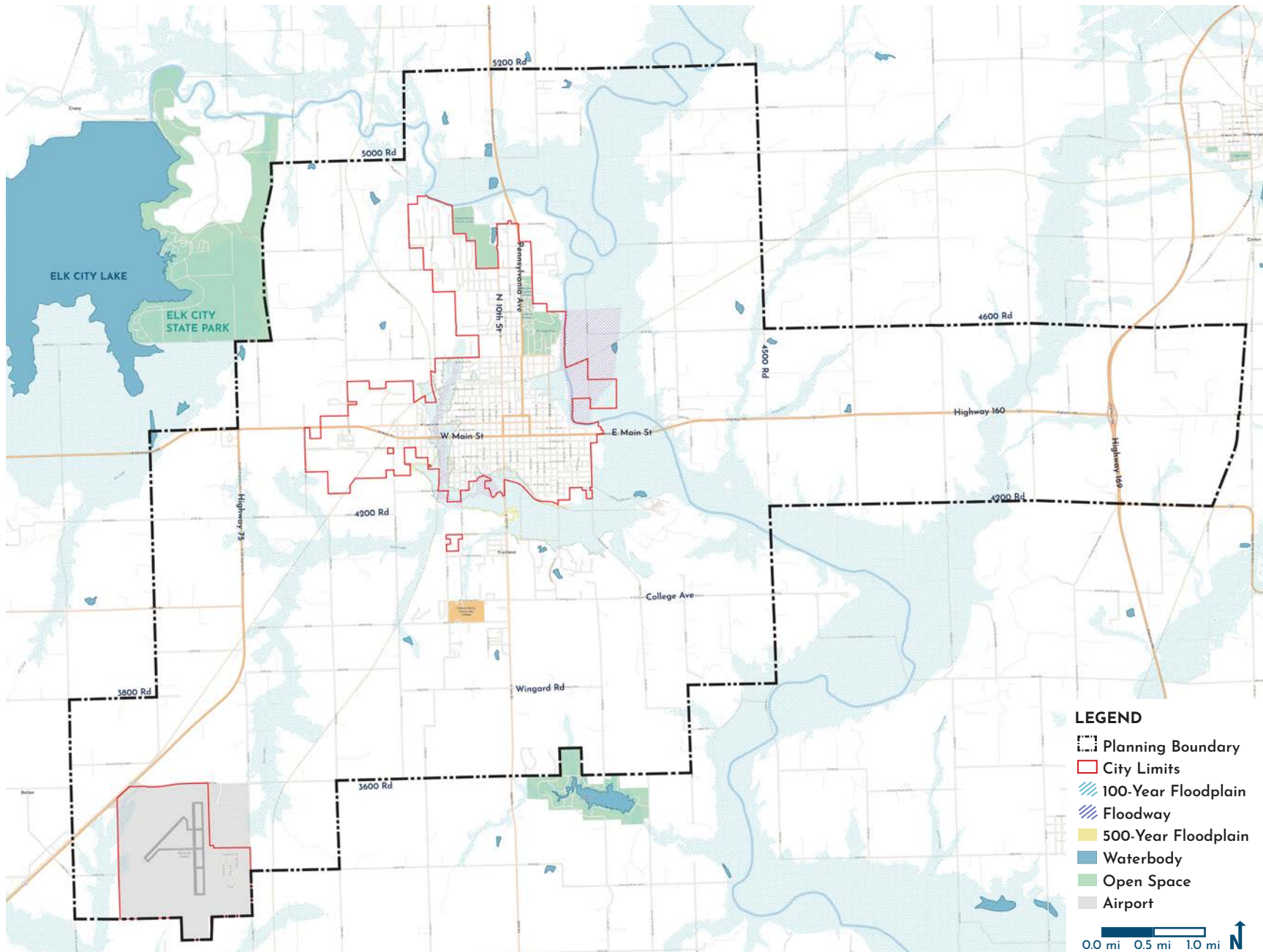


FIGURE 2.1 // PLANNING BOUNDARY MAP

THE PLANNING BOUNDARY IS NOT A MASS ANNEXATION PLAN

existing land uses

Existing Land Uses

The map shown in Figure 2.3 presents the existing land uses identified in Independence today. Agriculture + Open Space (29.9%), Light Industrial/Industrial (26.2%), and Low-Density Residential (25.8%) are the three most dominant land use types in the community today.

The existing land uses follow typical development patterns:

- Commercial along heavy-trafficked roads
- Dense commercial core
- Residential stemming out from activity centers
- Parks + Open Space spread throughout the community

LAND USE FUN FACT:

Due to being the Montgomery County seat, Independence does have a healthy share of public/semi-public land that supports these services.

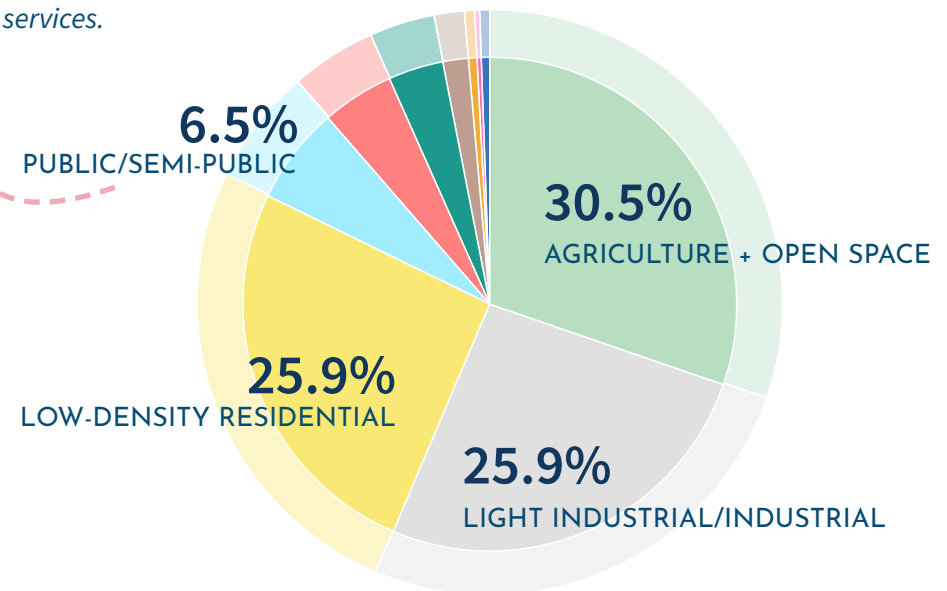


FIGURE 2.2 // EXISTING LAND USE SHARES

AIRPORT INSET MAP

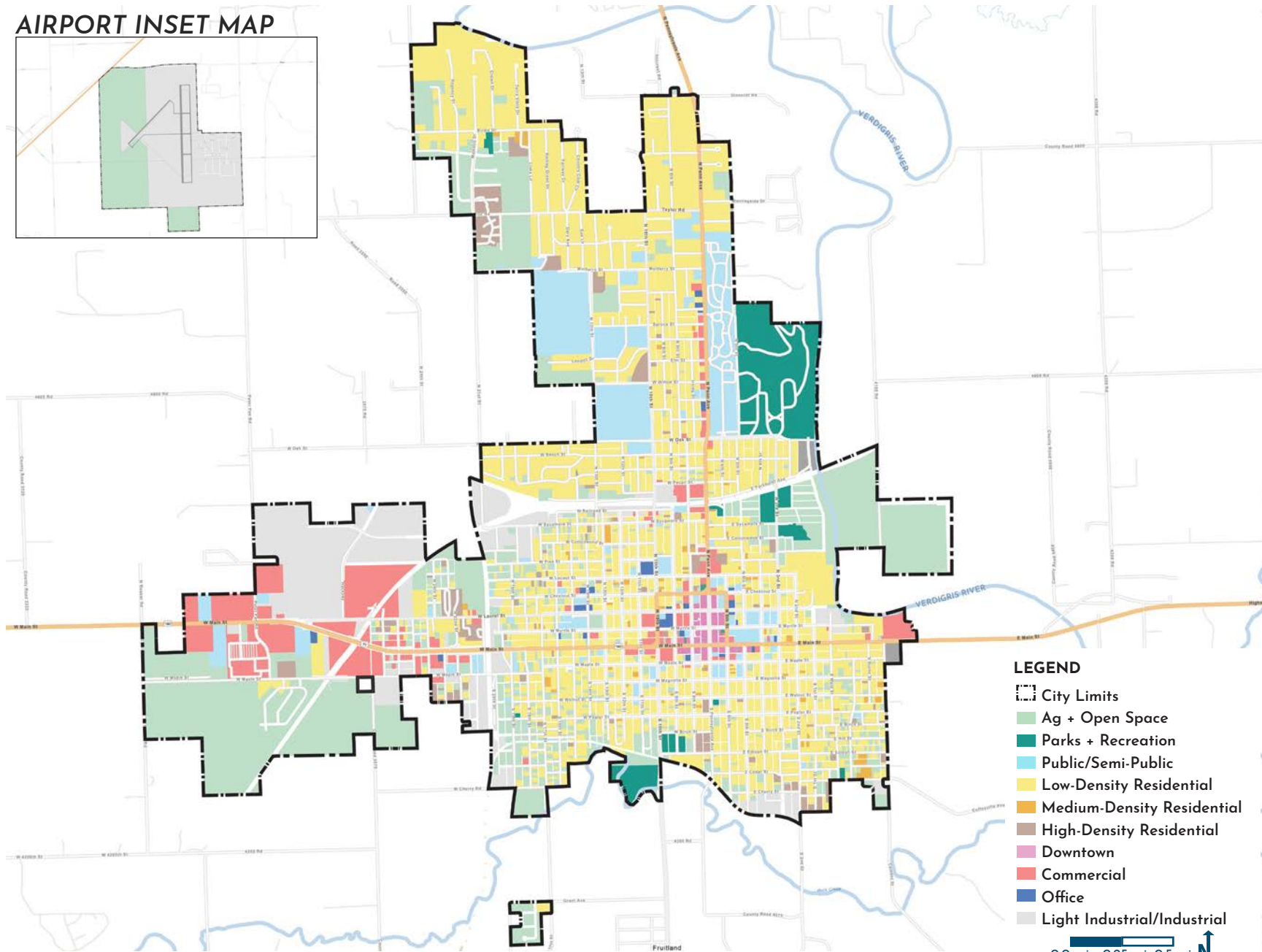


FIGURE 2.3// EXISTING LAND USE MAP



key considerations

Floodplain

Independence has an extensive amount of floodplain within and surrounding its existing city limits. In 2007, the community experienced heavy flooding in these areas and subsequent buy-outs occurred to ensure the safety of homes and structures throughout the community.

It is recommended and considered within this Future Land Use Plan that no development take

place within the floodplain. Structures already existing within the floodplain are shown as Agriculture + Open Space to demonstrate its ideal use as undeveloped land for the health, safety, and welfare of those inhabiting the area. Areas within the floodplain may be viable options for greenways, parks, trails, and other non-structural recreational amenities.

Major Highways

There are two major highways that split Independence into roughly four quadrants. Highway 75 runs north/south and Highway 160 runs east/west. Highway 169 is east of city limits by approximately 10 miles and intersects with Highway 160. These three major roadways support greater industry development and commercial activity for residents and tourists.



Infrastructure Capacity

Before any development can take place, infrastructure must be installed to support efficient and smart land development. Primary areas of consideration include transportation, sanitary sewer, and water infrastructure. Water capacity and availability is critical within this region and must be top priority at the onset of any development discussion. These items are covered in greater detail in the Transportation + Infrastructure Chapter.

Growth Zones + Industry

Later in this chapter, a Growth Themes Map is presented to demonstrate the thought behind the Future Land Use Plan. Conversations with the public and Steering Committee highlighted a need to be forward-thinking with industry expansion and for this to be a priority throughout the Plan. Current developments, such as Bartlett and the Airport, are more supportive of similar industry growth, and reflect this within the Plan.

These current and future employees will need housing at a variety of scale and price points, as well as additional activity centers and amenities. These growth themes are also identified and accounted for in the Future Land Use Plan.

population projections

Population Estimates

Population projections were completed as part of this planning process to estimate the total number of residents in Independence by 2050. These projections are based on historic population trends, where Independence has experienced steady loss for over three decades. The current estimated population for Independence is 8,584 residents. The average trend line from the projections estimates Independence will have 7,309 residents. There are many factors that will truly impact the reality of population growth or decline in the next twenty-five years. These include:

- Job and industry growth within the community
- Housing rehabilitation and new construction
- Quality of life maintenance and improvements

While these are estimates, we do anticipate these numbers to be low estimations when considering the projected job growth coming to Independence and new housing construction. It is recommended that a fresh set of projections be completed in the next five to ten years to better capture progress made.

what is the estimated population by 2050?

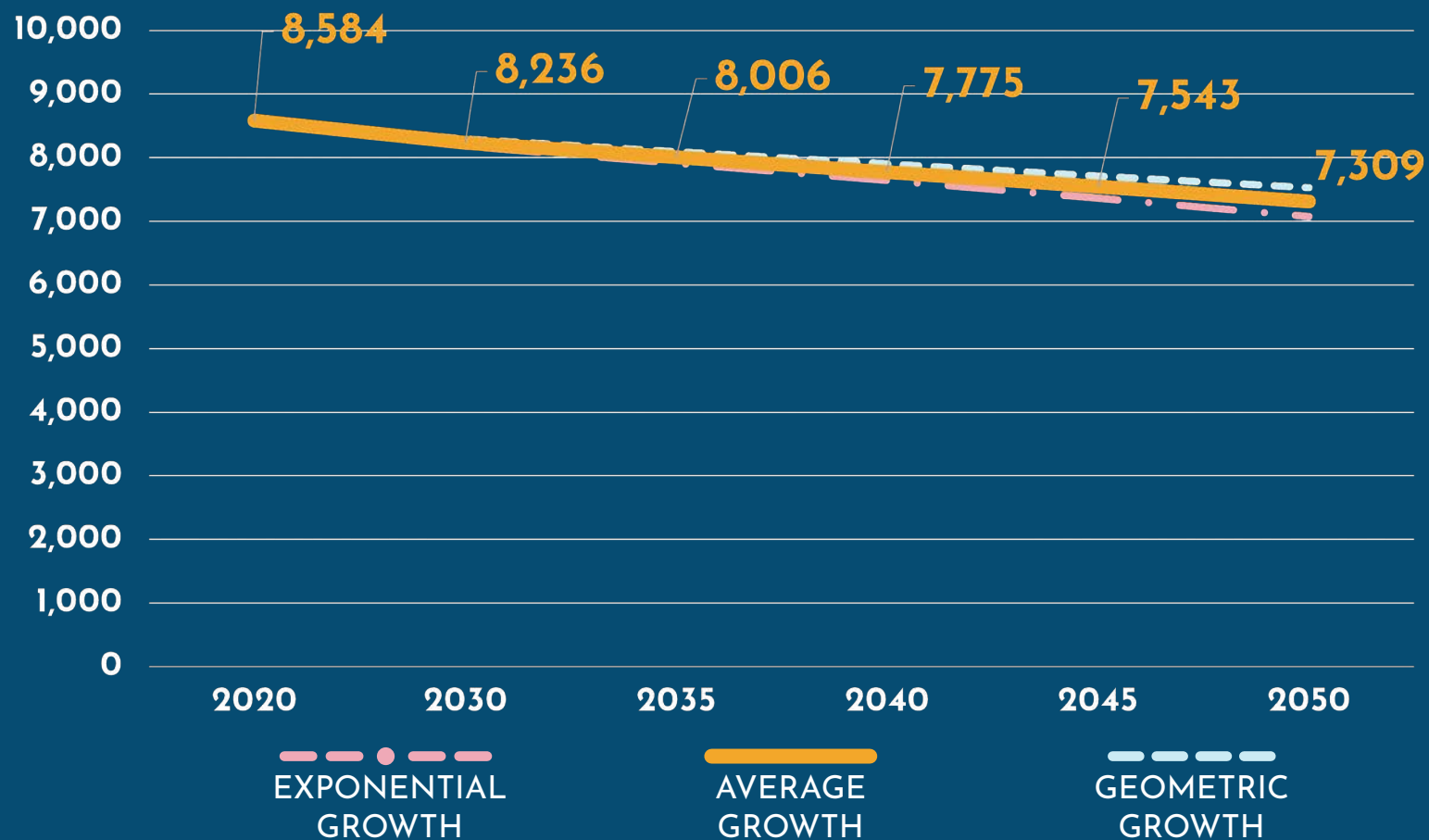


FIGURE 2.4 // POPULATION PROJECTIONS 2020-2050

residential target mix

What is a Target Mix?

Residential composition highlights the current mix of residential typologies within a community today. The current residential mix in Independence today is dominated by low-density residential at 92.6%. This is typical for communities of Independence's size, location, and history; however, it is healthier for a housing stock to have diversity and range in choice for current and future residents.

A target mix helps provide guidance to the Future Land Use Plan to account for a healthy mix of residential uses in the future. The proposed target mix compared to the current mix are shown in Figure 2.5. These are utilized more within the Future Land Use Plan's counts and projections in the following pages.





Detached Single-Family

CURRENT MIX: 92.6%

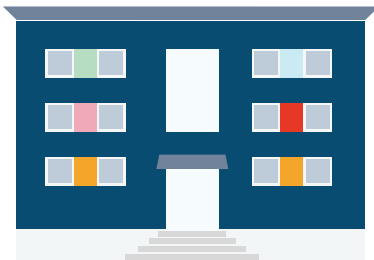
TARGET MIX: 80%



Attached Single-Family

CURRENT MIX: 1.8%

TARGET MIX: 12%



Multi-Family

CURRENT MIX: 5.7%

TARGET MIX: 8%

FIGURE 2.5 // RESIDENTIAL TARGET MIX ESTIMATIONS

importance of housing choice



LIFE CYCLE HOUSING

Life cycle housing means that there are units readily available for current and prospective residents at every level- everything from renters, entry-level homebuyers and move-up housing, to one-level ranches and assisted living facilities. The more housing choice a community has, the more it supports the longevity of tenure in the community.

future land use categories

Future Land Use Categories

The Future Land Use Plan utilizes several land use categories to define density, character, and use within the planning boundary. The following pages outline each of the land use categories and their respective definitions.

Later in this chapter, there is information on how these land use categories relate to zoning and their compatibility in application. Following the adoption of the Comprehensive Plan, there will be an additional process to update the zoning code.

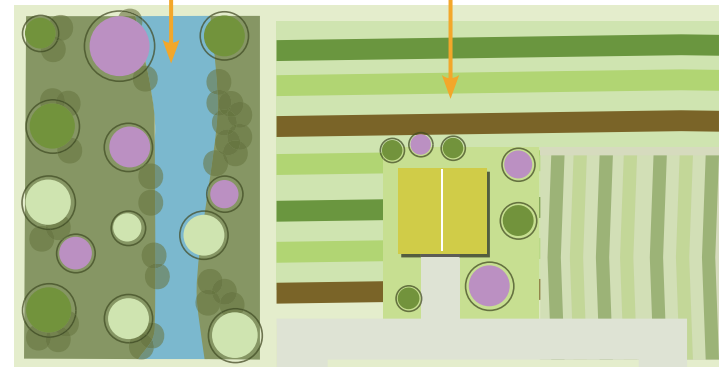


Agriculture + Open Space

The Agriculture + Open Space land use category is set aside for agricultural land, undeveloped land, RV camp sites, floodplain, and significant tree cover. Independence has significant floodplain coverage in and around the city limits that should be preserved in open space or productive farmland. Some of the land in this category, excluding the floodplain, may be suitable for future development and the Future Land Use plan should be amended to accurately reflect these changes.

Stream buffers around type 1 and 2 streams as well as floodplain are part of this category

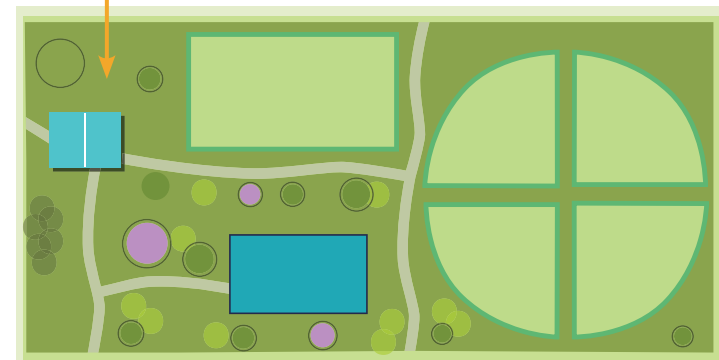
Active agricultural land uses will be the dominant land cover in this land use category



Parks + Recreation

The Parks and Recreation land use category is set aside for public, private and semi-private recreational land such as parks, trails, golf courses, greenways, and recreational fields.

Parks + recreation may include both public, private and semi-private recreation facilities - access will vary depending on the time of year, day, and ongoing activities

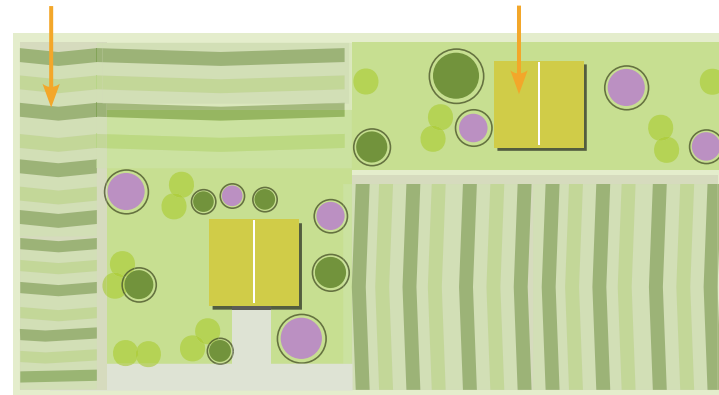


Rural Residential

The Rural Residential land use category includes low density, large lot residential developments. The typical density level of this land use category is no more than 1 dwelling unit per acre. These developments may be located in areas with steep slopes or significant tree cover that could be an obstacle to other residential developments.

Often agricultural land will surround rural residential dwelling units

Rural residential lots will typically include single-family detached homes on a minimum 1-acre lot

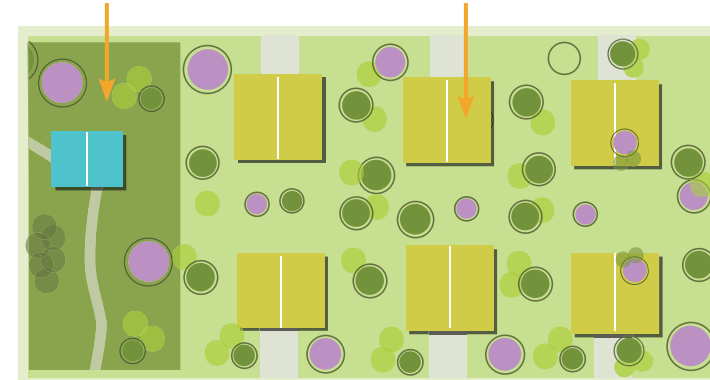


Low-Density Residential

The Low-Density Residential land use category is designated for areas with traditional low-density, single-family with lot sizes ranging from 1 to 5 dwelling units per acre. This land use will be predominantly single-family detached homes with some duplexes and single-family homes with accessory dwelling units. Developments within this category may also include religious, educational, institutional uses, child daycare centers, and public and private recreational areas.

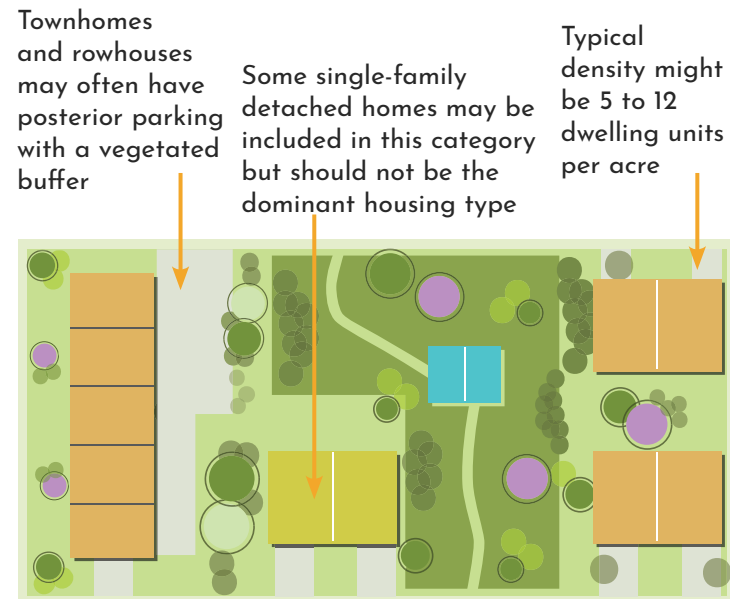
Parks, religious, educational, institutional, child daycare, or recreation may also be scattered throughout this land use

Single-family detached homes will dominate this land use category at densities of between 1 to 5 dwelling units per acre



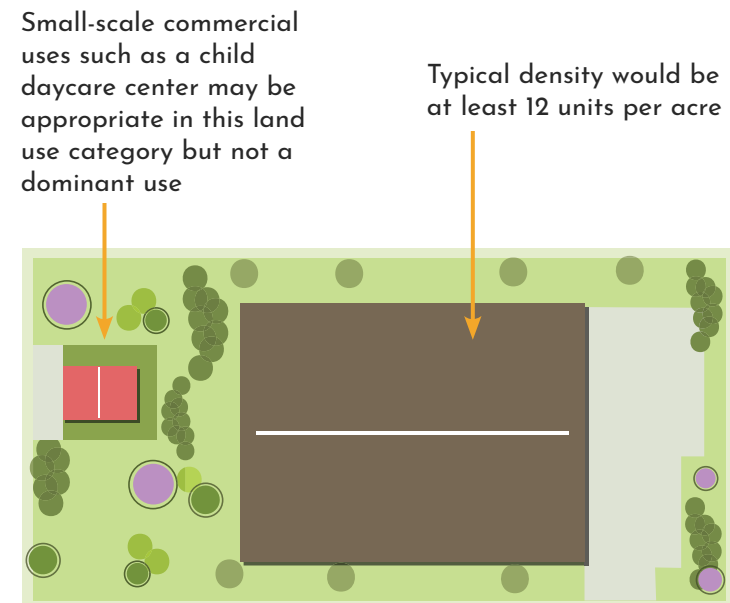
Medium-Density Residential

The Medium-Density Residential land use category is designated for townhomes, rowhouses, and cottage home developments. Occasionally, single-family homes will be included in this land use category. Medium-Density Residential densities range from 5 to 12 dwelling units per acre. Development within this category may also include religious, educational, institutional uses, child daycare centers, and public and private recreational areas. This land use can serve as a transitional land use from low-density residential to more intense uses such as commercial or industrial.



High-Density Residential

The High-Density Residential land use category is set aside for areas with densities of 12 or more dwelling units per acre. The category includes apartments and condominiums as the primary development, with some townhomes or rowhouses where appropriate. This housing type provides alternatives to residents of all ages and life stages. Development within the category may also include religious, educational, institutional uses, manufactured housing developments, child daycare centers, senior/assisted living facilities, and public and private recreational areas.

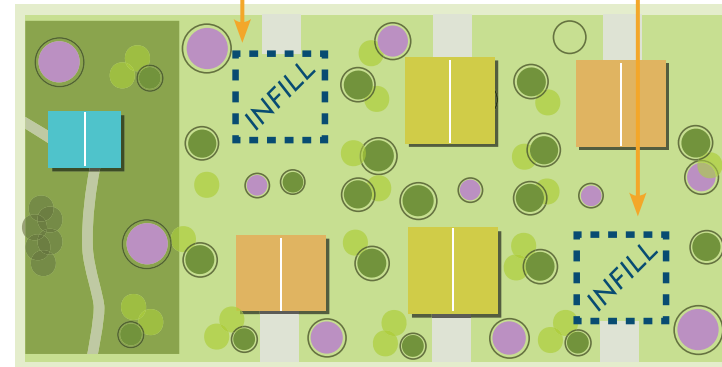


Residential Infill Overlay

The Residential Infill Overlay is intended to identify and support pockets of residential neighborhoods that are viable areas for infill residential redevelopment. These may take shape in parcel-by-parcel redevelopments or entire block redevelopments but should encourage low- to medium-density development types. This overlay zone should have a separate set of design standards to ensure the redevelopment type matches or compliments the pre-existing neighborhood character and is of suitable scale.

An overlay is not a true land use in nature but reserves the land within the overlay for specific consideration for residential infill

Infill redevelopment can be parcel-by-parcel or full block redevelopment. Low-to-medium densities are encouraged.

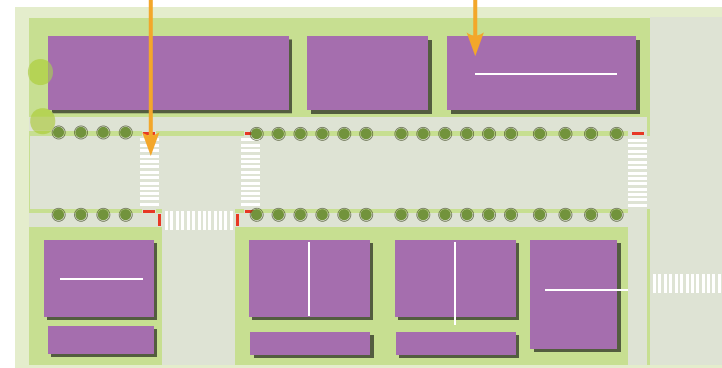


Downtown Commercial

The Downtown Commercial land use category is set aside for mixed-use developments in and around the historic businesses along Pennsylvania Avenue and Main Street. The uses should consist of multi-story buildings with the first floor reserved for retail and a limited amount of office uses to encourage all-day activity. The upper floors of these buildings should contain residential or office uses.

Pedestrian activity should be a focus of the Downtown Commercial land use category

First-floor retail, restaurant, or similarly activated uses should be the preference for this area. Upperstory uses could be residential or office uses.

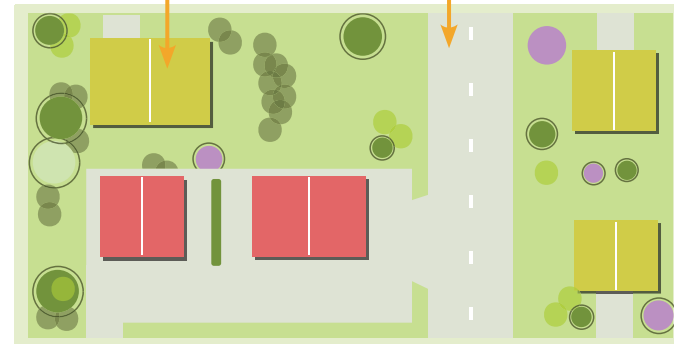


Neighborhood Commercial

The Neighborhood Commercial land use category includes a combination of small retail, office spaces, and medical uses for readily accessible services to residents and the traveling public. This category is located at major nodes throughout the planning boundary. Typical land uses include daycares, assisted living facilities, small office, convenience stores, small grocery and hardware stores, and other neighborhood-serving uses. Building Design Standards should be included to ensure this type of development does not interfere with the adjacent neighborhood, is built at a suitable scale, and does not unnecessarily increase noise, light, or vehicular pollution. Sites are generally 1 to 10 acres and should accommodate pedestrian and bicycle circulation.

Neighborhood commercial will typically be near or adjacent to lower-density neighborhoods

Neighborhood commercial uses will typically be found along collector or minor arterial roadways

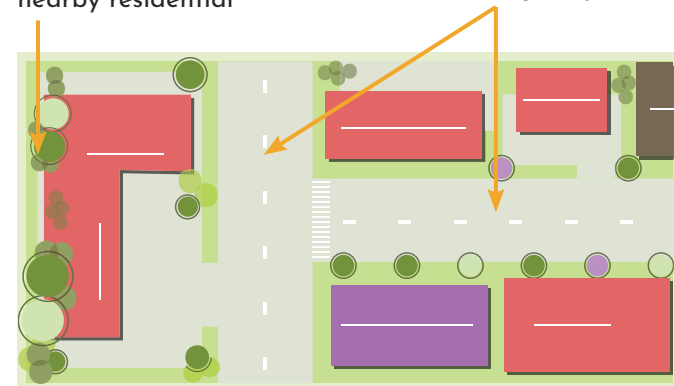


Commercial

The Commercial category is designed to include a variety of retail, office and commercial services at a variety of scales. These uses can include daycares, small office, convenience stores, car washes, car dealerships, hotels, banks, and auto repair stores. In its application, the commercial land use should be built at a suitable scale so as not to negatively impact surrounding land uses.

Proper landscaped buffering and site design should occur to minimize the impact of the commercial use on nearby residential

Commercial will typically be found along minor and major arterial roadways as well as near highways

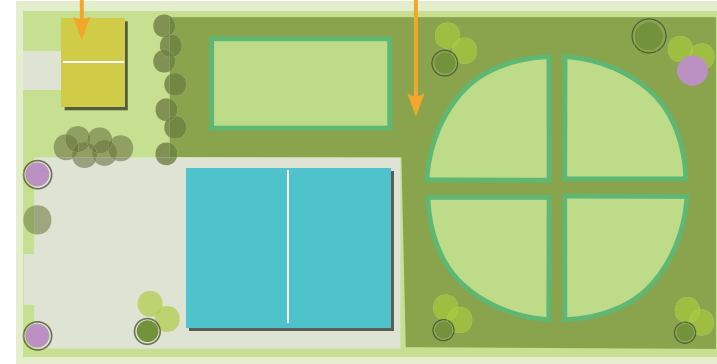


Public/Semi-Public

The Public/Semi-Public land use category includes land owned or operated by a public or semi-public entity or institution. This could include city-owned properties such as city hall, the police department, library, or public works storage. It also includes similarly held land from the county. This land use category also covers any land owned by the school district. Lastly, the institutional land uses include colleges/universities, schools, libraries, landfills, communication and utility facilities, water/sanitary sewer plants, cemeteries, post offices, hospitals, government offices and civic centers.

Low-density residential is often an appropriate neighbor for most public/semi-public uses

Public / semi-public uses such as a school may require a larger parking lot that should be appropriately designed and buffered to limit any negative impacts on nearby uses

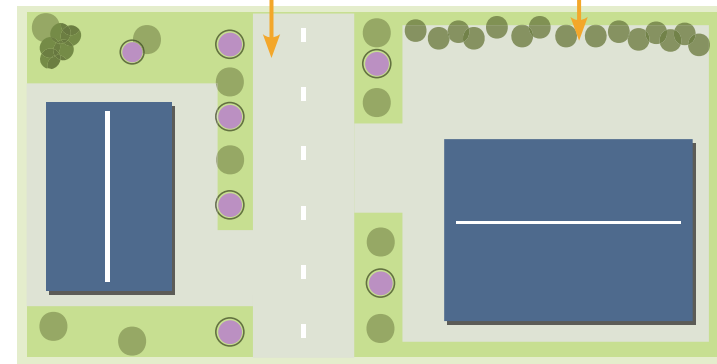


Business Park

The Business Park land use category is set aside to include business park office complexes and very light industrial uses. Business Park developments include larger office complexes and corporate campuses. Light industrial uses include warehouse and distribution facilities and activities such as testing, fabrication, manufacturing, and limited assembly of materials. All activities are contained within the buildings with no outdoor storage. Limited support retail or commercial activities would be allowed including gas stations, convenience stores, or coffee shops.

Typically, business park uses should be located along arterial roads with easy access to the highway

Proper landscaped buffering and site design should occur to minimize the impact of the business park uses on other nearby uses

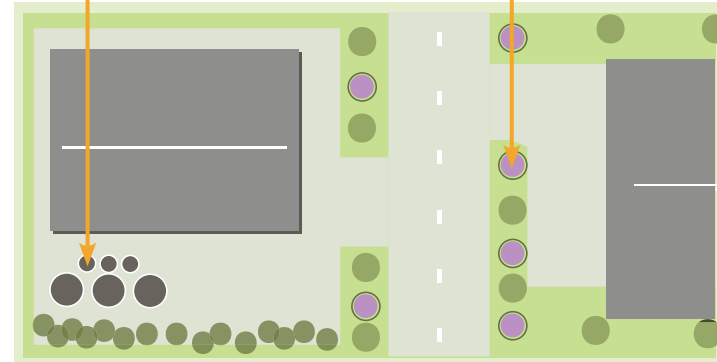


Industrial

The Industrial land use category is set aside to include industrial uses such as manufacturing and assembly, shipping, distribution, wholesale operations, and may include outdoor storage. Sensitive land uses should be buffered from this land use category.

Outdoor storage is often a defining characteristic of industrial land - proper buffering helps ensure views of these externalities are obscured

Industrial uses are the most intense manufacturing and assembling types and should be appropriately placed and buffered

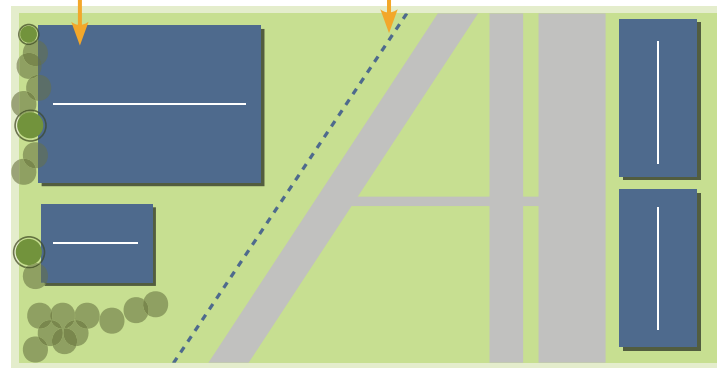


Airport

The Airport land use category is designed to support aeronautical commercial and manufacturing related services. The Airport land use category is similar to Business Parks in design and operation and should be complimentary in operation.

Business park uses are supportive neighboring developments to the airport land use

Preservation of the Runway Protection Zone is key for safety and development within the airport land use category



proposed growth themes

Growth Themes within the Planning Boundary



FLOODPLAIN PRESERVATION is land held for open space to protect and preserve the extensive floodplain and agriculture land. Unless mitigation measures are applied, development should generally not occur here.



INDUSTRY GROWTH is primarily focused near Bartlett and the airport. These two areas are the most supportive of expansion from a land use and infrastructure perspective and should see business park and industrial development types.



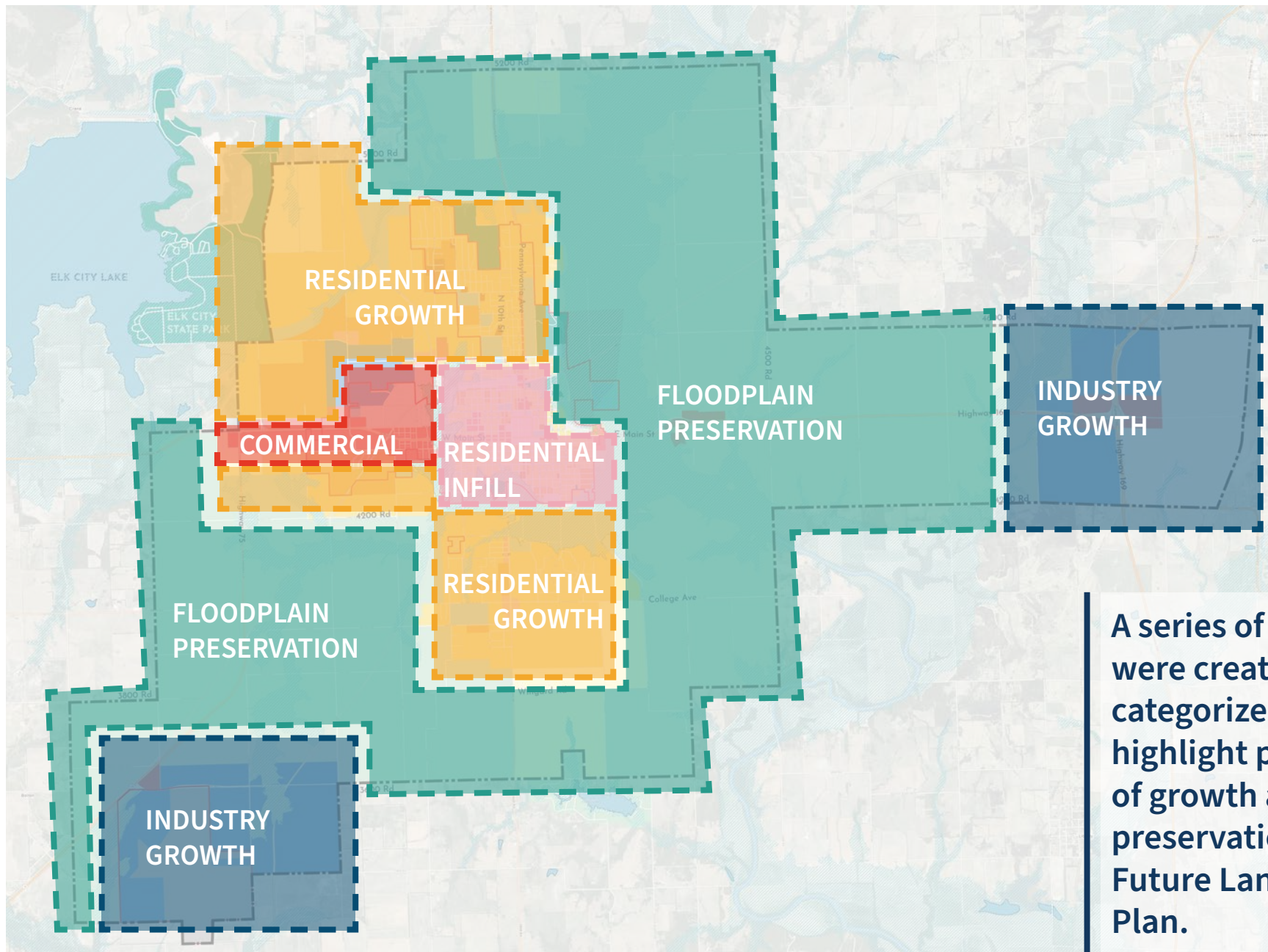
COMMERCIAL uses along W Main Street should see more highway-centric uses due to heavier truck traffic in this area. More local, amenity service types should be focused Downtown. Neighborhood-scale commercial should be located near residential uses.



RESIDENTIAL GROWTH is concentrated to the northwestern and central quadrants of the planning boundary due to viability of development and building off existing neighborhoods. A variety of densities should be constructed to support housing choice.



RESIDENTIAL INFILL encourages parcel or full block residential infill redevelopment. This reduces impacts of sprawl and maintains the concentration of residential uses throughout the core of the community.



A series of themes were created to categorize and highlight pockets of growth and preservation in the Future Land Use Plan.

FIGURE 2.6 // PROPOSED FUTURE LAND USE MAP GROWTH THEMES

THE PLANNING BOUNDARY IS NOT A MASS ANNEXATION PLAN

proposed future land use plan

Overview

Figure 2.6 presents the proposed Future Land Use Plan for Independence. Table 2.1 presents the total acres and shared by future land use category. The following pages present the estimates of the Plan in greater detail.

The land use patterns presented in Figure 2.6 are ideal development patterns. As development occurs, the Plan will need amended to reflect updated land patterns and desired build-out.

FUTURE LAND USE CATEGORY		TOTAL ACRES	TOTAL SHARE
	Agriculture + Open Space	24,278.0	62.7%
	Parks + Recreation	276.1	0.7%
	Rural Residential	1,867.1	4.8%
	Low-Density Residential	4,574.9	11.8%
	Medium-Density Residential	1,080.5	2.8%
	High-Density Residential	55.0	0.1%
	Downtown Commercial	33.4	0.1%
	Neighborhood Commercial	83.2	0.2%
	Commercial	837.6	2.2%
	Public/Semi-Public	299.1	0.8%
	Business Park	2,878.4	7.4%
	Industrial	1,632.7	4.2%
	Airport	810.1	2.1%
TOTAL		38,705.6	100.0%

TABLE 2.1 // FUTURE LAND USE CATEGORIES ACRES AND SHARES

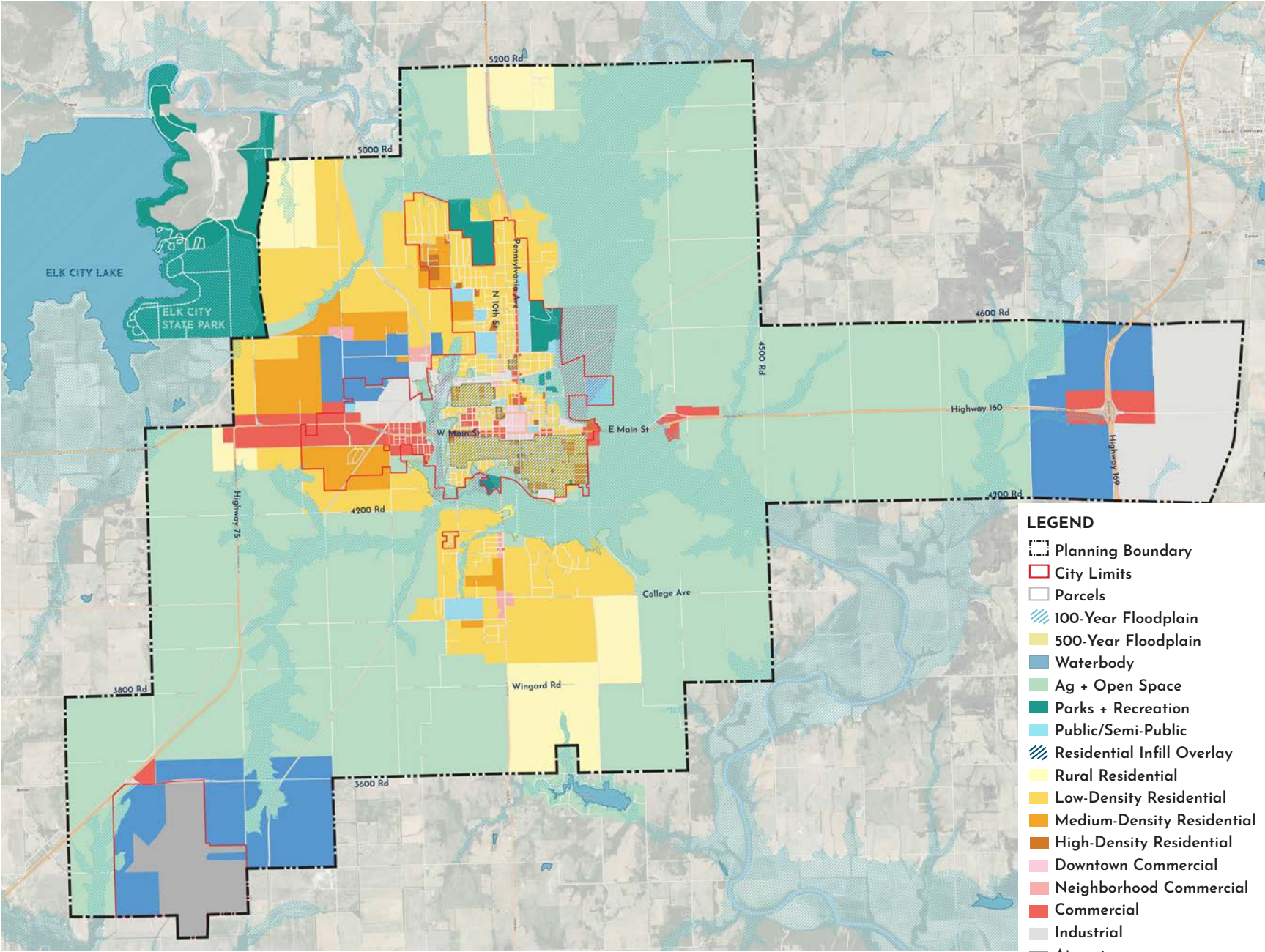


FIGURE 2.7 // PROPOSED FUTURE LAND USE MAP

future land use plan by the numbers

Shares of Developable Land

Agriculture + Open Space dominates the land development scheme as a measure to preserve and protect the floodplain and agriculture activity in the area as noted in Figure 2.6. The graph below presents the shares of proposed developable land use types. Low-Density Residential is the dominant land use type at 32.7%, followed by Business Park (17.1%), Rural Residential (13.1%), and Industrial (11.4%). The diversity and shares of land uses supports a healthy mix of living and working for the future of Independence.

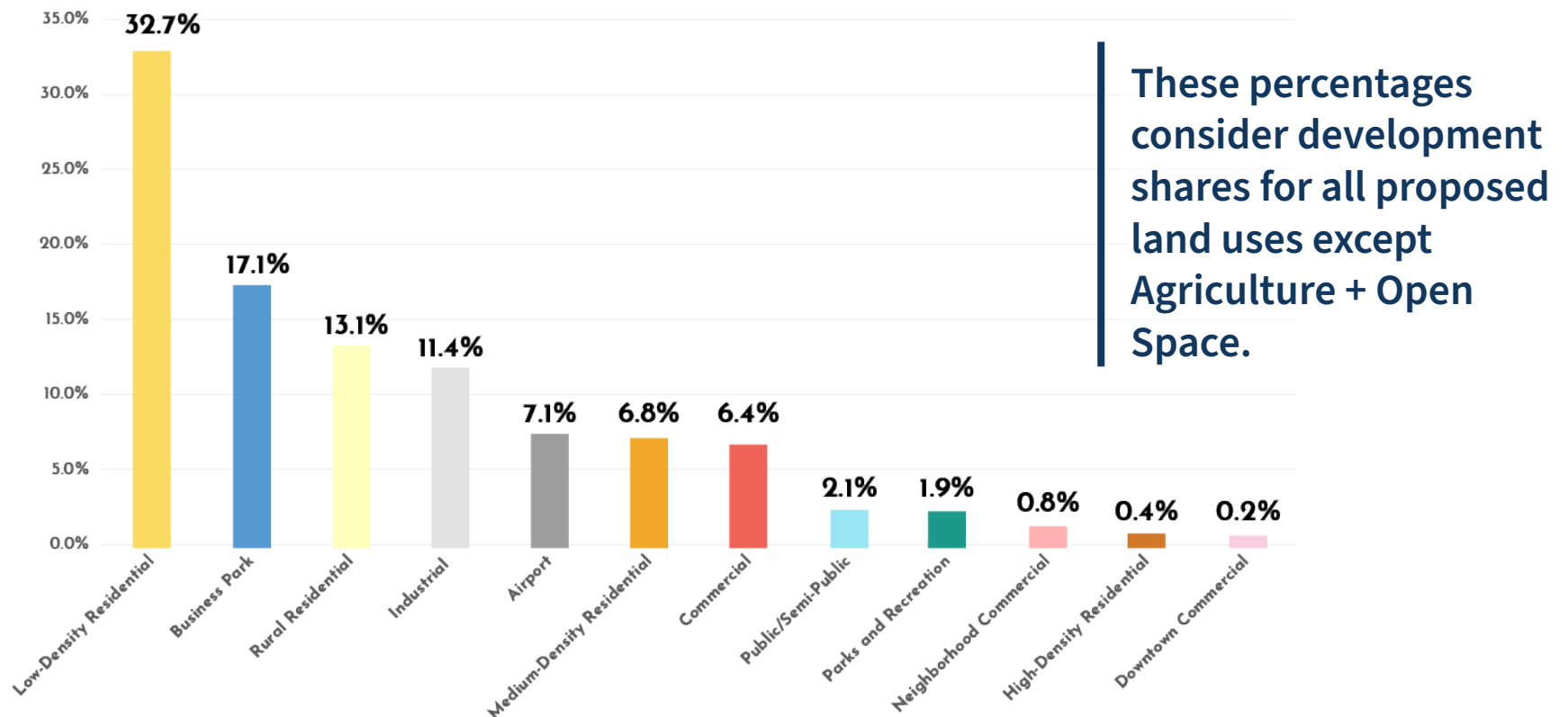


FIGURE 2.8 // DEVELOPABLE LAND USE SHARES



Potential Growth in Independence by 2050

Infrastructure

Independence is well-positioned for future growth due to infrastructure improvements that have opened up development potential of land throughout the planning boundary. The water main currently under construction, called the “Big Straw”, extends out to the Highway 160/169 interchange and will provide water to the Bartlett facility and other potential developments along the highway.

The airport also has infrastructure in place to support additional industry and employment expansion. Two certified sites are located here and would be ideal as Business Park uses.

Residential

The Jefferson Subdivision is in the planning process and will bring 20 single-family units on the market. These will be a mix of market rate and affordable units that will provide much needed housing for current residents.

Additional housing is best suited in the northwestern quadrant of the community and should refer to the residential target mixes to provide a variety of housing for current and future residents as they age throughout Independence.

relationship to zoning

Zoning Compatibility Matrix

The zoning compatibility matrix shows the relationship between the future land use categories and the City of Independence's zoning districts. Zoning districts have been listed as either compatible ("C") or partially compatible ("PC") within each of the corresponding land use categories.

This matrix serves as a tool to determine appropriate zoning district(s) for land that is newly annexed into

the City or as a property is being considered for a rezoning. If the rezoning desired for the given property is incompatible with its land use designation, the designation on the Future Land Use Plan should be first amended accordingly. In certain cases, an update or amendment to this matrix may be warranted to address changes in development patterns or revisions to the City's zoning code regulations.

***NOTE:

Following the comprehensive planning process, the City's zoning code will be updated and the compatibility matrix will reflect the updated levels of compatibility.

		FUTURE LAND USE CATEGORIES												
		Agricultural + Open Space	Rural Residential	Low-Density Residential	Medium-Density Residential	High-Density Residential	Downtown Commercial	Neighborhood Commercial	Commercial	Business Park	Industrial	Airport	Public/Semi-Public	Park + Recreations
ZONING DISTRICTS	A-1 Agricultural													
	R-1 Large Lot Single-Family Residential													
	R-2 Single-Family Dwelling													
	R-3 Low-Density Multifamily Dwelling													
	R-4 Medium-Density Multifamily Dwelling													
	R-5 High-Density Multifamily Dwelling													
	O+P Office and Professional													
	C-1 Neighborhood Business													
	C-2 Commercial Services													
	C-3 Central Business													
	C-4 Highway Commercial													
	GCI General Commercial and Industrial													
	M-1 Light Industrial													
	M-2 Heavy Industrial													
	FP Floodplain													

FIGURE 2.9 // ZONING COMPATIBILITY MATRIX

rezoning process flow chart

Process for Rezonings

The process for a rezoning is detailed in a flow chart in Figure 2.10. This chart serves as a reference guide for steps that need to be taken with a rezoning based on the Future Land Use Plan.

The State of Kansas has Golden Factors that are also taken into consideration for land use and zoning decisions as a result of the Golden vs. City of Overland Park court ruling. The Golden Factors include:

- The character of the neighborhood
- The zoning of uses on nearby properties
- The suitability of the property for the uses to which it is restricted
- The extent to which the change will detrimentally affect nearby property
- The length of time the property has been vacant as zoned
- The gain to the public health, safety, and welfare by the possible diminution in value of the developer's property as compared to the hardship imposed on the individual landowners
- The recommendations of a permanent or professional planning staff
- The conformance of the requested change to the City's comprehensive plan

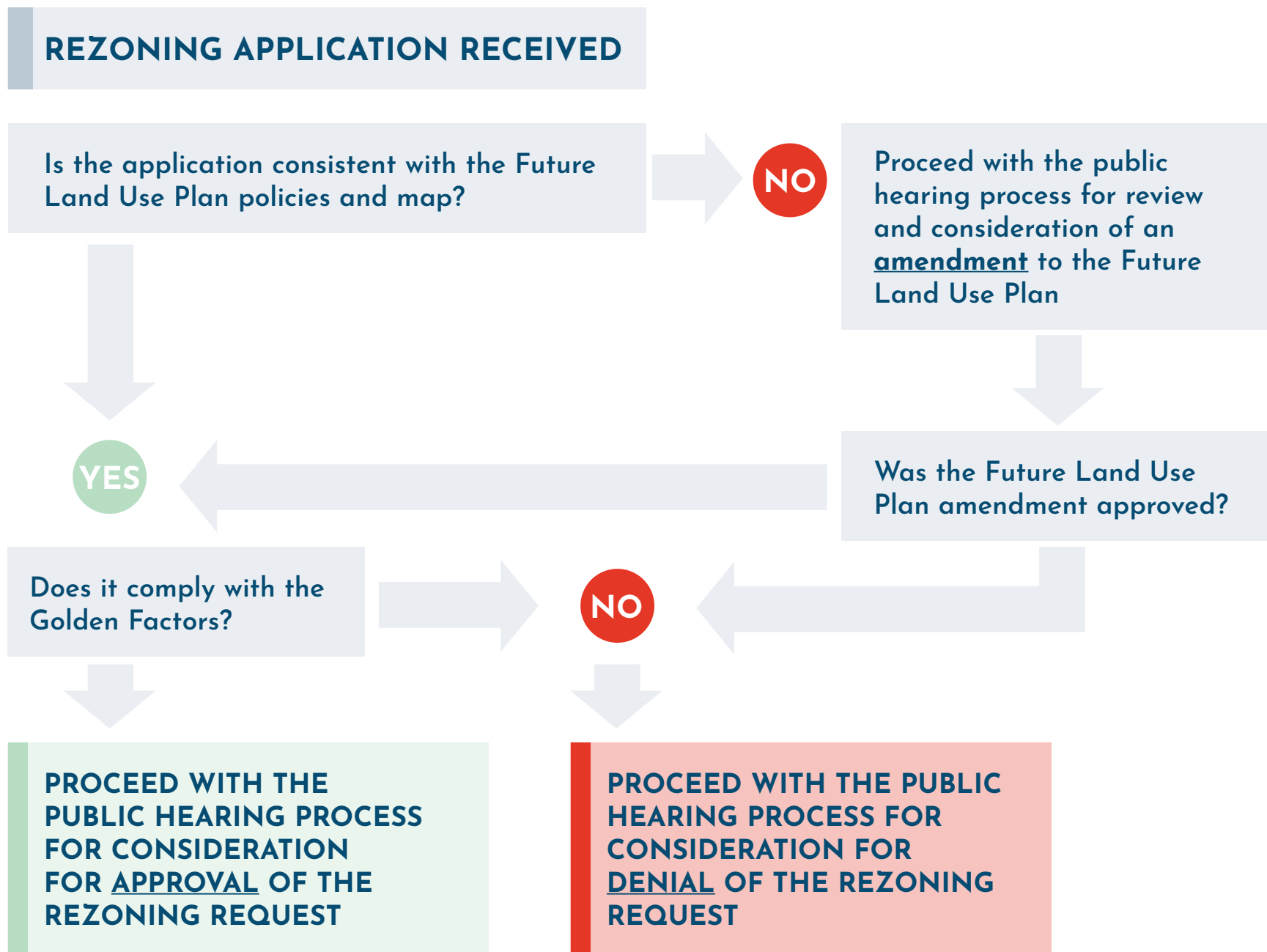


FIGURE 2.10 // REZONING APPLICATION FLOW CHART

goals + strategies for implementation

Implementation

To help implement the Future Land Use Plan and the recommendations in the chapter, a series of goals, metrics, and strategies have been created.

Table 2.2 presents the format and definition for each of these categories.

GOAL 1	METRIC 1
A goal is a broad theme or objective the City should strive for.	A metric is a way to measure successful implementation of the strategies toward its respective goal.
STRATEGIES	
Strategies are specific steps or policies the City should take to advance or complete a goal.	

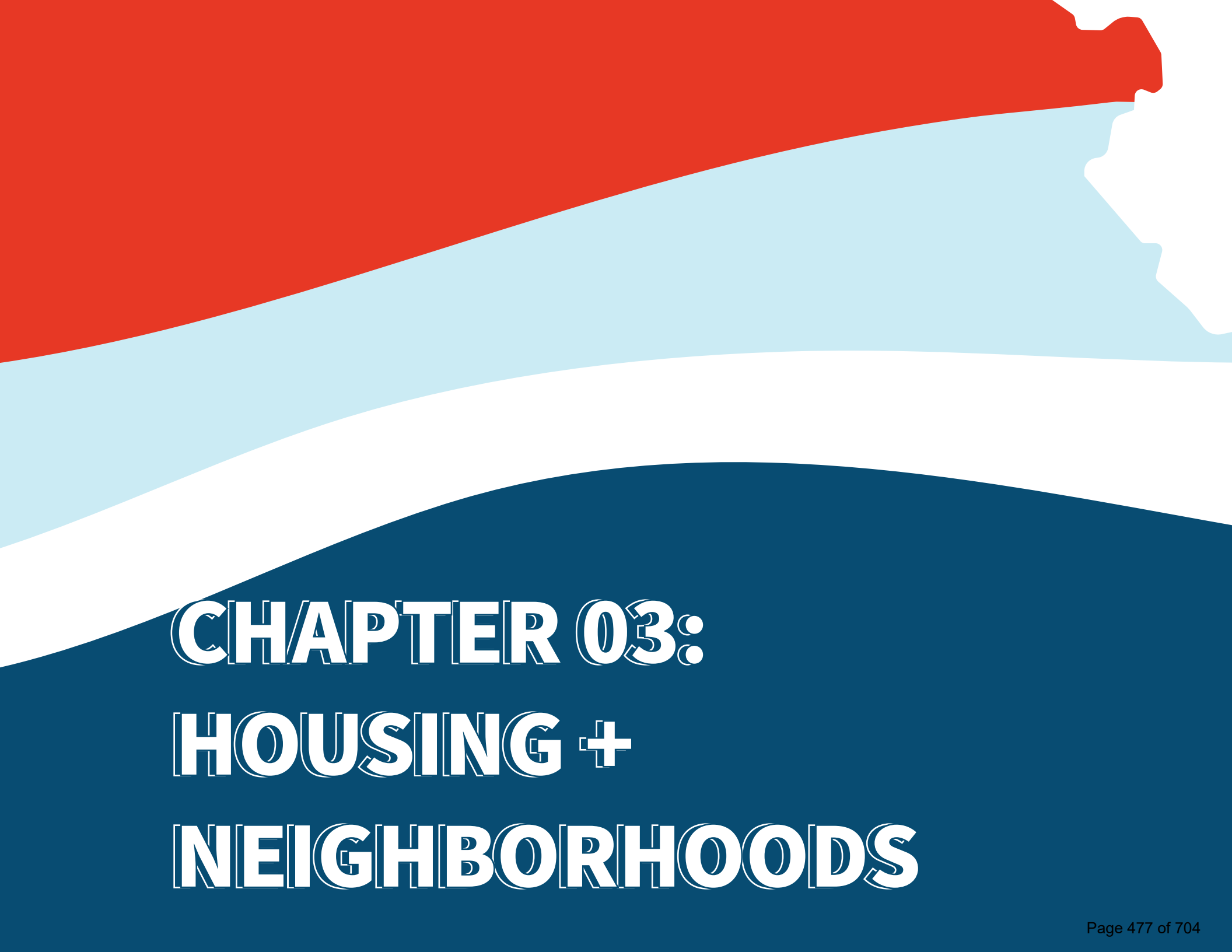
TABLE 2.2 // EXAMPLE OF IMPLEMENTATION TABLE

GOAL 1	METRIC 1	METRIC 2	METRIC 3
GROW EFFICIENTLY AND PROMOTE A HEALTHY MIX OF LAND USES	Fewer developments disconnected from the built environment	Completion of infill redevelopment projects	Consistency with the Growth Themes Map
STRATEGIES			
Encourage a mix of development types as identified in the Future Land Use Plan.			
Promote a mix of residential uses for increased housing choice.			
Reduce occurrences of leapfrog development.			
Identify and install infrastructure updates to support development.			
Leverage Future Land Use Plan for economic development.			
Preserve and protect sensitive natural features.			
Use transition zones, as identified in the Future Land Use Plan, to gradually change densities and intensities of uses.			
Preserve right-of-way and easement corridors for utilities and future streets.			
Maintain land availability for shovel-ready and certified sites.			
Schedule an annual review between the City and Planning Commissions to review and amend the Future Land Use Plan to reflect changes in the community and development patterns.			
Support historic preservation initiatives throughout the planning boundary to maintain the historic character of Independence.			
Update population projections in the next ten to fifteen years to better prepare for the next decade of change.			

GOAL 2	METRIC 1	METRIC 2	METRIC 3
PROMOTE STRONG NEIGHBORHOODS AND RESIDENTIAL DIVERSITY	Increased housing choice	Improve neighborhood mobility and safety	Enhance the overall visual and physical quality of the neighborhood
STRATEGIES			
Promote residential development as proposed in the Future Land Use Plan.			
Support the development of medium- and high-density residential uses.			
Encourage residential infill in the Residential Infill Overlay districts.			
Discourage cul-de-sacs for improved thru connections throughout neighborhoods.			
Implement transitional land uses or physical buffers between residential densities.			
Improve sidewalk conditions throughout the community to support walkability.			
Enhance neighborhood aesthetics through street trees, plantings, and signage.			
Promote residential rehabilitation to preserve the historic character of neighborhoods and quality of the existing housing stock.			

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CHAPTER 03: **HOUSING +** **NEIGHBORHOODS**

chapter overview

Housing In Independence

The Housing + Neighborhoods Chapter provides an overview of the existing housing stock and household characteristics and concludes with recommendations and strategies for new housing within the community.

Population projections, housing demand estimates, and pipeline projects are all considered within this chapter to produce actionable development strategies for the community.

Independence Housing Authority

The Independence Housing Authority (IHA) completed a Housing Needs Assessment in 2021 that meets the State of Kansas' requirements to qualify for the RHID program. In this report, items such as household characteristics, incomes, development history, and existing programs are detailed to identify the needs for housing and related efforts within the community.



independence housing authority

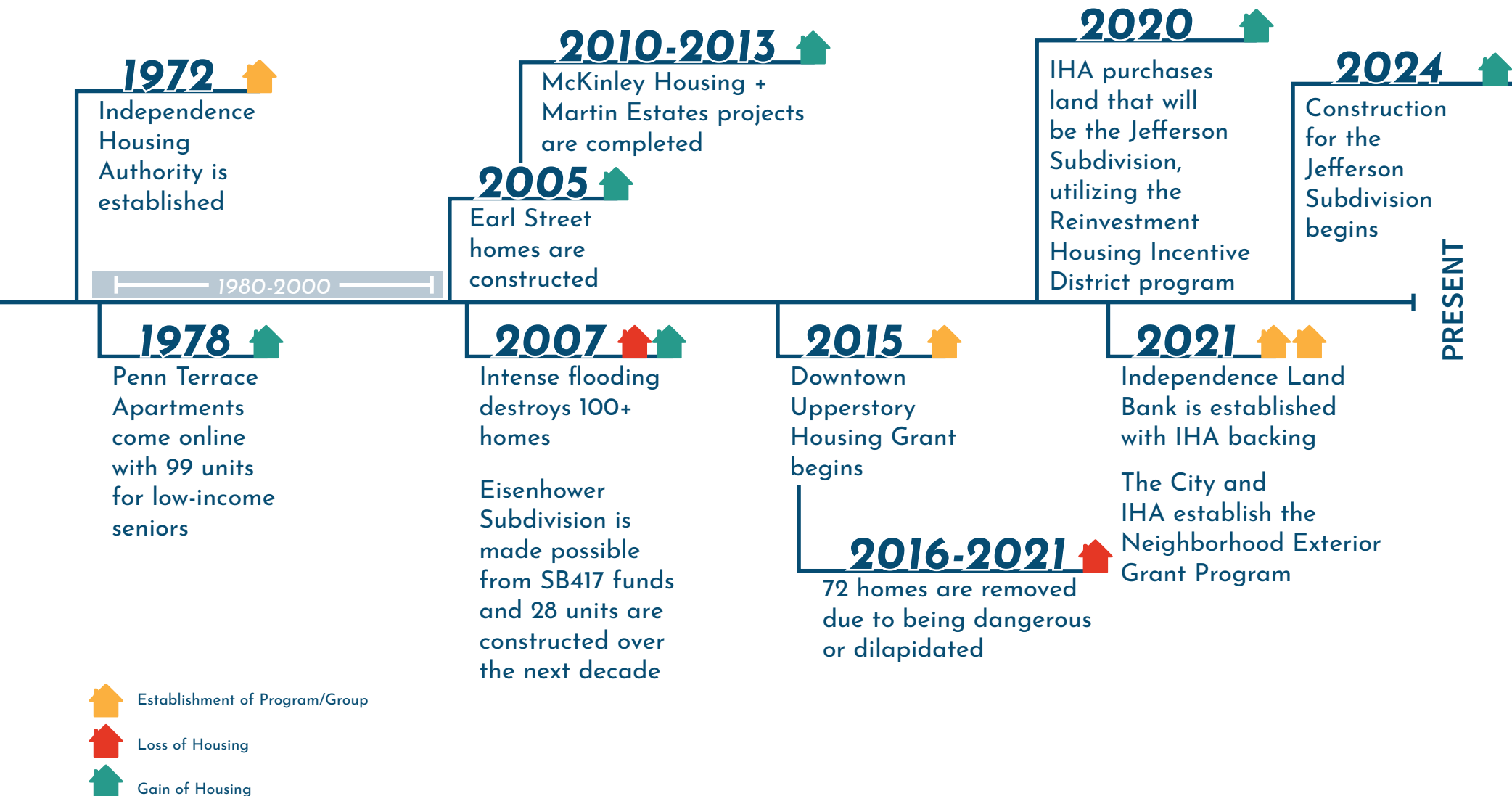
The Role of the Independence Housing Authority in the Community

Established by resolution in May of 1972, the Independence Housing Authority (IHA) operates as an agency within the City of Independence to assist in housing development and administer housing programs for low-to-moderate incomes. Tenant Based Rental Assistance, Downtown Upperstory Housing Grant, Independence Land Bank, and general grant and financial support are just some of the programs the IHA is responsible for in the community. The IHA has been involved with the construction of the following projects:

DEVELOPMENT NAME	YEAR BUILT	UNIT COUNT	HOUSING TYPE	QUALIFYING RESIDENTS
Penn Terrace Apartments	1978	99	Apartments	Seniors, Low-Income
Earl Street Project	2005	2	Single-Family	Low-Income
Eisenhower Subdivision	2007-2017	28	Single-Family	Low-to-Moderate Income
McKinley Housing	2010	28	Mix	Low-Income
Martin Estates	2012	18	Single-Family	Low-Income
Martin Estates Phase II	2013	6	Single-Family	Moderate-Income
Jefferson Subdivision*	2024	20	Single-Family	Moderate-Income + Market Rate

*THE JEFFERSON SUBDIVISION BEGAN CONSTRUCTION AT THE TIME THIS PLAN WAS WRITTEN.
SOURCE: INDEPENDENCE HOUSING AUTHORITY

timeline of housing + programs from IHA



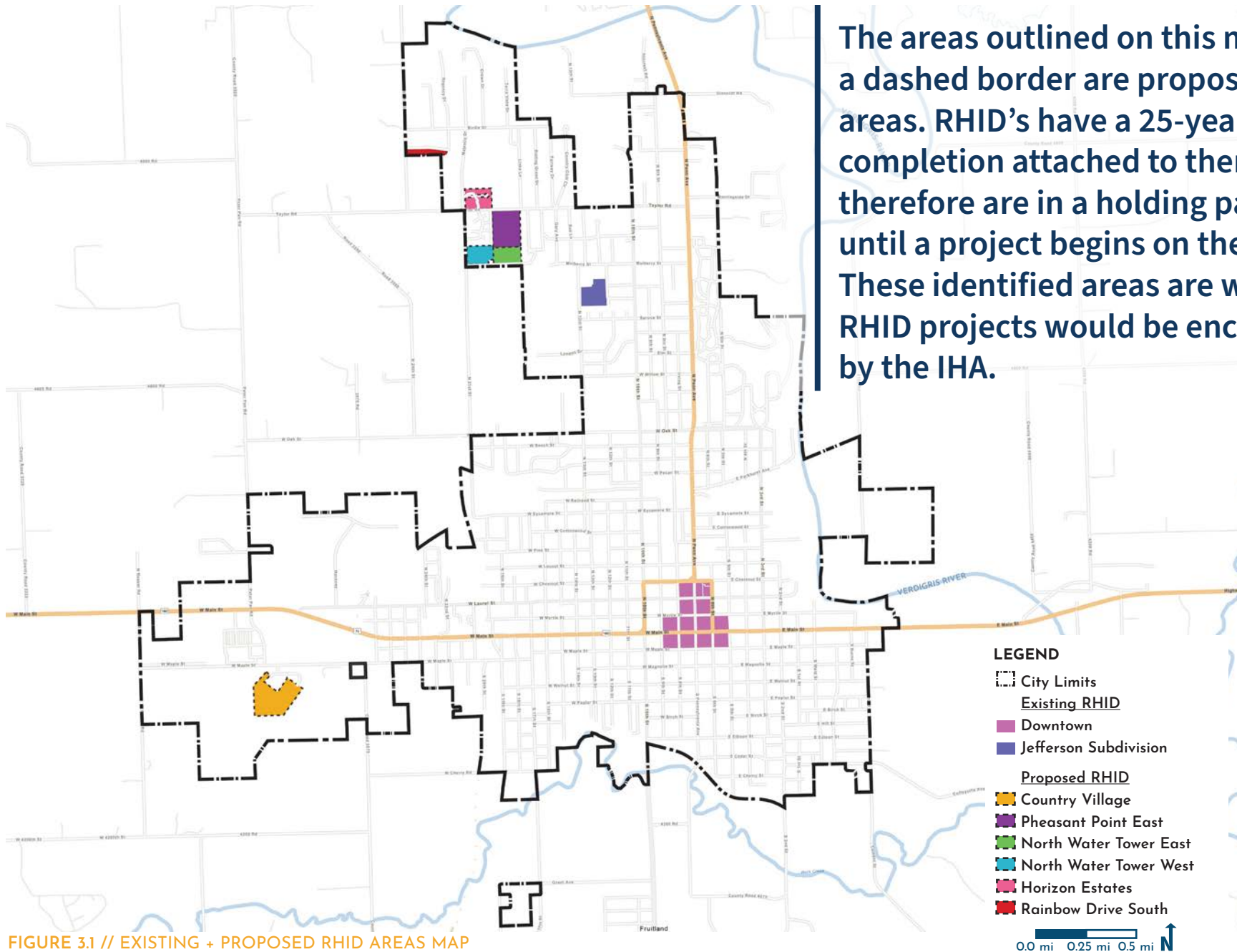
qualifying for housing incentives

Overview

The State of Kansas Secretary of Commerce offers the Reinvestment Housing Incentive District (RHID) program to help support residential development in communities smaller than 60,000 residents. The RHID program “captures the incremental increase in real property taxes created by a housing development project for up to 25 years. The revenue can be used for reimbursement for incurred costs or to pay debt service or bonds” (Kansas Department of Commerce). To qualify for RHID funding, a city or county must demonstrate **1)** that there is a shortage of quality housing within the city/county **2)** that the shortage of housing is expected to persist **3)** that the shortage of housing is a substantial deterrent to future economic growth in the city/county **4)** that the future economic well-being of the city/county depends on the governing body providing additional incentives for the construction or renovation of quality housing in city/county



To demonstrate the need for housing within Independence, the following icons will be used to denote a response to one of the qualifying questions needed to be eligible for the RHID program.



The areas outlined on this map with a dashed border are proposed RHID areas. RHID's have a 25-year limit for completion attached to them and therefore are in a holding pattern until a project begins on the site. These identified areas are where RHID projects would be encouraged by the IHA.

FIGURE 3.1 // EXISTING + PROPOSED RHID AREAS MAP



household characteristics

Overview

Figure 3.2 summarizes a few key household characteristics for Independence. In the first column, average household sizes are categorized from an overall average, as well as owner-occupied and renter-occupied averages. These averages begin to form some assumptions:

- There are more families in owner-occupied households than renter-occupied households.
- There is potential that the current stock of

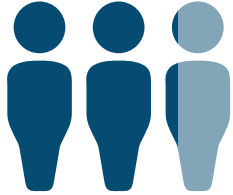
renter-occupied housing is not supportive of larger family sizes.

- There are possibly more young professionals, seniors, and students that occupy the rentals today.

Median household incomes in Independence are fairly low when compared to Montgomery County and other counties in the state. Montgomery County's median household income is \$51,513 and ranks #12 in lowest household incomes

compared to the rest of the state. These income ranges are relevant to this housing discussion due to its implications on how many households are potentially housing cost-burdened within Independence. Additionally, median mortgage costs and gross rents are currently outside of what residents can afford at median incomes per HUD's 30% affordable range. Ensuring there are ample affordable units within the appropriate income ranges will be a key priority for development.

INDEPENDENCE AVERAGE
HOUSEHOLD SIZE



2.24 PERSONS

INDEPENDENCE MEDIAN
HOUSEHOLD INCOME



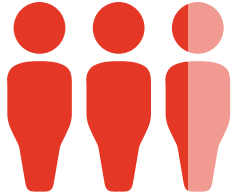
\$48,514

INDEPENDENCE MEDIAN
HOME VALUE



\$85,100

HOMEOWNER AVERAGE
HOUSEHOLD SIZE



2.38 PERSONS

HOMEOWNER MEDIAN
HOUSEHOLD INCOME



\$59,960

HOMEOWNER MEDIAN
MORTGAGE COST



\$1,139

RENTER AVERAGE
HOUSEHOLD SIZE



1.90 PERSONS

RENTER MEDIAN
HOUSEHOLD INCOME



\$28,287

RENTER MEDIAN
GROSS RENT



\$743

FIGURE 3.2 // HOUSEHOLD CHARACTERISTICS SUMMARY
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES

housing stock characteristics



there are an estimated

3,732

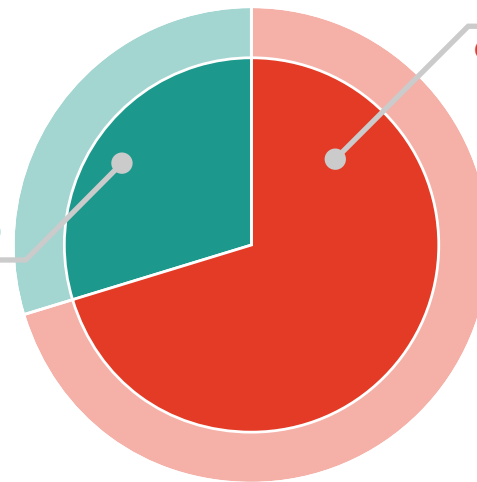
occupied households in
Independence today.

57.0%

households are
occupied by families.

SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES

29.5%
renter-occupied



70.5%
owner-occupied

There are an estimated 3,732 occupied residential units in Independence today. Occupancy is skewed heavily toward ownership at a rate slightly higher than the State estimates.



There are an estimated **4,595**
total households in Independence today.

Of these, roughly
3,732
are occupied units

While the
remaining
863 units, or **18.8%**
of the residential stock is vacant

There are roughly 4,595 total households in Independence. Approximately 18.8% of the residential stock sits vacant today. Montgomery County has an equally high vacancy stock at 18.8%. These estimates are quite high, especially when compared to the state vacancy share of 9.1%. The quality of these vacant units is unknown and a more thorough analysis should be completed to better weigh options for rehabilitation vs. redevelopment.

SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES



existing housing stock characteristics

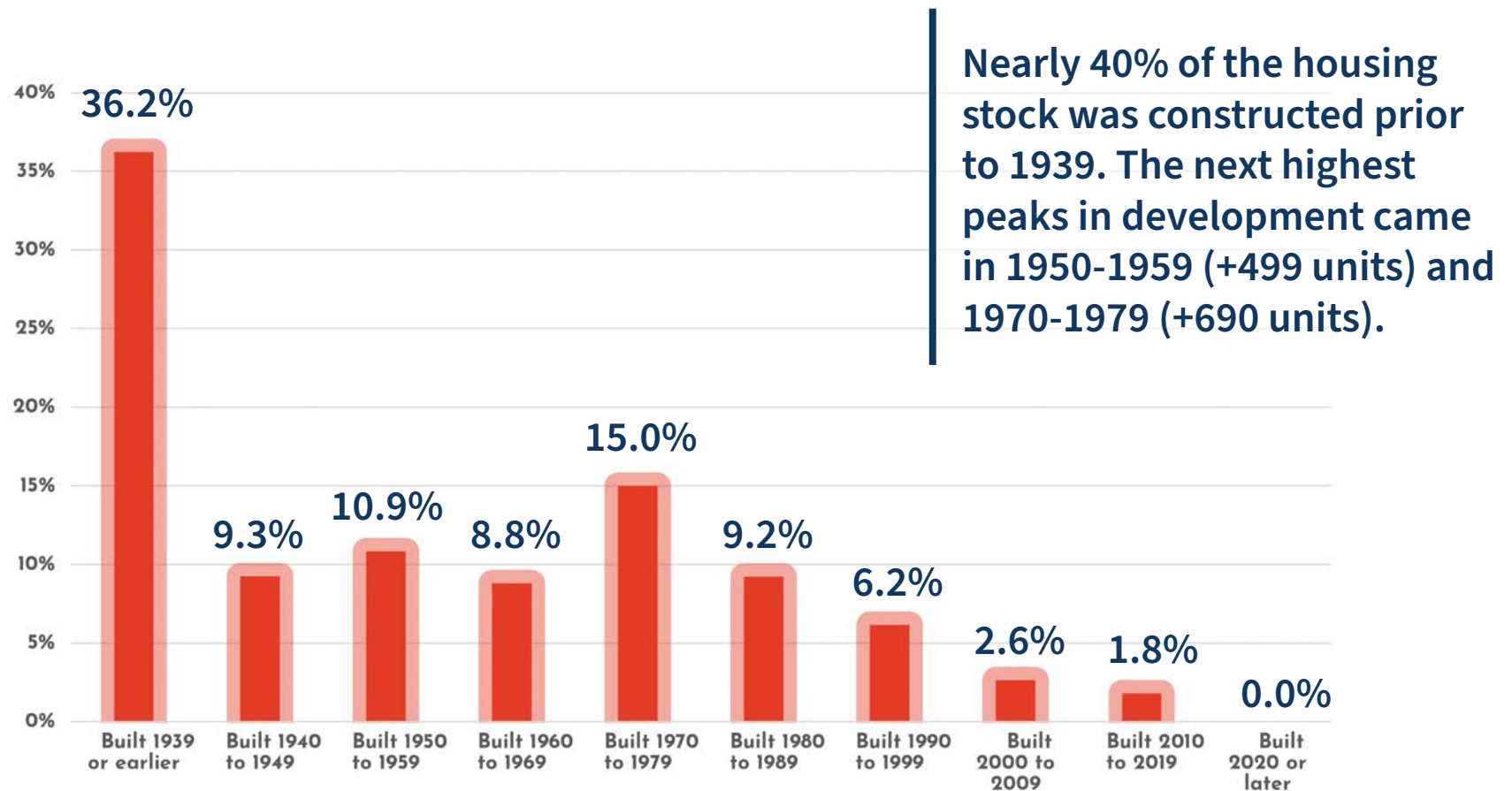


FIGURE 3.3 RESIDENTIAL YEAR BUILT BAR GRAPH
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES

Housing Mismatch Analysis

A Housing Mismatch Analysis serves as an additional method for measuring gaps and surpluses within the existing housing market.

This analysis follows HUD's definition of affordability and examines what homes (rentals and owner-occupied units) exist within the community today that are within 30% of the household income ranges provided.

The graphic below highlights what each color and bar represents.

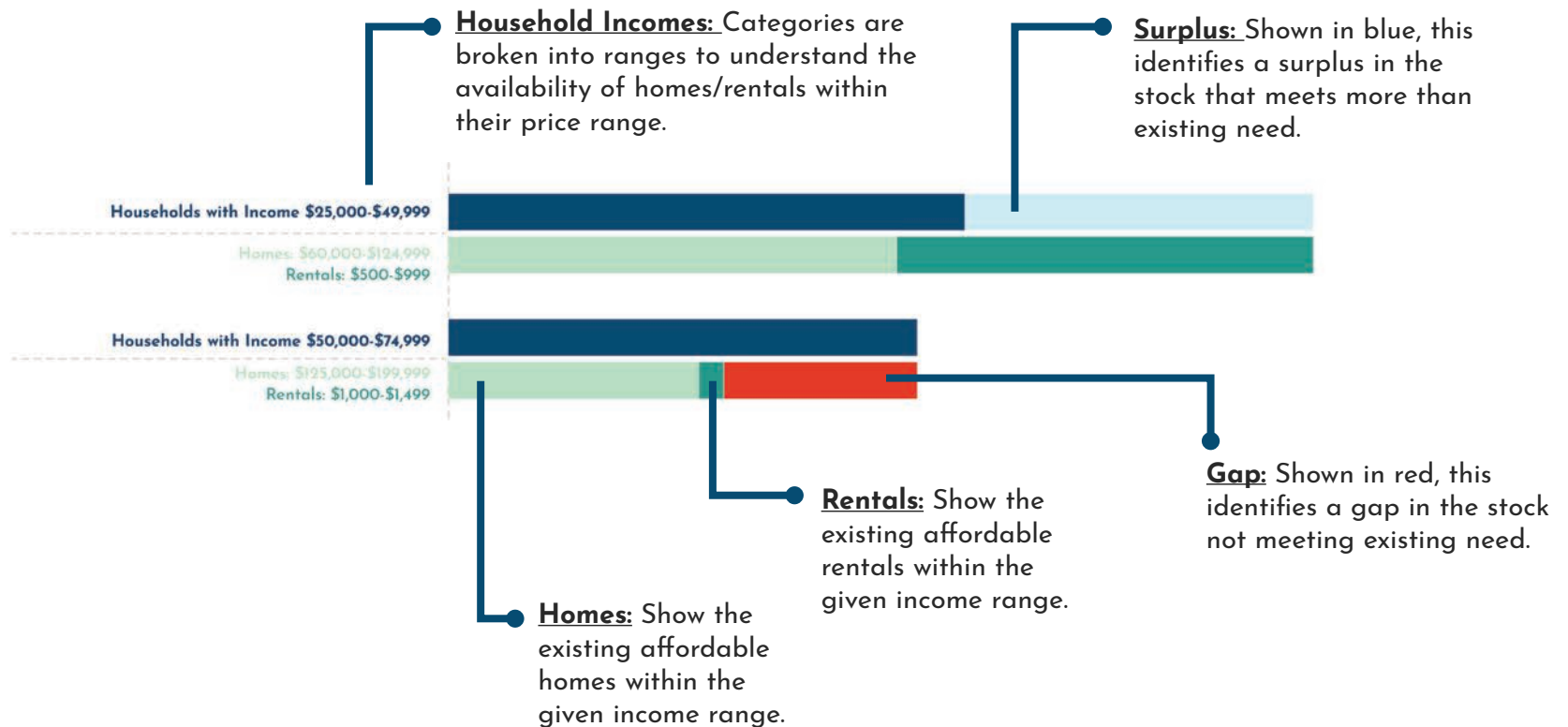


FIGURE 3.4 EXAMPLE MISMATCH ANALYSIS + DEFINITIONS
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2021 ESTIMATES

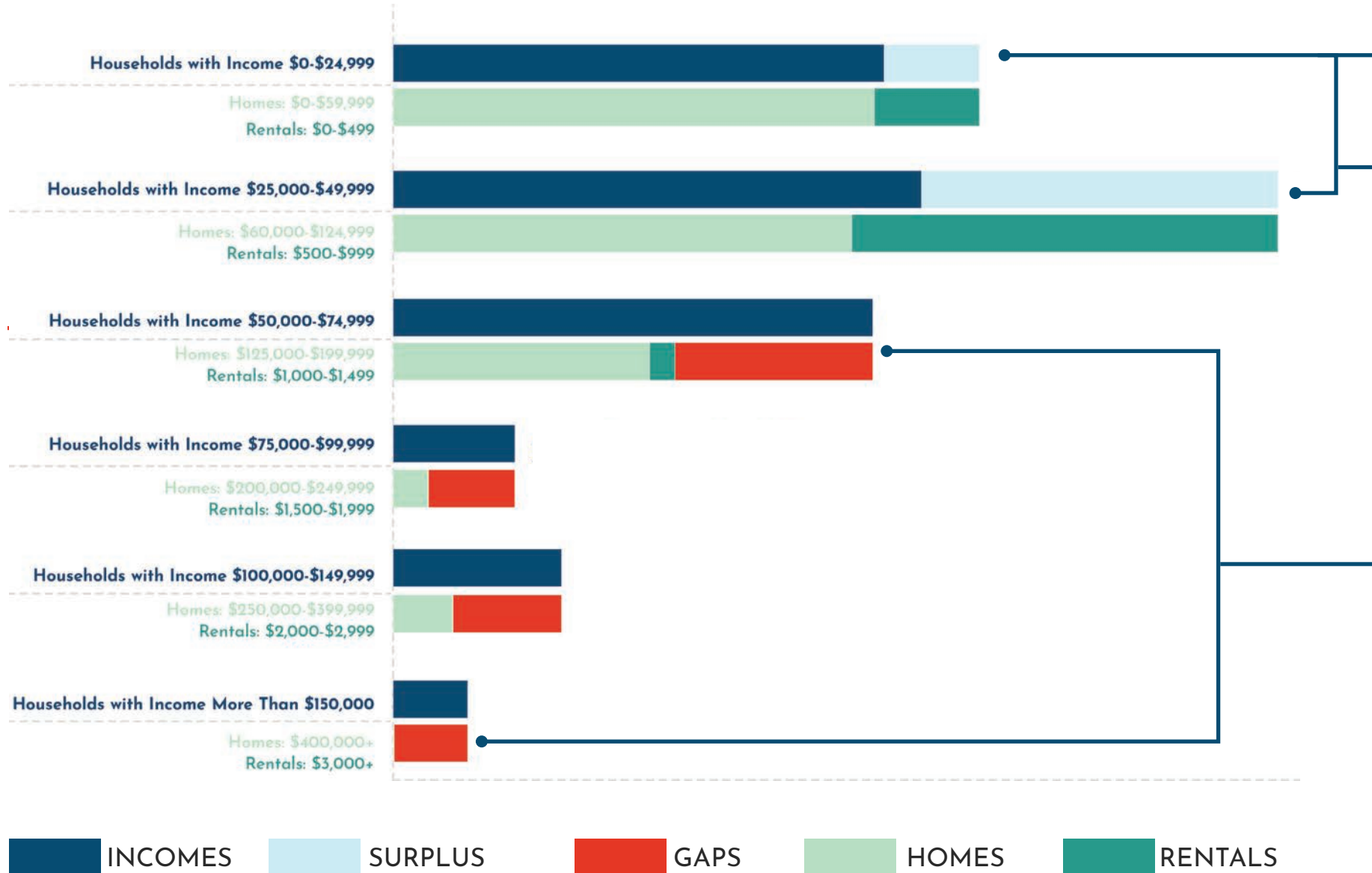


FIGURE 3.5 INDEPENDENCE HOUSING MISMATCH ANALYSIS
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2021 ESTIMATES

- Based on home values and household incomes, there is a surplus in residential units priced at \$0-124,999 for owner-occupied units and rentals \$999.
- The units within the \$25,000-\$49,999 income range have a significantly higher presence than other income ranges. This is a benefit for housing mobility to some degree; however, it does pose an issue for competition within the market that higher incomes are potentially purchasing down in price and reducing the true number of units available to those within these income ranges.
- There is a significant gap in homes available for households earning more than \$75,000. This greatly limits move-up housing opportunities for residents.



housing cost burdened households

Defining Cost Burden Households

The Department of Housing and Urban Development (HUD) recommends that households spend no more than 30% of their gross income on rent, including utilities. Households spending more than 30% are defined as housing cost-burdened, whereas those spending more than 50% are defined as extremely housing cost-burdened. The graphs presented in Figure 3.6-3.7 showcase the findings for owner-occupied units with their mortgage as percent of income and gross rent as percent of income for renter-occupied units.

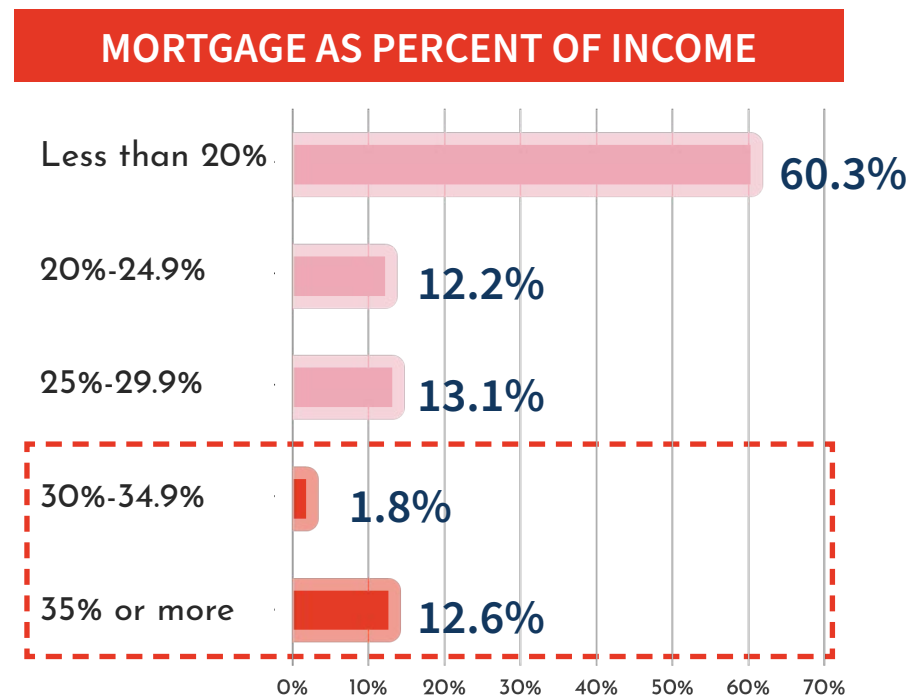


FIGURE 3.6 MORTGAGE AS PERCENT OF INCOME, HOUSING COST BURDENED
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES

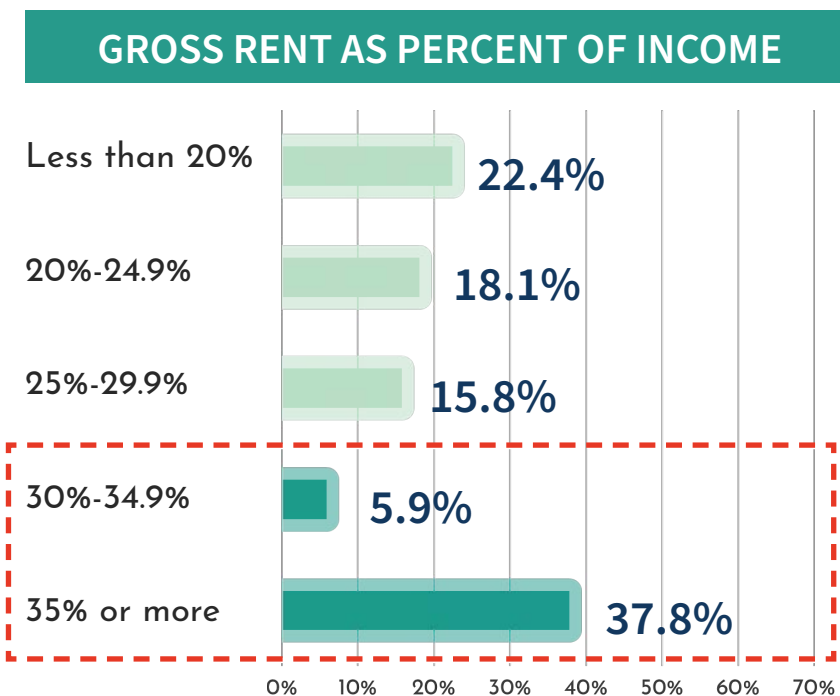


FIGURE 3.7 GROSS RENT AS PERCENT OF INCOME, HOUSING COST BURDENED
SOURCE: U.S. CENSUS BUREAU ACS 5-YR 2022 ESTIMATES

No matter if a unit is owner or renter-occupied, there are cost-burdened households in Independence. Owner-occupied units have a lower share at 14.4%, though those spending 35% or more on housing has the highest share at 12.6%. Renters in Independence are at a higher risk of being cost-burdened with an estimated 43.7% of renters being cost-burdened or severely cost-burdened. As new developments are proposed, consideration for the level of affordability of the units should be given and creative solutions, such as tax incentives, should be identified as a mechanism to support housing affordability within the community.

out of reach 2023 summary

National Low Income Housing Coalition

The National Low Income Housing Coalition (NLIHC) is a 501(c)(3) that produces highly-detailed reports on low-income renter populations across the country and recommends policy to address the housing crisis. The NLIHC produces reports titled “Out of Reach” to highlight the gap between wages and affordable fair market rental units throughout the United States.

The information detailed in the tables to the right highlight the Out of Reach details for Montgomery County, Kansas. The minimum wage in the State of Kansas, coupled with the lack of affordable fair market rental units within the area, presents an even further need for an expanded housing stock.



Current vs. Necessary Wages to Afford Rent

The tables to the right show the datasets for Montgomery County with the state minimum wage, what a two-bedroom Fair Market Rent* (FMR) is in 2023, and how many full-time jobs** it would take to afford this rent at 30% of gross income. This is then compared to the necessary hourly wage and annual income needed to afford the same two-bedroom FMR unit at one full-time job.

The results of the data comparison showcase an ever-growing gap between what current minimum wages are versus what is needed to comfortably afford a 2-bedroom FMR unit.

Area Median Income + Affordable Rates in Montgomery County

Table 3.3 presents the annual and 30% area median incomes (AMI) for Montgomery County. The 30% AMI category is significant as this is the “extremely low-income” range for all HUD and low-income funding sources. Affordable rents in these income thresholds range from \$508-\$1,693.

STATE MINIMUM WAGE	2 BED FMR*	FULL-TIME JOBS** NEEDED TO AFFORD
\$7.25/hour	\$788	2.1

TABLE 3.1 MONTGOMERY COUNTY, KS CURRENT WAGES + RENTS + FULL-TIME JOBS
SOURCE: NATIONAL LOW INCOME HOUSING COALITION, 2023

NECESSARY HOURLY WAGE	2 BED FMR	FULL-TIME JOBS** NEEDED TO AFFORD
\$15.15/hour // \$31,520 (annually)	\$788	1

TABLE 3.2 MONTGOMERY COUNTY, KS NECESSARY WAGES + RENTS + FULL-TIME JOBS
SOURCE: NATIONAL LOW INCOME HOUSING COALITION, 2023
*FMR = Fiscal Year 2023 Fair Market Rent
**Full-time job = 40 hours per week, 52 weeks per year

ANNUAL AREA MEDIAN INCOME (AMI)	AFFORDABLE MONTHLY RENT AT AMI	30% AMI	AFFORDABLE MONTHLY RENT AT 30% AMI
\$67,700	\$1,693	\$20,310	\$508

TABLE 3.3 MONTGOMERY COUNTY, KS AREA MEDIAN INCOME RANGES
SOURCE: NATIONAL LOW INCOME HOUSING COALITION, 2023

existing residential composition

Current Housing Stock

Figure 3.8 highlights the existing residential stock by density and type found throughout Independence today. Low-density residential is the dominant residential land use, comprised of traditional, single-family homes. This is to be expected with Independence's historic development trends and geographic location. There is a healthy presence of nursing home facilities in the community that provide a much needed resource for care and services.

RESIDENTIAL LAND USE	TOTAL ACRES	TOTAL SHARE
Low-Density Residential	1,042.4	91.2%
Medium-Density Residential	20.1	1.8%
High-Density Residential	63.8	5.6%
Nursing Home Facilities	16.6	1.5%
TOTAL	1,142.9	100.0%

TABLE 3.4 EXISTING RESIDENTIAL BREAKDOWN IN INDEPENDENCE
SOURCE: CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE

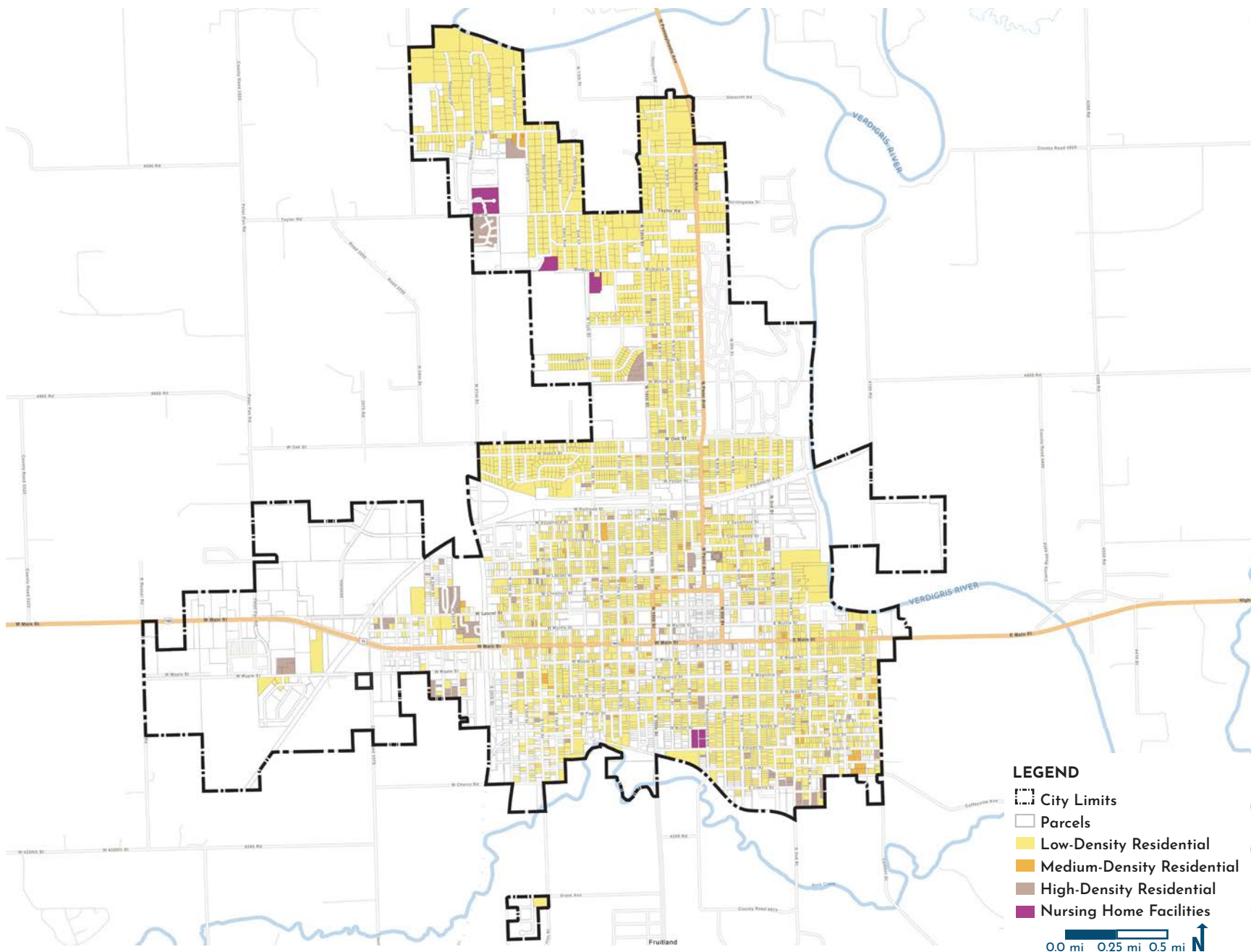


FIGURE 3.8 // EXISTING RESIDENTIAL LAND USE MAP

residential total value by parcel

Total Value by Parcel

Figure 3.9 illustrates the parcel-by-parcel breakdown of residential total values throughout the community. The patterns shown follow development patterns by year built data and highlight the historic core of Independence as the more affordable, entry-level housing location and the newer developments to the north as the more expensive housing.

TOTAL VALUE RANGE	PARCEL COUNT	TOTAL SHARE
Less than \$50K	2,159	57.9%
\$50K-\$100K	934	25.0%
\$100K-\$150K	390	10.5%
\$150K-\$200K	146	3.9%
\$200K-\$250K	49	1.3%
\$250K-\$300K	27	0.7%
\$300K or more	26	0.7%
TOTAL	3,731	100.0%

TABLE 3.5 RESIDENTIAL TOTAL VALUES BY PARCEL BREAKDOWN
SOURCE: CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE

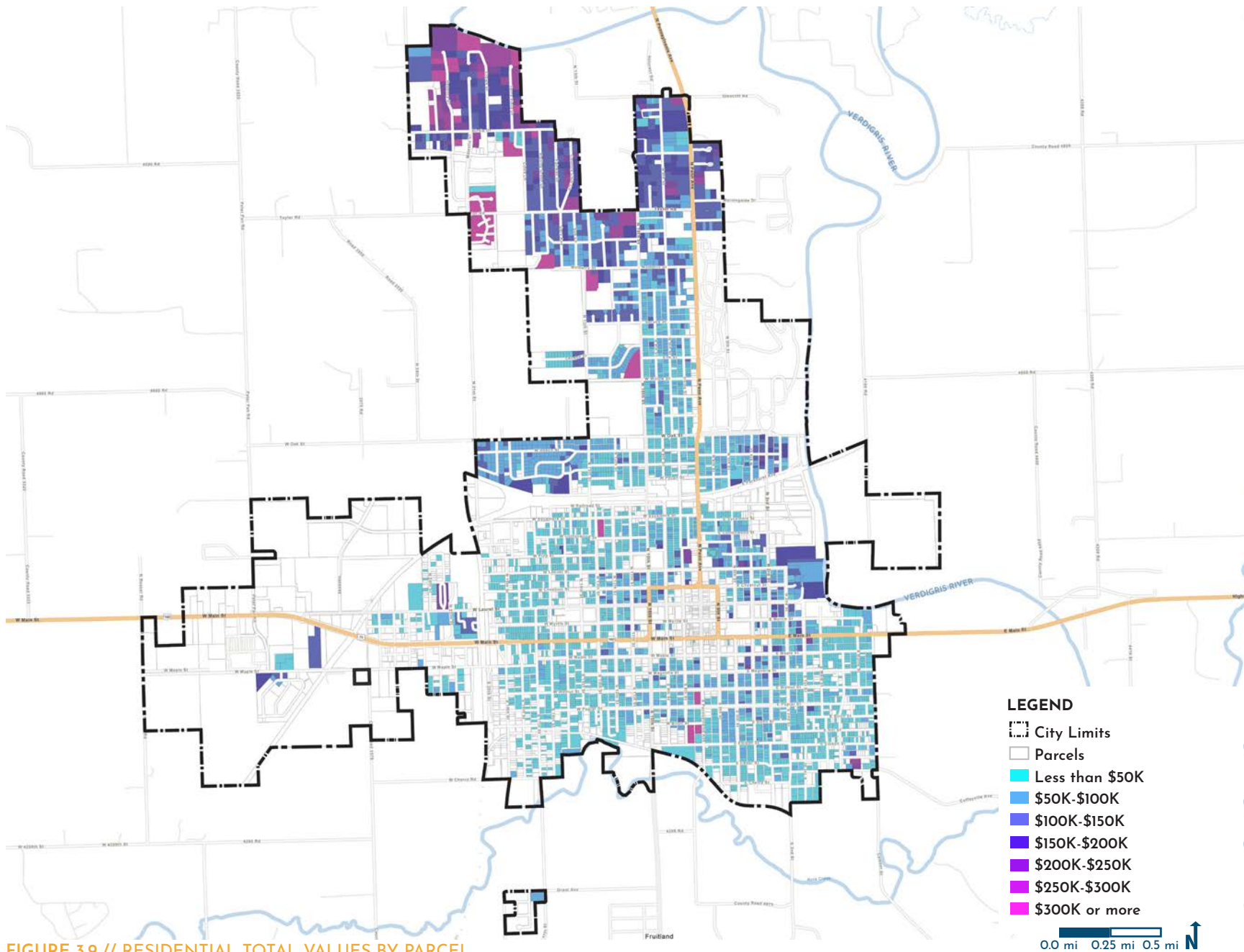


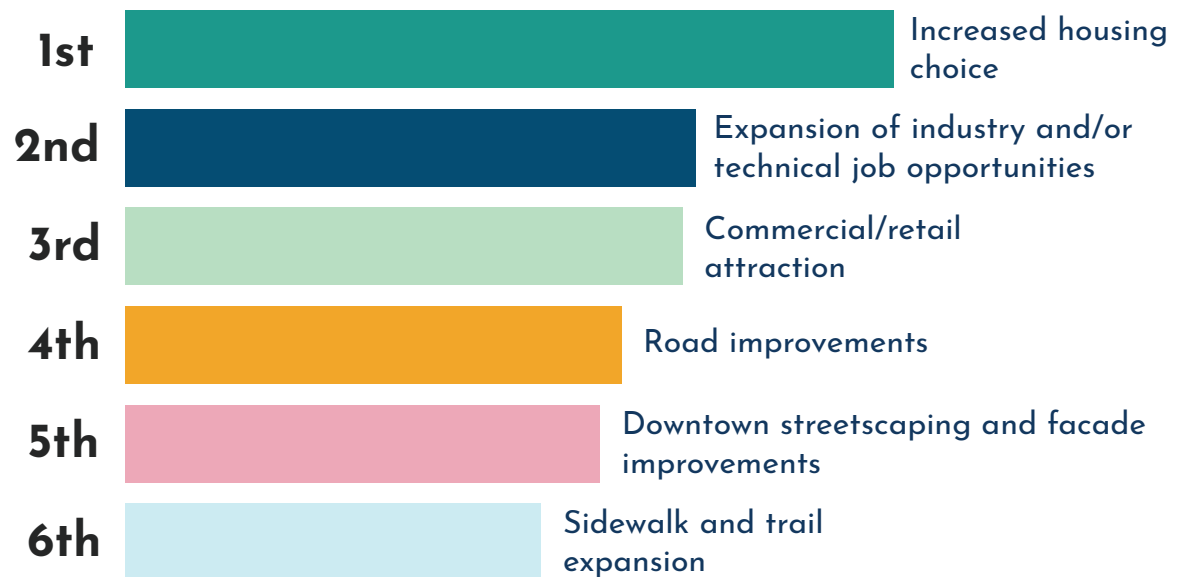
FIGURE 3.9 // RESIDENTIAL TOTAL VALUES BY PARCEL
 SOURCE: CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE



housing-related public input

Throughout the public engagement process, there was a consistent theme that the housing stock in Independence needs improvement in order for the community to reach its potential.

The following pages contain input from the community regarding the current need for improvements in housing from stakeholder interviews, the public workshop, and online engagement website.



The graph above illustrates polling results from the in-person public workshop. Participants ranked the need for increased housing as the highest priority of improvements needed in Independence.



What we heard from stakeholder interviews

The information to the right represents key themes from interviews that the consultant team held with community stakeholders related to housing needs in Independence.

Many of the sentiments communicated by stakeholders support the ideas gathered during the public workshop and through the online engagement website that ***Independence should prioritize improving and diversifying the current housing stock.***

- If prospective residents are not able to find a home to meet their needs, the community often loses out on ever bringing them back to the community.
- There is a need for all ranges of housing. Infill opportunities and entire block redevelopment areas should be identified.
- Many are excited for the Jefferson Subdivision Development to be completed.
- The Neighborhood Revitalization Program is an asset for the community. Residents would like to see this expanded for a wider scale of application.
- Desire for some duplexes/quadplexes for senior housing.
- Northwest area of town is likely to be the growth zone for residential development.
- New rental options are needed for all ranges of residents (students, seniors, young families)



Online Engagement

Many in the community opted to provide their input through the online engagement website rather than through the in-person public workshop.

In this setting, their sentiments were similar to those heard during the public workshop and stakeholder interviews, consistently ranking improvements in housing as some of the most important for Independence.

Results from the online survey regarding housing are listed to the right.

How would you rank the following improvements by level of need?

1. Expansion of industry and/or technical job opportunities
- 2. Increased housing choice**
3. Road improvements
4. Commercial/retail attraction
5. Sidewalk and trail expansion
6. Downtown streetscaping and facade improvements

Please rank these amenities as to their impact on Independence's quality of life.

1. Local Business and Industry
- 2. Housing Availability and Stock**
3. School District and College Availability
4. Riverside Park and Ralph Mitchell Zoo
5. Local Events and Gathering
6. Historic Charm and Built Character

Please rate your level of agreement. (1=Strongly Disagree, 5=Strongly Agree)

Independence has a sufficient amount of housing today that supports inward mobility and prospective residents can easily move to town.

Average
1.96

During the public workshop and through the online engagement website, participants were asked to rate various residential forms. Below is a selection of the top-rated forms from both of these opportunities.



**LOW-DENSITY RESIDENTIAL
SMALLER LOT**



**LOW-DENSITY RESIDENTIAL
SMALLER LOT**



**LOW-DENSITY RESIDENTIAL
MEDIUM LOT**



**HISTORIC PRESERVATION/REHAB OF
EXISTING HOMES**



**LOW-DENSITY RESIDENTIAL
COTTAGE STYLE DEVELOPMENT**



**MEDIUM-DENSITY RESIDENTIAL
CENTRAL GREEN DEVELOPMENT**



estimating housing demand

Population Projections Through 2050

As discussed in Chapter 2: Future Land Use, a set of population projections were completed for this planning effort. Due to historic trends of steady population decline, these forecasts reflect a similar downward trend over the next twenty-five years. However, pipeline projects, general housing demand, and draw to the community indicate that these projections are likely to be low. Furthermore, since the 2007 flood and general housing demolition for safety reasons (as noted on page 47), new housing construction has not recouped this loss of housing. Therefore, there is still strong demand for housing construction within the community today.

Housing construction and rehabilitation should be a priority to support inward housing mobility, opportunities for new resident capture, and diversification of housing types to support a variety of residents and lifestyles.

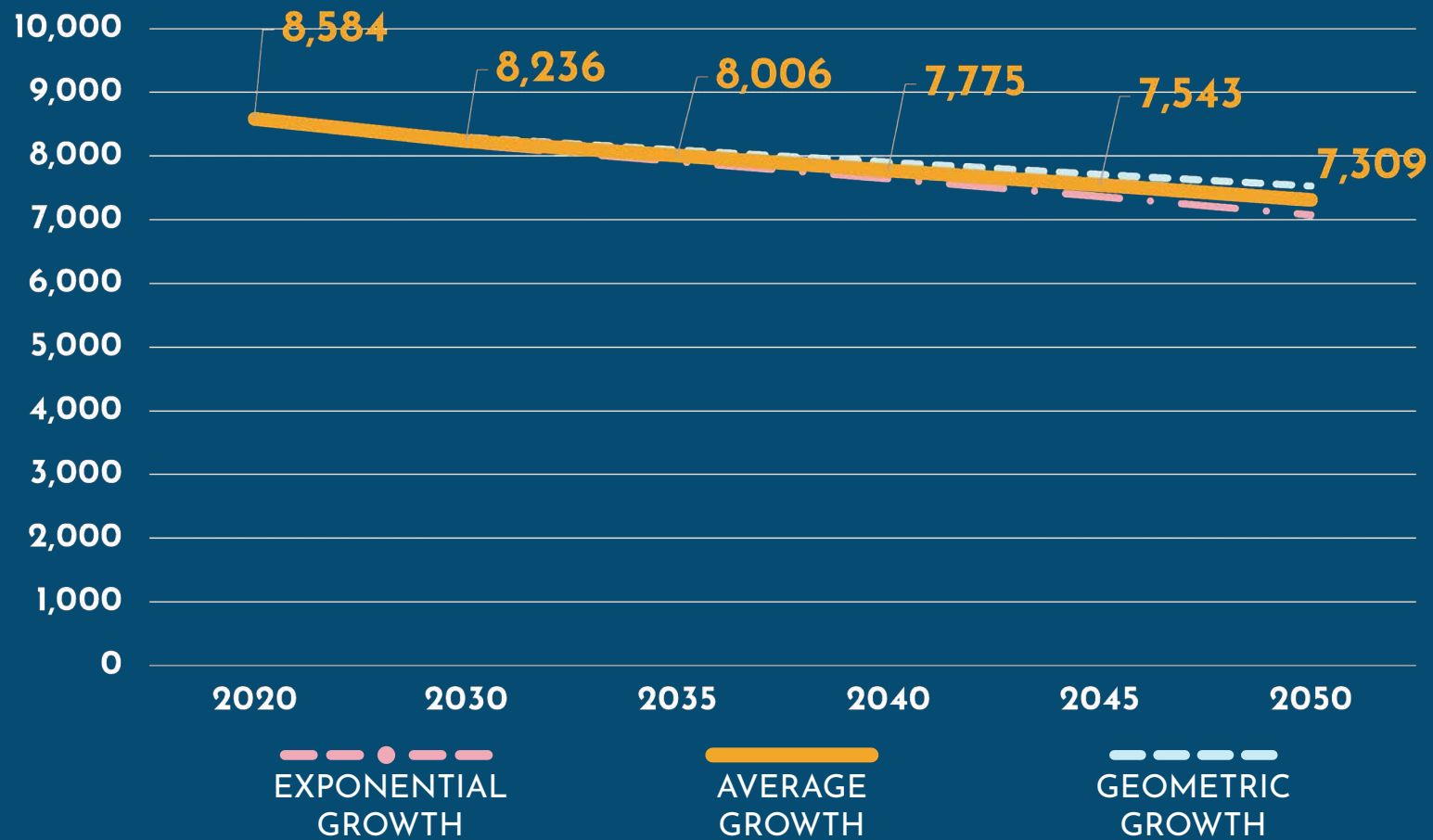


FIGURE 3.10 // POPULATION PROJECTIONS 2020-2050

planning for future residential growth

Residential Growth in the Future Land Use Plan

The Future Land Use Plan is intended to guide growth in the most ideal locations for a variety of land uses. Figure 3.11 presents the proposed locations for all residential land uses within the planning boundary.

Due to the high concentration of floodplain along the eastern perimeter of city limits and preexisting residential development, there are three key growth areas proposed in the plan. These

growth areas include:

- The northwest quadrant of the planning boundary, near Elk City Lake and extending from pre-existing residential development.
- South of W Main Street and the commercial uses that are street-fronted.
- Land around Independence Community College, where there are pre-existing, unincorporated residential uses.

The floodplain can serve as a benefit to the overall community for greenbelt and trail opportunities but should be left untouched for hardscape development, such as residential and commercial uses. Following the 2007 flood, there are many residential areas that have vacant pockets due to buy-out properties.

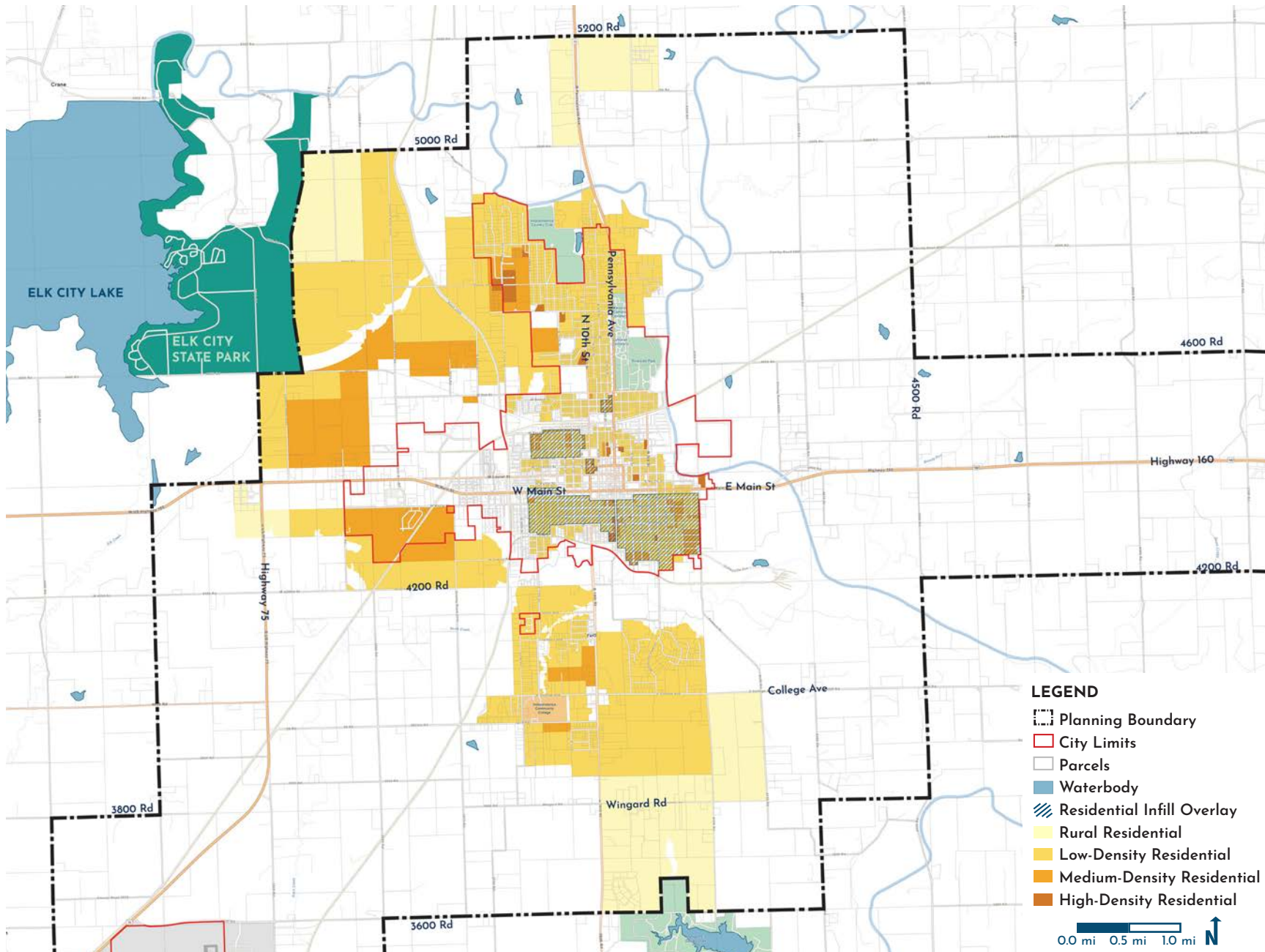


FIGURE 3.11 // PROPOSED FUTURE LAND USE MAP - RESIDENTIAL LAND ONLY



what is limiting residential growth in independence today?

current housing stock

Independence's current housing stock has greatly limited a resident's ability to promote inward housing mobility, draw in prospective employees and families, preserve historic character due to severe dilapidation, and much more.

Independence has a strong historic past that both compliments the current quality of life in the community, while simultaneously working against its best efforts to attract new residents. Some of these historic homes are in such great need of repair and updates that they create barriers to entry for potential homebuyers. Additionally, the high vacancy rate of the current housing stock is of great concern and sheds light on the quality of the existing stock. Regarding turn-key properties, there has been very limited new residential construction in recent years which further strains the opportunities for buying a home in Independence. The Jefferson Subdivision that is set to begin construction in February 2024 is the first large-scale development in almost a decade with 20 units being brought online. This section will identify strategies to support housing efforts in the community and consider the housing stock issue from a variety of angles.



resources

The cost to construct housing, as well as finding contractors, is becoming increasingly difficult to produce new units in communities. Difficulty finding contractors in the area was a sentiment often-noted by the public and stakeholders in Phase 2. Many communities have to stack grants, funding, and other incentives to bring development to town.

This section will examine existing housing programs, incentives, and other potential solutions to limiting the barriers to bringing development to Independence.

catalysts

Often times, a lack of economic activity is what limits the growth potential of communities. This has not been the case of Independence in recent years with numerous businesses opening their doors. However, with these new businesses, the challenge for new employees to find housing within the community is growing, resulting in them choosing to live in nearby communities or Oklahoma.

Identifying strategies to maintain the community's competitive standing in attracting new businesses and residents will be considered in this section.



Preserve the historic character of Independence's existing housing stock

Historic Character in Independence

Considering Independence's incorporation in 1870, boom town rise in the early 1900s, and historic draw to the area, it is no surprise that there is a large pool of beautiful, architecturally-rich homes still standing today. Many describe Independence to be reminiscent of Mayberry- boasting the quintessential downtown, historic homes, and vibrant community character. These homes play a crucial role in maintaining the community's charm and should be preserved.

There are two homes in Independence today that are on the State or National Register of Historic Places. The home on the state registry is the home of Alfred "Alf" Landon, a Governor of Kansas from 1932-1936. This home hails from the Queen Anne architectural style and was relocated to its current site to maintain its presence in the housing stock. The national register home is the boyhood home of William Inge, a local play-write known for plays like "Picnic" and "Bus Stop." This home also is built in the Queen Anne style, with a wraparound porch and two chimneys.





The Kansas Historic Society has an interactive mapping tool that identifies national and state registry places that are contributing, non-contributing, and not listed places. Contributing parcels are defined as adding to the historic and/or architectural importance of a district and retain the majority of its characteristics from that era, whereas non-contributing could mean the parcel is later than the period of significance, has been altered far beyond its original form, or has deteriorated too much.



The parcels identified as national register contributing or non-contributing are found within the Downtown Historic District.

There are more homes in the not listed category in Independence than on the national or state register. These homes are still significant to the historic character of the community and should be preserved as much as possible.

Historic Tax Credits are often used to help fund



historic preservation efforts. Preservation projects are often quite costly due to the needed materials, fixtures, etc not being of modern construction trends. There are state and national levels of tax credits available. To qualify for the credits, a property must be listed on the national or state register (dependent upon which tax credits the project is pursuing) and qualify as one of the eligible rehabilitation projects listed on their respective websites.



Preserve the historic character of Independence's existing housing stock

Residential Infill Overlay

The Future Land Use Plan identifies a Residential Infill Overlay (RIO) in an effort to encourage and support infill redevelopment projects. The areas identified within this overlay are primarily the historic residential core of Independence. The intent of this overlay is to guide character, design, and densities that resemble and/or complement the existing neighborhood.

Homes in these neighborhoods are defined by the Queen Anne, Craftsman, Dutch Colonial Revival, and other architectural styles they are built in. Column capitals, vibrant colors, wraparound and street-facing porches, stone and masonry, and many other intricate facade details help create distinct and unique homes throughout Independence's historic core.

As infill redevelopment occurs within the overlay, homes should:

- Either be low or medium-densities
- Support alley-loaded access
- Have varying colors and design characteristics
- Have front porches

Benefits of Infill Redevelopment

There are many benefits to Infill redevelopment. It serves as an efficient reuse for existing infrastructure, reduces sprawl and maintains organic growth patterns, and is a great opportunity to preserve the character of the community.

For the RIO in Independence, infill may take form in parcel-by-parcel or full-block redevelopments. In either case, special consideration should be given to the pre-existing homes and their character.



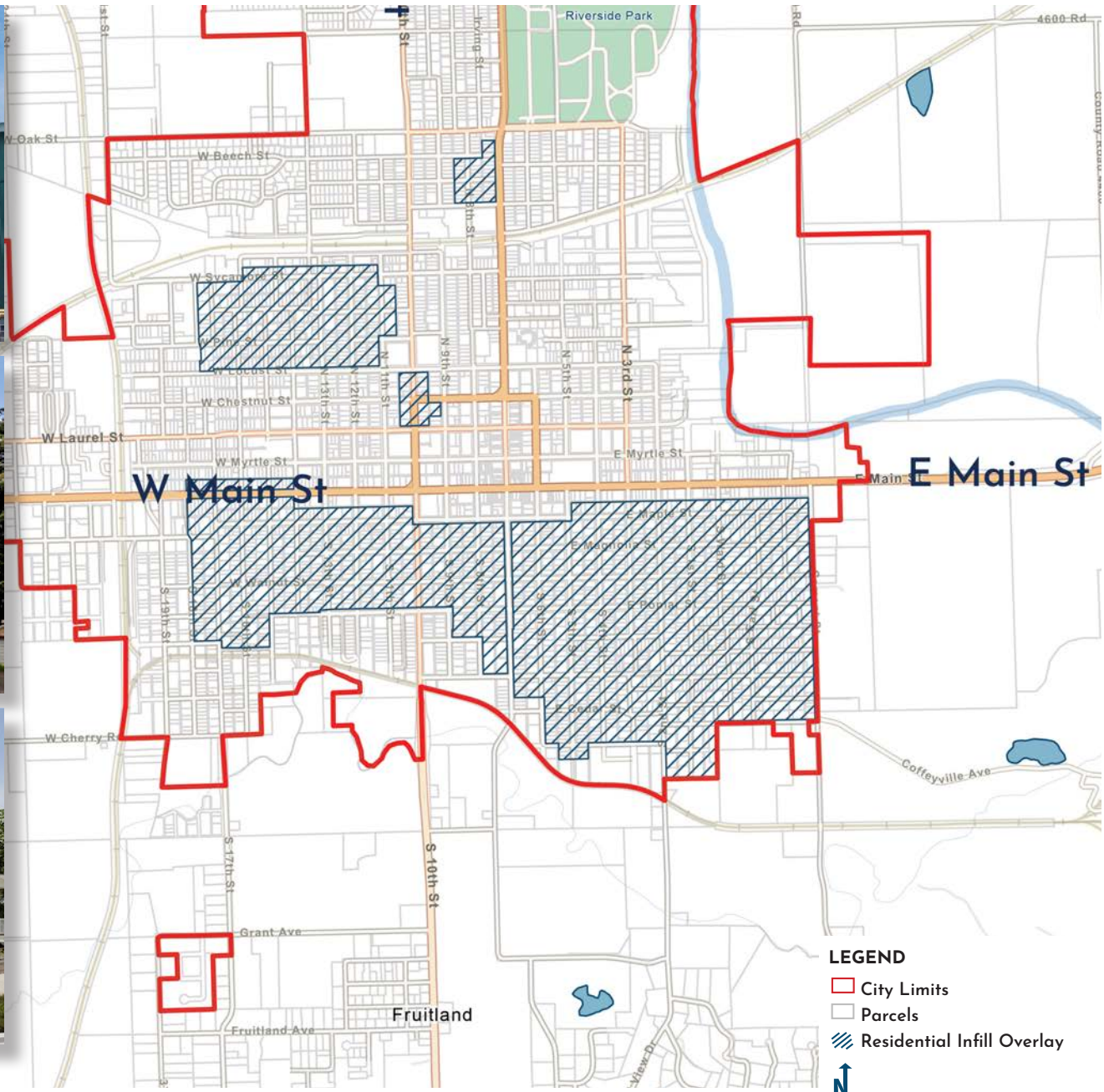


FIGURE 3.12 // PROPOSED RESIDENTIAL INFILL OVERLAY AREA



Preserve the historic character of Independence’s existing housing stock

Pre-Approved Plans to Support Infill Redevelopment

Pre-approved residential design plans and catalogs are an emerging methodology to make high-quality design accessible and streamline construction processes. In this process, the City would adopt a set of pre-approved residential designs that align with the characteristics and types of housing they are hoping to see built. There would be a guidebook that details the housing types, where they are allowed within zoning districts, lot dimensions, and other related requirements. The case study on the following page details the catalog adopted by South Bend, Indiana and the process they follow.

The benefits of this approach includes reintroducing Missing Middle housing types, producing high-quality designs for small scale developers, and reducing regulatory barriers and issues for residential developments.

STEP 1:

SITE PLANNING

Select the desired building type, confirm it is allowed in the zoning district and fit your property, contact the city, complete a survey and site plan.

STEP 2:

DESIGN DEVELOPMENT

Select the desired design option and facade details, consider any design deviations, identify your general contractor, and complete a cost estimate.

STEP 3:

SUBMITTAL

Submit your site plan, application, and associated fees to the City, the City will then review the documents and provide any feedback. Following any tweaks, construction can begin.

SOURCE: CITY OF SOUTH BEND, INFILL CATALOG

CASE STUDY



WHERE:
South Bend, Indiana

WHAT:
Pre-Approved
Residential Designs for
Infill Redevelopment

DESCRIPTION:
The City of South Bend has adopted a catalog of pre-approved residential designs that streamline development and supports their efforts for infill redevelopment. These plans account for character, typology and density, building dimensions, needed lot widths, zoning compatibility, and more.

The Narrow House I
The 2-bedroom Narrow House provides an efficient, yet comfortable detached, free-simple option that allows development of the city's most skinny infill lots. The massing and elevation options reflect a simple vernacular character present throughout South Bend's neighborhoods.



A

Option A Option B Option C

C

Ground Floor Second Floor

D

Building Type Overview	
Building Dimensions	
Building Height	2 story
Building Width	20'
Building Depth (incl. porch)	36'
Program	
Unit Configuration	2 bed / 1.5 bath
Unit Size (finished gross)	1120 sq. ft.
Basement (unfinished)	560 sq. ft.
Porch (unconditioned)	136 sq. ft.
1st Floor	560 sq. ft.
2nd Floor	560 sq. ft.
Lot Standards	
Lot Width (min.)	30'
Lot Width (max.)	60'
Cost Assumptions	
Preliminary Construction Estimates *	\$200,000 - \$250,000
Financing Options	30-yr mortgage

*Numbers shown are for local, mid-market, low-cost construction. Pricing is based on Feb. 2022 cost assumptions and are subject to future market variation.

- A** The catalog outlines the exterior character design options, typically providing 3 variations, to promote variety of design. There should be stipulations that require distance between designs that reduce overuse of a single design throughout the neighborhood.
- B** Identification of which zoning districts the given typology is compatible in is provided for reference.
- C** Schematics of the floor plans on the ground floor and/or second floor are provided. These can be amended by the builder as needed.
- D** A summary of the building dimensions, programming, lot standards, and cost assumptions are provided for the design.



Introduce a broader mix of residential typologies throughout the community

In an effort to propose a broader mix of residential housing types and styles, images were used to identify what the public might support. Historic preservation and rehabilitation of existing homes and cottage court developments with low- and medium-density housing types were the top-voted creative solutions. Furthermore, the 2019 IHA Plan identified tiny home communities as an opportunity supported by the public, that has resulted in a zoning code amendment to allow for this typology.

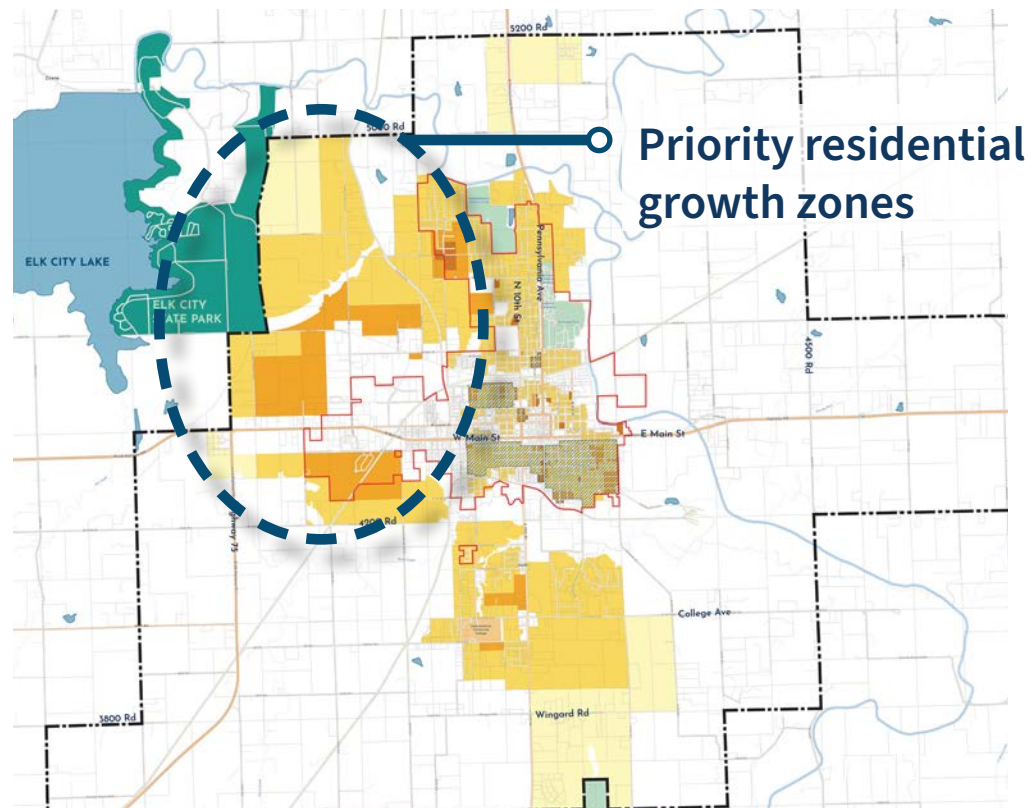
Within the Future Land Use Plan, it is encouraged that the City and development community consider creative housing types as noted above for construction within the community.





Promote organic growth and best practices for residential development

The Future Land Use Plan identifies three key areas for residential development near Elk City State Park, Independence Community College, and land south of W Main Street. Following the 2007, many flood buy-outs and demolition projects resulted in a loss of housing units that has yet to be reconciled. As development occurs, best practices, such as limiting any development within the floodplain and broadened housing types, should be implemented.





Reduce barriers for rehabilitation or construction in the zoning code

Zoning Code Updates + Flexibility in Application

Following the adoption of the comprehensive plan, the City will be updating its zoning code to better fit its needs, operations, and vision for the future. Many of the ideas and recommendations within this section will be addressed in the code update.

Modern zoning codes often work against planning efforts, resulting in multiple variances and straying from the uniformity of the code.

Some areas that should be considered for updates include:

- Reducing the rights-of-way to minimize street widths and calm neighborhood traffic
- Support in the code for alley-loaded developments
- Parking requirements either being more flexible or greatly reduced
- Flexibility of side, rear, and front yard setbacks

- Update to the code to allow accessory dwelling units (ADUs) in single-family zones

These topics, and more, will be addressed in the zoning code update to support vibrant neighborhoods.

REDUCE STREET
RIGHT-OF-WAY

BE FLEXIBLE WITH FRONT,
SIDE, AND REAR SETBACKS

SUPPORT ALLEY-LOADED
RESIDENTIAL ACCESS

REDUCE PARKING
REQUIREMENTS FOR MULTI-
FAMILY DEVELOPMENTS

UPDATE THE ZONING CODE TO
SUPPORT ACCESSORY DWELLING
UNITS IN SINGLE-FAMILY ZONES

FIGURE 3.13 // EXAMPLE OF POTENTIAL ZONING CODE UPDATE TOPICS



Consider additional incentives and processes to support residential development

Waive Permitting + Administrative Fees

In an effort to encourage development, some cities waive permitting or administrative fees for residential projects; however, many of these cities rely on permitting fees to support essential services. Specific to Independence, this recommendation could be supported in the areas identified in Figure 3.11 as the primary growth zones from the Future Land Use Plan or include all residential permits for a period of time.

Expedite Processing Times

When projects meet certain criteria (affordability, unit types, location, etc) expedited processing times can be used to swiftly move projects along. Faster processing can reduce risk and stabilize financial costs for developers. This time savings on the side of the developer often encourages projects and long-term relationships.

Consider an Online Permitting Platform

Implementing an online permitting process can be equally beneficial to a City and developer. Online permitting platforms:

- Simplify the overall process;
- Increase internal efficiency; and
- Issue permits faster.

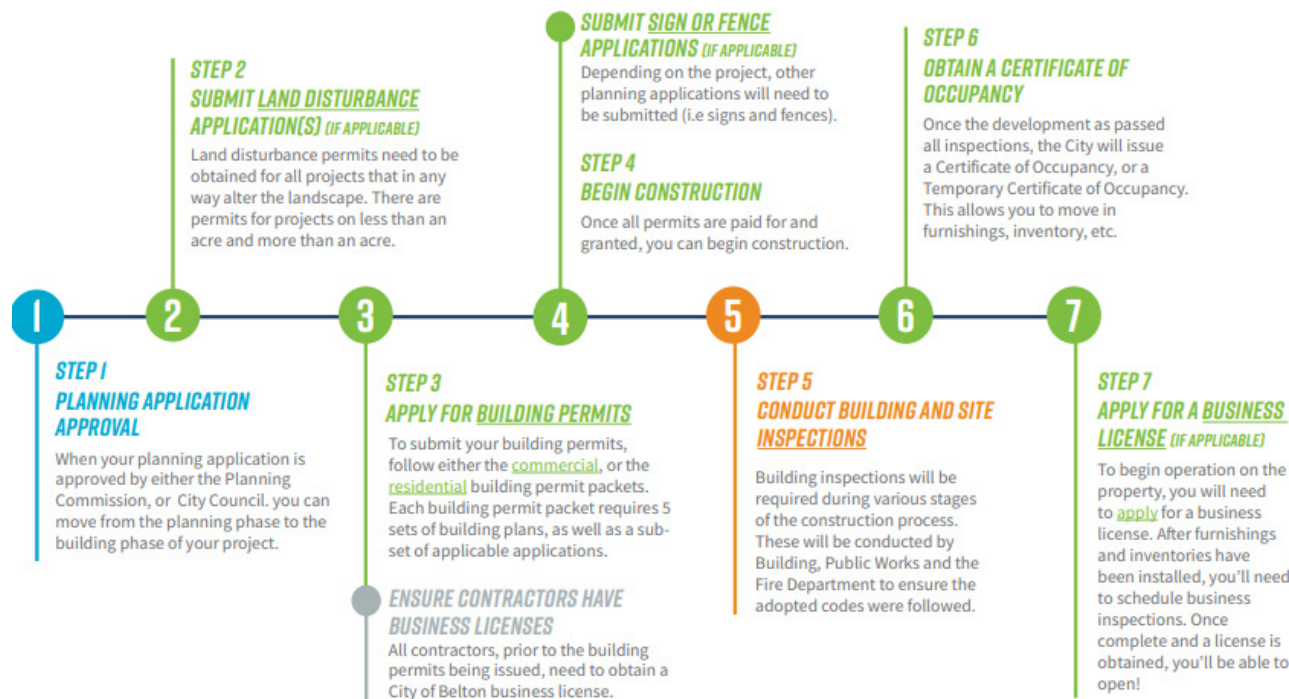


FIGURE 3.14 // EXAMPLE DEVELOPMENT GUIDE TIMELINE

Highlight Opportunities for Demolition Cost Coverage for Infill Projects

To gain traction for infill redevelopment projects, the City should highlight and advertise the current program that offers 100% demolition cost coverage for low-income residential developments, and 50% for all other projects. This will ultimately reduce initial barriers for development and prime the lots for parcel or full-block redevelopment.

Create a Development Guidebook

The City should create and deploy a Development Guidebook to explain the timelines and steps needed for approval for residential developments. The guidebook should detail the planning/platting review process, permitting, and occupancy or licensing requirements for all developers or individual homebuilders on the City's website. An example guidebook is shown from the City of Belton, MO in Figure 3.14.



Expand funding and education for existing housing programs

Upperstory Housing Grant

In 2015, IHA established a grant program to encourage the rehabilitation of upperstory units into apartments. The program currently supports a reimbursement of up to 25% of eligible costs not to exceed \$15,000. Consideration for program expansion could include a tax rebate for these renovated properties, as the 2019 IHA Plan identified building owners encountering significant property tax increases following the completion of the project. In addition to the Upperstory Housing Grant, the RHID and Neighborhood Exterior Grant Programs offer forms of tax relief to property owners. Further examination of what is working today or could be improved should be conducted through conversations with business owners, City Commission, and the IHA.



Neighborhood Exterior Grant Program

The City of Independence and the IHA established this program in 2021 in an effort to help homeowners reinvest in their properties and improve neighborhoods. The City has budgeted \$100,000 in 2024 to the program, an increase from the \$50,000 historically committed. To qualify, the property must 1) be located within one of the qualifying districts; or 2) be valued at or below \$100,000; or 3) have an average minus or lower rating from Montgomery County. This is a joint venture between a minimum of two property owners, with a minimum investment of \$1,000 and maximum reimbursement of \$5,000. Eligible projects range from facade restoration and window and door repair/replacement to tree removal and driveway repair or installation.

This program was frequently mentioned throughout the public input phase and should be prioritized for expansion. The public noted frequently that the program dollars run out quick, therefore funding expansion should be considered.

Independence Land Bank

The IHA manages the Independence Land Bank (ILB) that was established by the City in 2021. The intent of this program is to obtain ownership of homes or vacant lots that have been abandoned or neglected by property owners and return those back to operation in the market. The IHA will sell these back to developers or property owners to support local investors in rehabilitating homes for rent or sale, allow a single individual or investor to rehabilitate a home for their personal residence, or allow the IHA to annually rehabilitate homes for the purpose of low-income homeownership.

This project is still in its infancy and will take time to become fully operational within the community. It is recommended the IHA and City market this opportunity more on the City's website and sharing insight into the benefits and functionality of the program.



Enhance employee attraction and community integration

Engaging New Residents

As new businesses come to Independence, excitement stirs with the prospect of growth and added population; however, the challenge of producing plenty of available units and encouraging new employees becomes the next challenge.

It is recommended the City leads the conversation on establishing a Welcome Wagon of sorts to highlight life in Independence from a variety of perspectives. Partnerships with the Chamber of Commerce, Main Street, USD 446, and many others would be encouraged to highlight opportunities to get involved in the community.





Consider creative and innovative solutions to housing issues in Independence

Creative Housing Solutions

The cost of constructing conventional housing can often be a road block in getting a project off the ground. Creative solutions should be considered when proposed, with flexibility in the zoning code being applied when necessary. Some ideas for viable projects in Independence could be: 3D printed homes, ag-communities, new urbanist master planned sites, shipping containers, and historic revival neighborhoods.

Each of these ideas blend existing housing and neighborhood characteristics with innovative approaches to put Independence on the map for housing creativity.





Support a public-private partnership for a master planned site

Overview

Master planned sites are often used to gain momentum for initiatives in communities. By coordinating efforts and funding via a public-private partnership, it alleviates some of the risks involved in land development and helps the project take root. The process would include the establishment of the partnership, land assembly for the desired site, and completion of the master plan.

How Does a Master Plan Differ From a Future Land Use Plan?

A Future Land Use Plan is often broad, covering large areas of land. A master plan is typically a specific site that has undergone parcel-specific planning and full-block planning. These types of plans are a nice

follow-up to a Future Land Use Plan after broadly identifying the type of development encouraged in an area, and then dive deeper into specific sites seeking development.

The case study presented on the opposite page highlights a similar process the City of Knoxville, Iowa underwent to complete a detailed master plan for 160-acres of land. The community had seen very limited residential development in recent years and this effort helped spur activity and encourage diversity in housing types.

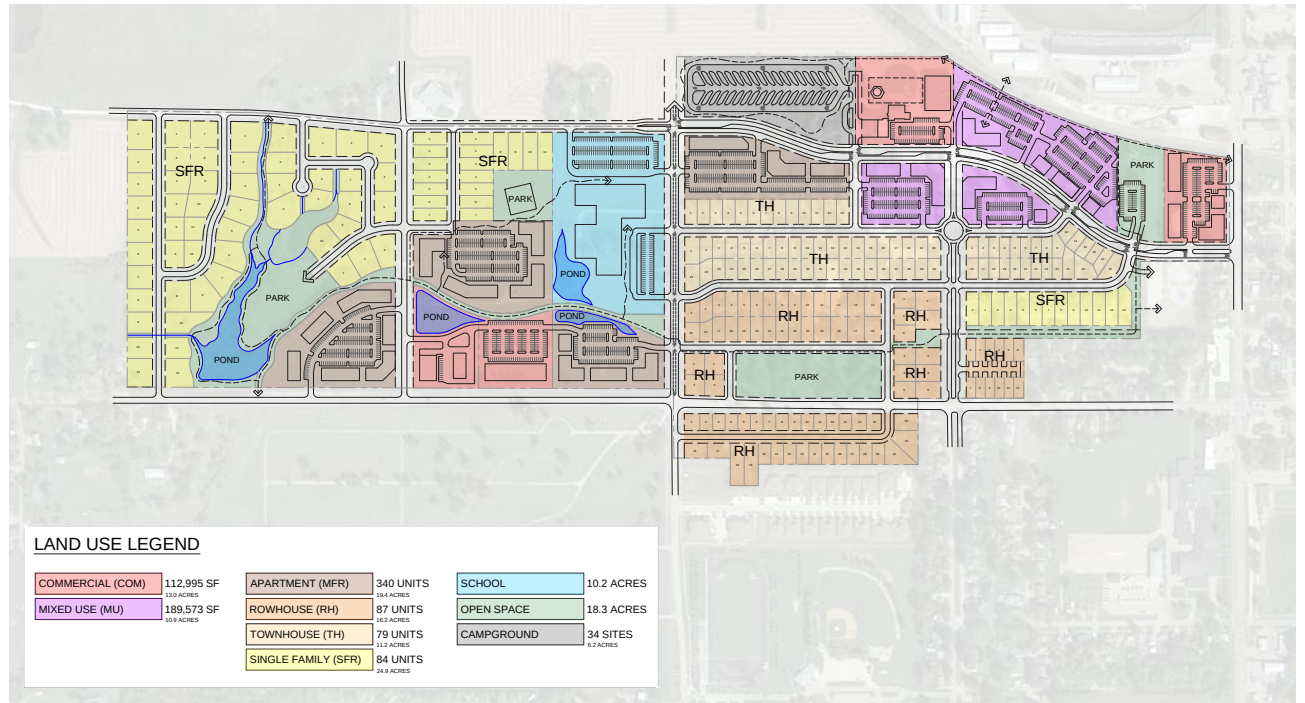
CASE STUDY



WHERE:
Knoxville, Iowa

WHAT:
City-owned master planned site with a mix of housing types

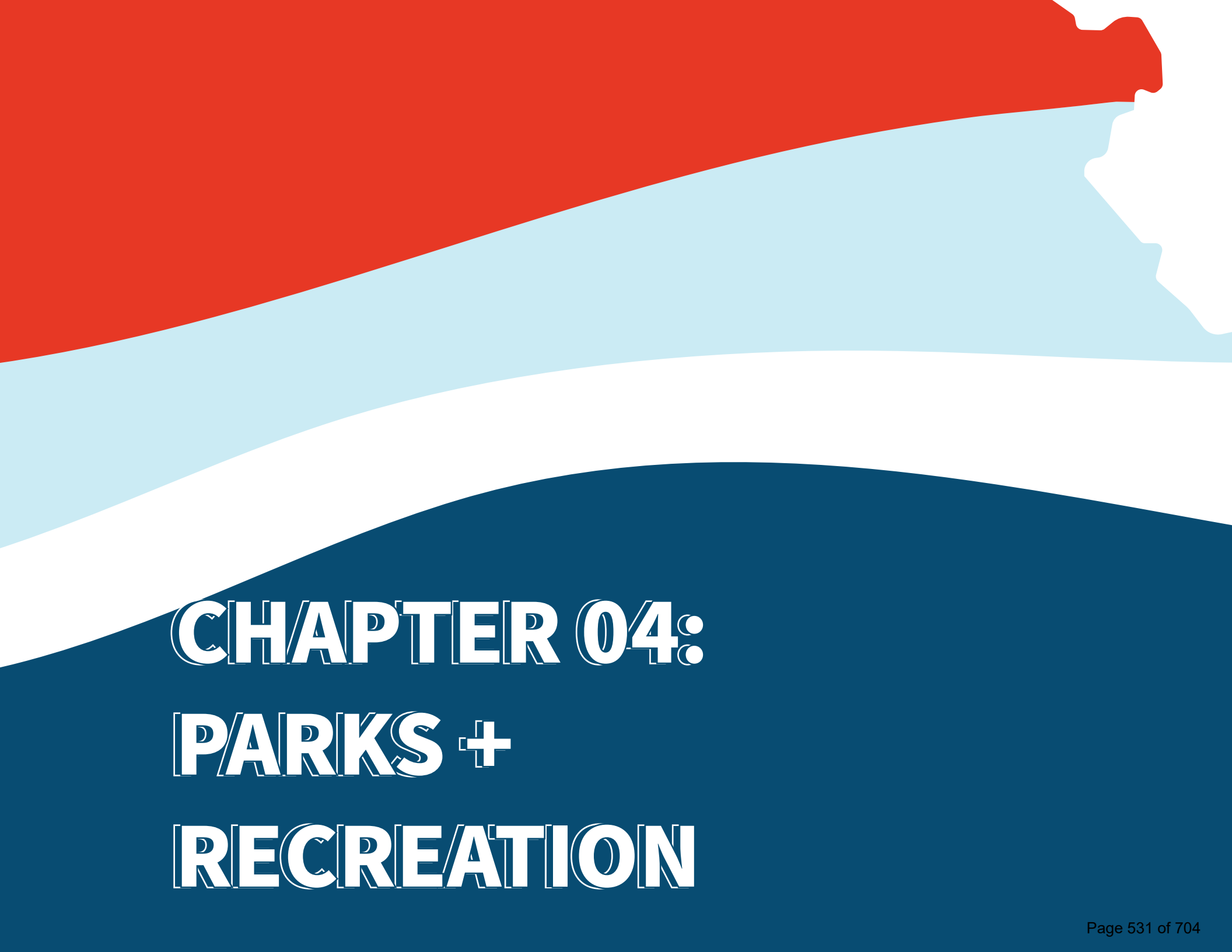
DESCRIPTION:
Set on the old Veterans Affairs Hospital, this city-county partnership was an effort to clear dilapidated structures and assemble land for needed residential development. The City then completed a master planning effort to help define where and what types of housing they wanted.



GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
EXPAND + MAINTAIN HOUSING TYPES + AVAILABILITY IN INDEPENDENCE	New development improves shares towards the residential target mix	Renter and owner-occupied unit counts increase	Residential permit activity increases	Preserve historically significant homes
STRATEGIES				
Encourage medium- and high-density developments in the identified areas from the Future Land Use Plan.				
Support unique and creative housing developments, such as cottage courts and New Urbanist neighborhoods, that expand housing choice.				
Consider expanding development incentive packages to encourage residential development.				
Meet with businesses in Independence to identify housing types that would support current and future employees.				
Pursue a public-private partnership to implement a master planned development with strategic housing composition.				
Seek out projects that meet price points and typologies that support household compositions in Independence.				
Establish and support infill redevelopment projects within the Residential Infill Overlay.				
Maintain historic character of existing homes and nodes that have been identified by the local historic register.				

GOAL 2	METRIC 1	METRIC 2	METRIC 3
REDUCE BARRIERS FOR RESIDENTIAL DEVELOPMENT	Update the zoning code's residential guidelines	Increase housing development	Reduce the number of variances granted for residential projects
STRATEGIES			
Update the zoning code, with a special focus of the residential sections to incorporate the recommendations outlined within this chapter.			
Update the residential sections of the zoning code to support alternative housing solutions, such as Accessory Dwelling Units (ADUs), and other items including parking requirements, setbacks, driveways, and more.			
Establish standards and guidelines for the Residential Infill Overlay areas.			
Support and adopt a catalog and guidelines for Pre-Approved Residential Designs.			
Research and adopt a set of residential designs for the Pre-Approved Residential Plans, with potential for two sets of designs for the Residential Infill Overlay area and neighborhoods outside of the historic core.			
Review and amend the code to support varied housing types and styles, such as cottage courts and historic-style neighborhoods.			





CHAPTER 04: **PARKS +** **RECREATION**

chapter overview

Parks + Recreation in Independence

Independence has a proud history of providing high quality parks and recreation offerings. The crown jewel of Independence's parks is Riverside Park and Ralph Mitchell Zoo, which provides a wonderfully unique asset for a town of Independence's size. In total, there are just over 150 acres of parkland within the community. Independence's park space is supplemented by five school playgrounds and the Ash Youth Center

that is a recreation facility with programming ran by Independence Recreation Commission, whose board is made up of two appointees by the City Commission, two appointees by the School Board, and one member at large. Residents also can recreate at the Elk City Lake and State Park west of the city limits, as well as a State fishing lake, located on south of city limits. The Verdigris River and its accompanying floodplain have brought unique challenges through flood events; however, the river provides a tranquil

area of open space and tree cover along the eastern edge of the community. This chapter lays out a vision to expand park access as new residential development occurs, overviews planned improvements throughout the parks system, as well as identifies a Future Trails Plan to help enhance mobility and connectivity throughout the community.



History of Parks

The largest park in Independence is Riverside Park and Ralph Mitchell Zoo. Riverside Park was founded in 1914 and designed by famous landscape architect, George Kessler. Several different amenities have been added over time including Ralph Mitchell Zoo, which was added in 1925. There are several exhibits in the zoo including Monkey Island, added in 1932, which was made famous as being the birthplace of Miss Abel, one of the first monkeys to successfully travel to space. Later, the 86-acre cemetery was added adjacent to the park. Collectively, this large open space is a treasured asset to locals and a regional draw for tourists alike.

There are currently seven other parks in Independence for residences to utilize. This includes neighborhood parks such as Wald Street Park or Robert Wesley Park, as well as special use parks, including sports complexes, a dog park, and a skate park.

Parks Operations

The Parks, Zoo, and Cemetery Department oversees parks in Independence. The mission of the department is "...to enhance the quality of life in our community by providing quality open spaces, facilities, and programs that promote citizen involvement and a strong sense of community."

existing parks systems

Existing Parks

There are eight parks located in Independence today that provide a variety of services and amenities to residents and visitors. The typical park classification types are: community park, neighborhood park, and special use parks.

Neighborhood parks are generally smaller than 5-acres and have limited amenities. They provide quick access to park space for residential areas. Community parks are much larger, typically anything

greater than 5 acres, and have more programmed space and activities. Special use parks often serve one unique purpose, such as a dog park or skate park and vary in size.

Figure 4.1 highlights the current parks and their locations in Independence today. Birdie Drive Park is a proposed future park that will serve as a neighborhood park for the country club-adjacent neighborhoods.

Existing Trails

Trails within the city limits

of Independence are limited to natural paths near the Dog Park. Elk City Lake has mountain bike trails available that are a regional attraction for leisure and competitive biking.

A Future Trails Plan will be discussed in greater length within the following pages to identify recommended routes and destinations for areas in Independence via trail routes.

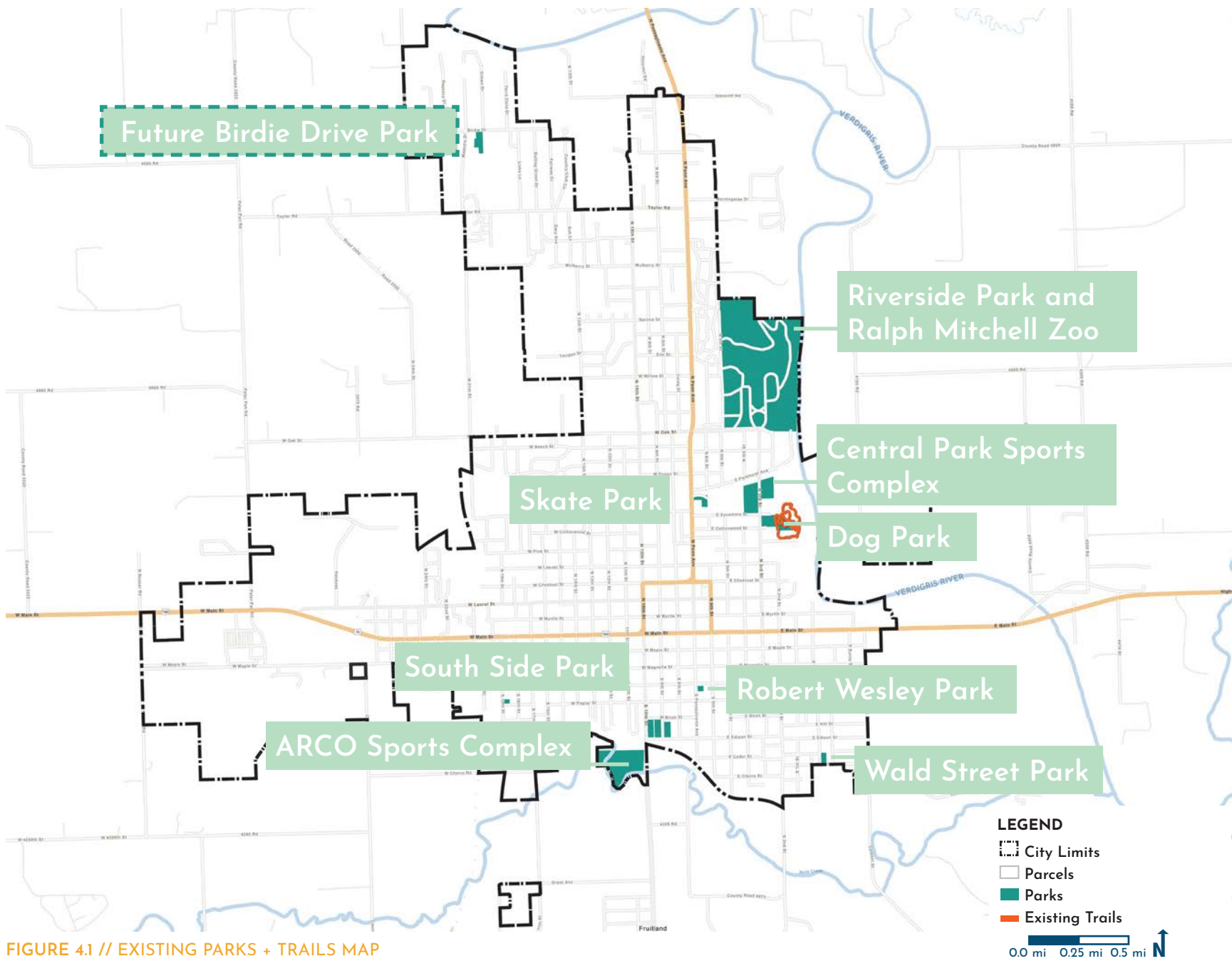


FIGURE 4.1 // EXISTING PARKS + TRAILS MAP

level of service analysis

Level of Service Analysis

To better understand how well the community is currently being served by parkland and trails, a level of service analysis (LOS) was completed. This type of analysis can take the form of park acres per thousand residents, trail miles per two-thousand residents, a walk-time analysis, and park service areas.

Park Acres Per 1,000 Residents

The National Recreation and Park Association

(NRPA) sets a national standard for 10.5 total park acres per 1,000 residents. Independence's parks LOS is currently estimated to be 20.9 acres per 1,000 residents. This is significantly higher and serves as a further testament to the community's prioritization of quality of life factors, such as parks.

The current trails LOS is estimated to be 2.42 miles per two-thousand residents. This is also higher than the recommended standard of 1 mile per 2,000 residents.

However, the Elk City Lake Trail is not maintained by the City of Independence and further city-centric expansions should be considered in tandem with road and park expansions to improve trail mileage and routes in and around Independence.

As the community grows, it will be important to monitor this level of service metric for parks to ensure the same quality is being provided long-term and that the expanded trails are keeping up with growth trends.

PARK NAME	ACRES	PARK TYPE
ARCO Sports Complex	14.7	Special Use
Central Park Sports Complex	38.0	Community
Independence Dog Park	4.6	Special Use
Independence Skate Park	1.2	Special Use
Riverside Park	50.9	Community
Ralph Mitchell Zoo	64.6	Special Use
Robert Wesley Park	0.4	Neighborhood
South Side Park	4.1	Community
Wald Street Park	0.7	Neighborhood
19th & Poplar Park	0.3	Neighborhood
EXISTING TOTAL ACRES	179.5	-
EXISTING POPULATION	8,584	
EXISTING LEVEL OF SERVICE	20.9	
PLANNED PARKS		
Birdie Drive Park	1.9	Neighborhood
TOTAL PARK ACRES	181.4	
POTENTIAL LEVEL OF SERVICE	21.1	

TABLE 4.1 // EXISTING PARKS LEVEL OF SERVICE ANALYSIS
SOURCE: CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE

TRAIL NAME	MILES
EXISTING TRAILS WITHIN CITY LIMITS	
Eagle Loop Trail	1.0
Verdigris Vista Trail	1.2
EXISTING TOTAL MILES	2.2
EXISTING POPULATION	8,584
RECOMMENDED LOS	1 MI/2,000 RESIDENTS
EXISTING LEVEL OF SERVICE	0.54
EXISTING TRAILS OUTSIDE CITY LIMITS	
Elk City Lake Trails	9.54
EXISTING TOTAL MILES	11.74
EXISTING POPULATION	8,584
REGIONAL LEVEL OF SERVICE	2.73

TABLE 4.2 // EXISTING TRAILS LEVEL OF SERVICE ANALYSIS
SOURCE: CITY OF INDEPENDENCE + EAGLE ROCK SHREDDERS WITH INPUTS FROM CONFLUENCE

demand estimates for parks

Independence has experienced an extended period of gradual population decline. However, one of the goals of this plan is to identify new opportunities and strategies to reverse population loss through the attraction of jobs and housing. If and when population rates reverse, Independence has enough parkland within their current system to continue to meet an exceptional level of service for current and future residents.

One caveat to this would be that as new residential areas are developed and the footprint of Independence expands, more neighborhood parks would be needed to provide a park within a reasonable walk time of new residential neighborhoods. These parks could be smaller (2-5 acres) with a few key amenities such as playground equipment, a picnic table, and/or shelter, for example. Figure 4.3 highlights possible new residential growth areas that may require a future neighborhood park based on the Future Land Use Plan (see Chapter 02. Future Land Use).



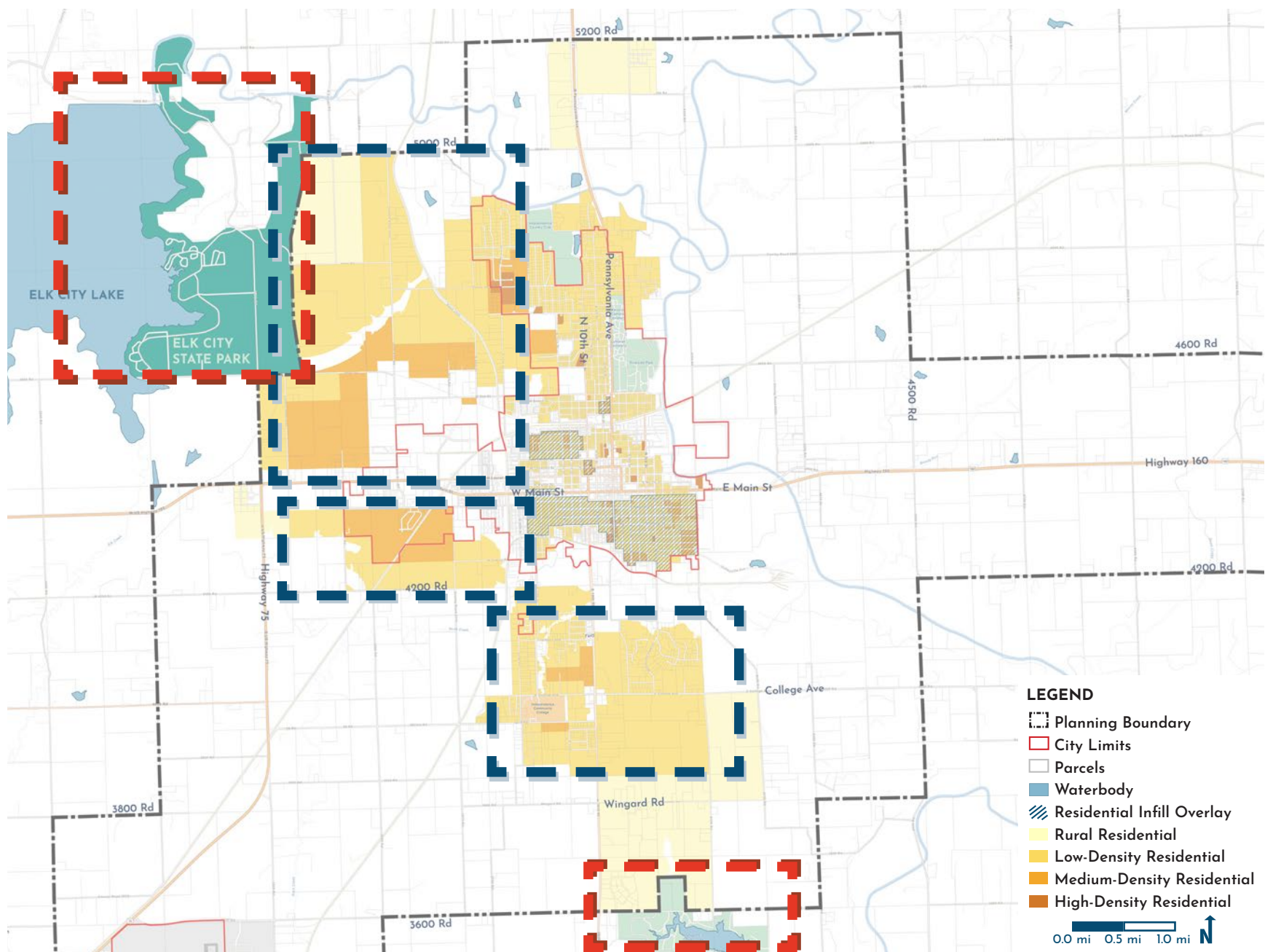


FIGURE 4.3 // PROPOSED FUTURE LAND USE MAP - RESIDENTIAL LAND ONLY THE PLANNING BOUNDARY IS NOT A MASS ANNEXATION PLAN

overview of trail types

Independence has a strong mountain biking community, many of whom associate with the Eagle Rock Shredders, a local mountain biking group. This interest has supported the creation of amenities such as the Indy Trails. The Indy Trails includes a natural path trail that can be used by bicyclists and pedestrians alike. The trailhead is located at 884 N. Park Boulevard and opened in June 2023. The Eagle Rock Shredders also work to maintain and promote the eight mountain bike trails located at Eagle Rock Mountain just north of the dam at Elk City Lake outside of Independence.

Independence generally has good sidewalk connectivity throughout the community with some inconsistent gaps that could lead to pedestrians using the street or crossing in non-designated areas. The width and overall

condition of sidewalks in the community does vary, which can create uneven pedestrian experiences. The Future Trails Plan will identify key pedestrian corridors that should be considered a high priority for sidewalk improvements including widening as appropriate.

Future Trails Plan

To help promote enhanced mobility and connectivity to and from key community facilities in Independence, a Future Trails Plan has been created. Several trail types are included within the plan as shown in Figure 4.4.



SIDE PATH

- Bidirectional shared use path located immediately adjacent and parallel to a roadway
- High priority sidewalk corridors for connectivity
- Designated route through the community
- Wider than 3'



SHARED USE PATH

- Path designed to accommodate both pedestrians and cyclists together, separated from roads
- Also, includes major pedestrian corridors that warrant special pedestrian crossings and wide (10 ft+) paths



ON-STREET BIKE LANE

- Portion of a roadway that has been designated by striping, signing, or pavement marking for the preferential or exclusive use of bicyclists.



NATURAL PATH

- A path through a forest, field, stream bank, etc., that is used for hiking and seeing plants and animals.
- Typically designed with a permeable surface material such as natural earth, wood chips, or crushed stone.



SHARROW/SHARE THE ROAD

- A road marking that indicates which part of a road should be used by cyclists when the roadway is shared with motor vehicles



FACILITY PATH

- Includes existing paths located in key facilities throughout the community that help provide direct access to different amenities including the high school, zoo, etc.

proposed trails in independence

Future Trails Plan Overview

Figure 4.4 on the opposite page shows the Future Trails Plan for Independence. The goal of the Future Trails Plan was to create an ambitious but realistic long-term strategy to enhance connectivity in Independence. Major community assets such as Downtown, Riverside Park/Ralph Mitchell Zoo, Elk City State Park, k-12 schools, and the Independence Community College (ICC) were all priorities for safe access.

In-town pedestrian/bicycle connectivity is provided mainly by side paths along key corridors such as Penn Avenue, Laurel Street, Oak Street, and others. This includes a mix of existing sidewalk that should be prioritized for improvement/ widening as well as new side paths.

A shared-use path out to Elk City Lake is shown along abandoned rail right-of-way, which will connect residents to the park as well as several existing mountain bike trails.

Sharrows were proposed along S 17th Street, Montgomery County Road 4000, and Cement Street to mark a path for bicyclists to reach ICC and circle back near the Heartland quarry area, which has been identified as a long-term big idea redevelopment site later in this chapter.

Existing facility trails, nature paths, and on-street bike lanes are also shown to help create the long-term vision for mobility in the community.

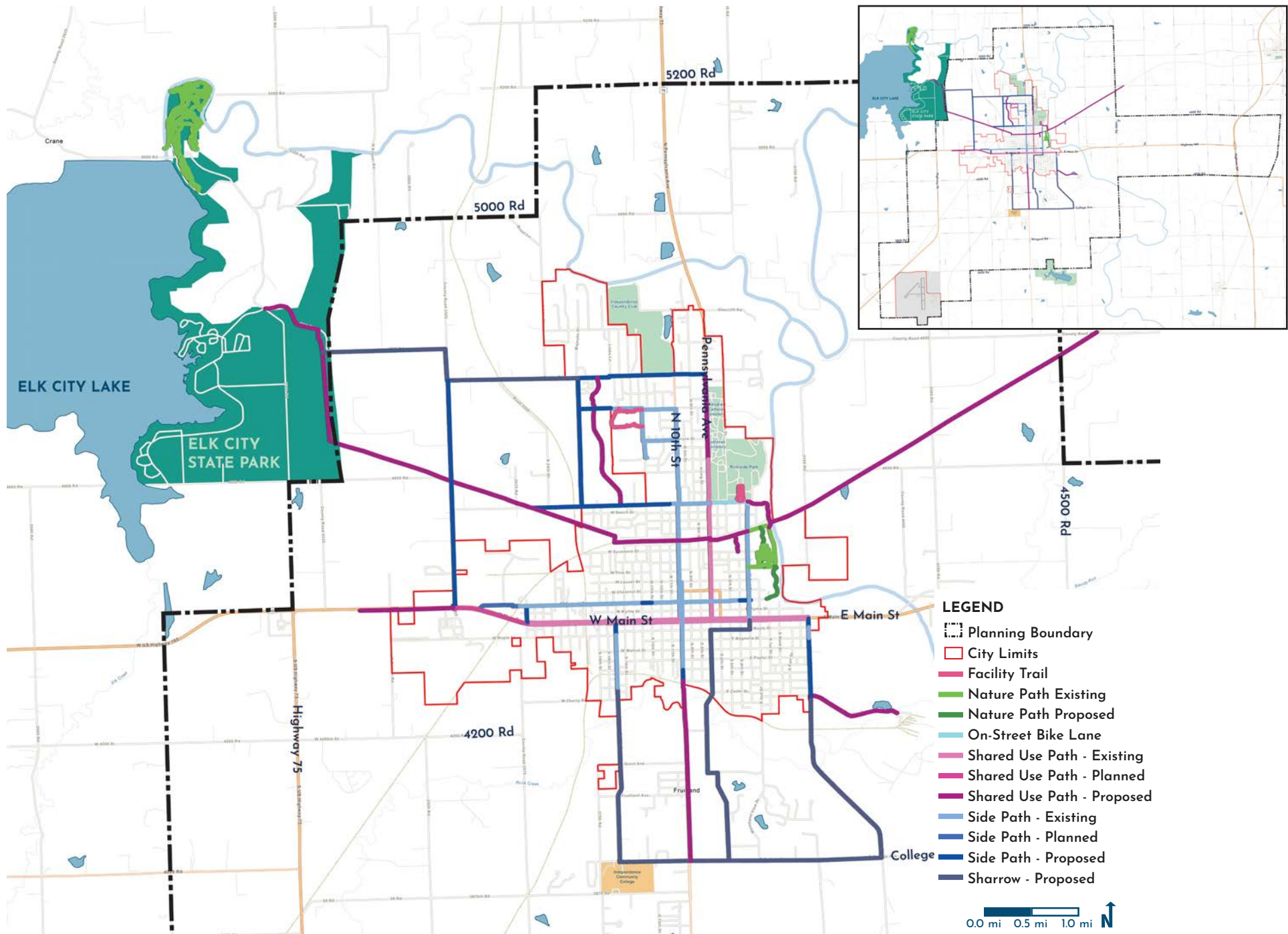
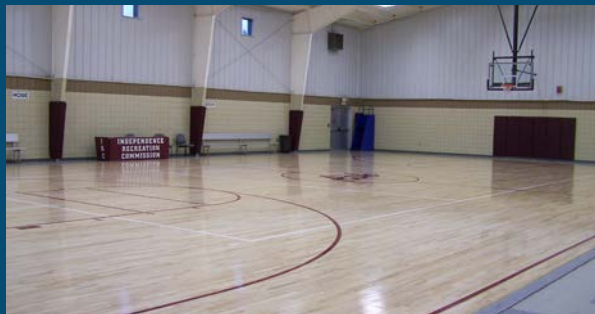


FIGURE 4.4 // PROPOSED FUTURE TRAILS PLAN

THE PLANNING BOUNDARY IS NOT A MASS ANNEXATION PLAN

recreation in independence

Independence has robust youth and adult recreation programming available for residents. The Independence Recreation Commission (IRC) is responsible for organizing and managing recreation programming in Independence.



Youth Recreation:

- Basketball
- Baseball
- Blastball
- Football
- Soccer
- Softball
- Tennis
- Volleyball

Adult Recreation:

- Basketball
- Football
- Soccer
- Softball
- Volleyball
- Buddy Ball
- Pickleball





Ash Youth Center

A key recreation amenity in Independence is the Ash Youth Center. The Ash Youth Center is a shared partnership between the City of Independence, Unified School District 446 and the Independence-USD 446 Recreation Commission. The facility offers a variety of amenities that range from swimming, after-school activities, and recreation programs for adults and children.

As the facility ages, it is recommended the City and USD 446 consider updates and renovations to maintain this facility long-term. Identifying needed services and resources could be completed through a systems and facility analysis.



Riverside Beach Family Aquatic Center

Independence is very fortunate to have an aquatic center already established within their community. In addition to free play in warmer months, the aquatic center hosts water aerobics and offers swimming lessons to residents.

The Riverside Beach Family Aquatic Center is a regional draw for many communities in southeast Kansas and northeast Oklahoma. Maintaining this draw and the facilities within the aquatic center will continue to be a strength of the community to bring people to Independence for recreation experiences year round.



Central Park Sports Complex Master Plan

The City has recently adopted a Central Park Sports Complex Master Plan for the park spaces along N Park Boulevard. The master plan provides new playing fields for baseball, softball, and soccer, pickleball and fitness courts, multi-use trails, new concession and restroom facilities, and improved parking for all. Construction has begun on the multi-phased projects, with some facilities being ready for play as early as Summer 2024. The above and above right images highlights the full build-out vision for the area. The bottom right photo shows the fitness court that was recently completed via partnership with Blue Cross Blue Shield of Kansas as part of their National Fitness Campaign. Independence is one of 8 counties in the state to have received this 'outdoor wellness infrastructure'.



big ideas + trends in parks + recreation

In this section, big ideas and trends are outlined for some potential opportunities for the future of parks in Independence. The graphic to the right highlights the topics to be discussed.

BIG IDEAS + TRENDS

- BROWNFIELDS REDEVELOPMENT
- QUARRY-TO-PARK RETROFIT
- GREEN INFRASTRUCTURE
- TECHNOLOGY + PARKS
- PICKLEBALL

brownfields redevelopment

WHAT IS A BROWNFIELD?

According to the EPA, “a brownfield is a property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.”

(Brownfield Overview and Definition, 2024)



EXAMPLE BROWNFIELDS SITE

BROWNFIELDS ASSESSMENT PROCESS

PHASE 1:

In this phase of the Environmental Assessment, the site is examined for background and historic use investigation, preliminary site inspection, and asbestos and lead-based paint surveys.

PHASE 2:

This secondary Environmental Assessment may occur concurrently with Phase 1 and takes samples of the site to evaluate potential environmental impacts.

NEXT STEPS:

Following the formal reporting, plans for redevelopment, design aspirations, and funding options may begin.

SOURCE: KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT

brownfields redevelopment

Benefits and Roadblocks to Brownfields

Benefits of brownfield redevelopments can include improving general human health by removing the site contaminants, restoring underutilized and/or vacant property to productive uses, and potential for increasing the tax base. Brownfields also tend to be located within a city's core and make for good infill opportunities as well. Some potential roadblocks to brownfield redevelopment projects include the unknown environmental conditions of the site, which highlights the importance of the Phase I and II reports, a lack of funding for the assessment and cleanup, and liability. There are a variety of resources, including the Kansas Brownfields Program and Technical Assistance to Brownfields through Kansas State University, to help support these brownfield redevelopment efforts.

Brownfields in Independence

Independence has experience with assessing and remediating brownfields throughout the community. In 2004, the Independence Skate Park was a brownfields project that turned a vacant parcel into an active recreation site. The Central Park Sports Complex is an active project under the City of Independence's leadership that was once a brownfield site. Through assessment, remediation, and extensive planning, this site will be transformed to better serve the community and sporting events. The Independence Municipal Airport has two active brownfield sites available for examination that could help bring additional industry to this area of the community.

Consideration for Future Brownfield Redevelopments

Often times, brownfield redevelopment projects explore how to bring vacant and underused land back into an active use and identify parks and recreation spaces as some of the most viable solutions. There are additional brownfield sites located within Independence today that should be examined and ranked for prioritization to consider whether they are suitable or not for parkland. Community input on desired amenities, services, and features should be gathered to ensure the potential new park meets the community's needs and desires.

quarry-to-park retrofit

The Heartland Cement Company, which does business as Buzzi Unicem USA, is a 1,184 acre site located just southeast of the city limits. Production of cement ceased in 2008, and today, it operates as a fly ash distribution site. In 1989, Heartland received a Resource Conservation & Recovery Act (RCRA) permit for storage and blending of hazardous waste into a fuel stock. Heartland ceased hazardous waste management in 2001 and completed closure of the hazardous waste management facilities and equipment in 2002. Starting in 2008, Heartland began dismantling equipment, structures and other items at the facility. The corrective actions required under the RCRA permit were completed in 2021. Part of the remedy for site clean-up included a requirement that residential uses not occur on the site. However, parks and recreation activities are often suitable for future use for former contaminated sites such as the old cement plant.

Independence should explore brownfield grants to help plan, study, and fund the redevelopment of the Heartland property to a large park/natural area for residents and visitors to enjoy. Brownfields are property where the expansion, redevelopment, or reuse may be complicated by the presence or potential presence of a hazardous substance, pollution, or contaminant. According to the EPA, RCRA-regulated brownfields can have just as negative an effect on a community as other types of brownfields. Brownfield grants can be used to promote economic development or enable the creation, preservation, or addition to parks, greenways, undeveloped property, other recreation property, or other property for non-profit purposes. By retrofitting this site, long-term, to create a vibrant natural open space, the city could turn the location into a net positive for the community. A first step in this process would be to determine the feasibility of such a project and inquire with the nearest regional EPA office as to next steps.



green infrastructure

Green infrastructure can be defined as an individual or a system of strategies that use or mimic natural processes, such as infiltration or evaporation, to manage stormwater runoff on site. There are many appropriate applications for green infrastructure, including within parks and other public spaces. Green infrastructure typically provides stormwater management benefits while also providing an attractive greenspace feature that enhances the sense of place and aesthetics of parks and public spaces.

The most common types of green infrastructure solutions include:

- Downspout Disconnection
- Rainwater Harvesting
- Rain Gardens
- Planter Boxes
- Bioswales
- Permeable Pavements
- Ribbon Driveways + Turf Pavers
- Green Streets and Alleys
- Green Parking

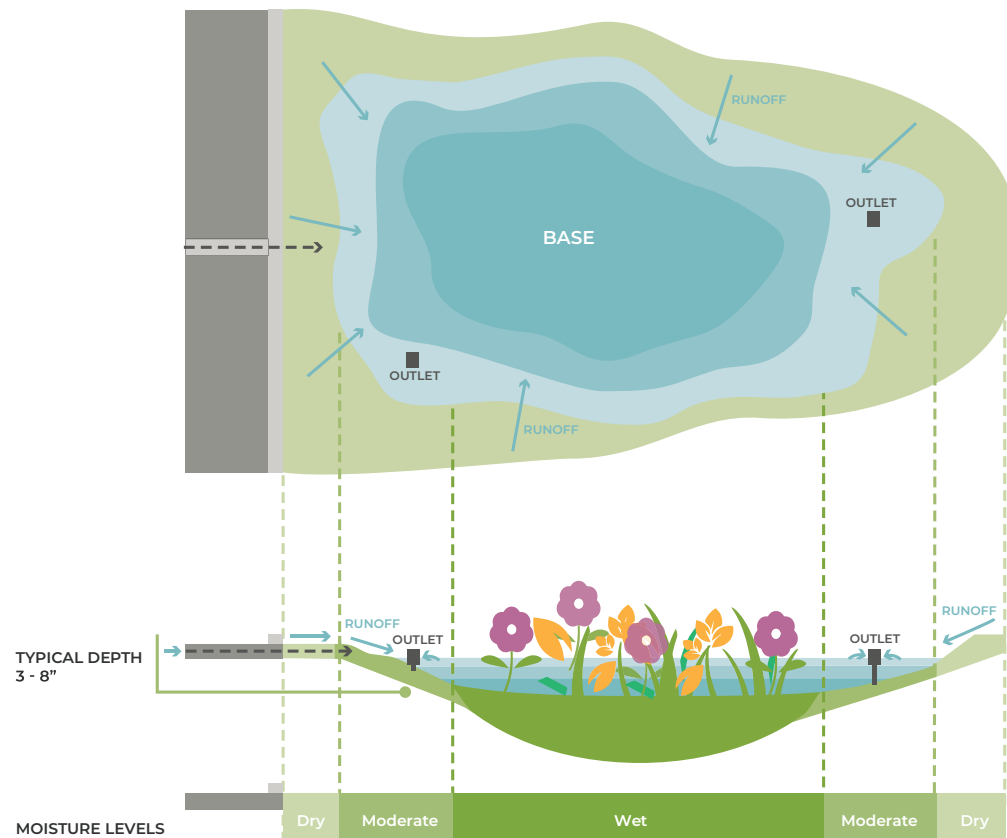


FIGURE 4.5 // RAIN GARDEN EXAMPLE

technology + parks

Independence should continue to adapt to current and future changes to the integration of technology into parks and recreation. There are numerous examples of how technology is being integrated including:

- Adding QR codes along trails and within parks that bring up history of the location, connections into other pathways, or more information about local flora/fauna, for example
- Adding park equipment with interactive technology included such as Yalp Interactive that encourages youth engagement with outdoor activities
- Exploring adding virtual reality (VR) and augmented reality (AR) technology into Independence parks. This could include opportunities such as AR game zones that use AR glasses for treasure hunts or searching for virtual objects or VR wayfinding.

Independence should continue to try and stay cutting edge with technology to remain relevant and adjust to new expectations from residents over time.





youth sports

Recent studies have found a sharp decline in youth participation in recreation and sports. This has youth sports organizations and child health experts concerned as concerns over sedentary lifestyles and childhood obesity linger. Similar concerns can also be seen in adult recreation and engagement. Participation in sports and recreation have long-lasting physical, social, and mental benefits for residents of all ages. Independence should continue to support and encourage participation in their recreation programs. Some communities have tried to combat lagging participation by providing options such as sports sampling programs, where youth can try a wide variety of sport activities to see which ones they would most prefer to participate. Additionally, Independence should continue to survey residents on desired new options or activities such as the rise of activities in mountain biking or pickleball.



pickleball

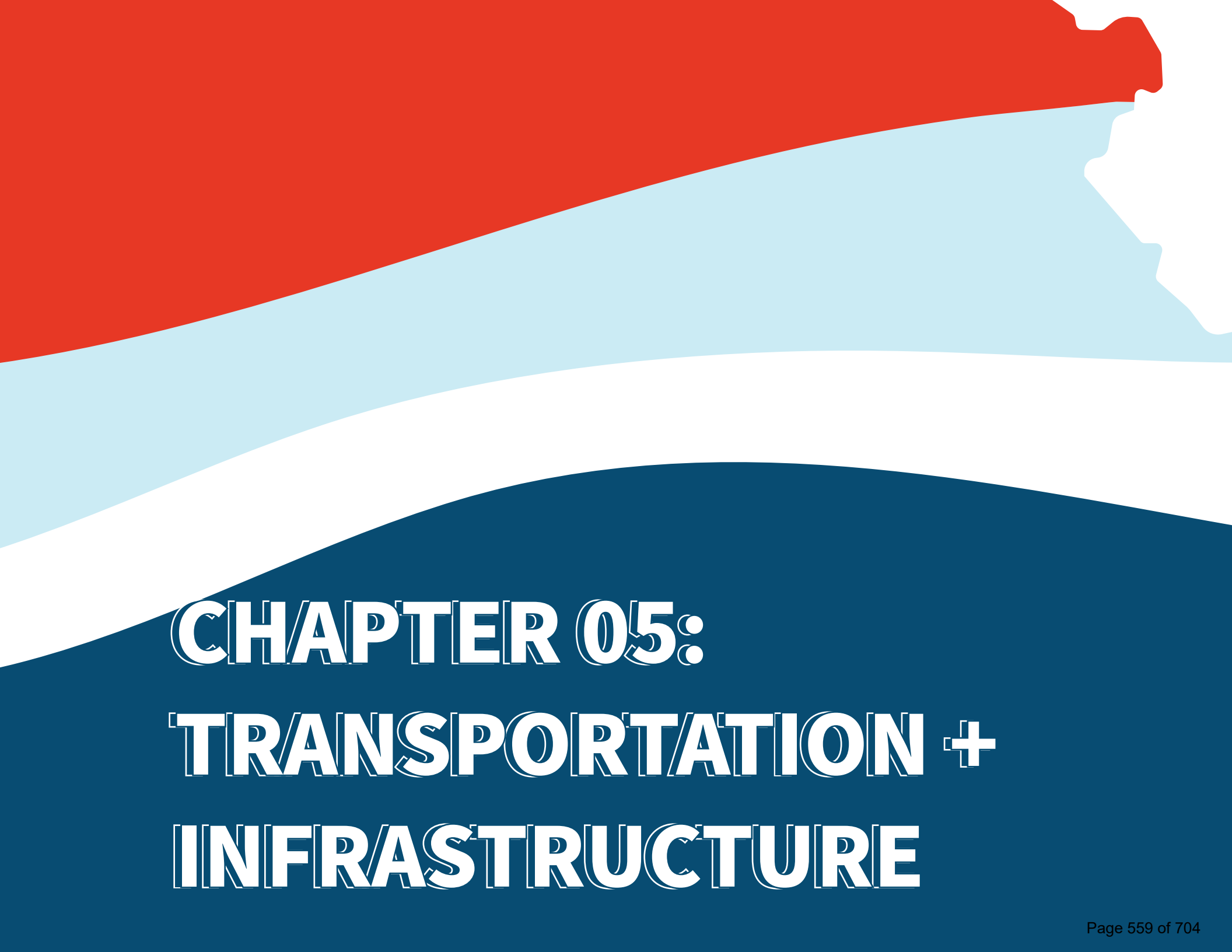
Pickleball has emerged in recent years as one of the fastest growing and most popular sports in America. There are an estimated 4 million annual players that range from youth to seniors. Given the strong tennis presence in the community, pickleball could be an easily integrated amenity to expand accessibility to this rapidly growing sport. Some modifications to existing tennis courts have taken place at the Country Club, but a public facility would be a strong next step in expanding services. Independence should continue to accommodate, plan for, and react to growing trends such as the rise of pickleball in their recreation and facility programming.

GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
MAINTAIN A HIGH QUALITY PARK + RECREATION SYSTEM THAT IS RESPONSIVE TO COMMUNITY NEEDS	Updated equipment in neighborhood parks	High community satisfaction with parks from community surveying	Increased attendance at Riverside Park + Ralph Mitchell Zoo	Increased youth and adult recreation program attendance
STRATEGIES				
Continue to perform routine maintenance of facilities throughout the park system, especially neighborhood parks.				
Continue to survey residents on community satisfaction and desired amenities related to parks and recreation.				
Plan upgrades around identified lifecycles of facilities and equipment.				
Complete master plans for the long-term success of facilities, such as the Ash Youth Center and Riverside Beach Family Aquatic Center.				
Continue to implement the goals outlined in the Riverside Park + Ralph Mitchell Zoo Master Plan.				

GOAL 2	METRIC 1	METRIC 2	METRIC 3
EXPAND SAFE AND EFFICIENT PEDESTRIAN AND BICYCLE MOBILITY THROUGHOUT THE COMMUNITY	Implement new trail segments and increase level of service	Complete sidewalk improvements and reduce network gaps	Receive high community satisfaction level with trails and sidewalks from the community survey
STRATEGIES			
Implement the Future Trails Plan by expanding shared-use paths, widening or improving side paths, adding sharrows, installing nature paths, and maintaining facility trails and on-street bike lanes.			
Consider new program solutions, such as cost sharing, to help with the maintenance and improvement of sidewalks throughout neighborhoods.			
Expand wayfinding and directional signage to connect key community assets, especially along corridors identified on the Future Trails Plan.			

GOAL 3	METRIC 1	METRIC 2	METRIC 3	METRIC 4
REMAIN ADAPTABLE AND FUTURE-ORIENTED TO CHANGING TRENDS IN PARK PLANNING TO SERVE ALL CURRENT AND FUTURE RESIDENTS	Adopt new technologies throughout the parks system	Study feasibility of the Heartland Park Retrofit Project	Amend park or facility programming based on new trends	Add green infrastructure to parks and public spaces
STRATEGIES				
Be proactive in adopting new trends or technology such as integrating technology into park design through playground equipment, QR codes, VR/AR technology, and any other new technology.				
Inventory existing brownfields within city limits to identify opportunities for redevelopment. Rank or prioritize the identified brownfields to determine where focus should go in pursuit of funding and partnerships.				
Consider performing a feasibility study on retrofitting the Heartland cement property into a future park or open space, pursuing Brownfield Grants and other funding sources.				
Install green infrastructure systems in parks, along trails, and in other public spaces.				





CHAPTER 05: TRANSPORTATION + INFRASTRUCTURE

chapter overview

Transportation Overview

This chapter examines the existing transportation network, existing programs, mobility opportunities, and considers the Future Land Use Plan to make recommendations on future road upgrades and improvements.

Transportation and mobility can look different for every resident. Those with cars are likely to drive to their destinations; however, those without access to a car need to be accounted for within the network as well, whether

that be through bicycle infrastructure or walkability.

Figure 5.1 highlights the existing transportation network in Independence today at a high level. Highways and railroads split the city into various quadrants with different built identities to surround. The local street network extends from the highways to provide immediate access to neighborhoods and commercial nodes.



AIRPORT INSET MAP

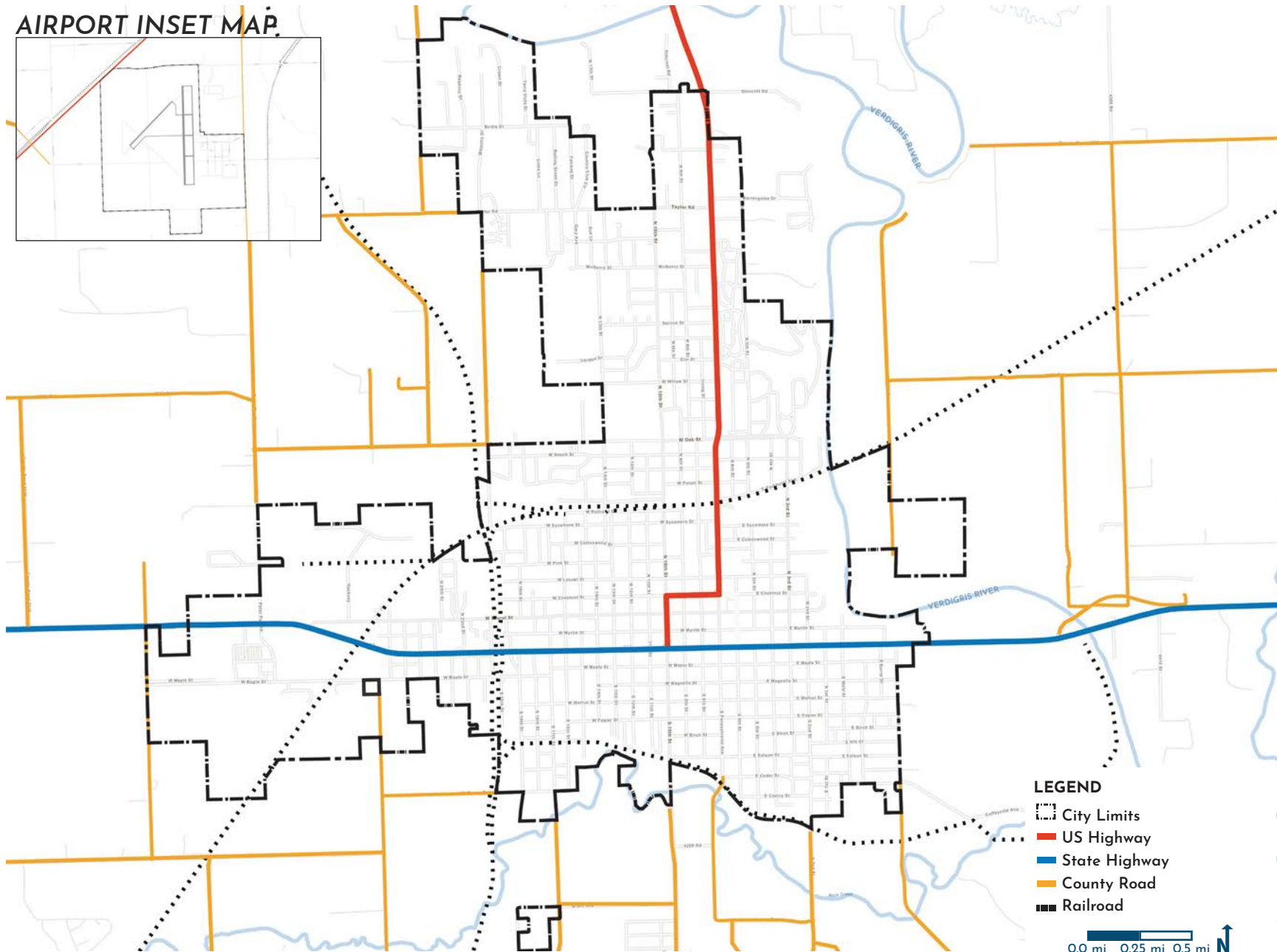
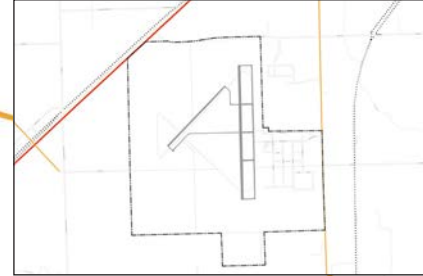


FIGURE 5.1 // EXISTING TRANSPORTATION MAP

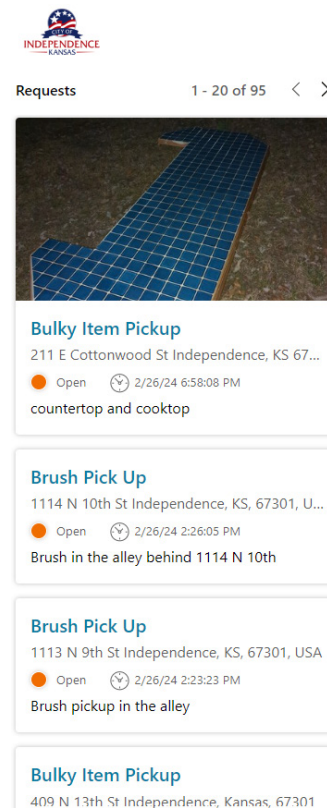
SOURCE: STATE OF KANSAS WITH INPUTS FROM CONFLUENCE

existing programs + best practices

Existing Programs

The City utilizes a reporting software called SeeClickFix, Inc. to allow residents to report needed roadway repairs, as well as bulky item and brush pick ups. This software geo-locates the report and notifies the City of its posting. The City strives to have all reports addressed and identified within 72 business-hours. This initiative is a productive and proactive approach for a city to take and it is encouraged the City of Independence maintains this software for residents to use.

One recommendation would be to make the software more known on the City's website to spread awareness of the reporting software.

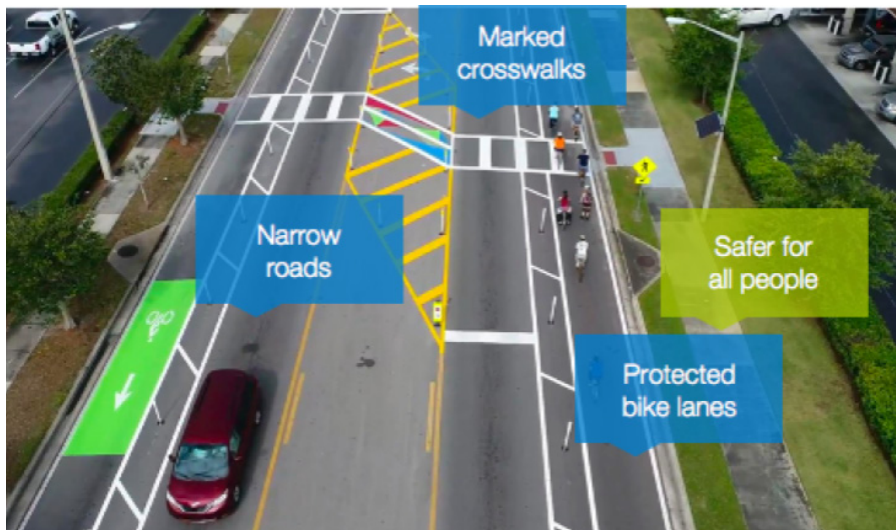


best practices

The public input from Phase 2 indicated a desire for improved sidewalk networks, bicycle facilities, and general streetscaping. There are several ways to integrate these amenities into streetscapes and best practices for roadway improvements. Two primary ways would be to integrate complete street elements and traffic calming measures.

Complete Streets

In order to accommodate various modes of travel, today's transportation network must support pedestrians, bicyclists, and vehicles. Complete streets provide safe mobility via right-sized roadways, trails, on and off-street bike lanes, and transit where applicable. Consideration for a complete streets policy would be a viable next step for the City to take for long-term improvements to the mobility network.



Traffic Calming

Curvilinear roads, narrower road widths, chicanes, street trees, raised cross walks, and varying road textures are all examples of traffic calming installations. These features aim to slow the speed of traffic and also assist in providing beautification to the streetscape. To trial these installations, cities often trial them in temporary installations to test if they are the proper solution before making them permanent. This could be an additional consideration for next steps for the City of Independence.



local road safety plan

Plan Summary

The City of Independence completed a Local Road Safety Plan in 2022 that outlined the Safe System Approach, high injury network routes that exist today, and recommendations for improvements. The plan's intent is outlined to the right.

The map in Figure 5.2 illustrates the roads identified in the high injury network where crashes at varying levels of severity have occurred. Primary truck routes and corridors, such as N Pennsylvania Ave, N 10th, Hwy 160, and W Laurel St comprise large extents of the high injury network. The strategies and actions are broken into various categories of safe roads, safe road users, safe speeds, post-crash care, and safe vehicles. These implementation metrics will likely occur over an extended period of time but should remain a priority for guiding transportation improvements within Independence.

INTENT OF THE LOCAL ROAD SAFETY PLAN:

1. Achieve a significant reduction of traffic fatalities and serious injuries on public roadways in the city.
2. Leverage partnerships and resources to maximize implementation of this plan.
3. Complement efforts to develop and implement transportation plans and other plans and studies.
4. Identify strategies and action items based on data analysis and crash trends.
5. Prioritize needed roadway improvements.
6. Increase awareness of road safety and risks through education and enforcement.
7. Develop support for funding applications.
8. Support implementation of the Kansas Strategic Highway Safety Plan.

SOURCE: LOCAL ROAD SAFETY PLAN, CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE

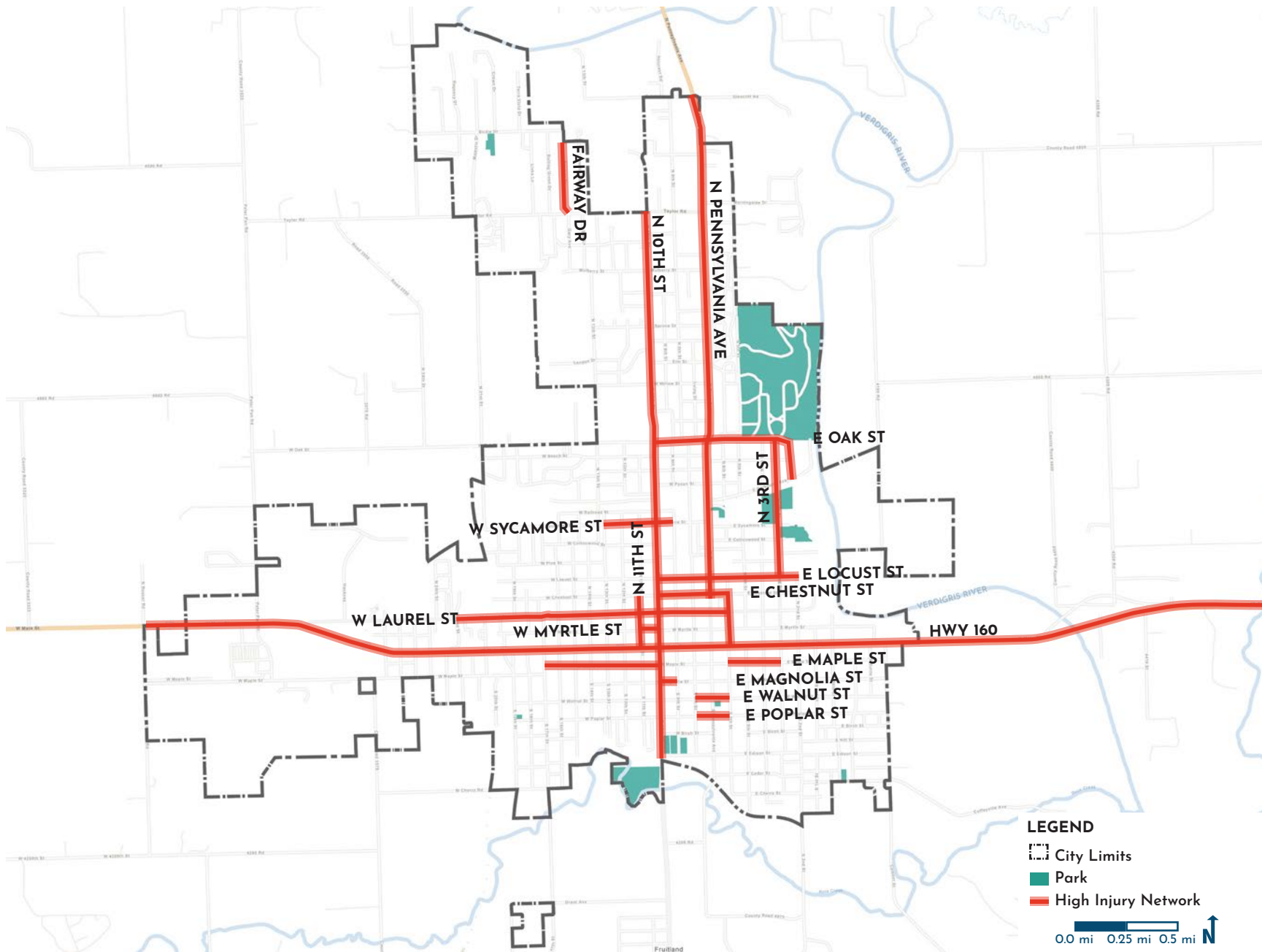


FIGURE 5.2 // HIGH INJURY NETWORK MAP
 SOURCE: LOCAL ROAD SAFETY PLAN, CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE

future streets plan

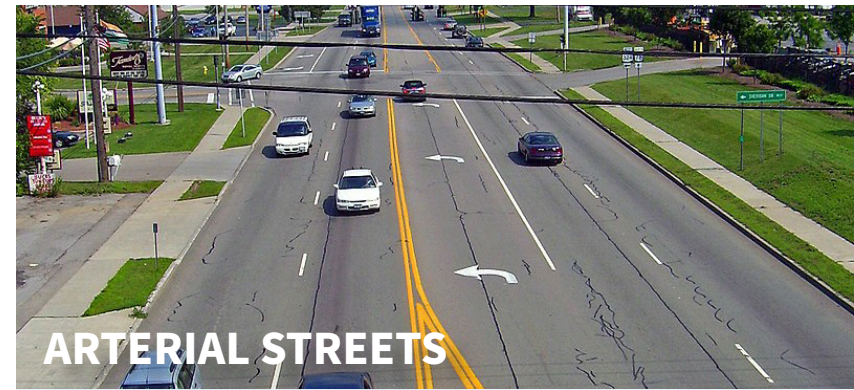
Street Typologies

Due to the increased road activity that would likely follow any type of any development, considerations for roadway upgrades and reclassifications must take place. The Future Streets Plan is designed to respond to the proposed land uses identified in the Future Land Use Plan and leverages the Kansas Department of Transportation Future Streets Plan for Independence published in 2023. The proposed roadways range from minor and major collectors, minor and major arterials, and highways/interstates. It should be expected that local roadways will be constructed in addition to these typologies as the internal network needs.

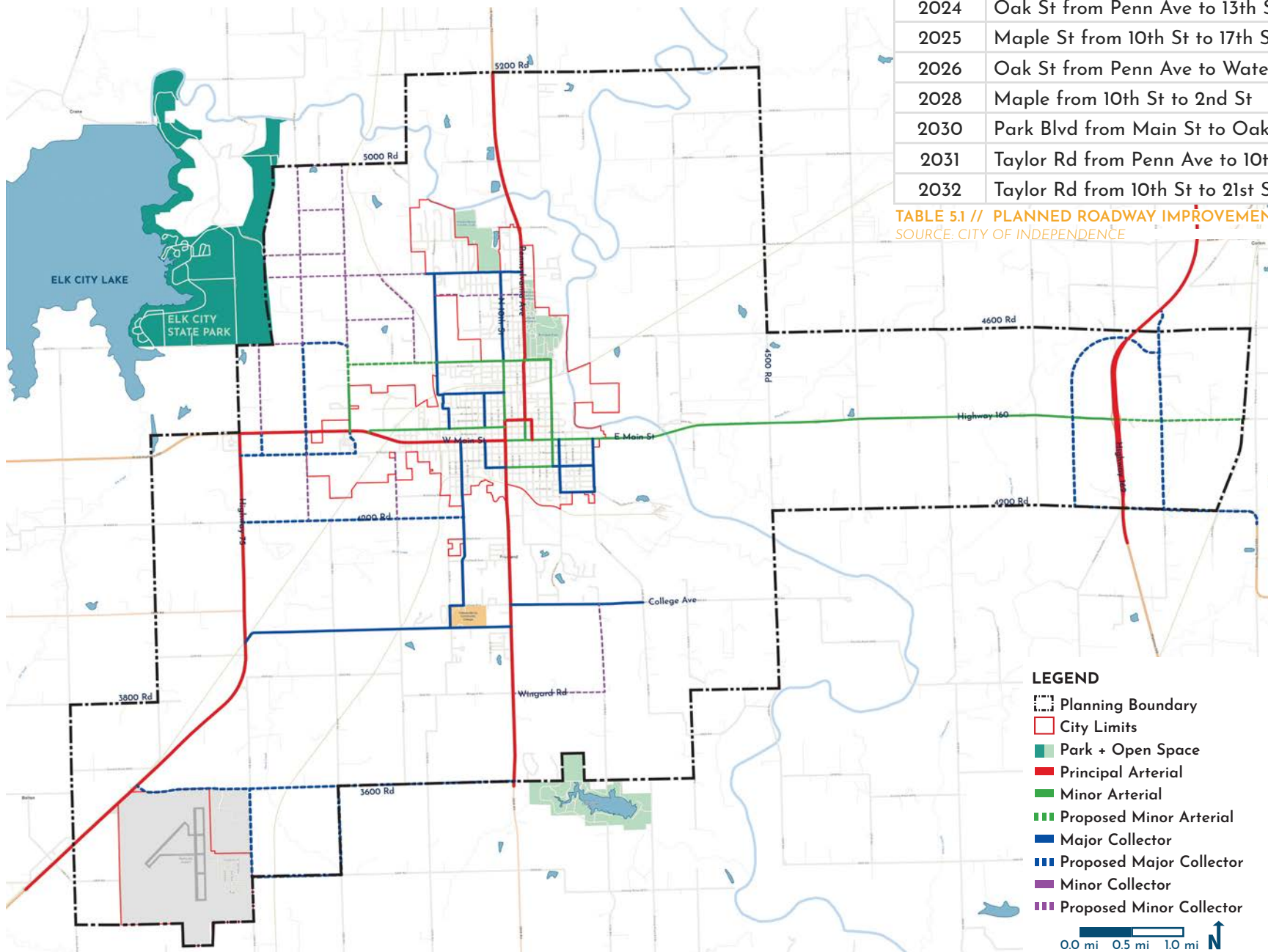
Table 5.1 highlights pipeline projects the City has identified for improvements within the next decade. These projects will provide much needed roadway improvements throughout the community and enhance new and proposed connections.



Collector streets serve the purpose of bringing a regional volume of traffic together often in coordination with land uses such as commercial, office, and industrial. Collector streets exist with a larger footprint, reduced access points, and at higher speeds. Collector streets provide the buffer between local roads and arterial roads.



Arterial roads provide the means for regional connectivity within the roadway system. These are the main travel routes within the network, and the focus of the arterial roadway is to move traffic from one network to another. Arterial roadways should include the largest footprint, higher speeds, and access is limited to intersections with other arterial roads and collector streets.



YEAR	STREET
2024	Oak St from Penn Ave to 13th St
2025	Maple St from 10th St to 17th St
2026	Oak St from Penn Ave to Water Treatment Plan
2028	Maple from 10th St to 2nd St
2030	Park Blvd from Main St to Oak St
2031	Taylor Rd from Penn Ave to 10th St
2032	Taylor Rd from 10th St to 21st St

TABLE 5.1 // PLANNED ROADWAY IMPROVEMENTS
SOURCE: CITY OF INDEPENDENCE

FIGURE 5.3 // FUTURE STREETS MAP
SOURCE: KANSAS DEPARTMENT OF TRANSPORTATION WITH INPUTS FROM CONFLUENCE

THE PLANNING BOUNDARY IS NOT A MASS ANNEXATION PLAN

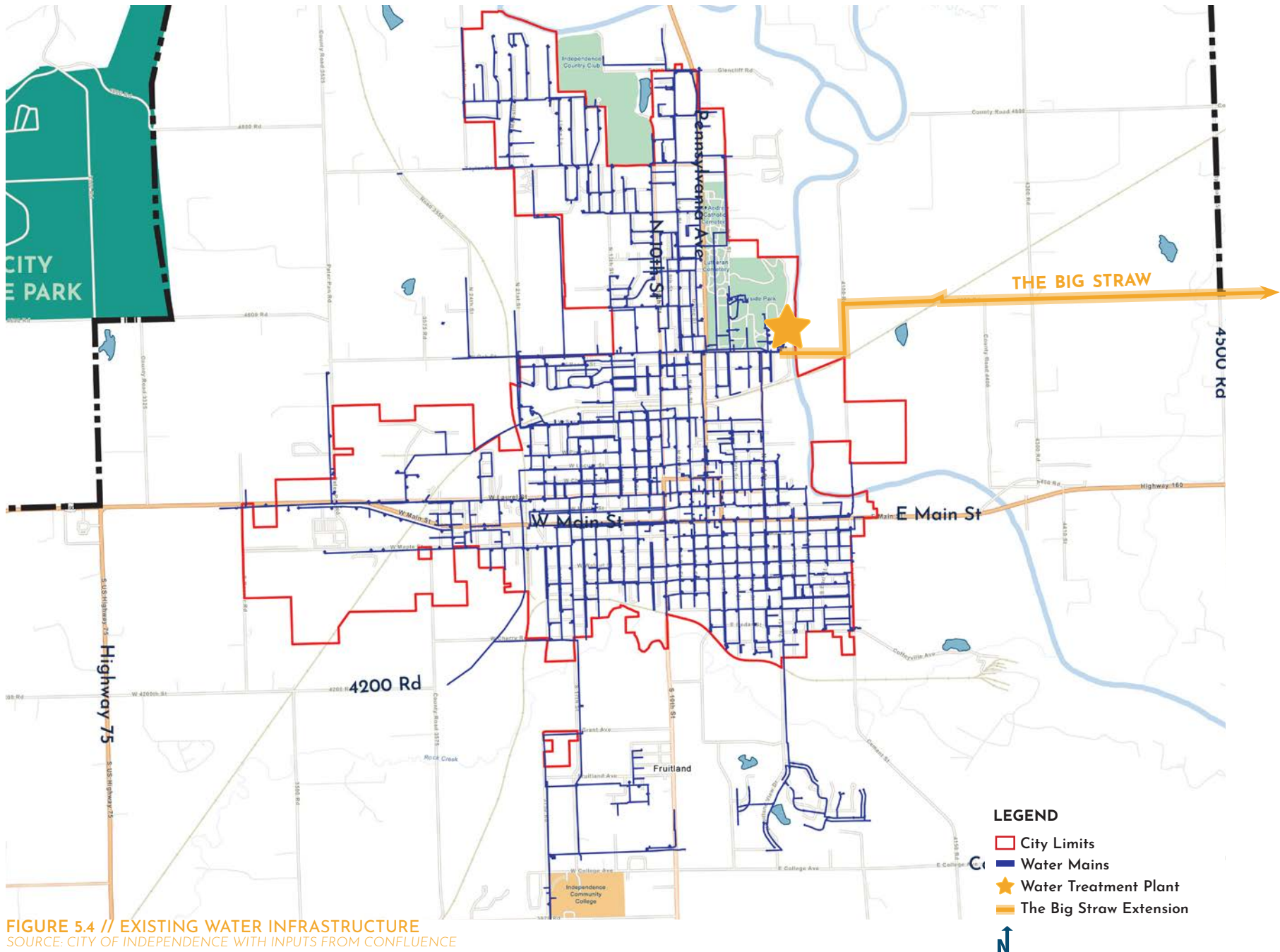
existing water infrastructure

Summary of Existing Water Infrastructure

Figure 5.4 illustrates the water infrastructure currently serving the community. There is consistent routing and supply throughout the community today with varying main diameters, depending on location and service need. The Water Treatment Plant is located adjacent to Riverside Park and treats the water serving the community.

Over time, the modernization of the system will be crucial to maintain flow rates, support growth, and enhance the general health of the infrastructure.

New projects, such as the “Big Straw” have expanded the water infrastructure capacity by providing service east to Bartlett, a new industry provider in Montgomery County. The large capital projects are necessary to propel the long-term health of the economy in Independence and the greater region. The Bartlett facility is not within city limits, so there is coordination in the sale of water to Rural Water District 6, that then sells it to Bartlett for water services. Continued investment and cooperation between Rural Water Districts will be pivotal to the growth of Independence from a variety of scales.



existing sanitary sewer infrastructure

Summary of Existing Sanitary Sewer Infrastructure

Figure 5.5 identifies the sanitary sewer infrastructure in Independence. The blue star highlights the location of the City's waste water treatment plant that is regulated by State and Federal guidelines to the quality of water that is being discharged back into the Verdigris River. The City's website highlights these standards and how the waste water treatment plant exceeds these regulations consistently. The plant currently treats roughly 2 million gallons per day.

Similar to the water mains and respective infrastructure, there is consistency in the current facilities but there is a need for minor improvements, upgrades, and extensions to service the community and potential growth zones identified in the Future Land Use Plan.

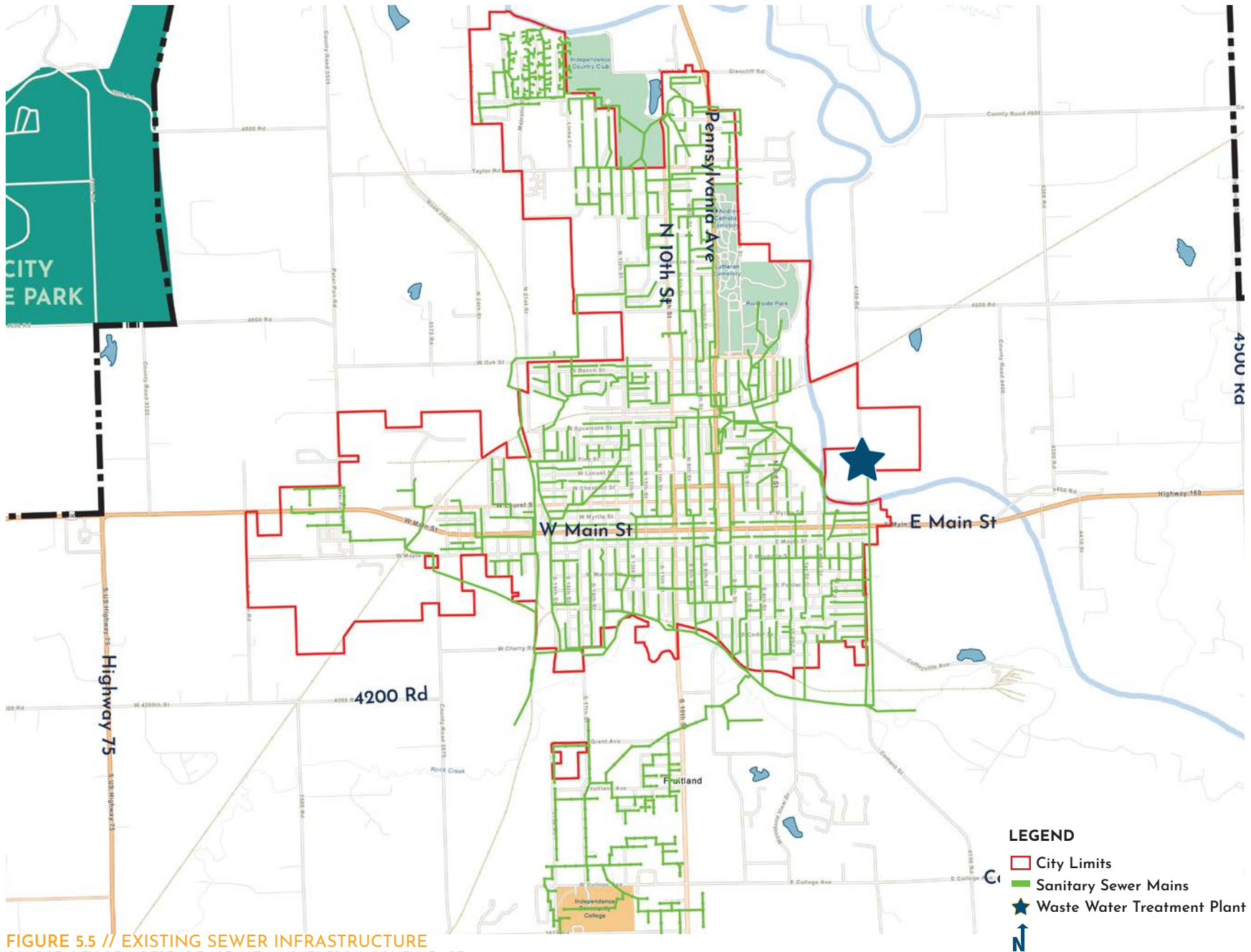


FIGURE 5.5 // EXISTING SEWER INFRASTRUCTURE
 SOURCE: CITY OF INDEPENDENCE WITH INPUTS FROM CONFLUENCE
 | Chapter 05: Transportation + Infrastructure

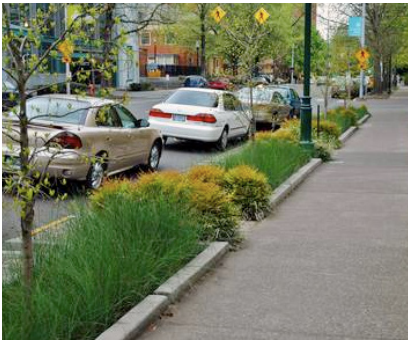
DRAFT MAY 2024

stormwater infrastructure

Stormwater Infrastructure in Action

As identified throughout the maps within this plan, there is quite a bit of land that is within the 100-year floodplain, and even floodway. These areas are natural resources and assets that should be preserved to the greatest extent. The relationship between the floodplain and stormwater infrastructure is defined by storm runoff and the movement of water areas away from the built environment. Some solutions for stormwater improvements can take shape in structural and non-structural installations. Some of these methodologies are highlighted and summarized on the opposite page. Generally, structural stormwater improvements are facilities that are constructed to provide control of stormwater. Non-structural stormwater improvements focus on the prevention of stormwater generation and reducing volume as a means of improving stormwater risks.

STRUCTURAL STORMWATER IMPROVEMENTS



Green Infrastructure

While this is a broad item, the incorporation of green infrastructure practices in Independence's built environment will have a positive impact on stormwater runoff.



Pervious Pavement

Porous pavement, pavers or concrete help increase infiltration of water into the ground. These practices help manage the volume of water entering the stormwater system.



Runoff Capture and Reuse

This practice simply implies the capture, storage, and reuse of stormwater to reduce volume, improve water quality and groundwater recharge.



Landscape Restoration

Landscape restoration is the intentional use of native plants in re-vegetation/reforestation initiatives, with limited to no pesticides or herbicides being used.

NON-STRUCTURAL STORMWATER IMPROVEMENTS



Riparian Buffers

A riparian buffer includes the waterbody and the vegetation that stabilizes the land adjacent to the waterbody. This area is important in reducing slope erosion, providing shade and food to fish and wildlife, and filtering air and water pollution.



Smart Growth

This planning technique is an approach to development that encourages a mix of building types and uses. The preservation of open space and waterbodies helps reduce environmental impacts of development.



Re-vegetation + Reforestation

Areas that have been disturbed should be re-vegetated and/or reforested with native plants, grasses, shrubs, and trees. These plants help reduce runoff volumes and improve water quality.



Natural Pathways

There are existing natural flow pathways the water runoff uses in order to provide relief to the site. These areas should be preserved for dedicated runoff as development occurs around it.

SOURCE: SOUTHWESTERN PENNSYLVANIA COMMISSION WATER RESOURCE CENTER, 2020

emergency planning + preparedness

Current Planning

Being located in the Midwest comes with an added risk of severe storms and potential for tornadoes. Due to this, additional emergency planning for severe storms is needed to ensure the safety of residents. The National Weather Service recently updated the Tornado Warning polygon used for reporting storms for Independence so that it is now more accurate in deploying warnings for the community. This polygon update then resulted in an update to the City's storm siren policy.

FEMA has set standards for structural ratings for storm shelters to assess levels of integrity in the midst of a storm. The City of Independence currently does not have any structures that are FEMA IC-500 rated to provide shelter to the public.

Opportunities for Planning

FEMA offers a number of grants that would be potential opportunities for the City to pursue for the construction of a storm shelter. The case study on the opposite page

highlights the Building Resilient Infrastructure + Communities (BRIC) Grant that takes a proactive approach to helping fund the construction of storm-ready infrastructure.

Additionally, through FEMA's Hazard Mitigation Grant dollars, the State of Kansas offers a lottery rebate for homeowners to construct safe rooms with a maximum \$3,500 reimbursement under the Residential Safe Room Rebate Program.

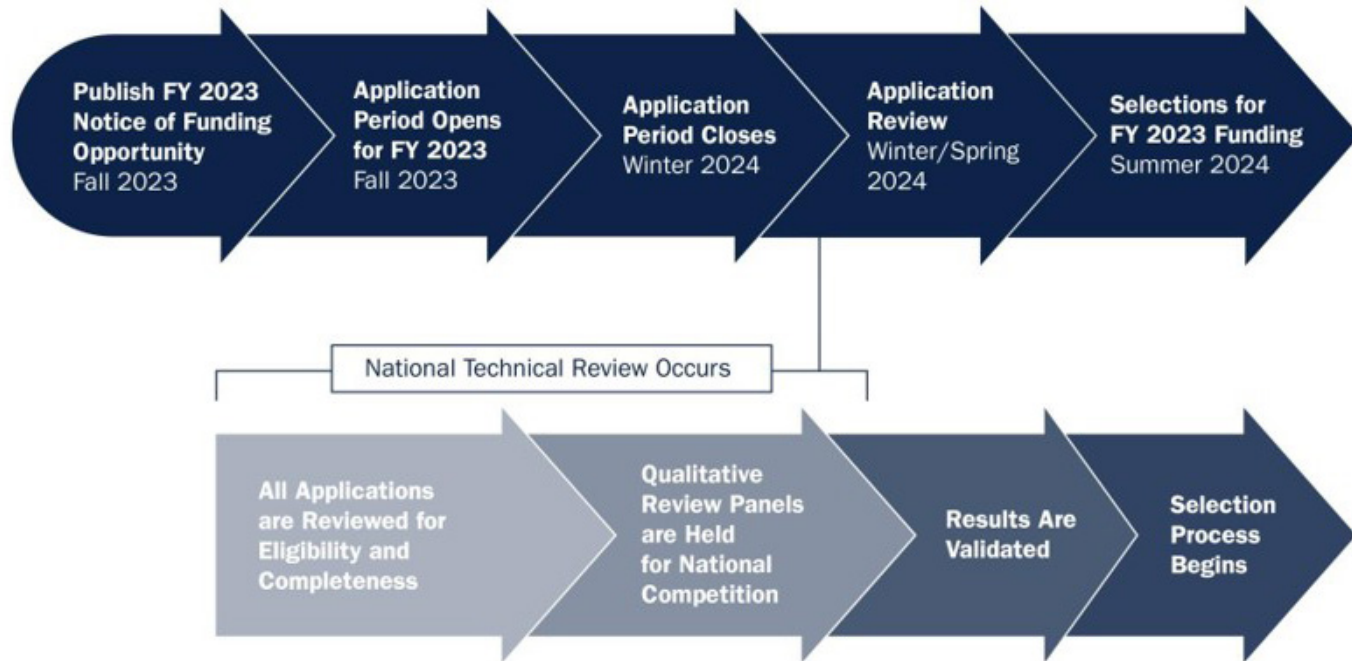
CASE STUDY



WHERE:
Lamberton, MN

WHAT:
BRIC Grant Application
and Project

DESCRIPTION:
FEMA awarded the City of Lamberton (1,450 residents) a \$3.48 million grant to construct a safe room through the BRIC program. The safe room will be approx. 10,608 sq. ft. in size and connected to the Red Rock Central School as a multi-purpose gym for the school district.



The above graphic highlights the process for application and grant completion per FEMA's website for the 2023-2024 application cycle.

facility + growth programming

Overview

The numbers and projections provided on the following pages are drawn from existing staffing levels and facility spaces under the City of Independence with inputs from the Planner's Estimating Guide. The Planner's Estimating Guide provides recommendations on level of service standards, staff counts per 1,000 residents, and estimates on needed facility space based on the community's size. These standards were applied to Independence specific to Police and Fire/EMS staffing and general facility space needs over the next thirty years.

There are an estimated **145** total employees at the City today.

Of these, roughly
76%
are full-time employees

While the remaining
24%
are part-time or seasonal employees

police staffing + facility level of service (LOS)

City Hall recently underwent a full renovation to preserve the historic structure and the Police Department (PD) comprises roughly 16,000 sq.ft. of the total facility space. The LOS tables below present existing service levels for staffing and facility spaces. The results indicate that the PD is adequately serviced in facility space but this should not discourage general hardware, software, and facility updates as needed. Staffing levels are expected to remain healthy over the next thirty years as well based on population projections and level of service standards.

2024 Existing Police Facility Estimates

CATEGORY	METRIC
Existing Population (2022)	8,584
Existing Facility Space	16,402 sq. ft.
Existing Level of Service (LOS)	1.91 sq.ft./1,000 residents
Recommended Level of Service	0.65 sq.ft./1,000 residents
Facility Space Needed to Meet LOS	0.0

TABLE 5.2 // EXISTING FACILITY LOS

2050 Future Police Facility Estimates

CATEGORY	METRIC
Estimated Population (2050)	7,309
Existing Facility Space	16,402 sq. ft.
LOS with Current Facility Space	2.24 sq.ft./1,000 residents
Recommended LOS	0.65 sq.ft./1,000 residents
Facility Space Needed to Meet LOS	0.0

TABLE 5.4 // FUTURE FACILITY LOS

2024 Existing Police Staffing Counts

CATEGORY	COUNT
Police Full-Time	26
Police Part-Time	2
TOTAL	28

TABLE 5.3 // EXISTING POLICE STAFFING COUNTS

Projected Police Staffing Counts

RECOMMENDED LEVEL OF SERVICE	LOW LOS	HIGH LOS
Today	23	33
2030	22	31
2040	21	30
2050	19	28

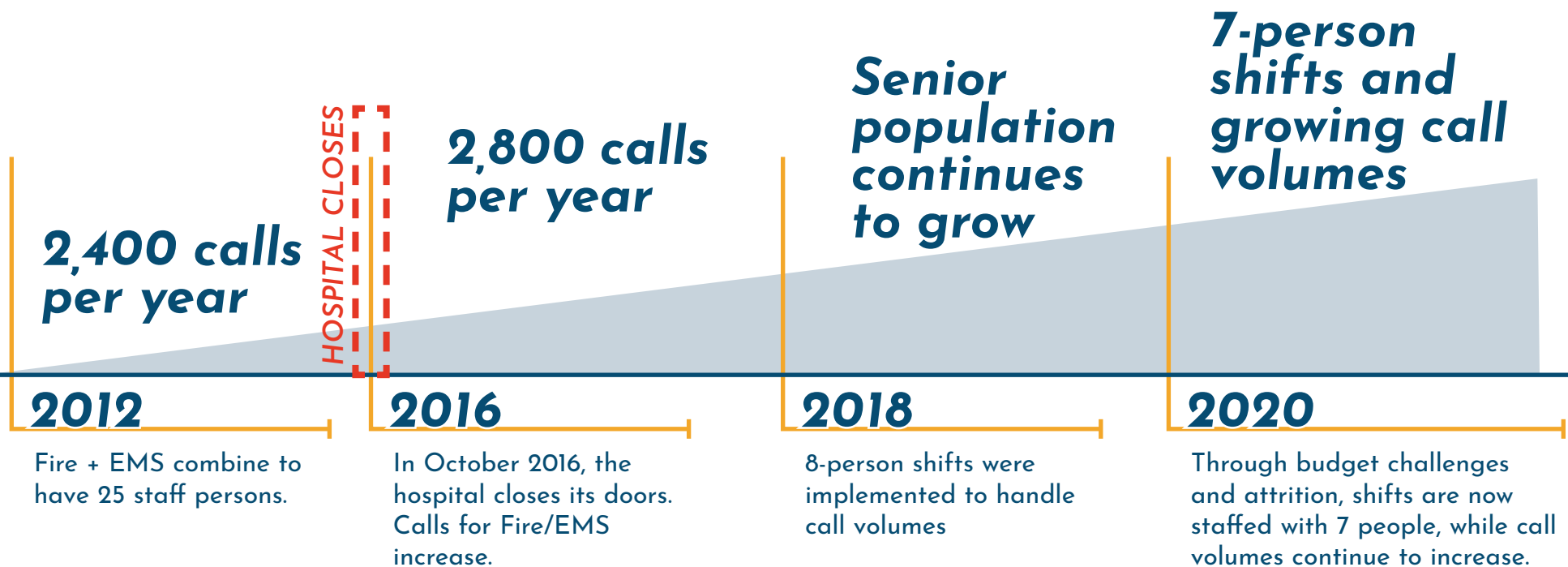
TABLE 5.5 // PROJECTED POLICE STAFFING COUNTS

SOURCE: PLANNER'S ESTIMATING GUIDE WITH INPUTS FROM CONFLUENCE

fire/ems staffing + facility LOS

Fire/EMS Operations

The graphic below highlights the impacts in Fire/EMS operations since 2012 in Independence. In 2012, the Fire and EMS Departments combined to better address long-term staffing needs. This resulted in 25 total Fire/EMS employees. The loss of the hospital and re-opening of an emergency room have impacted the call volumes for the Fire/EMS Department over the last decade and should be considered greatly as staffing levels are examined long-term to ensure services are meeting or exceeding standards.



Understanding Fire/EMS Staffing Needs Today

Currently the numbers shown in Table 5.7 are in line with the basic national standards as recommended by the National Fire Protection Association. However, actual staffing needs will should to be evaluated annually to address any additional increases in call volumes and issues related to the population and travel times for serving rural areas within Montgomery County. As call volumes continue to rise, staffing levels will need to as well in order to respond to the increased need. Additional factors, such as an aging population and housing stock or increased boundary service areas, should be included in projecting need for emergency services in and around Independence.

As it relates to facilities, the current LOS is in line with the recommended standard. The City of Independence recently completed upgrades to the Fire/EMS facility, however, supplies and technologies should be considered for upgrades as staffing and demand increases.

2024 Existing Fire/EMS Facility Estimates	
CATEGORY	METRIC
Existing Population (2020)	16,738
Existing Facility Space	30,671 sq. ft.
Existing Level of Service (LOS)	1.83 sq.ft./1,000 residents
Recommended Level of Service	0.4 sq.ft./1,000 residents
Facility Space Needed to Meet LOS	0.0

TABLE 5.6 // EXISTING FACILITY LOS
SOURCE: PLANNER'S ESTIMATING GUIDE WITH INPUTS FROM CONFLUENCE

The staff estimates for Fire/EMS utilize the 2020 Census Tracts and population estimates for Montgomery County that follow the Service Boundary Map for the City of Independence’s emergency services. The projections in Table 5.8 utilize the 16,738 population estimate to better understand the level of service (LOS) provided today.

Existing Fire/EMS Staffing Counts	
CATEGORY	COUNT
Fire/EMS Full-Time	22
Fire/EMS Part-Time	15
TOTAL	37

TABLE 5.7 // EXISTING FIRE/EMS STAFFING COUNTS

PROJECTED FIRE/EMS STAFF ESTIMATES	RANGE FOR LOS (1.54-1.81 STAFF PERSONS PER 1,000 RESIDENTS)
FIRE STAFF ESTIMATES	26-30
EMS STAFF ESTIMATES	5-7
TOTAL FIRE/EMS STAFF ESTIMATES	31-37

TABLE 5.8 // PROJECTED FIRE/EMS STAFFING COUNTS
SOURCE: NATIONAL FIRE PROTECTION ASSOCIATION WITH INPUTS FROM CONFLUENCE

GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
MAINTAIN A HIGH QUALITY AND SAFE MOBILITY SYSTEM THAT CONSIDERS MULTI-MODAL CONNECTIONS	Positive trends in community satisfaction survey with road conditions	Expand the sidewalk and trail network to support walking and biking	Decreased serious injuries and fatalities in vehicular accidents	Increased usership in the SeeClickFix program
STRATEGIES				
Adopt a complete streets policy to establish strong best practices for road reconfigurations.				
Consider developing a Neighborhood Streets Plan that focuses on the enhancement and preservation of street corridors and prioritizes traffic calming and the pedestrian experience.				
Consider adopting a set of streetscape standards for all levels of road classifications.				
Continue to implement the recommendations from the Local Road Safety Plan.				
Install traffic calming measures to reduce the speed of traffic and occurrences of serious injuries.				
Follow the Future Streets Plan to guide planning for future roadway connections.				
Preserve rights-of-way for growth based on the Future Streets Plan.				
Annually review the Future Streets Plan to ensure it accurately reflects the needs of the community and continues to support the land uses identified in the Future Land Use Plan.				
Continue to use the SeeClickFix program to invite residents to identify needed improvements.				
Advertise the SeeClickFix program on the City's website and social media accounts to spread the word about the program.				
Support incremental improvements to the sidewalk network to increase ADA accessibility throughout the city.				

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
IMPROVE INFRASTRUCTURE AND EMERGENCY PLANNING SERVICES	Construct an IC-500 rated City storm shelter	Modernize infrastructure to perform efficiently and safely	City-owned facility and gear upgrades	Installation of structural + non- structural stormwater facilities
STRATEGIES				
Continue to meet or exceed all Federal or State discharge standards.				
Consider stormwater infrastructure improvements as a method of mitigating development impact.				
Explore opportunities for structural and nonstructural stormwater improvements.				
Limit development in the floodplain and instead use these areas as natural greenbelts throughout Independence.				
Continue to provide exceptional internet services and coordinate with providers for expanded services as needed.				
Design and construct water system improvements that meet demand for fire protection and adequate pressures for current and future growth areas.				
Pursue FEMA grants to receive funding support to construct a City storm shelter.				
Continue to educate residents on emergency planning and preparedness and what best practices look like.				
Coordinate utility improvements with transportation projects to ensure efficient use of funding and construction timelines.				





CHAPTER 06: ECONOMIC DEVELOPMENT

economic development in independence

Overview

The long-term economic health of a community is closely tied to other factors such as population growth, quality of life, housing stock, and even the transportation and utility systems. Independence has a storied past filled with highs and lows tied to Sinclair and the oil industry boom, as well as more recently, stagnant and/or population decline associated with rural areas across the country. Despite some losses, Independence maintains a strong community identity and offers a high quality of life for residents with unique parks and a successful downtown core. While Independence may face challenges to attract jobs and development due to its location or size, there are many qualities it can build upon and strategies it can undertake to provide the best chance at continued long-term success.

This chapter examines current industry and market conditions, demographics and skillsets for current employees and residents, specializations within Independence, and provides a range of recommendations for consideration as Independence continues to work to attract workers and businesses to the community.

1900

1893

J.D. Nickerson drilled the first successful gas well three miles east of Independence and the Independence Gas Company was founded as a result.

1898

Independence Vitrified Brick Company was formed and produced 75,000 bricks per day.

Kansas Cracker Company was established and produced 1,000 boxes of crackers and 800 gallons of ice cream per day until 1914.

1904

Western States Portland Cement Company began production in 1904.

1901

Independence Paper Company manufactured wheat straw into wrapping paper and pulp strawboard.

1932

Sinclair Oil merges with Prairie Oil and Gas to become the largest pipeline company in the world.



1990s

ARCO Building and supported companies close their doors.

1896

The Nellie Hockett was built and operated on Drum Creek. It was a 150-passenger paddle steamboat used to haul passengers roundtrip from Independence. Passengers embarked at Myrtle and First and could dance to violin music during the trip.

1903

Midland Glass Company began manufacturing window glass in 1903. A.E. Todd built "Glass Town," 15 houses for the workers at Midland.



1996

Cessna begins production in Independence.

industry trends in independence

Figure 6.1 on the following page shows how population and jobs by industry have changed over time between 2002-2020. In the past roughly two decades, Independence has experienced a population decline of around 1,000 residents. Job gains and losses have not always gone hand-in-hand. For instance, while jobs decreased between 2009-2013, population did not equally decline until 2014 - this was the same year total jobs rebounded to near 2008 levels. Events, such as the 2007 flooding and associated property flood buy-outs may have contributed to the population loss in excess of total job numbers. Generally, however, long-term population stability is tied to the economic development successes of Independence. If the City wants population gains, there must be associated job growth - this requires marketing, incentives, a well-trained workforce, housing development and rehabilitation, and continued investments in community character and other quality of life improvements.

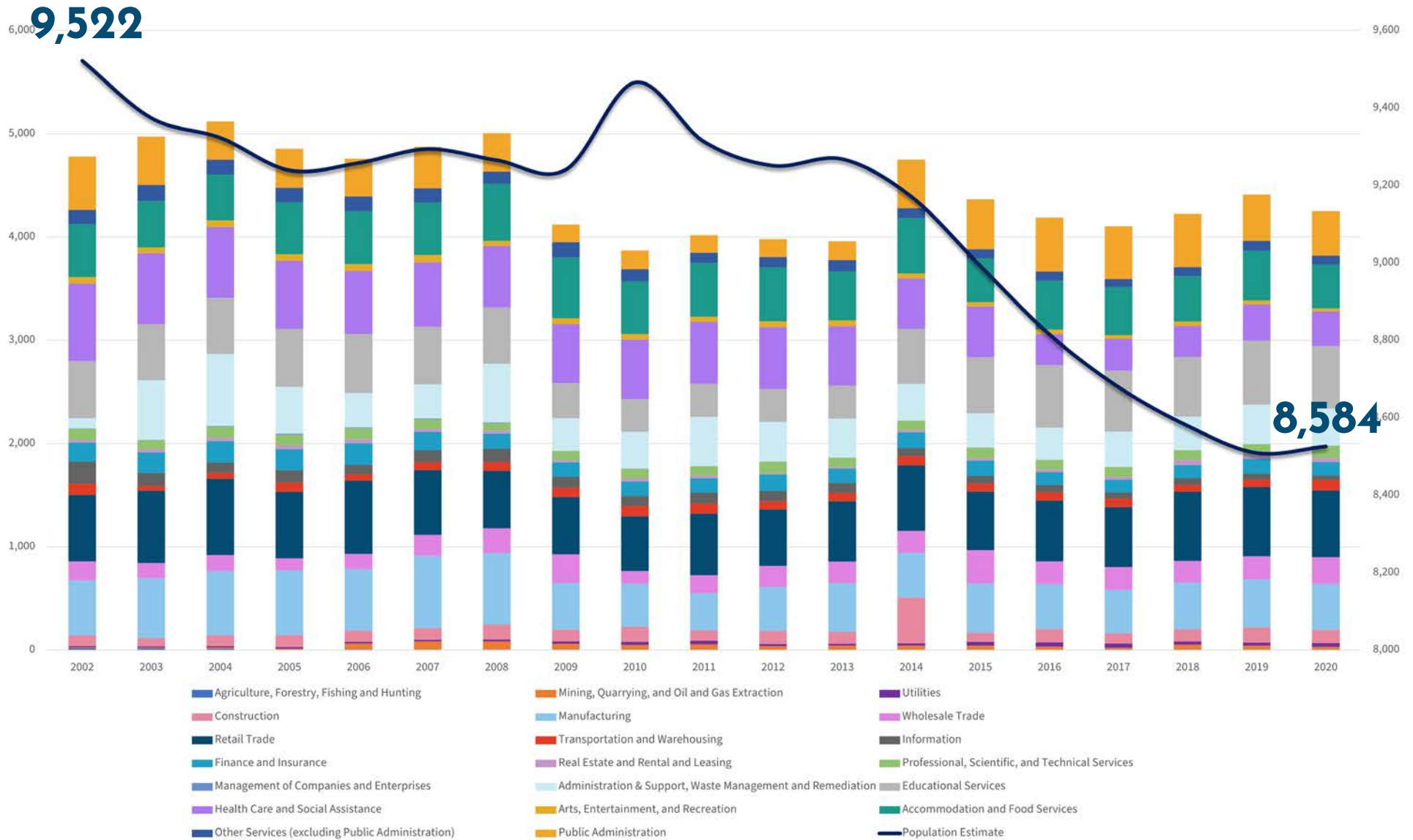


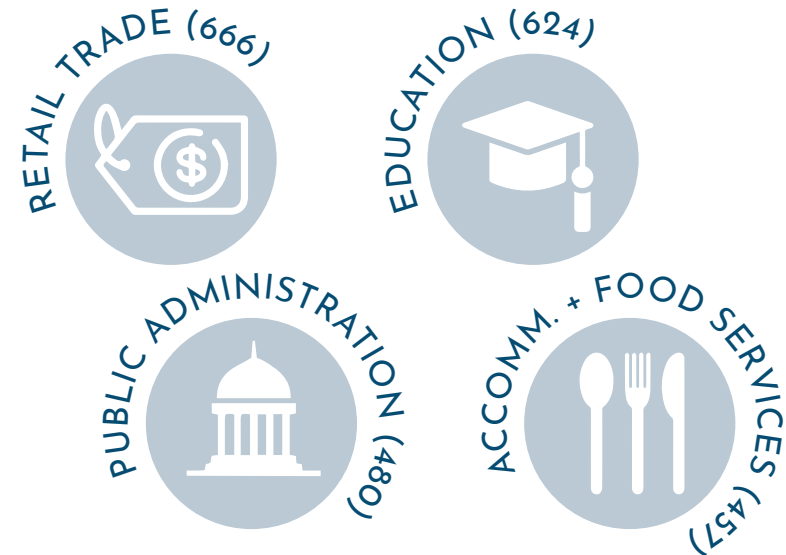
FIGURE 6.1 // INDUSTRY TRENDS IN INDEPENDENCE
 SOURCE: U.S. CENSUS BUREAU ON THE MAP 2002-2020 ESTIMATES

jobs by industry

The largest industries by total number of jobs located within Independence are Retail Trade, Educational Services, Public Administration, and Accommodation and Food Services. Collectively, these represent approximately 2,227 jobs. Figure 6.2 shows the total number of jobs located within Independence by industry and the total number of jobs held by Independence residents by industry for 2021. By comparing the two, there are some areas of noticeable difference. For instance, Independence residents are far more likely to hold jobs in Manufacturing (655 jobs) and Health Care and Social Assistance (574 jobs) than there are positions located within the city. Some industries, including Retail Trade and Educational Services, are high in both groups.

There appears to be somewhat of a mismatch between jobs available in-town and the skillsets of residents working in Independence. This will be further explored on the following pages.

JOBS LOCATED WITHIN INDEPENDENCE



JOBS HELD BY RESIDENTS



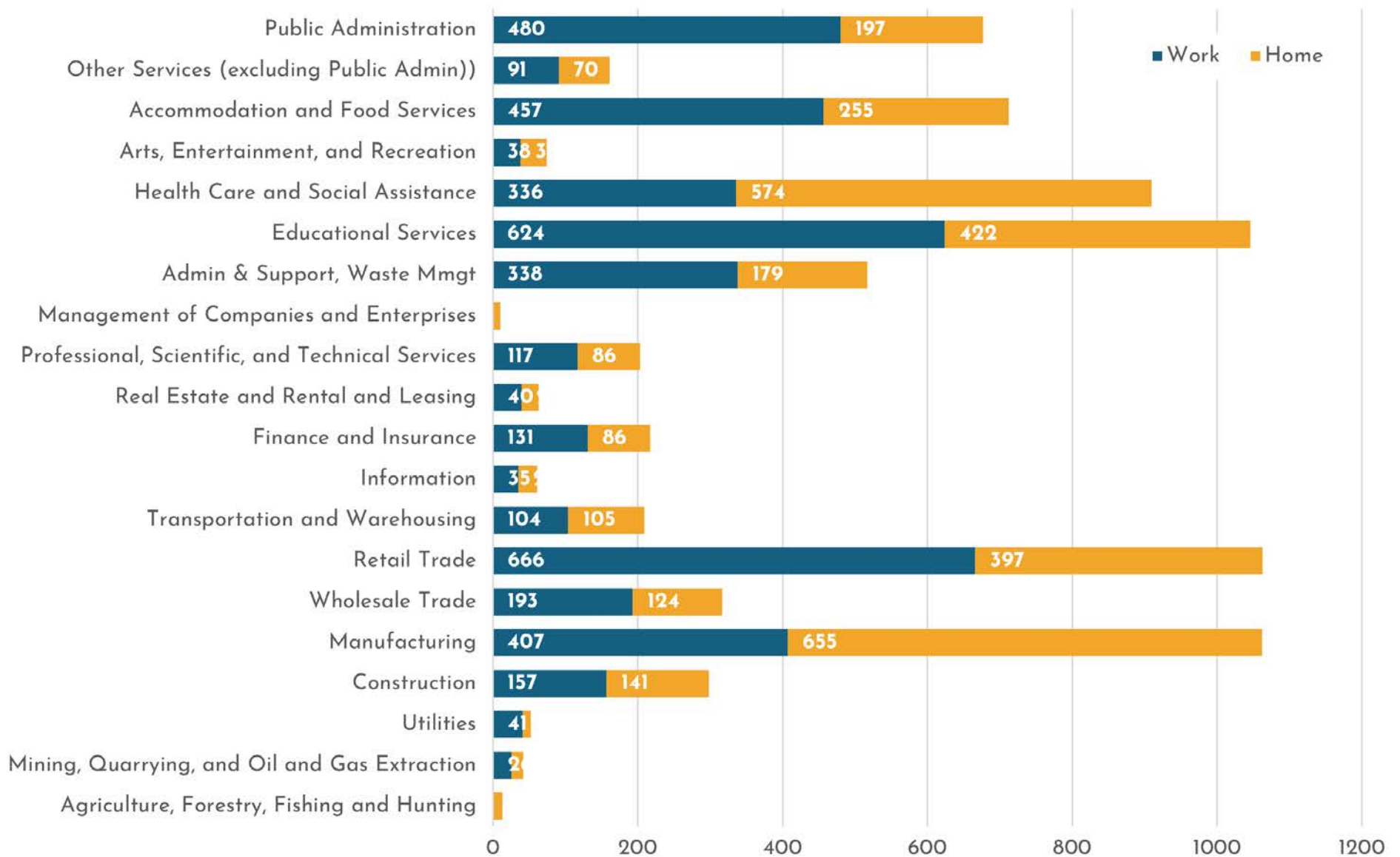


FIGURE 6.2 // JOBS BY INDUSTRY IN INDEPENDENCE

SOURCE: U.S. CENSUS BUREAU ON THE MAP 2002-2020 ESTIMATES

commuting patterns

Commuting data from 2021 is summarized in Figure 6.3. Workers have been divided into three categories: In-Commuters, Out-Commuters, and Interior Jobs.

In-Commuters

In-commuters include those that work in Independence but live elsewhere. This is the largest cohort of worker types in Independence with nearly 3,000 workers that are traveling into Independence regularly for work. Often, these are targeted as potential residents because they already spend a significant amount of time in the community.

Out-Commuters

Out-commuters include those that live in Independence but travel to another place for work. The data estimates just over 2,000 Independence residents travel elsewhere for work. Some leakage of residents for work is inevitable, however, it is useful to understand how the skillsets/jobs of residents is comparable to the jobs available in a community. This is explored more in later sections.

Interior Jobs

Interior jobs are those that both live and work in Independence. The data estimates nearly 1,400 people hold interior jobs.

COMMUTER PATTERNS

2,924
Live elsewhere,
Work in Independence

1,357
Live and
Work in Independence

2,069
Live in Independence,
Work elsewhere

Where do these employees live?

WORKER DESTINATIONS

- Montgomery County, KS (59.8%)
- Independence, KS (31.7%)
- Kansas City Metro Area (5.3%)
- Oklahoma (4.8%)
- Coffeyville, KS (4.8%)

Examination of the commuter patterns of Independence highlight a particularly interesting trend in which the residents and employees of Independence and the greater Montgomery County area, including Coffeyville, trade day-time populations for employment at roughly 60% for in- and out-commuters.

Where do these employees go?

WORKER DESTINATIONS

- Montgomery County, KS (61.0%)
- Independence, KS (39.6%)
- Coffeyville, KS (7.9%)
- Wilson County, KS (6.9%)

FIGURE 6.3 // COMMUTER PATTERNS CHART

SOURCE: U.S. CENSUS BUREAU CENTER FOR ECONOMIC STUDIES, LEHD ONTHEMAP 2021 ESTIMATES

measuring independence's competitive edge

Understanding Location Quotient

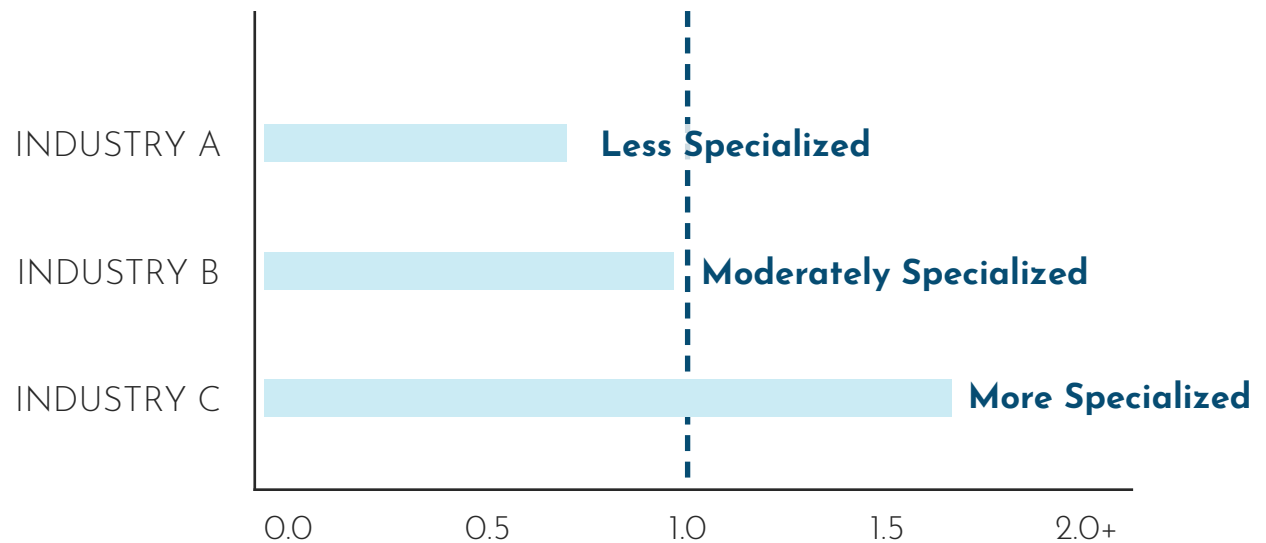
Location Quotient (LQ) analysis measures the “competitive advantage” or “specialization” of a place for different industries. Essentially, the LQ compares how the local share of jobs for each industry compares to a larger (regional, state, or national) area. The LQ for each industry compared to the State of Kansas was done for Independence based jobs and jobs held by residents - the results are shown in Figure 6.4.

If the LQ is less than 1.0 the industry is typically viewed as less competitive or specialized

If the LQ is close to 1.0 the industry is right on par with the regional/national average

If the LQ is more than 1.0 the industry is considered more competitive or specialized

UNDERSTANDING THE LOCATION QUOTIENT ANALYSIS CHART



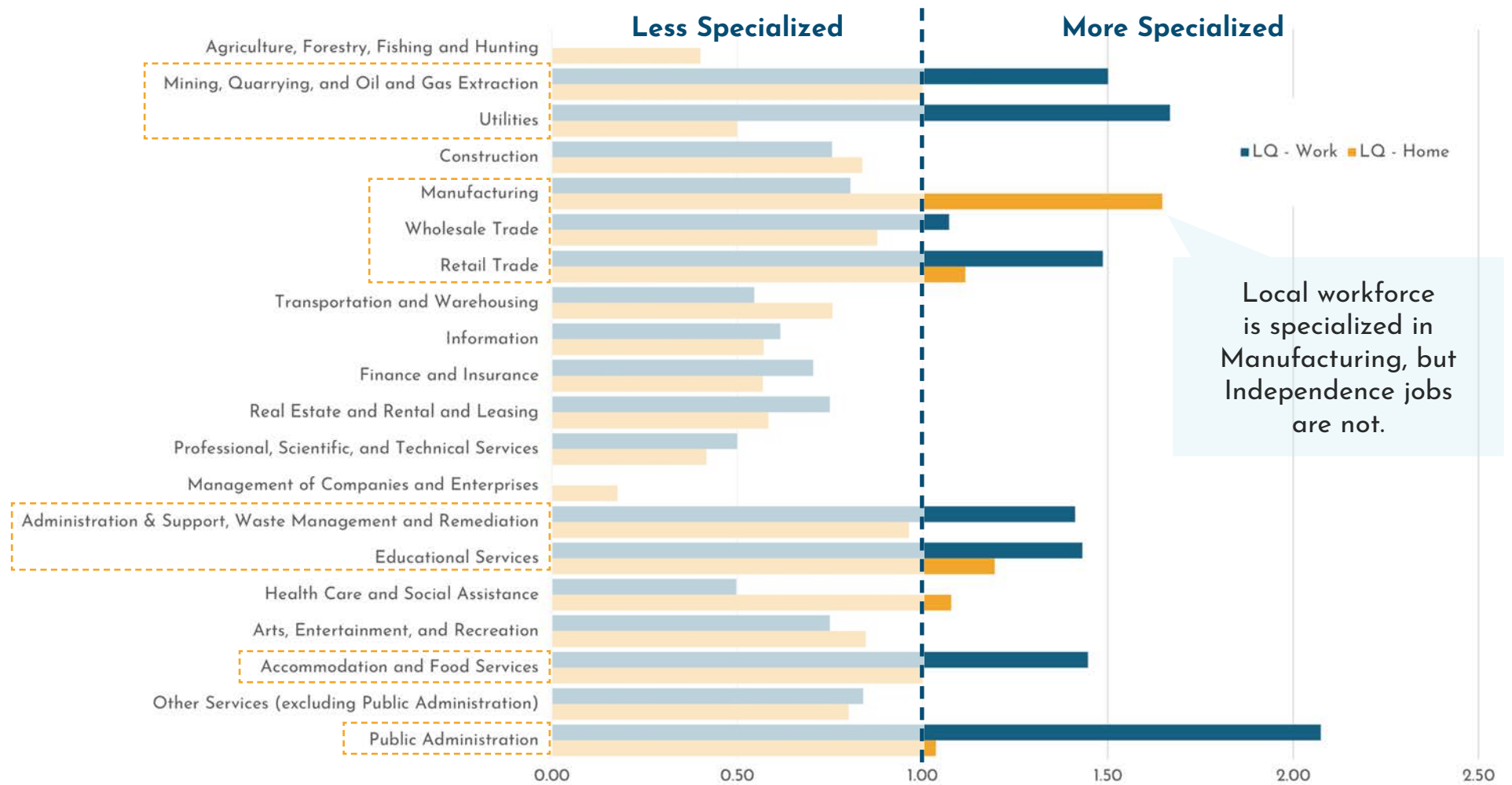


FIGURE 6.4 // LOCATION QUOTIENT ANALYSIS

SOURCE: U.S. CENSUS BUREAU CENTER FOR ECONOMIC STUDIES, LEHD ONTHEMAP 2021 ESTIMATES

Opportunities to Explore: Independence residents have a specialization in Manufacturing, and this is not equally seen in Independence based jobs. Many residents must travel outside of the city for manufacturing work - this is a skillset that should be taken advantage of when attracting new industries to Independence.

major employers in independence

Major Employers

Of the top 10 largest employers in Montgomery County, three are located within Independence:

Textron Aviation
(500+ employees)

Standard Motor Products
(300+ employees)

Four County Mental Health
(200+ employees)

Other Major Employers:

- Apricot Lane Boutique
- Atmos Energy
- Barta Animal Hospital
- Coldwell Banker Pasternak-Johnson
- Commercial Bank
- Community National Bank + Trust
- Cornerstone Regional Surveying, LLC
- Cornerstone Warehousing & Aviation
- CRMC Medical Group
- Derailed Commodity Flooring & Furniture
- Dickey's BBQ Pit
- Edward Jones Investments
- Equity Bank
- Kansas Aviation/VSE
- Evergy
- Express Employment Professionals
- FAB Creative Services
- FirstOak Bank
- FedEx Distribution
- Heritage Homes Realty
- Hugo's Industrial Supply
- Independence Animal Hospital
- Independence Community College
- Independence Daily Reporter
- Independence Ready-Mix, Inc.

SOURCE: MONTGOMERY COUNTY ACTION COUNCIL

- Labette Health Independence Healthcare Center
- Montgomery County, KS
- Matcor
- Penmac Staffing Services
- Quality Toyota
- Romans Motor Company
- Sealtite Lining Systems
- SEKTAM of Independence
- USD 446
- WalMart
- Woods Lumber of Independence
- VT Hackney Engineering



UPCOMING MAJOR EMPLOYER

BUSINESS:

Bartlett Company Soybean Processing Facility

DESCRIPTION:

Just outside of Independence city limits is a soon-to-open, roughly \$450 million dollar soybean processing facility owned by the Bartlett Company. The project received county-issued revenue bonds to help attract and build the facility. During construction, there will be an estimated 125 to 130 jobs during construction with 50 full-time permanent employees long-term. A groundbreaking ceremony was held in June 2022 and the facility is set to open in Fall 2024.

costar analysis

CoStar Overview

CoStar is a national, industry-leading data source that provides a full market inventory of properties and spaces in all asset classes for all uses except for single-family residential. This data source is what commercial brokers, franchises, and site selectors review when reviewing a community or location. Note: For smaller communities, such as Independence, the data should be viewed as a reflection of overall trends and economic health as some datapoints may be lagging on reporting.

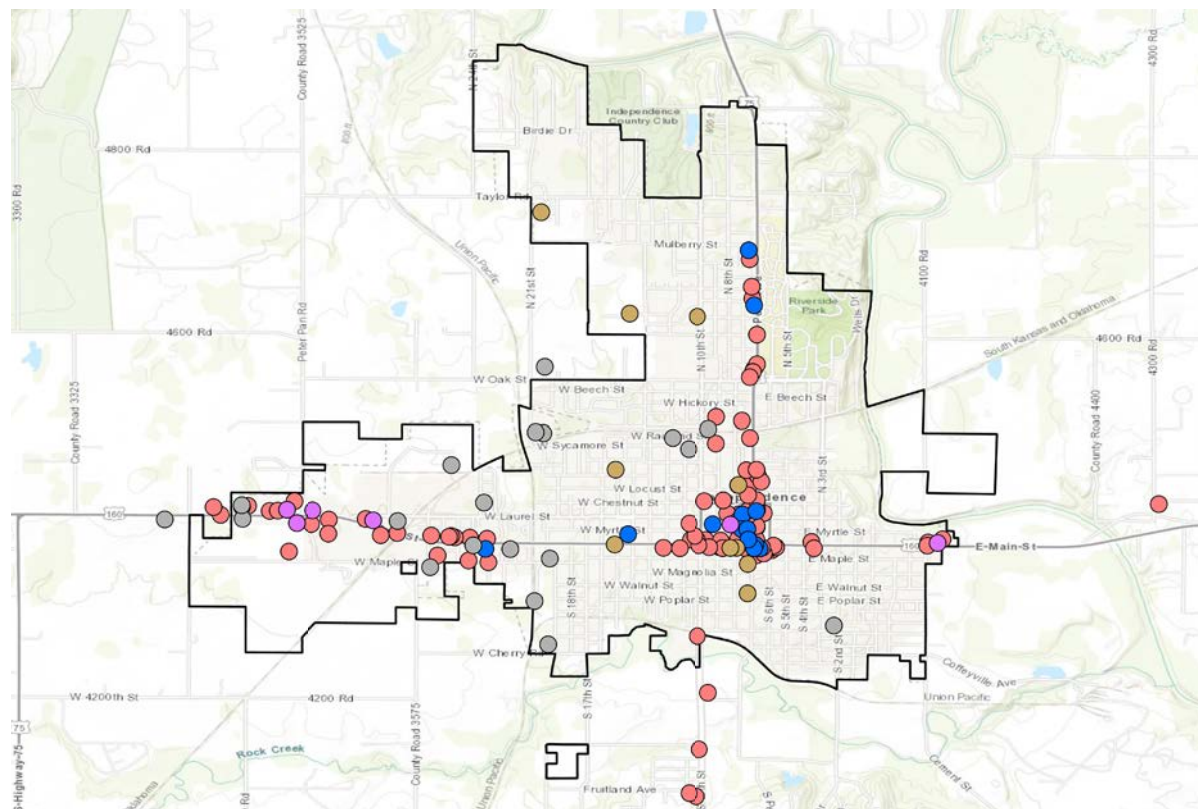


FIGURE 6.5 // COSTAR SUMMARY POINTS
SOURCE: COSTAR, 2024

COSTAR SUMMARY - OFFICE

Approximately 243,000 sq.ft. of inventory

14 office buildings

0% vacancy rate (-1.9% from 2022)

Average market asking rent: \$16.25/sq.ft.

Average market sale price: \$122/sq.ft.

TABLE 6.1 // EXISTING OFFICE SUMMARY

SOURCE: COSTAR, 2024

OFFICE MARKET ANALYSIS

The office market within Independence is not large and mainly contained in the Downtown, Penn Avenue, and W Main Street/Highway 160. There is an estimated 243k SF of inventory spread across 14 buildings. As of the first quarter of 2024, a vacancy rate of 0% was shown, which was down from the previous reporting period. The average market asking rent per SF was \$16.25.

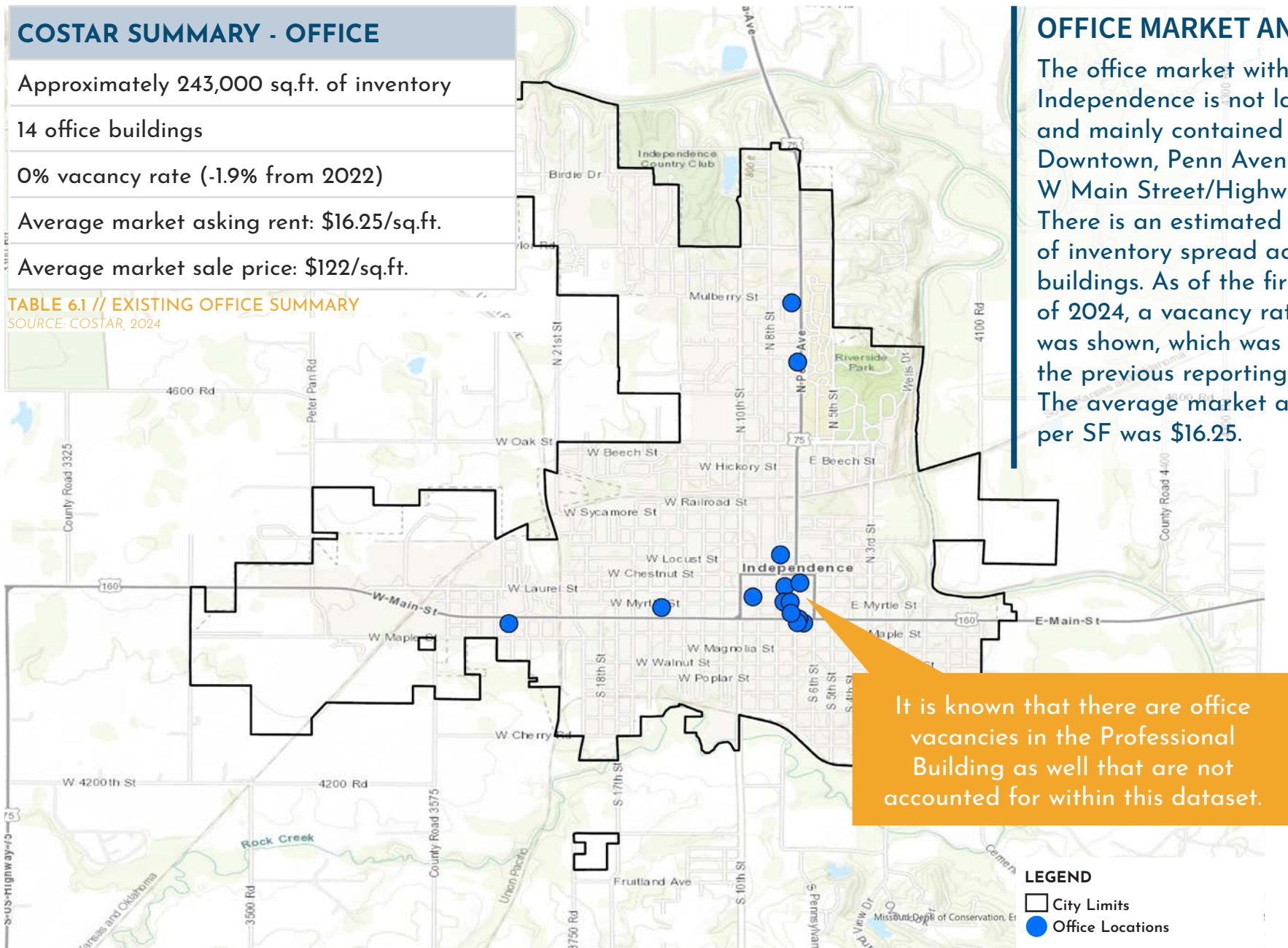


FIGURE 6.6 // COSTAR SUMMARY POINTS - OFFICE INVENTORY

SOURCE: COSTAR, 2024

COSTAR SUMMARY - RETAIL

Approximately 913,000 sq.ft. of inventory

104 buildings

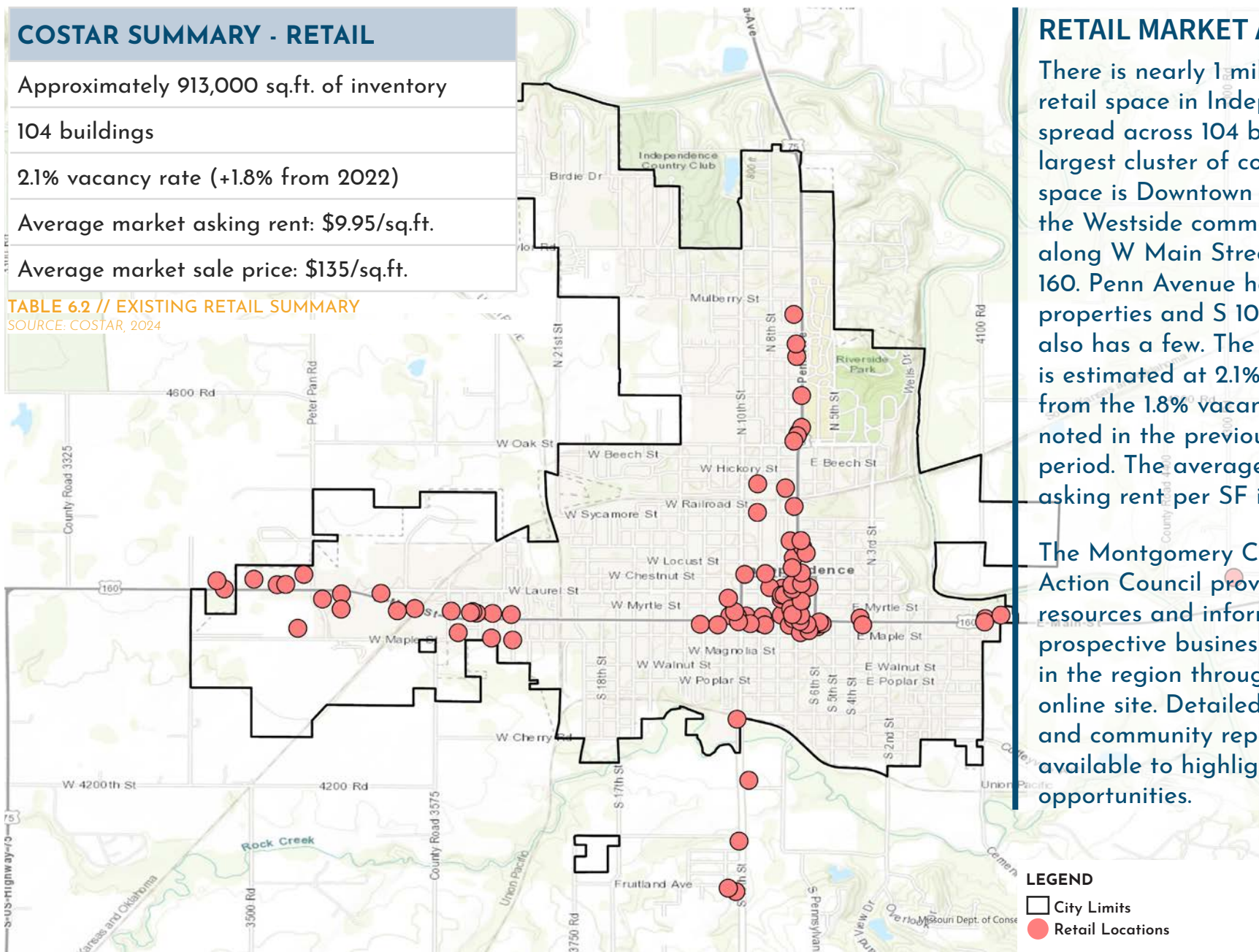
2.1% vacancy rate (+1.8% from 2022)

Average market asking rent: \$9.95/sq.ft.

Average market sale price: \$135/sq.ft.

TABLE 6.2 // EXISTING RETAIL SUMMARY

SOURCE: COSTAR, 2024



RETAIL MARKET ANALYSIS

There is nearly 1 million SF of retail space in Independence spread across 104 buildings. The largest cluster of commercial space is Downtown followed by the Westside commercial district along W Main Street/Highway 160. Penn Avenue has several properties and S 10th Street also has a few. The vacancy rate is estimated at 2.1%, up slightly from the 1.8% vacancy rate noted in the previous reporting period. The average market asking rent per SF is \$9.95.

The Montgomery County Action Council provides robust resources and information to prospective business owners in the region through their online site. Detailed site and community reports are available to highlight potential opportunities.

LEGEND

- City Limits
- Retail Locations

FIGURE 6.7 // COSTAR SUMMARY POINTS - RETAIL INVENTORY

SOURCE: COSTAR, 2024

COSTAR SUMMARY - INDUSTRIAL/FLEX

Approximately 592,000 sq.ft. of inventory

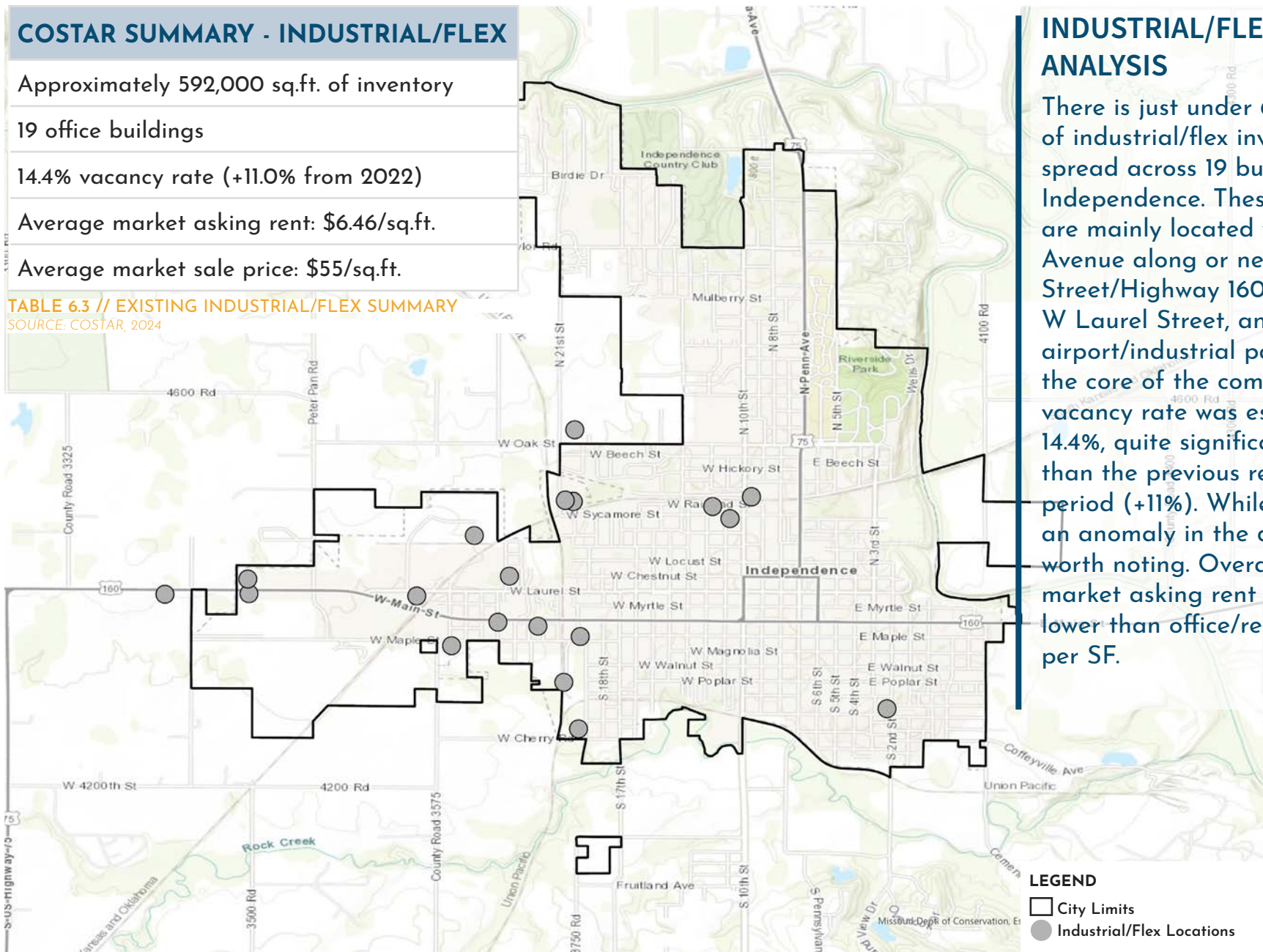
19 office buildings

14.4% vacancy rate (+11.0% from 2022)

Average market asking rent: \$6.46/sq.ft.

Average market sale price: \$55/sq.ft.

TABLE 6.3 // EXISTING INDUSTRIAL/FLEX SUMMARY
SOURCE: COSTAR, 2024



INDUSTRIAL/FLEX MARKET ANALYSIS

There is just under 600k SF of industrial/flex inventory spread across 19 buildings in Independence. These properties are mainly located west of Penn Avenue along or near W Main Street/Highway 160, Oak Street, W Laurel Street, and near the airport/industrial park south of the core of the community. The vacancy rate was estimated at 14.4%, quite significantly higher than the previous reporting period (+11%). While this may be an anomaly in the dataset it is worth noting. Overall average market asking rent per SF is lower than office/retail at \$6.46 per SF.

FIGURE 6.8 // COSTAR SUMMARY POINTS - INDUSTRIAL/FLEX INVENTORY
SOURCE: COSTAR, 2024

COSTAR SUMMARY - MULTI-FAMILY

Approximately 314 units of inventory

10 buildings

10.6% vacancy rate (+1.3% from 2022)

Average market asking rent: \$651/unit

Average market sale price: \$62,000/unit

Asking rents by unit type:

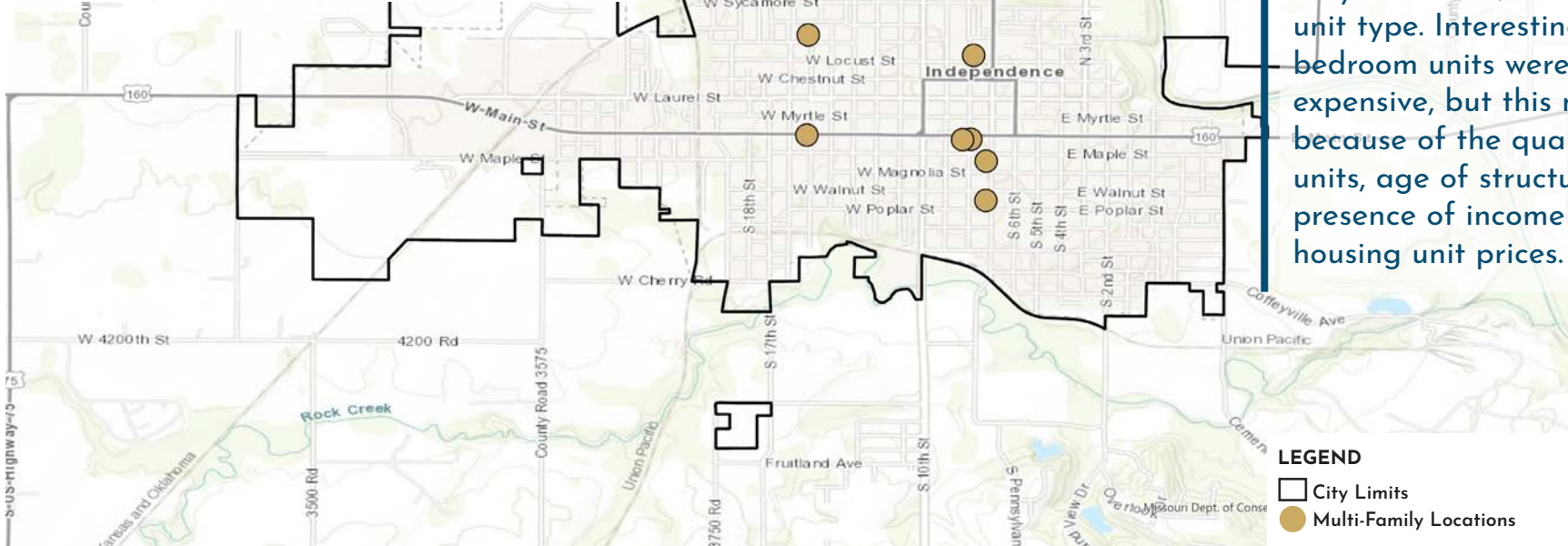
1 bedroom: \$820/unit

2 bedroom: \$571/unit

3 bedroom: \$659/unit

TABLE 6.4 // EXISTING MULTI-FAMILY SUMMARY

SOURCE: COSTAR, 2024



MULTI-FAMILY MARKET ANALYSIS

There are an estimated 314 units of multi-family residential housing across 10 buildings. The multi-family buildings are located near Downtown and on the north side of Independence. The estimated vacancy rate is 10.6%, which is up slightly by 1.3% from the previous reporting period. The overall average market rent per unit is \$651. Data is available for asking rents by unit type, which vary between \$571 to \$820 per unit type. Interestingly, the 1 bedroom units were the most expensive, but this may be because of the quality of the units, age of structure, or the presence of income assisted housing unit prices.

LEGEND

- City Limits
- Multi-Family Locations

FIGURE 6.9 // COSTAR SUMMARY POINTS - MULTI-FAMILY INVENTORY

SOURCE: COSTAR, 2024

COSTAR SUMMARY - HOSPITALITY

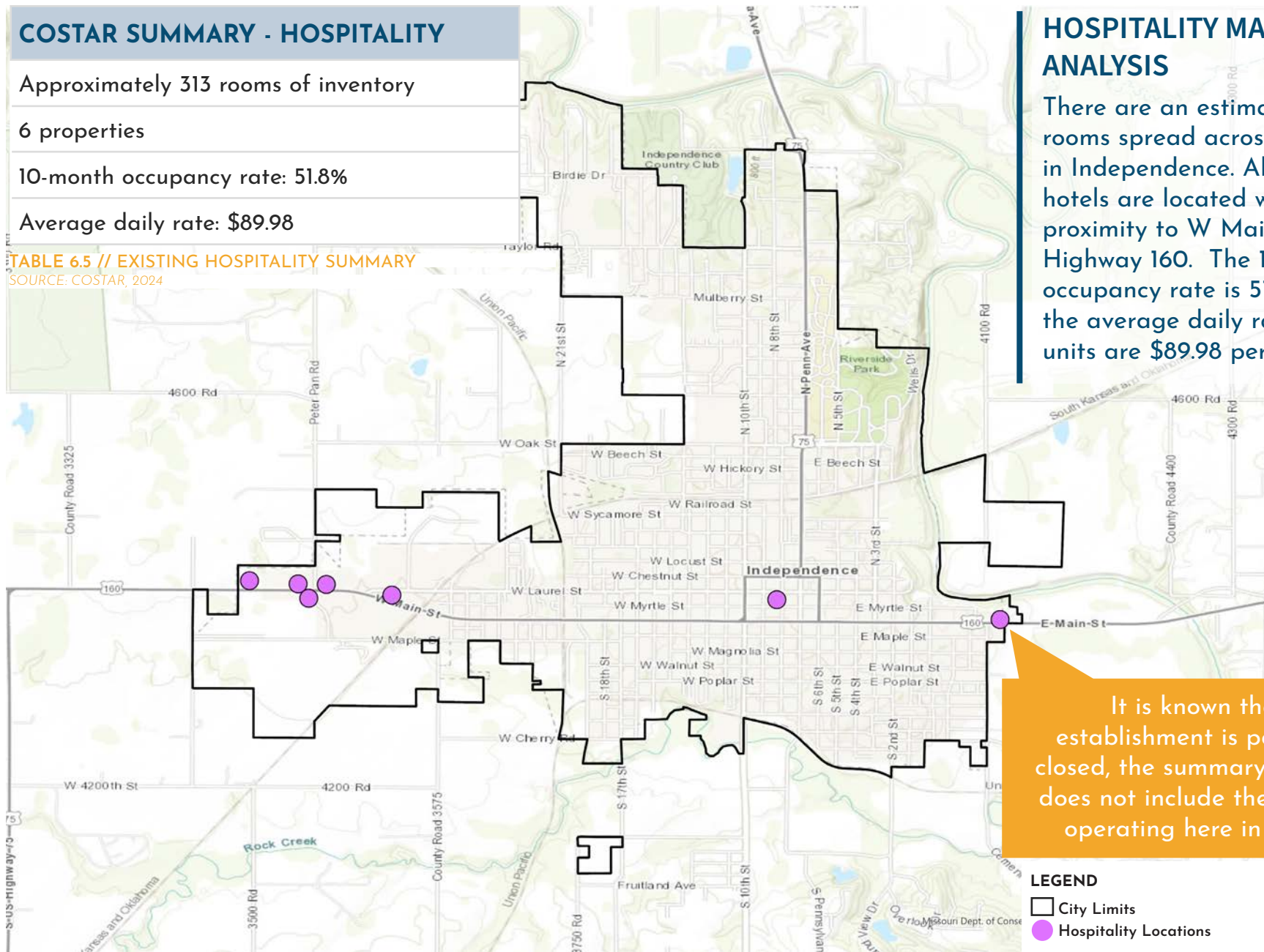
Approximately 313 rooms of inventory

6 properties

10-month occupancy rate: 51.8%

Average daily rate: \$89.98

TABLE 6.5 // EXISTING HOSPITALITY SUMMARY
SOURCE: COSTAR, 2024



HOSPITALITY MARKET ANALYSIS

There are an estimated 313 hotel rooms spread across 6 hotels in Independence. All of the hotels are located within close proximity to W Main Street/ Highway 160. The 10-month occupancy rate is 51.8% and the average daily rate for hotel units are \$89.98 per night.

It is known that this establishment is permanently closed, the summary table above does not include the rooms once operating here in its counts.

LEGEND

- City Limits
- Hospitality Locations

FIGURE 6.10 // COSTAR SUMMARY POINTS - HOSPITALITY INVENTORY
SOURCE: COSTAR, 2024

economic development organizations + partners

City Organizations + Local Partners

The City of Independence has an Economic Development Advisory Board (EDAB) that is appointed by the City Commission to help provide recommendations on programs, policies, incentives, and other economic development strategies. The EDAB, comprised of seven representatives and four ex-officio representatives, meets monthly to strategize and plan for the future of Independence.

The Chamber of Commerce and Independence Main Street organizations are local partners assisting with business attraction and retention throughout the community.

Independence Chamber of Commerce

The Independence Chamber of Commerce was Incorporated in June 1914 and represents the business interests of the Independence area. There are many services, programs, and events held by the group including business referrals, networking events, and assistance with grand opening ceremonies. The organization provides business assistance information and coordinates local events and attractions.

Independence Main Street

Independence Main Street was formed in 1985 and was one of the first five communities in Kansas to be in the Main Street Program. This non-profit 501c(3) organization helps to support the vitalization and health



FIGURE 6.11 // ECONOMIC ORGANIZATIONS + PARTNERSHIPS FLOW CHART

of Downtown Independence. The program is also part of the National Main Street Program, which is designed to bring economic revitalization to communities with an emphasis on restoration and preservation of core downtown business districts.

Montgomery County Action Council

The City also belongs to the Montgomery County Action Council (MCAC). MCAC is a county-wide resource advocating for its member cities with the intent to bring new industry to Montgomery County. MCAC offers a variety of incentives and resources to help attract businesses and support those already operating in the county.

State of Kansas + Department of Commerce

At the largest scale, the State of Kansas and Department of Commerce offers additional programs and incentives that range from business incentives and workforce services to tax credits and additional community programs. A variety of state programs fund the programs at a local level, ensuring there are ample funding opportunities to support the local economy and prosperity of Kansas communities.

economic development programs available today

Overview of City Programs

The City of Independence administers the Downtown Commercial Building Grant and Neighborhood Revitalization District programs. These two programs are vital in maintaining the Downtown District and neighborhoods throughout the community.

Additional information on State and MCAC offered programs are on the opposite page, as well as available industrial park sites.

Downtown Commercial Building Grant Program

The Downtown Commercial Building Grant Program is meant to preserve the structural integrity of existing commercial buildings located within the Central Business District of Independence. The grant provides a 25% reimbursement for eligible expenses with a maximum funding of \$25,000 per building.

Neighborhood Revitalization Districts

The Neighborhood Revitalization Program uses a tax rebate to encourage residents to rehabilitate their properties within certain Neighborhood Revitalization Districts (NRDs). There is a sliding scale of rebate percentages based on the type of improvements completed.



Economic Development Incentives

The Kansas Department of Commerce and State of Kansas offers a wide variety of incentives to encourage economic development within the community. Incentives include:

- Land Incentives
- Industrial Revenue Bonds
- Tax Assistance (including property tax exemption up to 100% for 10 years)
- Capital Investment Tax Credits (10%)
- Enhanced Enterprise Zone
- Utility Extensions and Electric Rate Reduction
- Local Business Incentive Program

Industrial Parks

Airport Industrial Park

The Airport Industrial Park is located four miles southwest of town and is currently home to various businesses including Cessna Aircraft. The industrial park has two sections: the Airport Industrial Park-Southwest and the Airport Industrial Park-Northwest. The Airport Industrial Park-Southwest has 163 acres available in the southwest corner of the Airport Industrial Park. Full utility services are available to the site, and it is a Kansas Certified Site. The Airport Industrial Park-Northwest has 225.98-acres available with utilities available. The site is a Kansas Certified Site as well.

West Laurel Industrial Park

The West Laurel Industrial Park has 18.5 acres available. It is located in the western portion of the community next to U.S. Highway 75/160. Access to the U.S. highway from the site is by a controlled intersection. Full utility services are available as well as a rail spur line.

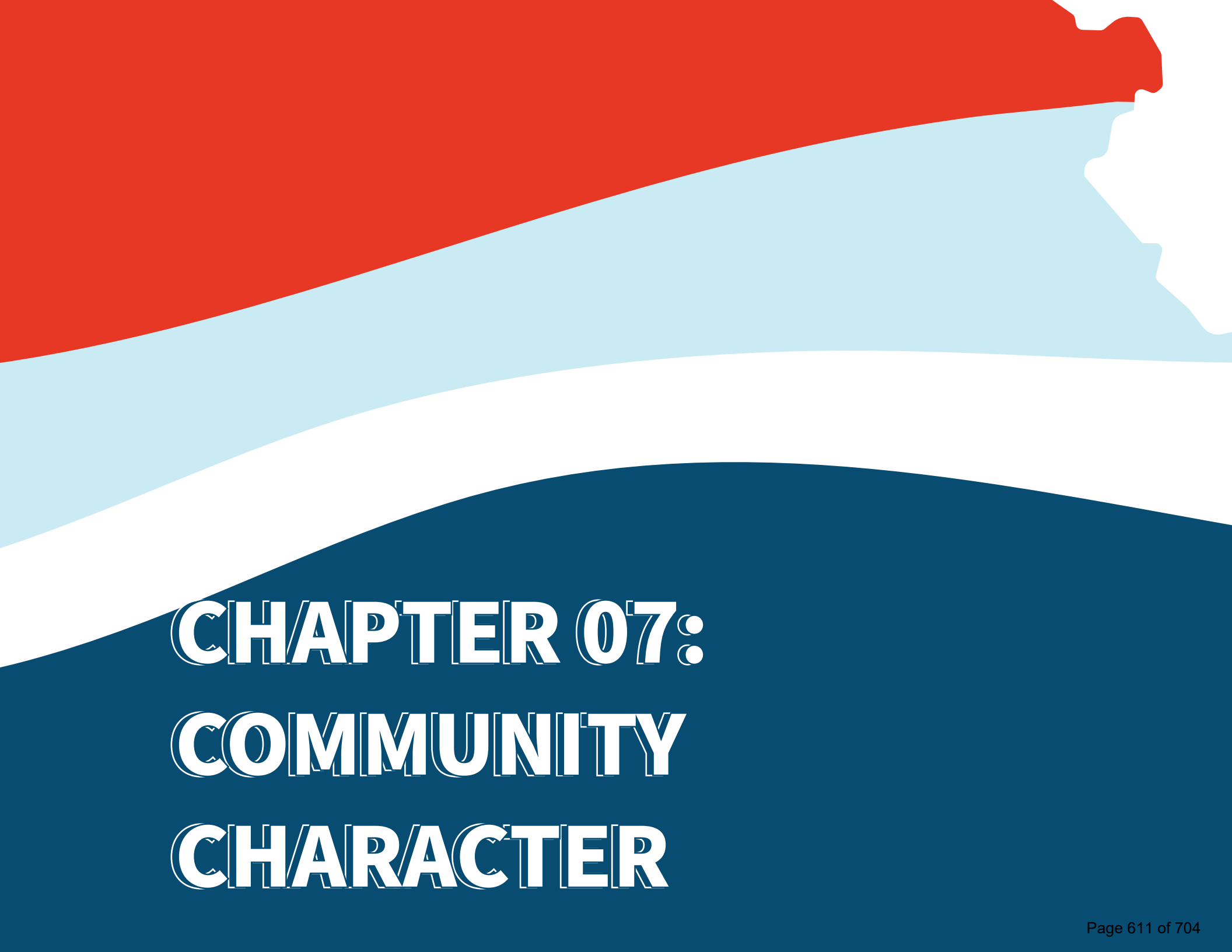
GOAL 1	METRIC 1	METRIC 2	METRIC 3
WORK TO ATTRACT AGRICULTURAL-BASED MANUFACTURING + OTHER TARGET INDUSTRIES	New employers moving to Independence	Zoning and development review	Job-training and skill development opportunities
STRATEGIES			
Continue to maintain an up-to-date and easy to understand economic development hub on the City's website.			
Maintain a positive working relationship with nearby major employers, such as Bartlett and other organizations, to encourage word of mouth promotion of the Independence region.			
Attend relevant workforce, manufacturing, or ag-technology conferences to market Independence and learn more about specific desires of potential employers.			
Review zoning and development review to identify possible hurdles to attracting and maintaining industry.			
Continue to advertise the industrial parks and Kansas Certified sites in Independence.			
The City and MCAC should continue to be partners in pursuing economic development opportunities to expand industry in Independence.			
Continue to work with the high school to encourage participation in programs that meet local demand for jobs/skills.			
Encourage partnerships with Independence Community College to promote skills and programs that match target industries.			
Foster relationships with non-profits supporting soft skills and job training.			

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
ENCOURAGE NEW AND UPDATED HOUSING AS A FORM OF ECONOMIC DEVELOPMENT	New housing at all density levels and varied typologies	Allowing for creative housing types	Infill housing or housing rehabilitation	Outreach to southeast Kansas/ Oklahoma developers
STRATEGIES				
Implement the findings of the City's Housing Needs Analysis and the Housing + Neighborhoods chapter of this comprehensive plan.				
Encourage medium- and high-density residential in strategic locations, as identified in the Future Land Use Plan, to provide more housing choice and flexibility for new and future residents.				
Consider expanding the City's incentive packages for new residential development to attract new development.				
Support infill and housing rehabilitation within the Residential Infill Overlay to increase the quality and modernize housing in Independence.				
Explore creative opportunities to increase housing, such as accessory dwelling units (ADUs), pre-approved residential designs, and new housing typologies, such as cottage courts.				
Actively reach out to southeast Kansas and Oklahoma-based home builders to try and gain traction for more new housing in Independence.				

GOAL 3	METRIC 1	METRIC 2	METRIC 3	METRIC 4
INDEPENDENCE SHOULD PRIORITIZE MARKETING THE COMMUNITY TO DEVELOPERS, INDUSTRY, AND SITE SELECTORS.	Updates to the City's marketing strategy or rebranding	Review and update the zoning code and development review process	Reorganize and update the City's website to streamline access to information	Host a bus tour to market land availability, incentive packages, and quality of life in Independence
STRATEGIES				
Continue to market Independence as a great place to live and do business. This could include an updated branding of the community that could highlight its high quality of life or identity as an ag manufacturing center.				
Review the development review process and associated fees to identify areas for streamlining the process.				
Update the City's website to make sure the site is easy to use, visually attractive, and reflects the latest and greatest information on not just economic development or site opportunities, but quality of life factors such as parks, Downtown, and events.				
The City could hold a bus tour with developers, site selectors, industry leaders, and major employers to review all of the opportunities of living and working in Independence.				

GOAL 4	METRIC 1	METRIC 2	METRIC 3	METRIC 4
CONTINUE TO SUPPORT INDEPENDENCE'S RETAIL CORRIDORS AND DISTRICTS	Increased attendance at community events	Low vacancy and turnover in Downtown businesses	Façade improvements along Pennsylvania Avenue	Westside commercial district retention and expansion
STRATEGIES				
Continue to promote Downtown Independence as cultural heart of Independence.				
Prioritize maintaining or expanding funding for Downtown grant programs and support for ongoing façade and beautification efforts.				
Actively market and support community events such as Neewollah, including drawing from a larger regional area.				
Continue to support the westside highway commercial district through tenant attraction/retention as well as expansion.				
Promote health and vibrancy along Penn Avenue commercial district through façade/streetscape improvements and sidewalk/trail expansion.				





CHAPTER 07: COMMUNITY CHARACTER

defining community character

What Defines Community Character in Independence?

Community character encompasses many components in any given city. Three broad categories these defining factors may be placed into include sense of place, local character, and diversity in amenities. Stemming from these broad categories are unique features and characteristics of communities that help define their respective identities and draw people to these towns. The three

categories contribute to the overall quality of life residents experience, as well as the economic prosperity of the community. Without residents, businesses, and a drive to make the community a great place to be, there is little a community can do to spark economic success. Independence has a long history of investing in quality of life features that have positively impacted its economic story since it was settled in the early 1870s.

This chapter examines the unique features

and characteristics of the community that set Independence apart from its peers and impact the quality of life of residents.

What defines community character and how does it impact residents today?

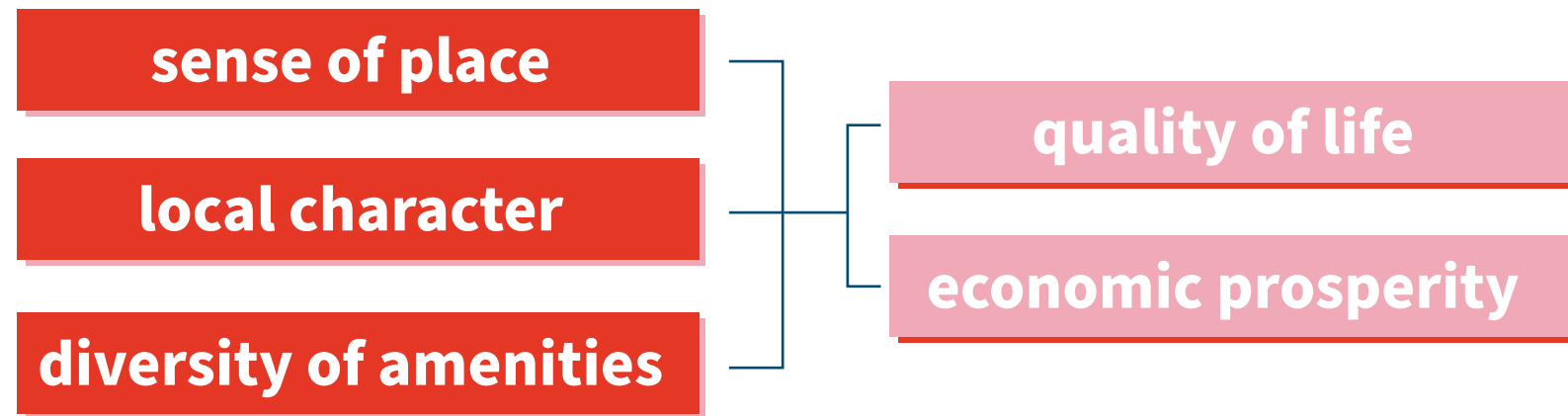


FIGURE 7.1 // DEFINING COMMUNITY CHARACTER
SOURCE: CITY OF FLAGSTAFF, COMMUNITY CHARACTER REPORT

what defines independence's sense of place today?

southeast kansas



downtown monuments



riverside park + ralph mitchell zoo



Sense of place can be defined as the distinguishing factors, both large and small, that indicate to people they have entered a new space. Specific to Independence these distinguishing factors can take the shape of its location in southeast Kansas, the downtown monuments that highlight character and qualities of the community, the vast parkland and recreation activities available at Riverside Park and Ralph Mitchell Zoo, the wayfinding signage directing residents and visitors to the various amenities and attractions in town, the scenery and views provided by the Verdigris River, and lastly the vibrant history and built environment that is still thriving today.



built community character map

Built Character

Independence has a unique position to highlight its expansive stock built character that so greatly contributes to its community character. The community's history as a boom town spurred development at a variety of scales that have had a lasting impact on the built environment today. Everything from the Queen Anne architectural styles of homes, mid-century office buildings, vibrant park structures, and a lively downtown streetscape that is active today. No matter the structure type, there are many notable pieces of architecture throughout the community that define the overall character of Independence.

Timeline of Independence

The timeline on the following page highlights some of the major milestones of Independence since it was settled in the 1870s. These points in time are only some of the significant events, businesses, amenities, and people that have influenced the character of the community over the last 150 years.

1870

Land is purchased from Osage Indians to form what would later become the incorporated village of Independence.

Mount Hope Cemetery, roughly 86 acres in size, is established.

early 1900s

Oil and natural gas is discovered in Independence and a population surge occurs; a “boomtown” with oil, finance, and lore of the most millionaires per capita in the U.S.

1916

Independence Corporate Office Building is constructed. Prairie Pipe Line was later headquartered here.



1919

Neewollah, Halloween spelled backwards, begins and is the largest annual festival in the state of Kansas today.



1925

Ralph Mitchell Zoo is added to Riverside Park. Monkey Island, still there today, was constructed in 1931.

1893

J.D. Nickerson drilled the first successful gas well three miles east of Independence and the Independence Gas Company was founded as a result.



1914

Riverside Park is established. The park, designed by renowned landscape architect George Kessler, is intended to ‘work in harmony with the natural surroundings’ and remains a regional attraction today.

1916 + 1921

Citizen’s National Bank (1916) and Commercial National Bank (1921) are constructed. The 1921 structure is slightly taller than its neighbor in an effort to out-do the other in a long-run feud between the two businessmen.



1932

Sinclair Oil merges with Prairie Oil and Gas to become the largest pipeline company in the world.



1950-1965

The carousel, miniature train, 1050 steam locomotive, and Corythosaurus dinosaur from Sinclair Oil's booth at the 1963 World's Fair are added to Riverside Park.

1949

Mickey Mantle plays for the 1949 Independence Yankees, a minor league affiliate to the New York Yankees.

1958

Neewollah is revived by four businessmen following the Great Depression and World War II.

1959

Miss Able, a rhesus monkey born in Independence, goes to space on May 28, 1959.

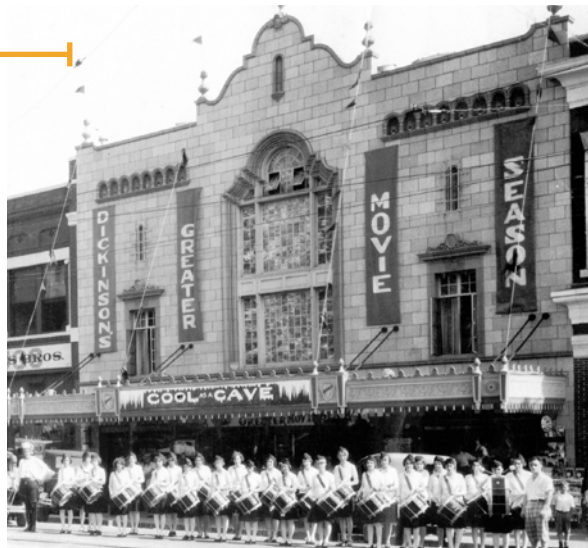
1960s

Elk City Reservoir and Elk City State Park are constructed.



1927

The Booth Theatre opens on February 4, 1927. The building, once home to offices and businesses, was designed by Boller Bros Co. and features Spanish Colonial Revival design features.



1982

The first year of The Inge Festival.



WILLIAM INGE
CENTER FOR THE ARTS

historic preservation

Existing Efforts

Due to the high number of historically significant structures in Independence, consideration and care must be taken with historic preservation. The City of Independence has a Historic Preservation and Resource Commission in place today that issues certificates of appropriateness and makes recommendations regarding changes or modifications to historic structures within the Downtown Historic District.

The Downtown Historic District is on the National

Register of Historic Places and is therefore eligible for Historic Tax Credits to make improvements to the structures. Additionally, the City offers the Downtown Independence Building Grant to supplement funding for improvements to Downtown structures.

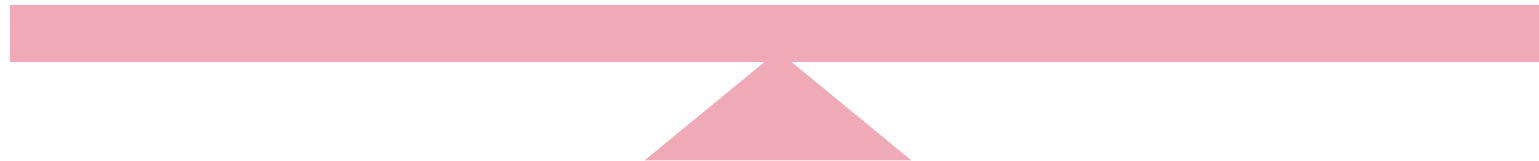
The City also provides resources and information on best practices and necessary steps for the preservation of historic structures within the Downtown Historic District.

Balancing Preservation and New Development

In the Housing and Neighborhoods Chapter, the Residential Infill Overlay is discussed as a method to preserve the neighborhood character of the area and bring new residential development to the area. In the context of the greater Future Land Use Plan, there are areas within the plan that are more supportive of historic preservation (in and around the historic core) and areas that are more supportive

**HISTORIC
CHARACTER +
PRESERVATION**

**NEW
DEVELOPMENT +
REDEVELOPMENT**



A balancing act of when to preserve vs. when to build new. How do we begin to identify priority areas for each of these development types?

to new development (the edges of the planning boundary). There is a fine line in balancing the historic character and preservation of the community and encouraging new development and redevelopment. It is recommended that the City establishes criteria and measures for the location of priority preservation areas, follow the Future Land Use Plan to identify areas for new development and redevelopment, and remain flexible in application as no two historic preservation cases are the same.

The following pages discuss some potential solutions for creative approaches to historic preservation and still providing the services and amenities the community needs.



Develop a local register and/or zoning district to track and support historic preservation efforts throughout Independence

Previous local initiatives have laid the groundwork for a local register to take shape to identify locally significant structures, sites, districts, and landmarks in Independence. Not all structures in the community are eligible for the national or state registers, but still maintain significance to the story of the community. The local register would be able to identify and support the efforts of preserving these structures and the character of Independence.

Next steps for this process could include:

- Identification of the criteria to be on the register.
- Identification of the structures, districts, sites, and/or landmarks that meet this criteria.
- Mapping the abovementioned registered items.
- Consideration for marking the registered areas with a fixed sign, marker, or other item to denote its significance to the history and character of Independence.

One potential way the City could make these local register locations official is through a zoning district overlay, similar to the Residential Infill Overlay. The case study on the opposite page highlights this in practice from the City of Springfield.

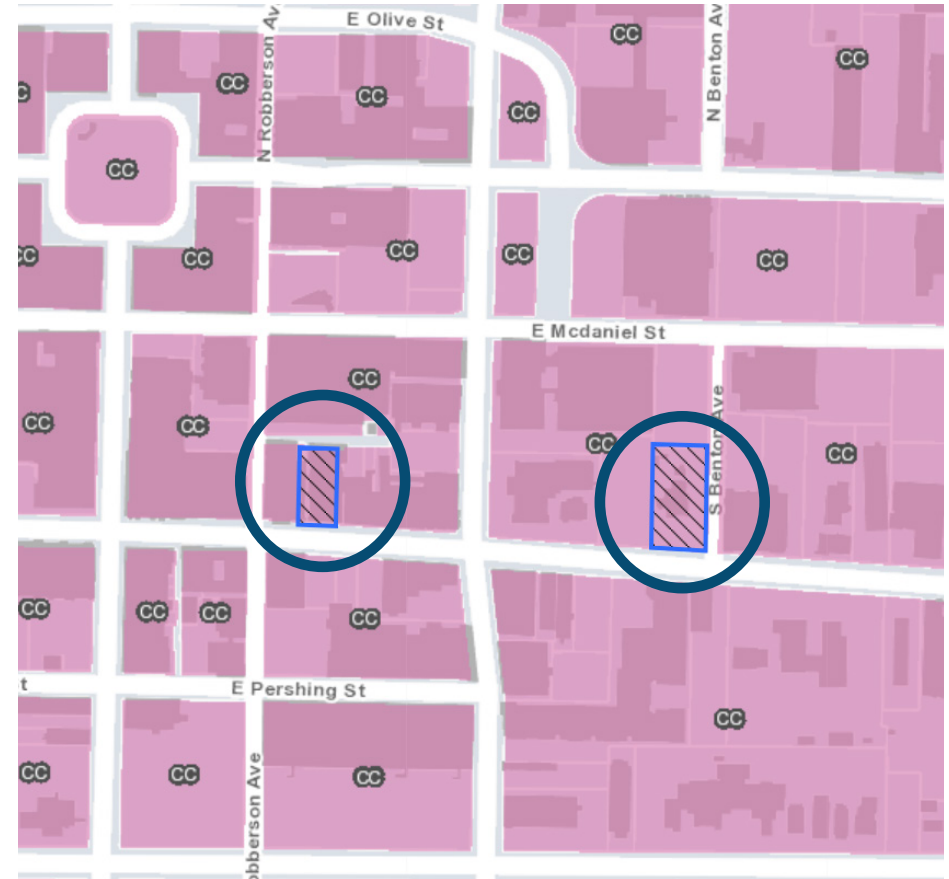
CASE STUDY



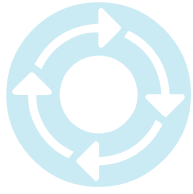
WHERE:
Springfield, MO

OBJECTIVE:
Identify and preserve historically significant sites, structures, landmarks, and districts within their community via overlay district.

DESCRIPTION:
The City of Springfield established a Landmark Zoning District to identify and preserve historically significant features of their community. As long as the site, structure, object, or district meets one of the eleven criterion, they are qualified for this designation. Criteria includes significant character/interest/value, is the work of a designer/architect/contractor whose work influenced the city, has yielded or is likely to yield information important to history, and much more.



The proposed register sites, landmarks, structures, districts or objects must meet at least one or more of the eleven criteria outlined in Section 36-404 of the zoning code.



Utilize adaptive reuse practices as a historic preservation tool

Adaptive reuse is the practice of leveraging pre-existing structures and repurposing them to a different use. This practice is helpful to the cause of historic preservation because it typically maintains the structural character of the building, preserving the components that contribute to the character of the community, and provide a new service or amenity the community has more use for. Often times, churches, schools, large industrial facilities, and other similar spaces are the most viable adaptive reuse projects due to their expansive footprints, ability to be internally reconstructed easily, and require less demolition. Additionally, there is an opportunity to layer Historic Tax Credits, Low-Income Housing Tax Credits, and other funding sources to make these types of projects more viable for development.

Independence has already introduced adaptive reuse to the community with the Washington School conversion to apartments and should continue to encourage these practices where possible.



FIGURE 7.3 // WASHINGTON SCHOOL APARTMENTS

spirit of volunteerism in independence

One character trait of Independence was consistently mentioned in every opportunity for public input and engagement: Independence's spirit of volunteerism knows no bounds. No matter the need, there is a group or person there to help fellow residents in need.

Several organizations and events are in place today that provide a wide scale of services. Love Independence Day is an annual event where residents and organizations spread kindness by helping paint park equipment, give care-packages out, updating the exterior of homes, and so much more. The photos to the right highlight a before and after from Love Independence Day in 2023. Neewollah is one of the greatest testaments to Independence's spirit of volunteerism as a fully community-operated event showcasing Independence and celebrating its unique holiday. There are endless examples in which Independence sets the standard for the spirit of volunteerism.



FIGURE 7.4 // LOVE INDEPENDENCE DAY BEFORE/AFTER

existing events + organizations



Events:

- Air Strip Attack
- All Wheels Night
- Chamber Golf Tournament
- Children's Summer Theatre
- Christmas Parade
- First Friday
- Flat Rock
- High School/ICC gamedays/musicals/band events, etc.
- Jelly Roll
- Love Independence Day
- Mid-Continent Band Performances
- Neewollah
- Prairie Days
- Pub Crawl
- Riverside Park + Ralph Mitchell Zoo Opening Day
- Sip + Shop
- Trunk-or-Treat in Downtown
- Veteran's Day Parade
- William Inge Festival
- Zoo Brew
- Zooloween

Organizations:

- American Legion
- Chamber of Commerce Committees
- Eagle Rock Shredders
- FORPAZ
- Fortitude Masonic Lodge
- Independence Historic Museum
- Independence Women's United
- Knights of Columbus
- Leadership Independence/First Leadership
- Lion's Club
- Little House on the Prairie
- Main Street Committees
- Optimist Club
- Project Q&A
- Rotary Club
- Verdigris River Trail Initiative
- Verdigris Valley Arts Club
- VFW

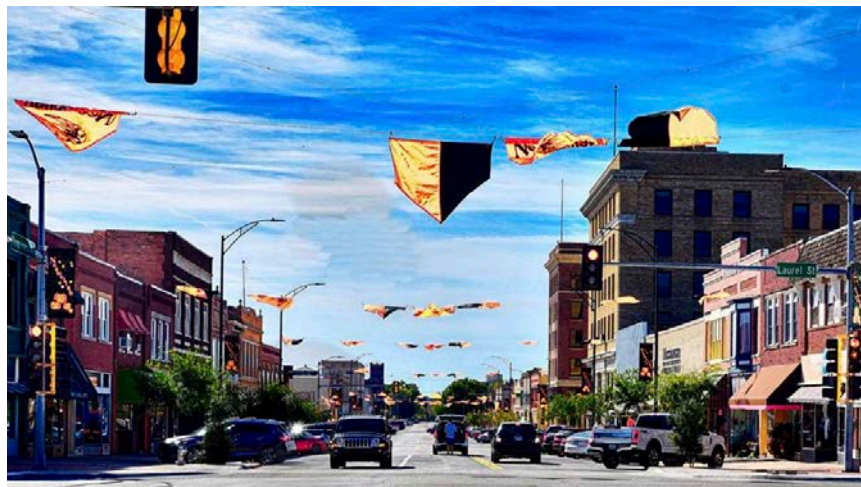


downtown character today

Downtown Independence serves as the hub for activity and events, the primary corridors for local business, and the historic core of the community. So much of the character that was built in Independence's adolescence remains today and shapes the identity of the community.

Independence is fortunate to have a Main Street Program that is as resilient and active as the one it has today. Local events, such as All Wheels Night and Sip and Shop events, continue to bring people together and support local businesses. Local initiatives have spurred many creative projects throughout Downtown. These range from the stories the sculptures tell about the values and people of Independence to the programming and food truck activity at Patio 210.

The images to the right highlight some of Downtown Independence's characteristics and sources of activity throughout the year.



downtown occupancy today

The map to the right in Figure 7.5 highlights the type of business activity within the Downtown today. The intent of this map is to identify strengths of business types today, opportunities to fill vacancies, and creative programming considerations for under-used parcels. Many of the buildings downtown provide much needed services and amenities, such as finance, insurance, and banking. Other uses, such as shopping and public amenities are scattered throughout the rest of the Downtown. The dark blue highlights open parking lots within the district today. These are potential opportunities for a structured farmers market location, redevelopment, or gathering and green spaces. Consideration for parking demand within downtown should be addressed in a parking study to ensure ample parking for downtown businesses, residents, and visitors.

The Downtown is part of the Downtown Historic District recognized by the National Register of Historic Places. There are a variety of regulations and guidelines a renovation project must follow to ensure the character and historically contributing features remain intact on and/or within the building.

LEGEND

- Shopping
- Restaurants
- Public Amenities
- Services
- Residential
- Not in Use
- Parking Lots
- Historic District Boundary
- Contributing to National Register
- 1 Professional Building
- 2 Independence Art Center
- 3 Patio 210
- 4 Uncle Jack's Bar & Grill
- 5 Independence Public Library
- 6 Science & Technology Center

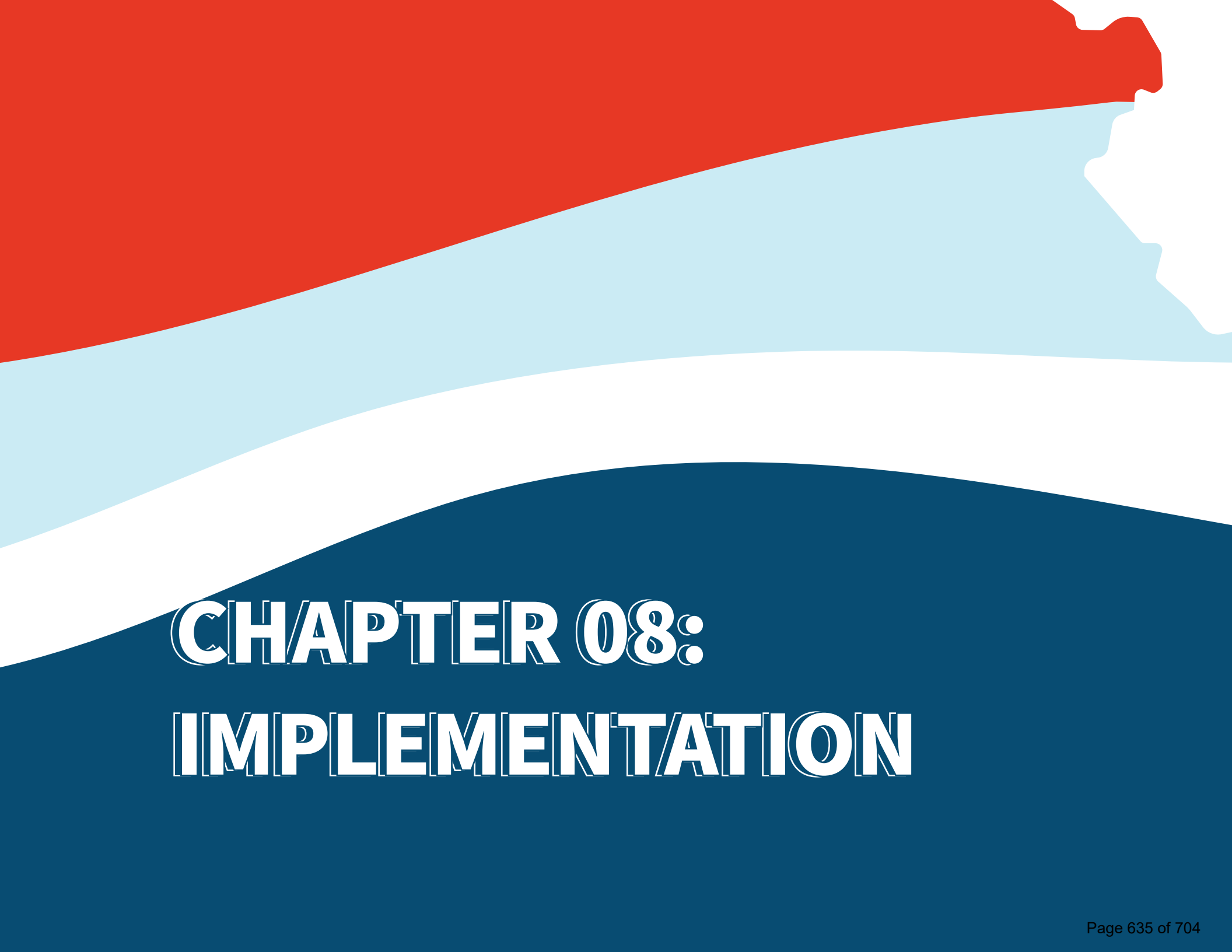


FIGURE 7.5 // DOWNTOWN INDEPENDENCE OCCUPANCY MAP

GOAL 1	METRIC 1	METRIC 2	METRIC 3
CONTINUE TO PRIORITIZE QUALITY OF LIFE IMPROVEMENTS THROUGHOUT THE COMMUNITY	Install new gateway signage at the four primary entrances to the community	Increase in use of the available City grants for preservation	Increase in participation and attendance of local events + organizations
STRATEGIES			
Consider updating gateway signage at the key entrances within the community to match or complement the wayfinding signage throughout town.			
Continue to fund and advertise the available City-offered grants for preservation of historic structures within the Historic Downtown District.			
Maintain high quality facilities and amenities throughout the community.			
Expand the locations of the wayfinding signage as-needed to highlight activities and amenities throughout Independence.			
Complete a parking study in Downtown to better understand user trends, identify improvements in regulations, and demand estimates for businesses, residents, and visitors.			
Encourage planters and other soft-scaping elements throughout Downtown to enhance natural streetscaping elements.			

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
HIGHLIGHT INDEPENDENCE'S VIBRANT PAST AND COMMUNITY CHARACTER	Adopt a Landmark Zoning District Overlay	Support for creative initiatives, such as adaptive reuse, for historic preservation	Complete a strategic plan for Downtown enhancements	Implement a local register
STRATEGIES				
Continue to foster a strong spirit of volunteerism throughout the community.				
Consider completing a Downtown Strategic Plan to identify big ideas, event and gathering spaces, needs and opportunities, and other points of interest to support growth and activity within the district.				
Allow and support creative initiatives to take place in an effort to preserve the historic character of Independence.				
Establish a working group to define the qualities and characteristics a structure, site, landmark, or district must meet in order to qualify for the Independence Local Historic Register.				
Map the qualifying components and highlight the Independence Local Historic Register initiative.				
Consider adopting a Landmark Zoning District Overlay to further support the Independence Local Historic Register.				
Continue to celebrate Independence's history and character through events and creative placemaking efforts.				
Examine and update the zoning code as-needed to support the activities and desires of the community with special attention to Downtown's zoning code and what is or is not working in support of current efforts.				





CHAPTER 08: IMPLEMENTATION

goals + strategies for implementation

Implementation

To help implement the vision of the Independence Comprehensive Plan and the recommendations noted in each chapter, a series of goals, metrics, and strategies have been created.

Table 8.1 presents the format and definition for each of these categories. This chapter is home to each of the implementation tables from the body chapters to serve as a quick reference for the community to track progress.

GOAL 1	METRIC 1
A goal is a broad theme or objective the City should strive for.	A metric is a way to measure successful implementation of the strategies toward its respective goal.
STRATEGIES	
Strategies are specific steps or policies the City should take to advance or complete a goal.	

TABLE 8.1 // EXAMPLE OF IMPLEMENTATION TABLE

future land use

GOAL 1	METRIC 1	METRIC 2	METRIC 3
GROW EFFICIENTLY AND PROMOTE A HEALTHY MIX OF LAND USES	Fewer developments disconnected from the built environment	Completion of infill redevelopment projects	Consistency with the Growth Themes Map
STRATEGIES			
Encourage a mix of development types as identified in the Future Land Use Plan.			
Promote a mix of residential uses for increased housing choice.			
Reduce occurrences of leapfrog development.			
Identify and install infrastructure updates to support development.			
Leverage Future Land Use Plan for economic development.			
Preserve and protect sensitive natural features.			
Use transition zones, as identified in the Future Land Use Plan, to gradually change densities and intensities of uses.			
Preserve right-of-way and easement corridors for utilities and future streets.			
Maintain land availability for shovel-ready and certified sites.			
Schedule an annual review between the City and Planning Commissions to review and amend the Future Land Use Plan to reflect changes in the community and development patterns.			
Support historic preservation initiatives throughout the planning boundary to maintain the historic character of Independence.			
Update population projections in the next ten to fifteen years to better prepare for the next decade of change.			

GOAL 2	METRIC 1	METRIC 2	METRIC 3
PROMOTE STRONG NEIGHBORHOODS AND RESIDENTIAL DIVERSITY	Increased housing choice	Improve neighborhood mobility and safety	Enhance the overall visual and physical quality of the neighborhood
STRATEGIES			
Promote residential development as proposed in the Future Land Use Plan.			
Support the development of medium- and high-density residential uses.			
Encourage residential infill in the Residential Infill Overlay districts.			
Discourage cul-de-sacs for improved thru connections throughout neighborhoods.			
Implement transitional land uses or physical buffers between residential densities.			
Improve sidewalk conditions throughout the community to support walkability.			
Enhance neighborhood aesthetics through street trees, plantings, and signage.			
Promote residential rehabilitation to preserve the historic character of neighborhoods and quality of the existing housing stock.			

housing + neighborhoods

GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
EXPAND + MAINTAIN HOUSING TYPES + AVAILABILITY IN INDEPENDENCE	New development improves shares towards the residential target mix	Renter and owner-occupied unit counts increase	Residential permit activity increases	Preserve historically significant homes
STRATEGIES				
Encourage medium- and high-density developments in the identified areas from the Future Land Use Plan.				
Support unique and creative housing developments, such as cottage courts and New Urbanist neighborhoods, that expand housing choice.				
Consider expanding development incentive packages to encourage residential development.				
Meet with businesses in Independence to identify housing types that would support current and future employees.				
Pursue a public-private partnership to implement a master planned development with strategic housing composition.				
Seek out projects that meet price points and typologies that support household compositions in Independence.				
Establish and support infill redevelopment projects within the Residential Infill Overlay.				
Maintain historic character of existing homes and nodes that have been identified by the local historic register.				

housing + neighborhoods

GOAL 2	METRIC 1	METRIC 2	METRIC 3
REDUCE BARRIERS FOR RESIDENTIAL DEVELOPMENT	Update the zoning code's residential guidelines	Increase housing development	Reduce the number of variances granted for residential projects
STRATEGIES			
Update the zoning code, with a special focus of the residential sections to incorporate the recommendations outlined within this chapter.			
Update the residential sections of the zoning code to support alternative housing solutions, such as Accessory Dwelling Units (ADUs), and other items including parking requirements, setbacks, driveways, and more.			
Establish standards and guidelines for the Residential Infill Overlay areas.			
Support and adopt a catalog and guidelines for Pre-Approved Residential Designs.			
Research and adopt a set of residential designs for the Pre-Approved Residential Plans, with potential for two sets of designs for the Residential Infill Overlay area and neighborhoods outside of the historic core.			
Review and amend the code to support varied housing types and styles, such as cottage courts and historic-style neighborhoods.			

parks + recreation

GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
MAINTAIN A HIGH QUALITY PARK + RECREATION SYSTEM THAT IS RESPONSIVE TO COMMUNITY NEEDS	Updated equipment in neighborhood parks	High community satisfaction with parks from community surveying	Increased attendance at Riverside Park + Ralph Mitchell Zoo	Increased youth and adult recreation program attendance
STRATEGIES				
Continue to perform routine maintenance of facilities throughout the park system, especially neighborhood parks.				
Continue to survey residents on community satisfaction and desired amenities related to parks and recreation.				
Plan upgrades around identified lifecycles of facilities and equipment.				
Complete master plans for the long-term success of facilities, such as the Ash Youth Center and Riverside Beach Family Aquatic Center.				
Continue to implement the goals outlined in the Riverside Park + Ralph Mitchell Zoo Master Plan.				

GOAL 2	METRIC 1	METRIC 2	METRIC 3
EXPAND SAFE AND EFFICIENT PEDESTRIAN AND BICYCLE MOBILITY THROUGHOUT THE COMMUNITY	Implement new trail segments and increase level of service	Complete sidewalk improvements and reduce network gaps	Receive high community satisfaction level with trails and sidewalks from the community survey
STRATEGIES			
Implement the Future Trails Plan by expanding shared-use paths, widening or improving side paths, adding sharrows, installing nature paths, and maintaining facility trails and on-street bike lanes.			
Consider new program solutions, such as cost sharing, to help with the maintenance and improvement of sidewalks throughout neighborhoods.			
Expand wayfinding and directional signage to connect key community assets, especially along corridors identified on the Future Trails Plan.			

GOAL 3	METRIC 1	METRIC 2	METRIC 3	METRIC 4
REMAIN ADAPTABLE AND FUTURE-ORIENTED TO CHANGING TRENDS IN PARK PLANNING TO SERVE ALL CURRENT AND FUTURE RESIDENTS	Adopt new technologies throughout the parks system	Study feasibility of the Heartland Park Retrofit Project	Amend park or facility programming based on new trends	Add green infrastructure to parks and public spaces

STRATEGIES

Be proactive in adopting new trends or technology such as integrating technology into park design through playground equipment, QR codes, VR/AR technology, and any other new technology.

Inventory existing brownfields within city limits to identify opportunities for redevelopment. Rank or prioritize the identified brownfields to determine where focus should go in pursuit of funding and partnerships.

Consider performing a feasibility study on retrofitting the Heartland cement property into a future park or open space, pursuing Brownfield Grants and other funding sources.

Install green infrastructure systems in parks, along trails, and in other public spaces.

GOAL 1	METRIC 1	METRIC 2	METRIC 3	METRIC 4
MAINTAIN A HIGH QUALITY AND SAFE MOBILITY SYSTEM THAT CONSIDERS MULTI-MODAL CONNECTIONS	Positive trends in community satisfaction survey with road conditions	Expand the sidewalk and trail network to support walking and biking	Decreased serious injuries and fatalities in vehicular accidents	Increased usership in the SeeClickFix program
STRATEGIES				
Adopt a complete streets policy to establish strong best practices for road reconfigurations.				
Consider developing a Neighborhood Streets Plan that focuses on the enhancement and preservation of street corridors and prioritizes traffic calming and the pedestrian experience.				
Consider adopting a set of streetscape standards for all levels of road classifications.				
Continue to implement the recommendations from the Local Road Safety Plan.				
Install traffic calming measures to reduce the speed of traffic and occurrences of serious injuries.				
Follow the Future Streets Plan to guide planning for future roadway connections.				
Preserve rights-of-way for growth based on the Future Streets Plan.				
Annually review the Future Streets Plan to ensure it accurately reflects the needs of the community and continues to support the land uses identified in the Future Land Use Plan.				
Continue to use the SeeClickFix program to invite residents to identify needed improvements.				
Advertise the SeeClickFix program on the City's website and social media accounts to spread the word about the program.				
Support incremental improvements to the sidewalk network to increase ADA accessibility throughout the city.				

transportation + infrastructure

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
IMPROVE INFRASTRUCTURE AND EMERGENCY PLANNING SERVICES	Construct an IC-500 rated City storm shelter	Modernize infrastructure to perform efficiently and safely	City-owned facility and gear upgrades	Installation of structural + non-structural stormwater facilities
STRATEGIES				
Continue to meet or exceed all Federal or State discharge standards.				
Consider stormwater infrastructure improvements as a method of mitigating development impact.				
Explore opportunities for structural and nonstructural stormwater improvements.				
Limit development in the floodplain and instead use these areas as natural greenbelts throughout Independence.				
Continue to provide exceptional internet services and coordinate with providers for expanded services as needed.				
Design and construct water system improvements that meet demand for fire protection and adequate pressures for current and future growth areas.				
Pursue FEMA grants to receive funding support to construct a City storm shelter.				
Continue to educate residents on emergency planning and preparedness and what best practices look like.				
Coordinate utility improvements with transportation projects to ensure efficient use of funding and construction timelines.				

economic development

GOAL 1	METRIC 1	METRIC 2	METRIC 3
WORK TO ATTRACT AGRICULTURAL-BASED MANUFACTURING + OTHER TARGET INDUSTRIES	New employers moving to Independence	Zoning and development review	Job-training and skill development opportunities
STRATEGIES			
Continue to maintain an up-to-date and easy to understand economic development hub on the City's website.			
Maintain a positive working relationship with nearby major employers, such as Bartlett and other organizations, to encourage word of mouth promotion of the Independence region.			
Attend relevant workforce, manufacturing, or ag-technology conferences to market Independence and learn more about specific desires of potential employers.			
Review zoning and development review to identify possible hurdles to attracting and maintaining industry.			
Continue to advertise the industrial parks and Kansas Certified sites in Independence.			
The City and MCAC should continue to be partners in pursuing economic development opportunities to expand industry in Independence.			
Continue to work with the high school to encourage participation in programs that meet local demand for jobs/skills.			
Encourage partnerships with Independence Community College to promote skills and programs that match target industries.			
Foster relationships with non-profits supporting soft skills and job training.			

economic development

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
ENCOURAGE NEW AND UPDATED HOUSING AS A FORM OF ECONOMIC DEVELOPMENT	New housing at all density levels and varied typologies	Allowing for creative housing types	Infill housing or housing rehabilitation	Outreach to southeast Kansas/ Oklahoma developers
STRATEGIES				
Implement the findings of the City's Housing Needs Analysis and the Housing + Neighborhoods chapter of this comprehensive plan.				
Encourage medium- and high-density residential in strategic locations, as identified in the Future Land Use Plan, to provide more housing choice and flexibility for new and future residents.				
Consider expanding the City's incentive packages for new residential development to attract new development.				
Support infill and housing rehabilitation within the Residential Infill Overlay to increase the quality and modernize housing in Independence.				
Explore creative opportunities to increase housing, such as accessory dwelling units (ADUs), pre-approved residential designs, and new housing typologies, such as cottage courts.				
Actively reach out to southeast Kansas and Oklahoma-based home builders to try and gain traction for more new housing in Independence.				

economic development

GOAL 3	METRIC 1	METRIC 2	METRIC 3	METRIC 4
INDEPENDENCE SHOULD PRIORITIZE MARKETING THE COMMUNITY TO DEVELOPERS, INDUSTRY, AND SITE SELECTORS.	Updates to the City's marketing strategy or rebranding	Review and update the zoning code and development review process	Reorganize and update the City's website to streamline access to information	Host a bus tour to market land availability, incentive packages, and quality of life in Independence
STRATEGIES				
Continue to market Independence as a great place to live and do business. This could include an updated branding of the community that could highlight its high quality of life or identity as an ag manufacturing center.				
Review the development review process and associated fees to identify areas for streamlining the process.				
Update the City's website to make sure the site is easy to use, visually attractive, and reflects the latest and greatest information on not just economic development or site opportunities, but quality of life factors such as parks, Downtown, and events.				
The City could hold a bus tour with developers, site selectors, industry leaders, and major employers to review all of the opportunities of living and working in Independence.				

economic development

GOAL 4	METRIC 1	METRIC 2	METRIC 3	METRIC 4
CONTINUE TO SUPPORT INDEPENDENCE'S RETAIL CORRIDORS AND DISTRICTS	Increased attendance at community events	Low vacancy and turnover in Downtown businesses	Façade improvements along Pennsylvania Avenue	Westside commercial district retention and expansion
STRATEGIES				
Continue to promote Downtown Independence as cultural heart of Independence.				
Prioritize maintaining or expanding funding for Downtown grant programs and support for ongoing façade and beautification efforts.				
Actively market and support community events such as Neewollah, including drawing from a larger regional area.				
Continue to support the westside highway commercial district through tenant attraction/retention as well as expansion.				
Promote health and vibrancy along Penn Avenue commercial district through façade/streetscape improvements and sidewalk/trail expansion.				

community character

GOAL 1	METRIC 1	METRIC 2	METRIC 3
CONTINUE TO PRIORITIZE QUALITY OF LIFE IMPROVEMENTS THROUGHOUT THE COMMUNITY	Install new gateway signage at the four primary entrances to the community	Increase in use of the available City grants for preservation	Increase in participation and attendance of local events + organizations
STRATEGIES			
Consider updating gateway signage at the key entrances within the community to match or complement the wayfinding signage throughout town.			
Continue to fund and advertise the available City-offered grants for preservation of historic structures within the Historic Downtown District.			
Maintain high quality facilities and amenities throughout the community.			
Expand the locations of the wayfinding signage as-needed to highlight activities and amenities throughout Independence.			
Complete a parking study in Downtown to better understand user trends, identify improvements in regulations, and demand estimates for businesses, residents, and visitors.			
Encourage planters and other soft-scaping elements throughout Downtown to enhance natural streetscaping elements.			

community character

GOAL 2	METRIC 1	METRIC 2	METRIC 3	METRIC 4
HIGHLIGHT INDEPENDENCE'S VIBRANT PAST AND COMMUNITY CHARACTER	Adopt a Landmark Zoning District Overlay	Support for creative initiatives, such as adaptive reuse, for historic preservation	Complete a strategic plan for Downtown enhancements	Implement a local register
STRATEGIES				
Continue to foster a strong spirit of volunteerism throughout the community.				
Consider completing a Downtown Strategic Plan to identify big ideas, event and gathering spaces, needs and opportunities, and other points of interest to support growth and activity within the district.				
Allow and support creative initiatives to take place in an effort to preserve the historic character of Independence.				
Establish a working group to define the qualities and characteristics a structure, site, landmark, or district must meet in order to qualify for the Independence Local Historic Register.				
Map the qualifying components and highlight the Independence Local Historic Register initiative.				
Consider adopting a Landmark Zoning District Overlay to further support the Independence Local Historic Register.				
Continue to celebrate Independence's history and character through events and creative placemaking efforts.				
Examine and update the zoning code as-needed to support the activities and desires of the community with special attention to Downtown's zoning code and what is or is not working in support of current efforts.				



DRAFT MAY 2024



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM Consider adopting an ordinance relating to "Shipping containers" in the C-4, highway commercial district.

SUMMARY RECOMMENDATION Adopt the ordinance.

BACKGROUND On May 7, 2024 the Planning Commission held a public hearing to consider a text amendment relating to "Shipping containers" in the C-4, highway commercial district. The text amendment is making a correction when the "C-4" district was inadvertently left out of a previous ordinance relating to shipping containers. The Planning Commission unanimously (9-0) recommended the Commission approve the text amendment.

FINANCIAL INFORMATION N/A

SUGGESTED MOTION I move to adopt an ordinance pertaining to "Shipping containers" amending Ordinance 4436 to include the C-4, highway commercial district.

SUPPORTING DOCUMENTS

1. Ordinance 4455 - Shipping Containers
2. 05072024 Staff Report to the Planning Commission - Text Amendment for Shipping Containers

ORDINANCE NO. 4455

**AN ORDINANCE PERTAINING TO SHIPPING CONTAINERS AMENDING
ORDINANCE 4436 TO INCLUDE THE C-4 ZONING DISTRICT**

Be it ordained by the governing body of the City of Independence, Kansas:

Section 1. Recently adopted ordinance 4436 is amended to read as follows in its entirety:

a) Existing Section 403.0 of the Zoning Code is hereby amended to add the following definitions to be inserted alphabetically:

403.0. – Definitions.

For the purpose of this zoning ordinance, certain terms or words used herein shall be interpreted or defined as follows, unless the context clearly indicates otherwise:

Shipping container: A “shipping container” (also, “cargo container,” “MOD,” “POD,” “Conex box,” etc.) is a movable and enclosed structure typically made of durable materials like metal. It is designed for temporary storage of personal, commercial, or industrial goods and possessions. These containers come in standard sizes: 10 feet, 20 feet, or 40 feet in length, and 8 feet in width, and 8.5 feet in height. They are secure and weather-resistant, making them versatile for various applications, including relocation, construction sites, and retail storage.

Shipping container, industrial: An “industrial shipping container” is a movable and enclosed structure typically made of durable materials like metal. It is designed for temporary storage of industrial goods and possessions. This definition encapsulates any containers larger than the standard 10, 20, and 40 foot in length containers.

b) Existing Section 607.2 of the Zoning Code is hereby amended to add the following additional permitted accessory uses:

- t. Shipping containers for use as storage in M-1 and M-2 industrial districts. In these districts, shipping containers are not authorized to be used as dwellings.
- u. Industrial shipping containers for use as storage in M-1 and M-2 industrial districts. Industrial shipping containers are not authorized to be used as dwellings.

c) Existing Section 607.4 of the Zone Code is hereby amended to add the following additional accessory uses permitted by conditional use:

- e. Shipping containers as dwellings in R-1, R-2, R-3, R-4, and R-5 residential districts; shipping containers as storage in C-1, C-2, C-3, and C-4 commercial and business districts; shipping containers as storage in O&P districts; shipping containers as dwellings in A-1 agricultural districts; and shipping containers as storage in A-1 agricultural districts.
- f. Shipping containers for temporary storage/office on construction sites in all districts.

d) There is hereby added to the Zoning Code a new Section 613.0 titled Shipping Containers as follows:

613.0. – Shipping containers.

613.1. Context: A "shipping container" (also, "cargo container," "MOD," "POD," "Conex box," etc.) is a movable and enclosed structure typically made of durable materials like metal. These containers have become a more common addition to cities as homeowners and businesses acquire those containers as accessory buildings and dwellings. These containers have a useful and valid purpose when properly used and situated. The improper use and location of these containers is dangerous and inappropriate.

613.2. Shipping containers as dwellings: Shipping containers may be permitted as dwellings in the R-1, R-2, R-3, R-4, R-5, and A-1 districts with a conditional use permit. All shipping container dwellings shall have:

- a. Minimum area of 400 square feet (if this qualification is not met, see Section 612.0 on tiny homes). Multiple units may be combined to form a larger dwelling.
- b. Siding material shall be wood, masonry, composition board, or finish aluminum lap siding, or other material normally found on site-built homes.
- c. Roof may be a flat or pitch roof design meeting IRC design requirements. A minimum roof pitch of 2.5 inches in height to 12 running inches for a pitched roof.
- c. Roofing materials shall be wood shingles, asphalt shingles, composition shingles, fiberglass shingles, clay or concrete tile, slate, metal, or TPO or rolled roofing.
- d. The dwelling shall be permanently mounted on a foundation or basement that complies with the Independence Building Code.
- e. All other interior *and* exterior conditions must be in compliance with dwelling requirements and the Independence Building Code.

- f. In a construction site, shipping containers may be used as temporary offices, but they must be removed within 30 days after a certificate of occupancy is issued.
- g. Industrial shipping containers are not permitted as dwellings in any district.

613.3. Shipping containers as storage: Shipping containers are permitted as storage in M-1 and M-2 industrial zones. Shipping containers are permitted in C-1, C-2, C-3, C-4 O&P, and A-1 districts with a conditional use permit. Shipping containers can be used as permanent *or* temporary storage. All shipping container storage shall have:

- a. Must be used as accessory building to dwelling in A-1 district.
- b. Complies with Section 607.0 regarding accessory buildings.
- c. Must be in compliance with all of Independence City Code regarding storage and storage structures, both permanent *and* temporary.
- d. In a construction site, shipping containers may be used as temporary storage, but they must be removed within 30 days after a certificate of occupancy is issued.
- e. In a construction site, industrial shipping containers may be used as temporary storage, but they must be removed within 30 days after a certificate of occupancy is issued.

613.4. Shipping containers in general: Shipping containers are not permitted for use as dwellings or storage in general commercial and industrial districts or floodplain districts. Shipping containers, whether a permitted or conditional use under these regulations, must be installed and renovated in accordance with the then-current version of all applicable codes as adopted by the City, including those more general codes not mentioned in Section 613.0. The Code provided in Section 613.0 *does not* apply to the use of shipping containers in industrial or operational instances; it applies to using shipping containers as structures.

Section 2. This Ordinance shall take effect upon its publication in the official City newspaper.

Adopted by the governing body of the City of Independence, Kansas on the 23rd day of May, 2024.

Timothy R. Emert, Mayor

ATTEST:

David Schwenker, City Clerk



**REQUEST FOR PLANNING COMMISSION ACTION
TEXT AMENDMENT
CITY OF INDEPENDENCE
MAY 7, 2024**

Department Admin

Prepared By Lydia Collins

AGENDA ITEM Public Hearing for a text amendment relating to "Shipping containers" in the C-4, highway commercial district.

SUMMARY RECOMMENDATION Approve text amendment.

BACKGROUND In Ordinance 4436 relating to shipping containers, C-4, highway commercial district was left out of the list of districts concerning where shipping containers can be used. Technically, C-4 uses C-2 district regulations, but it should also be included in the list of districts. There are two instances where C-4 should be added: Amended Section 607.4.e and 613.3.

POLICY EXPLANATION 1601.2. Proposal of amendments: Amendments may be initiated by the governing body, the planning commission, or upon application by the owners of the property affected.

1602.3. Disposition of amendment proposals: Upon receipt of the proposed amendment from the zoning administrator, the planning commission shall hold a public hearing on the proposed amendment, and forward to the governing body its findings and recommendations with respect to the proposed amendment.

1604.2. Amendments to text: When a proposed amendment would result in a change in the text of these regulations but would not result in a change of zoning classification of any specific property, the recommendation of the planning commission shall contain a statement as to the nature and effect of such proposed amendment and determinations as to the following items: a. Whether such change is consistent with the intent and purpose of these regulations; b. The areas which are most likely to be directly affected by such change and in what way they will be affected; and c. Whether the proposed amendment is made necessary because of changed or changing social values, new planning concepts, or other social economic conditions in the areas and zoning districts affected.

STAFF RECOMMENDATION City staff recommends adding C-4, highway commercial district to Section 607.4.e and 613.3, pertaining to "Shipping container".

SUGGESTED MOTION I move to add C-4, highway commercial district to Section 607.4.e and 613.3, to the list of district regulations pertaining to "Shipping container".

SUPPORTING DOCUMENTS

1. Public Hearing Notice Text Amendment Shipping Containers C4
2. 4436 - Shipping Containers
3. Proposed Shipping Containers Ordinance

City of Independence, Kansas

NOTICE TO THE PUBLIC

The Independence, Kansas, Planning Commission will conduct a public hearing on:

Tuesday, May 7, 2024 at 5:30 p.m.

To consider a text amendment relating to “Shipping containers” in the C-4, highway commercial district.

Case Number:

2024/ZA/03

The hearing will be conducted in the Veteran’s Room, Memorial Hall, 410 North Penn Avenue, Independence, Kansas, and will begin at 5:30 p.m. All interested persons should attend, and they will be heard. You may also participate via conference call: [+1 785-289-4727](tel:+17852894727) Conference ID: 820 754 218# Persons wishing to comment, but who cannot attend this hearing, should provide their written comments to:

Kelly Passauer
Zoning Administrator
120 N 6th Street
Independence, KS 67301
(620) 332-2506

Information regarding this application is available in the Zoning Administrator’s office. If special accommodation is required, please inform the Zoning Administrator.

Kelly Passauer, Zoning Administrator



State of Kansas, Montgomery County
This instrument was filed for
Record on October 3, 2023 9:21 AM
Recorded in Book 730 Page 213 - 215
Fee: \$0.00 202303261



Marilyn Calhoun
Marilyn Calhoun, Register of Deeds

ORDINANCE NO. 4436

**AN ORDINANCE PERTAINING TO SHIPPING CONTAINERS AMENDING CITY
CODE SECTIONS 403.0, 607.2 AND 607.4, AND ADOPTING NEW CITY CODE
SECTION 613.0.**

Be it ordained by the governing body of the City of Independence, Kansas:

SECTION 1: Existing Section 403.0 of the Zoning Code is hereby amended to add the following definitions to be inserted alphabetically:

403.0. – Definitions.

For the purpose of this zoning ordinance, certain terms or words used herein shall be interpreted or defined as follows, unless the context clearly indicates otherwise:

Shipping container: A “shipping container” (also, “cargo container,” “MOD,” “POD,” “Conex box,” etc.) is a movable and enclosed structure typically made of durable materials like metal. It is designed for temporary storage of personal, commercial, or industrial goods and possessions. They are secure and weather-resistant, making them versatile for various applications, including relocation, construction sites, and retail storage.

Shipping container, industrial: An “industrial shipping container” is a movable and enclosed structure typically made of durable materials like metal. It is designed for temporary storage of industrial goods and possessions.

SECTION 2. Existing Section 607.2 of the Zoning Code is hereby amended to add the following additional permitted accessory uses:

- t. Shipping containers for use as storage in M-1 and M-2 industrial districts. In these districts, shipping containers are not authorized to be used as dwellings.
- u. Industrial shipping containers for use as storage in M-1 and M-2 industrial districts. Industrial shipping containers are not authorized to be used as dwellings.

SECTION 3. Existing Section 607.4 of the Zone Code is hereby amended to add the following additional accessory uses permitted by conditional use:

- e. Shipping containers as dwellings in R-1, R-2, R-3, R-4, and R-5 residential districts; shipping containers as storage in C-1, C-2, C-3 commercial and business districts; shipping containers as storage in O&P districts; shipping

containers as dwellings in A-1 agricultural districts; and shipping containers as storage in A-1 agricultural districts.

- f. Shipping containers for temporary storage/office on construction sites in all districts.

SECTION 4. There is hereby added to the Zoning Code a new Section 613.0 titled Shipping Containers as follows:

613.0. – Shipping containers.

613.1. Context: A "shipping container" (also, "cargo container," "MOD," "POD," "Conex box," etc.) is a movable and enclosed structure typically made of durable materials like metal. These containers have become a more common addition to cities as homeowners and businesses acquire those containers as accessory buildings and dwellings. These containers have a useful and valid purpose when properly used and situated. The improper use and location of these containers is dangerous and inappropriate.

613.2. Shipping containers as dwellings: Shipping containers may be permitted as dwellings in the R-1, R-2, R-3, R-4, R-5, and A-1 districts with a conditional use permit. All shipping container dwellings shall have:

- a. Minimum area of 400 square feet (if this qualification is not met, see Section 612.0 on tiny homes). Multiple units may be combined to form a larger dwelling.
- b. Siding material shall be wood, masonry, composition board, or finish aluminum lap siding, or other material normally found on site-built homes.
- c. Roof may be a flat or pitch roof design meeting IRC design requirements. A minimum roof pitch of 2.5 inches in height to 12 running inches for a pitched roof.
- c. Roofing materials shall be wood shingles, asphalt shingles, composition shingles, fiberglass shingles, clay or concrete tile, slate, metal, or TPO or rolled roofing.
- d. The dwelling shall be permanently mounted on a foundation or basement that complies with the Independence Building Code.
- e. All other interior *and* exterior conditions must be in compliance with dwelling requirements and the Independence Building Code.
- f. In a construction site, shipping containers may be used as temporary offices, but they must be removed within 30 days after a certificate of occupancy is issued.
- g. Industrial shipping containers are not permitted as dwellings in any district.

613.3. Shipping containers as storage: Shipping containers are permitted as storage in M-1 and M-2 industrial zones. Shipping containers are permitted as storage in C-1, C-2, C-3, O&P, and A-1 districts with a conditional use permit. Shipping containers can be used as permanent *or* temporary storage. All shipping container storage shall have:

- a. Must be used as accessory building to dwelling in A-1 district.
- b. Complies with Section 607.0 regarding accessory buildings.
- c. Must be in compliance with all of Independence City Code regarding storage and storage structures, both permanent *and* temporary.
- d. In a construction site, shipping containers may be used as temporary storage, but they must be removed within 30 days after a certificate of occupancy is issued.
- e. In a construction site, industrial shipping containers may be used as temporary storage, but they must be removed within 30 days after a certificate of occupancy is issued.

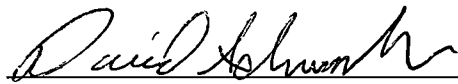
613.4. Shipping containers in general: Shipping containers are not permitted for use as dwellings in commercial and industrial zoned districts or floodplain districts. Shipping containers, whether a permitted or conditional use under these regulations, must be installed and renovated in accordance with the then-current version of all applicable codes as adopted by the City, including those more general codes not mentioned in Section 613.0. The Code provided in Section 613.0 *does not* apply to the use of shipping containers in industrial or operational instances for receiving or exporting cargo; it applies to using shipping containers as structures, such as dwellings, businesses, storage, etc.

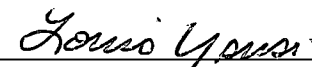
SECTION 5. This Ordinance shall take effect upon its publication in the official City newspaper.

Adopted by the governing body of the City of Independence, Kansas on the 20th day of September, 2023.



ATTEST:


David Schwenker, City Clerk


Louis Ysusi, Mayor

ORDINANCE NO. _____

**AN ORDINANCE PERTAINING TO SHIPPING CONTAINERS AMENDING
ORDINANCE 4436 TO INCLUDE THE C-4 ZONING DISTRICT**

Be it ordained by the governing body of the City of Independence, Kansas:

Section 1. Recently adopted ordinance 4436 is amended to read as follows in its entirety:

a) Existing Section 403.0 of the Zoning Code is hereby amended to add the following definitions to be inserted alphabetically:

403.0. – Definitions.

For the purpose of this zoning ordinance, certain terms or words used herein shall be interpreted or defined as follows, unless the context clearly indicates otherwise:

Shipping container: A “shipping container” (also, “cargo container,” “MOD,” “POD,” “Conex box,” etc.) is a movable and enclosed structure typically made of durable materials like metal. It is designed for temporary storage of personal, commercial, or industrial goods and possessions. These containers come in standard sizes: 10 feet, 20 feet, or 40 feet in length, and 8 feet in width, and 8.5 feet in height. They are secure and weather-resistant, making them versatile for various applications, including relocation, construction sites, and retail storage.

Shipping container, industrial: An “industrial shipping container” is a movable and enclosed structure typically made of durable materials like metal. It is designed for temporary storage of industrial goods and possessions. This definition encapsulates any containers larger than the standard 10, 20, and 40 foot in length containers.

b) Existing Section 607.2 of the Zoning Code is hereby amended to add the following additional permitted accessory uses:

- t. Shipping containers for use as storage in M-1 and M-2 industrial districts. In these districts, shipping containers are not authorized to be used as dwellings.
- u. Industrial shipping containers for use as storage in M-1 and M-2 industrial districts. Industrial shipping containers are not authorized to be used as dwellings.

c) Existing Section 607.4 of the Zone Code is hereby amended to add the following additional accessory uses permitted by conditional use:

- e. Shipping containers as dwellings in R-1, R-2, R-3, R-4, and R-5 residential districts; shipping containers as storage in C-1, C-2, C-3, and C-4 commercial and business districts; shipping containers as storage in O&P districts; shipping containers as dwellings in A-1 agricultural districts; and shipping containers as storage in A-1 agricultural districts.

- f. Shipping containers for temporary storage/office on construction sites in all districts.

d) There is hereby added to the Zoning Code a new Section 613.0 titled Shipping Containers as follows:

613.0. – Shipping containers.

613.1. Context: A "shipping container" (also, "cargo container," "MOD," "POD," "Conex box," etc.) is a movable and enclosed structure typically made of durable materials like metal. These containers have become a more common addition to cities as homeowners and businesses acquire those containers as accessory buildings and dwellings. These containers have a useful and valid purpose when properly used and situated. The improper use and location of these containers is dangerous and inappropriate.

613.2. Shipping containers as dwellings: Shipping containers may be permitted as dwellings in the R-1, R-2, R-3, R-4, R-5, and A-1 districts with a conditional use permit. All shipping container dwellings shall have:

- a. Minimum area of 400 square feet (if this qualification is not met, see Section 612.0 on tiny homes). Multiple units may be combined to form a larger dwelling.
- b. Siding material shall be wood, masonry, composition board, or finish aluminum lap siding, or other material normally found on site-built homes.
- c. Roof may be a flat or pitch roof design meeting IRC design requirements. A minimum roof pitch of 2.5 inches in height to 12 running inches for a pitched roof.
- c. Roofing materials shall be wood shingles, asphalt shingles, composition shingles, fiberglass shingles, clay or concrete tile, slate, metal, or TPO or rolled roofing.
- d. The dwelling shall be permanently mounted on a foundation or basement that complies with the Independence Building Code.
- e. All other interior *and* exterior conditions must be in compliance with dwelling requirements and the Independence Building Code.
- f. In a construction site, shipping containers may be used as temporary offices, but they must be removed within 30 days after a certificate of occupancy is issued.
- g. Industrial shipping containers are not permitted as dwellings in any district.

613.3. Shipping containers as storage: Shipping containers are permitted as storage in M-1 and M-2 industrial zones. Shipping containers are permitted in C-1, C-2, C-3, C-4

O&P, and A-1 districts with a conditional use permit. Shipping containers can be used as permanent *or* temporary storage. All shipping container storage shall have:

- a. Must be used as accessory building to dwelling in A-1 district.
- b. Complies with Section 607.0 regarding accessory buildings.
- c. Must be in compliance with all of Independence City Code regarding storage and storage structures, both permanent *and* temporary.
- d. In a construction site, shipping containers may be used as temporary storage, but they must be removed within 30 days after a certificate of occupancy is issued.
- e. In a construction site, industrial shipping containers may be used as temporary storage, but they must be removed within 30 days after a certificate of occupancy is issued.

613.4. Shipping containers in general: Shipping containers are not permitted for use as dwellings or storage in general commercial and industrial districts or floodplain districts. Shipping containers, whether a permitted or conditional use under these regulations, must be installed and renovated in accordance with the then-current version of all applicable codes as adopted by the City, including those more general codes not mentioned in Section 613.0. The Code provided in Section 613.0 *does not* apply to the use of shipping containers in industrial or operational instances; it applies to using shipping containers as structures.

Section 2. This Ordinance shall take effect upon its publication in the official City newspaper.

Adopted by the governing body of the City of Independence, Kansas on the 23rd day of May, 2024.

Timothy R. Emert, Mayor

ATTEST:

David Schwenker, City Clerk



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department City Clerk

Director Approval Kelly Passauer

AGENDA ITEM Consider approving a Cereal Malt Beverage license for the Air Strip Attack event that is being held at the Independence Airport located at 499 Freedom Drive on June 1 and 2, 2024.

SUMMARY RECOMMENDATION Approve a Cereal Malt Beverage License for Patrick Conway

BACKGROUND Patrick Conway is asking to sell beer to the attendees at the airport for the Air Strip Attack event.

FINANCIAL INFORMATION No financial impact.

SUGGESTED MOTION I move to approve a Cereal Malt Beverage license for Patrick Conway for the Air Strip Attack event to held at the Independence Airport on June 1 and 2, 2024.

SUPPORTING DOCUMENTS

1. Patrick Conway - Temporary Permit Application

Alcoholic Beverage Control
109 SW 9th Street, 5th Floor
PO Box 3506
Topeka KS 66601-3506
Mark A. Burghart, Secretary



Phone: 785-296-7015
Fax: 785-296-7185
kdor_abc.email@ks.gov
www.ksrevenue.gov
Laura Kelly, Governor

TEMPORARY PERMIT LOCATION AND ZONING

Applicant Name: Patrick Conway FEIN/SSN: [REDACTED]
Phone Number: [REDACTED] Event Date(s) (must be consecutive): 6-1-24, 6-2-24
Event Type: ☐ Charitable Auction ☐ On-Premise ☐ Porcelain Container ☒ Special Event* - Number of days: 2
*A special event is held on public streets, alleys, roads, sidewalks or highways and must be approved, by ordinance or resolution, by the local governing body of any city, county or township where such special event is being held.

SECTION 1 – EVENT AREA: Complete this section for On-Premise and Special Events only.

In the space below, draw the floor plan and any outside areas included in the proposed event area where alcoholic liquor will be sold, served, or consumed. If the area is outside, it must show the line of demarcation to define the event area; and, include nearby streets for reference. Shade in the areas you DO NOT wish to be permitted.



See Attachment.

SECTION 2 – CERTIFICATE OF CITY, TOWNSHIP OR COUNTY CLERK: (Completed by the clerk)

I HEREBY CERTIFY THAT THE PREMISES AT

Location Street Address

City

Zip

CITY LIMITS: ☒ Inside the incorporated city limits ☐ Outside the city limits

ZONING: ☐ within an area that complies with all applicable zoning regulations required by K.S.A. 41-1201(e)

☐ located outside an incorporated city, in a township or county that is not zoned

(Seal)

LOCATION: ☐ government property ☐ private property ☐ public property ☐ CMB licensed premise

I declare under penalties of perjury that to the best of my knowledge and believe that Section 2 is true, correct, and complete.

CLERK SIGNATURE _____

DATE _____ PHONE _____

PRINTED NAME _____

☐ City Clerk ☐ Township Clerk ☐ County Clerk

Page 668 of 704



**REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024**

Department Admin

Director Approval David Cowan

AGENDA ITEM Public Hearing to consider condemnation of 200 ARCO Place as dangerous and unsafe.

SUMMARY RECOMMENDATION City Staff recommends adjourning the meeting until December 12, 2024.

BACKGROUND On May 16, 2023, Daniel Regan from Tulsa, Oklahoma, contacted the City, and advised he was the new owner of the building. He stated that he intended to address concerns and issues with people accessing the building. City staff met with Mr. Regan, who requested an adjournment of the public hearing to allow time to develop a comprehensive plan for the building.

Now in 2024, Mr. Regan has submitted to the State Historic Preservation Office (SHPO) and is progressing through the necessary procedures. The State Historic Preservation Office is holding a hearing in June 2024 to consider the nomination to the register of historic places. If approved, this will allow the rehabilitation of the property to be reimbursed by historic tax credits. He then anticipates starting his comprehensive plan for the building after this approval.

Mr. Regan has responded to the City's calls when access was made to the building and implemented security measures and boarding-up procedures to limit access.

City Staff recommends adjourning the hearing until December 12, 2024, at 5:30 PM.

FINANCIAL INFORMATION The cost of removal if the owner fails to commence repair or removal.

SUGGESTED MOTION I move to adjourn the public hearing until December 12, 2024, at 5:30 p.m.

SUPPORTING DOCUMENTS

1. Parcel Listing 05162024
2. Daniel Regan Response 05162024 final

Print Page

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The Parcel Number for this Property is 063-099-31-0-20-07-001.00-0
Quick Ref ID: 6965

Owner Information

Owner Name	R.E.M., LLC
Address	2944 S DELAWARE AVE TULSA, OK 74114

Property Situs Address

Address	200 ARCO PLACE, Independence, KS 67301
----------------	--

Land Based Classification System

Function	General office buildings (5+ stories)
Activity	Office activities
Ownership	Private-fee simple
Site	Developed site - with buildings

General Property Information

Prop Class	Other - O
Living Units	
Zoning	
Neighborhood	208.C
Tax Unit Group	108

Property Factors

Topography	Level - 1
Utilities	All Public - 1
Access	Paved Road - 1
Fronting	Secondary Artery - 2
Location	Central Business District - 1
Parking Type	On and Off Street - 3
Parking Quantity	Adequate - 2
Parking Proximity	On Site - 3
Parking Covered	
Parking Uncovered	

2023 Appraised Value

Class	Land	Building	Total
Other - O	36,500	178,510	215,010
Total	36,500	178,510	215,010

2022 Appraised Value

Class	Land	Building	Total
Other - O	35,000	165,000	200,000
Total	35,000	165,000	200,000

Tract Description

ORIG PLAT, S31, T32, R16, BLOCK 33, ACRES 1.52, LTS 1-7; S 29' LT 8; BG NW COR LT1 S 120' W 10' N 120' E TO POB; BG SW COR LT 5 W 20' N 125' E 20'S TO POB VAC ALLEY; LOT WIDTH: 300.0 LOT DEPTH: 300.0 Plat Book/Page 1 /6&7 Deed Book/Page 725 /1036 623 /1226 586 /335 556 /676 496 /478 432 /118 432 /117 425 /182 387 /261 244 /354

Building Permit Information

Permit Number	Amount	Issue Date	Description
20210008	125,000	2/22/2021	
01052021	15,000	12/17/2020	
20170027	20,000	6/7/2017	
20160057	70,000	6/14/2016	
20160035	50,000	5/11/2016	
20110018	5,000	3/30/2011	
67301	588,392	5/6/1998	

Deed Information

Book1	Page1	Book2	Page2	Book3	Page3	Book4	Page4
725	1036	623	1226	586	335		

Market Land Information

Method	Type	AC/SF	Eff FF	Depth	D-Fact	Inf1	Fact1	Inf2	Fact2	Ovrd	Class	Value Est
Acre	Primary Site - 1	1.5										36,500

General Commercial Building Information

General Building Information	
LBCS Structure Code	Office building (high rise 5+ stories)
Bldg No.	1
Building Name	VACANT
Identical units	1
No. of Units	
Unit Type	
MS Mult	
MS Zip	

Apartment Data								
	1	2	3	4	5	6	7	8
Units								
BR Type								
Baths								

Commercial Building Sections & Basements																					
Sec	Occupancy	MSCIs	Rank	Yr Blt	Eff Yr	Levels	Stories	Area	Perim	Hgt	Phys	Func	Econ	OVR%	Rsn	Inc Use	Net Area	Cls	RCN	%Gd	Value
1	Office Building	C	1.00	1916		01/05	5	27,443	1,028	10	1.5	2				053			14,875,960	6	892,560
705	Office Building	B	3.00			1		13,721	1,027	8						082					
703	Office Building	B				1		13,722	1,027	8						082					

Commercial Building Section Components							
Sec	Code	Units	Pct	Size	Other	Rank	Year
1	No HVAC						
1	Passenger #	4			6	1.00	
1	Brick with Block Back-up		50				
1	Curtain-Metal with Glass Panels		50				
1	Canopy, Retail Wood Frame	1272					

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From: [Daniel Regan](#)
To: [David Cowan](#)
Subject: Re: City of Independence Kansas - Public Hearing
Date: Thursday, May 16, 2024 1:11:58 PM
Attachments: [REDACTED]

Hi David,

That is correct. Once we have the SHIPO approval we can begin with design.

At this point, assuming SHIPO approvals, it's likely later in 2025 before any actual renovations start taking place. We will need some time to complete the design work before that step.

All my best,

Daniel Regan

On May 16, 2024, at 12:19 PM, David Cowan <davidc@independenceks.gov> wrote:

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Daniel,

The 200 Arco Place building has a Public Hearing review for the condemnation process on May 23, 2024, at 5:30 PM.

I am writing to see if you have any information that you would like us to inform the commission regarding your plans and intentions for the building. I can inform them that you have your hearing with SHPO office in June regarding the historic designation. I assume, you will then start working on plans for implementing renovations with an estimated timeline _____?

Please inform me what information you would like me to publicly release at this point. I am asking the commission to adjourn the hearing until December 12, 2024, at 5:30 PM.

Thanks,
David Cowan

<Outlook-xuejvfnc>



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM Tree Board -- Reappoint Twila Hawthorne

SUMMARY RECOMMENDATION Reappoint Twila Hawthorne

BACKGROUND When the Tree Board was originally established, the terms were set at two (2) years. All the other City Boards have terms that are three (3) or four (4) years in length. In February of 2024 the Commission modified this to four (4) year terms. Because of the previous two year terms, members termed out quickly. Because of this, we are recommending reappointing Twila Hawthorne to a 4th term which will be a four year term. Although we normally do not recommend reappointing members who have served two full terms unless we get no other applicants, the previous three terms she served totaled only six years, which is equal to or less than two full terms on other City boards.

In addition, we also have one opening due to a resignation.

TREE BOARD (2 year terms for appointments before 2/8/2024 then 4 year terms -- 7 members)			
Members	Term	Expires	Appointed/Eligible
Twila Hawthorne	3rd term	6/1/2024	1/24/2019
Krystal Sumner	1st term	6/1/2024	6/9/2022 Resigned 04/25/2024
Michelle Avery	5th term	6/1/2025	6/8/2017
Amy Hilyard	1st term*	6/1/2025	Appointed 10/13/2022
Leslie Fox	5th term	6/1/2025	6/8/2017
England Porter	3rd term	1/1/2025	3/28/2019
Leslie Woods	1st term	1/1/2025	3/9/2023 Replaced William MacRae
Meeting Place: Veterans Room, Memorial Hall			
Meeting Date: By appointment			
Meeting Time: By appointment			

FINANCIAL INFORMATION N/A

SUGGESTED MOTION I move to reappoint Twila Hawthorne to a 4th term on the Tree Board which will expire on June 1, 2028.

SUPPORTING DOCUMENTS



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM Landbank Board -- Reappoint Lori Wesselowski, John Heckman, and Gary Hogsett to second terms.

SUMMARY RECOMMENDATION Reappoint three members to a second term.

BACKGROUND Lori Wesselowski, John Heckman, and Gary Hogsett's first terms will expire on June 1, 2024. All three are eligible to be reappointed.

LANDBANK (3 year terms – 7 members)			
Members	Term	Expires	Appointed
Jeri Hammerschmidt	1st*	June 1, 2025	Appointed 2/24/2022
Lisa Richard	2nd	June 1, 2025	Appointed 5/13/2021
Shelley Hudson	2nd	June 1, 2026	Two Years Appointed 5/13/2021
Mary Jo Wallis	2nd	June 1, 2026	Two Years Appointed 5/13/2021
Lori Wesselowski	1st	June 1, 2024	Three Years Appointed 5/13/2021
John Heckman	1st	June 1, 2024	Three Years Appointed 5/13/2021
Gary Hogsett	1st	June 1, 2024	Three Years Appointed 5/13/2021
Meeting Information: 1st Thursday at Noon at City Hall			

FINANCIAL INFORMATION N/A

SUGGESTED MOTION I move to reappoint Lori Wesselowski, John Heckman, and Gary Hogsett to second terms on the Landbank Board, expiring on June 1, 2027.

SUPPORTING DOCUMENTS



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM MCEDA - Appoint Chuck Goad

SUMMARY RECOMMENDATION Appoint Chuck Goad.

BACKGROUND Jim Kelly contacted the City and requested that Chuck Goad be appointed to the Montgomery County Economic Development Authority (MCEDA) as an Independence representative for the close out meeting of the Authority. The previous two Independence representatives have passed away or moved away. Thus, since Chuck was involved in the recruiting of Cessna & AIW from the beginning, he will have the background needed for the final meeting. MCEDA was formed in 1994 when Cessna and AIW were being recruited and a county-wide sales tax ballot question was approved by voters to be utilized to induce these two companies. MCEDA handled the distribution of the incentives and the monitoring of the incentive contracts. With the incentive payments, monitoring, and sales tax collection now complete, the Authority will be dissolved, and the remaining funds, less termination expenses, will be transferred to Montgomery County for deposit into an account to be used to sponsor additional approved MG County ROZ (Rural Opportunity Zone) applicants. This final meeting will be held to formally dissolve MCEDA and authorize the transfer of funds to the MG County ROZ fund. Once the motions are adopted, the MCEDA treasure will issue a check to MG County, designated for the ROZ fund, and MCEDA will be formally dissolved.

FINANCIAL INFORMATION N/A

SUGGESTED MOTION I move to appoint Chuck Goad to MCEDA as an Independence representative.

SUPPORTING DOCUMENTS



REQUEST FOR COMMISSION ACTION
CITY OF INDEPENDENCE
May 23, 2024

Department Park, Zoo & Cemetery

Director Approval Scott Patton

AGENDA ITEM Consider proclaiming June 8, 2024 as Miss Able's Summer Blastoff Day.

SUMMARY RECOMMENDATION Approve the proclamation.

BACKGROUND Miss Able, a Rhesus Monkey born on Monkey Island at Ralph Mitchell Zoo, and Independence's claim to fame, took her historic space flight on May 28, 1959. Miss Able departed Cape Canaveral aboard a Jupiter AM-18 missile. She traveled 17,000 miles in 16 minutes, reaching a 360-mile altitude. She and her associate, a squirrel monkey named Miss Baker, were recovered alive by the U.S.S Kiowa in the Atlantic Ocean. The successful flight was a major milestone in the space race between the United States and the Soviet Union. In celebration of the 65th anniversary of her flight, Riverside Park and Ralph Mitchell Zoo will host Miss Able's Blast Off Day on June 8th. The event is sponsored by the Independence Chamber of Commerce, and will feature a fun run/walk, space-related activities, and a movie screening. The event will begin at Monkey Island with the dedication of a new bronze statue of Miss Able.

FINANCIAL INFORMATION Park and Zoo staff will work the event, which may result in overtime pay for some staff members.

SUGGESTED MOTION I move to proclaim June 8, 2024 as Miss Able's Summer Blastoff Day.

SUPPORTING DOCUMENTS

1. Proclamation Miss Able's Blastoff 65th
2. MissAble65th

PROCLAMATION

MISS ABLE’S SUMMER BLASTOFF

- WHEREAS** The City of Independence, Kansas will celebrate Miss Able’s Summer Blastoff on June 8, 2024; and
- WHEREAS** Miss Able, a rhesus monkey, being born on Monkey Island at Riverside Park and Ralph Mitchell Zoo; and
- WHEREAS** Mayor Ralph Mitchell, responding to a request, sent 26 rhesus monkeys from Monkey Island to a research facility at Wisconsin University unbeknownst to Mr. Mitchell for what purpose; and
- WHEREAS** The United States space program in the early morning of May 28, 1959 at Cape Canaveral, Florida using a Jupiter rocket sent Miss Able and Miss Baker into space at a speed of 10,000 miles per hour traveling 1700 miles in 16 minutes reaching an altitude of 360 miles; being the first animals from the United States sent into space returning alive; and
- WHEREAS** Miss Able survived for an additional four days but died from a reaction to the anesthesia during a medical procedure removing the electrodes; and
- WHEREAS** Miss Able was preserved by the National Museum of Natural History and is periodically on display at the Smithsonian National Air and Space Museum in Washington, DC; and
- WHEREAS** The City of Independence, Kansas is proud to be a part of such a distinguished historic event in the exploration of space as the birthplace of Miss Able and to remember the significance of this time in history.

NOW, THEREFORE, I, Timothy R. Emert, Mayor of the City of Independence, do hereby proclaim June 8, 2024 as Miss Able’s Summer Blastoff Day in the City of Independence, Kansas, and I urge all citizens to celebrate Miss Able’s Summer Blastoff.

Dated this 23rd day of May 2024.



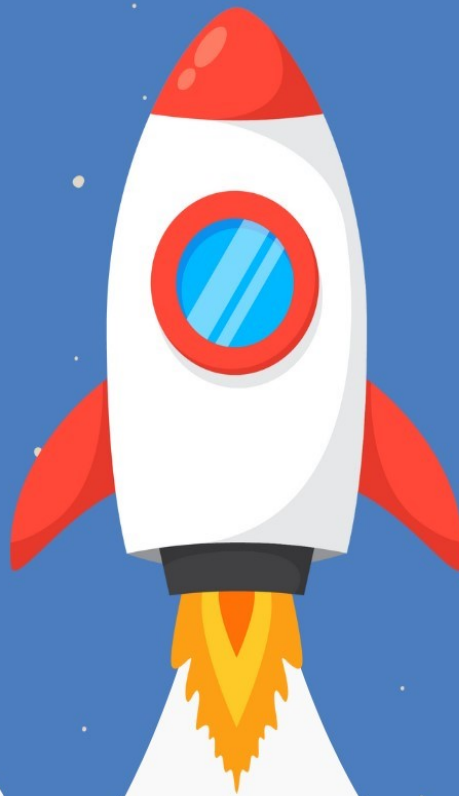
Timothy R. Emert, Mayor

MISS ABLE'S

SUMMER BLASTOFF

2024

SATURDAY - JUNE 8



**CELEBRATING
65 YEARS
SINCE HER
SPACE
FLIGHT!**





Report
CITY OF INDEPENDENCE
May 23, 2024

Department Admin

Director Approval Kelly Passauer

AGENDA ITEM City Board Minutes

BACKGROUND

SUPPORTING DOCUMENTS

1. March 5, 2024 PZ Minutes - Signed
2. 04/02/2024 PZ Minutes - Signed
3. 04/24/2024 Library Board Minutes

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's March 5, 2024 Meeting

I. Call to Order

Lisa Richard, Vice-Chairperson, called the Planning Commission/Board of Zoning Appeals meeting to order. Rachel Lyon came in at 5:45 pm.

Present: Lisa Richard, Kym Kays, Rita Ortolani, Gary Hogsett, Tim Haynes, Michelle Anderson, Mary Jo Dancer

Absent: Rachel Lyon, Butch Holum

Guests: April Nutt, Lisa Wilson, Brad May, Scott Smith

II. Minutes

- a. Consider approving minutes of the February 6, 2024 Planning Commission/Board of Zoning Appeals meeting.

Motion:

On the motion of Tim Haynes, seconded by Gary Hogsett the Commission approved the February 6, 2024 Planning Commission/Board of Zoning Appeals meeting minutes.

Aye: Michelle Anderson, Tim Haynes, Mary Jo Dancer, Lisa Richard, Gary Hogsett, Kym Kays, Rita Ortolani

Nay: None

III. Board of Zoning Appeals (Does not include outside City appointments)

- a. Public Hearing to consider a variance request for the size and number of detached signs in an R-3, low-density multifamily dwelling district at 215 N. Park Blvd.

Lisa Richard opened the public hearing.

Angela Renfro explained that the church had been given a donation and they wanted to put in a new school sign that is large enough to be seen at the elevation of the schoolyard.

Motion:

On the motion of Rita Ortolani, seconded by Tim Haynes the Commission approved a variance request to allow a second sign on church property and a variance to allow the school sign to be 32 square feet in size.

Aye: Michelle Anderson, Tim Haynes, Mary Jo Dancer, Lisa Richard, Rita Ortolani

Nay: None

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's March 5, 2024 Meeting

- b. Public Hearing to receive comments on a variance request to reduce the setback(s) in a C-2, commercial services district at 1609 N. Pennsylvania Avenue.

Lisa Richard opened the public hearing.

Brad May asked if the zoning regulations require a wall to be left standing to build in the same footprint on the building premises.

Kelly Passauer stated that if the applicant goes through a variance process for a setback it eliminates the need to do that.

Motion:

On the motion of Tim Haynes, seconded by Lisa Richard the Commission approved a 14-foot variance off the alley behind 1609 N Pennsylvania Avenue.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa Richard, Rita Ortolani

Nay: None

IV. Planning Commission

- a. Public Hearing to consider a text amendment relating to "Restaurants, drive-in" in the C-3 Central Business District.

Rachel Lyon opened the public hearing.

Rachel Lyon let the board members know she is the real estate agent for this property and would be abstaining.

Lisa Richard let the board members know she has been involved in conversations about this issue and that she is a member of the Landbank Committee.

Gary Hogsett let the board members know he is a member of the Landbank Committee.

April Nutt said that the Landbank Committee owns property at 201 E Main Street that does affect this district. The potential intent is to provide a drive-through restaurant that does not serve food. This will include walk-ups.

Kelly Passauer stated that there is currently a definition for a drive-in establishment but not one for a drive-through establishment. A conditional use permit would be required in the C-3 district where any property owners within 200 feet are notified of a public hearing.

**Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's March 5, 2024
Meeting**

Motion:

On the motion of Tim Haynes, seconded by Mary Jo Dancer the Commission, based on the statements included in the staff recommendation, recommended the City Commission modify the permitted and conditional use table to add "Restaurants, drive-through" as a conditional use in the C-3 district and a permitted use in the C-2 and C-4 districts, and to add a definition of "Restaurants, drive-through" as "An establishment whose primary purpose is the sale, dispensing or serving of food, refreshments, ice, or beverages in automobiles, including those establishments where customers may serve themselves, except that this shall not include offering or selling food or beverages for consumption on the premises in parked motor vehicles."

Aye: Michelle Anderson, Tim Haynes, Mary Jo Dancer, Lisa Richard, Gary Hogsett, Kym Kays, Rita Ortolani

Nay: None

Abstain: Rachel Lyon

- b. Public hearing(s) to receive comments to consider rezoning a tract of land at 408 South 8th Street from R-3, low density multifamily dwelling district to R-5, high density multifamily dwelling district; and to receive comments on a request for a conditional use permit for an "Accessory use not located on the same lot or contiguous lot as the principal building or principal use served per 607.1.d.", in an R-3, low density multifamily dwelling district at 408 South 8th Street. The specific accessory use requested is an outbuilding to serve the primary structure located across the alley at 401 South Penn Avenue, which is in an R-5, high density multifamily dwelling district.

Rachel Lyon, Chairperson, opened the public hearing.

Rita Ortolani let the board members know she is a member of the Housing Authority Board.

Brad May stated that his concern is that the Housing Authority would build another low income housing structure.

Kelly Passauer explained that an R-3 district is zoned for single-family, duplexes and triplexes. The lot is not big enough to build an R-5 structure which is a higher density but the same single-family structures as mentioned would still be allowed.

April Nutt said there are currently no plans to build on the lot but it could come up on future plans.

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's March 5, 2024 Meeting

Brad May asked how that could be so with the shed being used in R-5.

Kelly Passauer stated that if there were a house built there the accessory use would have to go back to the house.

Motion:

On the motion of Lisa Richard, seconded by Tim Haynes the Commission approved the rezoning of 408 S. 8th Street from R-3 to R-5 with a conditional use permit for an "Accessory use not located on the same lot or contiguous lot as the principal building or principal use served per 607.1.d. with the following additional provisions:

- a. Must be located on an adjacent lot to the principal building or principal use served, excluding public rights-of-way.**
- b. Must be located in the same zone as required for the principal building or principal use it serves.**
- c. Must be under the same ownership as the principal building or principal use served.**
- d. Must be located at the rear of the adjacent lot if there is access thereto.**

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa Richard, Gary Hogsett, Kym Kays, Rita Ortolani

Nay: None

- c. Consider a preliminary plat for Jefferson Subdivision.**

Rachel Lyon opened the public hearing.

Rita Ortolani reminded the board members that she is on the housing board.

Tim Haynes asked if a sidewalk was included on 11th Street. The engineer stated it was not. After further investigation, it was noted by the engineer that a sidewalk is included in the plans.

Lisa Richard wants it noted that her vote for approval will only count if the sidewalk stays in the plan.

Motion:

On the motion of Tim Haynes, seconded by Lisa Richard the Commission approved the preliminary plat for Jefferson Subdivision.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's March 5, 2024 Meeting

Richard, Gary Hogsett, Kym Kays, Rita Ortolani

Nay: None

- d. Consider a final plat for Jefferson Subdivision.

Rachel Lyon opened the public hearing.

Rita Ortolani reminded the board members that she is on the housing board.

Lisa Richard wants it noted that her vote for approval will only count if the sidewalk stays in the plan.

Motion:

On the motion of Gary Hogsett, seconded by Tim Haynes the Commission approved the final plat for the Jefferson Subdivision of Highland Park Addition.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa

Richard, Gary Hogsett, Kym Kays, Rita Ortolani

Nay: None

- e. Consider initiating a public hearing for a text amendment relating to "Shipping containers" in the C-4, highway commercial district.

Motion:

On the motion of Rita Ortolani, seconded by Rachel Lyon the Commission approved setting a public hearing at the April 2, 2024 Planning Commission/Board of Zoning Appeals meeting for a text amendment relating to "Shipping Containers" in the C-4, highway commercial district.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa

Richard, Gary Hogsett, Kym Kays, Rita Ortolani

Nay: None

V. Discussion

Kelly Passauer let the board know that on April 9, 2024, there will be a Comprehensive Plan public forum at 5:00 pm in the Civic Center at Memorial Hall.

City Staff has been asked about having a Moratorium on sign regulations in the downtown until the City code is revised after the Comprehensive Plan has been approved. This will be discussed at the April 2nd meeting.

VI. Adjournment

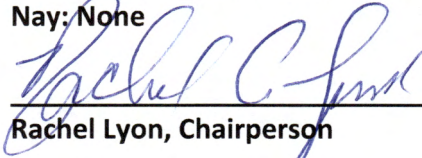
Motion:

On the motion of Tim Haynes, seconded by Mary Jo Dancer the Commission adjourned the meeting.

**Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's March 5, 2024
Meeting**

**Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa
Richard, Gary Hogsett, Kym Kays, Rita Ortolani**

Nay: None



Rachel Lyon, Chairperson



Kim Kays, Secretary

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's April 2, 2024 Meeting

I. Call to Order

Rachel Lyon, Chairperson, called the meeting to order.

Present: Kym Kays, Mary Jo Dancer, Rachel Lyon, Butch Holum, Lisa Richard, Tim Haynes, Michelle Anderson, Gary Hogsett, Rita Ortolani

Absent:

Guests: Travis and Laura Blankinship

- a. Orientation by the City Attorney.

Jeff Chubb, City Attorney, conducted Orientation for the Planning Commission/Board of Zoning Appeals members.

II. Minutes

- a. Consider approving minutes of the March 5, 2024 meeting.

Lisa Richard asked for an amendment to the minutes:

- c. Consider a preliminary plat for Jefferson Subdivision.

Rachel Lyon opened the public hearing.

Rita Ortolani reminded the board members that she is on the housing board.

Tim Haynes and Lisa Richard stated that a sidewalk should be included in the Subdivision. It was noted by the engineer that a sidewalk is included in the plans.

Lisa Richard wants it noted that her vote for approval will only count if the sidewalk stays in the plan.

to change: Tim Haynes and Lisa Richard stated that a sidewalk should be included in the Subdivision. It was noted by the engineer that a sidewalk is included in the plans.

to: Tim Haynes asked if a sidewalk was included on 11th Street. The engineer stated it was not. It was noted by the engineer that a sidewalk is included in the plans.

Kym Kays stated that she did not feel there needed to be an amendment.

Then Tim Haynes further modified the last sentence of the suggested amendment to state: *After further investigation, it was noted by the engineer that a sidewalk is included in the plans.*

Motion:

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's April 2, 2024 Meeting

On the motion of Tim Haynes, seconded by Lisa Richard the Commission approved the March 5, 2024 minutes as amended.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa Richard, Gary Hogsett, Butch Holum, Kym Kays, Rita Ortolani
Nay: None

III. Planning Commission

- a. Public Hearing to consider rezoning a tract of land at 1621 North Pennsylvania Avenue from C-2, commercial services district to R-2, single-family dwelling district.

Rachel Lyon opened the public hearing.

Travis and Laura Blankinship were present at the meeting and Travis explained how they purchased the house at 1621 N Penn Ave and discovered, after gutting the structure in preparation for extensive remodeling, that it is not in good shape and needs to be rebuilt, mostly due to the foundation.

Tim Haynes asked if the new-built house would be any larger.

Travis Blankenship explained that it may be longer but will be no wider.

Butch Holum asked if the driveway would be on N Penn or at the alley.

Travis Blankinship said he was going to re-pour the driveway that he tore out, which runs from N Penn to the alley. He stated that each of his renters use the alley instead of N Penn because it is safer that way and he will ask the same from the renter of this property.

Motion:

On the motion of Kym Kays, seconded by Butch Holum the Commission moved to recommend the City Commission authorize the rezoning of 1621 N. Penn from C-2 to R-2 based on meeting several Goals, Objectives And Policies of the Comprehensive Plan.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa Richard, Gary Hogsett, Butch Holum, Kym Kays, Rita Ortolani
Nay: None

- b. Public Hearing to consider a text amendment to Appendix B - Zoning related to dwellings.

Rachel Lyon opened the Public Hearing.

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's April 2, 2024 Meeting

Kelly Passauer explained that if a text amendment is approved to include dwellings in C-1 and O/P with a conditional use permit, it would eliminate the outright restriction of building new homes in these zones. It would provide the property owners within 200' the opportunity to voice any concerns before the conditional use permit is approved.

Motion:

On the motion of Lisa Richard, seconded by Tim Haynes the Commission moved to recommend the City Commission approve a text amendment to allow for multi-family dwellings, single family attached and detached dwellings, and two family dwellings in the C-1 district with a conditional use permit; and single family detached and two family dwellings with a conditional use in the O/P zone. The change would affect the O/P and C-1 zones, and is made necessary by new planning concepts to encourage additional housing choices throughout the City.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa Richard, Gary Hogsett, Butch Holum, Kym Kays, Rita Ortolani
Nay: None

- c. Consider rescheduling the June 4, 2024 meeting to June 11, 2024.

Kelly Passauer explained that she and David Cowan would be at a conference on the normal meeting date of this board and asked if the members wanted to move the meeting to June 11, 2024.

Motion:

On the motion of Kym Kays, seconded by Mary Jo Dancer the Commission moved to reschedule the June 4, 2024 meeting to June 11, 2024.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa Richard, Gary Hogsett, Butch Holum, Kym Kays, Rita Ortolani
Nay: None

- d. Consider scheduling a joint worksession with the City Commission regarding the draft Community Development/Comprehensive Plan.

Motion:

On the motion of Rachel Lyon, seconded by Lisa Richard the Commission approved setting a joint worksession with the City Commission on April 16th at 5:30 PM to review the draft Community Development/Comprehensive Plan.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa Richard, Gary Hogsett, Butch Holum, Kym Kays, Rita Ortolani
Nay: None

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's April 2, 2024 Meeting

IV. Discussion

- a. Consider discussing a request to initiate a moratorium on downtown sign regulations.

David Cowan advised the board that the Independence Historic Preservation and Resource Commission (IHPRC) that he staffs received a complaint that a new sign was erected at 325 N Penn that did not follow the process to obtain a sign permit. Signs in the Downtown Historic District are required to receive a Certificate of Appropriateness from the IHPRC, in addition to meeting the C-3, Central Business District sign regulations in the Zoning Code before a sign permit can be issued.

Additional background was provided in the staff report as follows:

The property owners were notified of the violations on July 31, 2023. The sign permit was applied for by the business owner Jim Hayward, and on August 23, 2023 the IHPRC reviewed and approved the sign. However, the IHPRC noted that they also needed a variance from the Board of Zoning Appeals as the number of wall signs exceeded what was allowed in the C-3 zoning district. A variance application was not received, and on December 4, 2024 City staff met with the business owner, Jim Hayward, who applied and paid for the variance. However, the building owner, Tom Schwarz, came to City Hall while staff was working with the business owner and asked for staff to return Mr. Hayward's money and indicated that he as the building owner would address the issue. Mr. Hayward's payment for the variance was refunded.

The building owner, Tom Schwarz, did meet with City staff and we reviewed the sign code on January 2, 2024. It was discussed that other signs on the building are also not in compliance with current City code and sign permits were not applied for, such as the temporary signs that Mr. Schwarz installed after they purchased the building. City staff advised the building owner to apply for a variance to address exceeding the number of wall signs so that the sign permit could be issued for Mr. Hayward's business. Mr. Schwarz was also advised that the definition of temporary signs could be reviewed during the zoning code update as we discussed that the type of material used was not available when the code was written, and possibly that portion of the code that only allows temporary signs for 30 days could also be amended. Mr. Schwarz requested that enforcement of all sign regulations regarding his building be delayed until the zoning code was reviewed. I asked him to make the request in writing, and he submitted it on February 7, 2024 after the February 6, 2024 Planning Commission meeting. Because the March meeting had several public hearings, I delayed this discussion item until this meeting.

Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's April 2, 2024 Meeting

It should be noted that the Jim Hayward sign and the temporary signs were not present when the City managed the building several years ago. The City did not install any additional signs. However, the phone number on one sign was modified.

City staff did ask the consultant (Confluence) who would be performing the zoning code update about this request, and Abbey Eckberg replied as follows:

I talked with Chris on this and debated the topic some. Here are our thoughts on the matter:

It would be rather irregular and inappropriate for a moratorium to be authorized by the City to permit new signs that do not comply with the current code. What would be the more typical use for a moratorium would be a pause on permits for any new signage until completion of any planned code update. Also, we do not think the Planning Commission/Board of Appeals has the authority to outright waive or even temporarily suspend a code requirement. They can grant a variance if the 5 standards listed in the City's code are met or they can decide the zoning administrator has made an error in applying the zoning code, which obviously you have not made an error.

Regarding the current sign code, the "One sign per face of building not to exceed 50 square feet or five percent of the total area, whichever is smaller." Is very clear and not unusual and there are other sign types still permitted. But some cities do allow for 2 or 3 signs per wall face or even an unlimited number of signs per wall face provided the total sq footage limit is not exceeded. It really comes down to community preference. If you and the council are otherwise happy with this wall sign standard, we see no reason to change it.

Kelly Passauer indicated that her concern with a moratorium on the sign regulations in the C-3 district was that non-conforming signs could be installed that would be grandfathered in. In addition, if a moratorium to pause sign permits was approved, it would not allow existing or new businesses to modify or install new signage during this time, which could create a hardship for those businesses. The sign permit that was applied for could be issued if the building owner applied for a variance regarding the number of wall signs, and such variance was granted by the Board of Zoning Appeals.

Tim Haynes said that a moratorium could not be applicable to one building as

**Minutes of the Planning and Zoning Commission/Board of Zoning Appeals's April 2, 2024
Meeting**

requested by the building owner, it would have to be applicable to all within that zoning district. He indicated he was not in favor of a moratorium and asked if anyone else was in favor of one, and all board members indicated they were not. After further discussion, Lisa Richard proposed that a motion be made.

Motion:

On the motion of Lisa Richard, seconded by Rachel Lyon the Commission moved to not initiate a public hearing to consider a moratorium on downtown (C-3 Central Business District) sign regulations.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa Richard, Gary Hogsett, Butch Holum, Kym Kays, Rita Ortolani

Nay: None

- b. **Reminder of Community Development/Comprehensive Plan Public Workshop on April 9th from 5 - 7 PM at Memorial Hall.**

Kelly Passauer reminded the board members that there will be a public workshop on the new Comp Plan on April 9th from 5-7 pm at Memorial Hall.

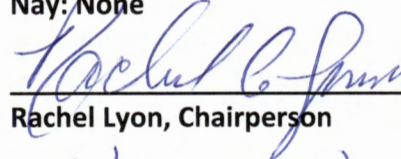
V. Adjournment

Motion:

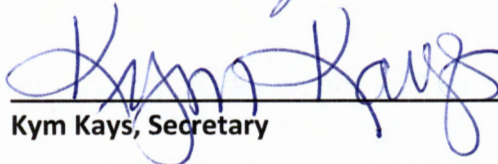
On the motion of Tim Haynes, seconded by Rachel Lyon the Commission adjourned the meeting.

Aye: Michelle Anderson, Tim Haynes, Rachel Lyon, Mary Jo Dancer, Lisa Richard, Gary Hogsett, Butch Holum, Kym Kays, Rita Ortolani

Nay: None



Rachel Lyon, Chairperson



Kym Kays, Secretary

INDEPENDENCE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

Wednesday, April 24, 2024

REGULAR SESSION

Board Members Present: Michelle Avery, Chairman, Trustees: Carolyn Torrance, Tom Sewell, England Porter and Andy Porter.

Also Attending: Library Director, John Long and Recording Secretary, Gloria McCoy

I CALL TO ORDER: The regular meeting of the library board was call to Order by Chairman Michelle A. at 5:24 p.m.

1. Adoption of Agenda: Tom S. moved and England P. seconded the motion to approve the agenda as printed. **Motion carried.**

2. Adoption of Minutes: England P. moved and Carolyn T. seconded the **motion to** approve the Minutes of March 20, 2024, meeting. **Motion carried.**

II CONSENT OF AGENDA: The Consent of Agenda was adopted as presented.

1. Approval of Accounting for the previous month was adopted as presented.

2. Approval of Bills for previous month was adopted. Total expenses for the month of March were **\$48,437.19.**

III OLD BUSINESS: NONE

IV NEW BUSINESS:

1. Health Insurance Approval: England P. moved and Carolyn seconded the motion to approve continuing to use BCBSKS as our health insurance provider

2. Staff Development Day May 24th

- **Library closing for Staff Development Day: England P.** made a motion and **Andy T.** second to close the library on May 24, 2024, for Staff Development Day. **Motion carried.**
 - Library staff will undergo training including: Genealogy the Business Center communication and more.
- 3. Policy Updates**
- a. Library staff will be working on updating library policies.**

V STAFF REPORTS

1) John went to training. Enjoyed it and learned a lot. Lots of good ideas.

2) Tea Party: May 10, 2024

3) Miss Able Anniversary: The library will be working with the chamber to help with Miss Able Day in June.

LIBRARY PRESENCE IN THE COMMUNITY

VI UPCOMING ADVOCACY EVENTS

1) The library is working on a fundraiser for this summer.

VII COMMENTS FROM MEMBERS OF THE BOARD

VIII ADJOURNMENT: Meeting adjourned at 6:00 p.m. The next regular meeting is scheduled for Wednesday 15 May 2024.

RON SCHWATKEN

DATE OF APPROVAL



Report
CITY OF INDEPENDENCE
May 23, 2024

Department Public Works & Utilities

Director Approval John Garris

AGENDA ITEM Projects and Public Works Report

BACKGROUND

SUPPORTING DOCUMENTS

1. Project Status 5-2024

	Project Title	Project Description/Scope	Approx. Cost (000's)	Grant Portion	Arch. or Eng. Partner	Status	Last Month Progress	Next Month Plan/Issues	Projected Const Start	Projected Compl.
1	Whiskey Creek	Artificial lake for runoff water impoundment	TBD	TBD	TranSystems	Conceptual Design.	Land acquisition started, grant application information in development, conceptual design in process.	Working environmental report for grant application, conceptual layouts.	TBD	TBD
2	SS4A	Safe Streets for All grant.	\$1,605	\$1,605	TranSystems	Pre-grant.	Fill out grant paperwork.	Fill out grant paperwork, submit draft.	TBD	TBD
3	Water Plant Next Phase	Water Plant Capital Work Per Master Plan	\$6,000	n/a	PEC	Design.	Hold design review meeting.	Design continuing.	3Q24	4Q26
4	SPCC - Airport	Containment upgrades for fueling	\$150	n/a	TranSystems	Pre-bid.	Final survey data obtained.	Finish documents, prepare for bid.	2Q24	3Q24
5	CCLIP Grant - Main	Main Street - 8th to 2nd, mill and overlay	\$1,000	\$800	TranSystems	Pre-bid.	Waiting on KDOT.	Waiting on KDOT.	3Q24	3Q24
6	Transp. Alt. Grant	8' sidewalk to Wal-Mart and Labette	\$1,350	\$980	TranSystems	Pre-bid.	Start ROW acquisition.	Start ROW acquisition (temporary work space more than originally anticipated).	3Q24	1Q25
7	KDHE Wastewater Loan	New sewer lines around 1st and Birch and around the Westminster area.	\$3,000	n/a	TranSystems	Pre-bid.	Minor specification comments, should be getting draft loan agreement from KDHE soon.	KDHE promised loan approval May, 2024. Some portion of the project may be subject to loan forgiveness.	3Q24	4Q24
8	FAA - Rehab Pavement	Rehabilitate portions of the taxiways at Independence Municipal Airport.	\$735	\$662	Lochner	Pre-award.	Review design.	Bids received, preparing award documentation.	2Q25	3Q25
9	CCLIP Grant - Penn	Reconstruct Penn from Morningside to City Limits	\$500	\$370	TranSystems	Pre-construction.	Wait.	Hold precon. (KDOT, June)	2Q24	3Q24
10	KDOT KAIP	New Beacon	\$120	\$108	Lochner	Pre-construction.	Work in 3Q24.	Work in 3Q24.	3Q24	4Q24
11	Waterline/Meter Project	New Water Meters, Replace Some Water Main	\$3,600		PEC	In construction.	Project started.	Project in progress.	1Q24	3Q24
12	Big Straw	Water pipeline to Bartlett.	\$11,000	All (via Bartlett)	EBH	In construction.	Pipe tested, water flush started, working Phase II design.	Water flow initiate to RW6 and to Bartlett.	4Q23	2Q25
13	Jefferson Subdivision	Streets and infrastructure for new subdivision.	\$1,100	TBD	TranSystems	In construction.	Reviewing street options.	Curb and gutter, sidewalks.	1Q24	3Q24
14	Central Park - Phase I	New soccer fields, revamp existing ball fields.	\$6,800	\$2,100	Indigo	In construction.	In construction.	In construction.	3Q23	2Q24
15	Parking Lot N. of City Hall	Design and construct new parking lot north of historic City Hall	\$661	n/a	TranSystems	In construction.	March 18 start.	Rain delayed pavement.	1Q24	3Q24
16	Enterprise Drive	Buildout of street, utilities	\$1,700	\$1,300	TranSystems	In construction.	Easement with landowner to be signed.	Discussing easement.	1Q22	2Q24
17	KDOT: Maple Street Cost Share	Complete rebuild, 17th Street to City Limits	\$3,780	\$1,600	TranSystems	In construction.	Waiting on Atmos easement.	Waiting on Atmos easement.	1Q22	3Q24
18	Precision Rail	Rail work to be paid for by KDOT grant and precision, contract with City.	\$1,000	\$1,000	(Precision)	In construction.	Nearly complete.	Nearly complete.	3Q23	3Q24
A	Airport Infrastructure	Paving at airport to support business.	\$434	\$349	TranSystems	Developing.	Reviewing scope of work.	Reviewing scope of work.	2024	2024
B	KDOT Bridge Grant	Replace Cherry Street bridge with box culvert.	\$400	TBD	TranSystems	Hold.	Grant applied for, wait.	Grant applied for, wait.	TBD	TBD
C	CCLIP Grants	Applied for Two CCLIP Grants (10th St. and Main St.)	TBD	TBD	TranSystems	Hold.	Grant applied for, wait.	Grant applied for, wait.	TBD	TBD
D	Cost Share	Applied for Sycamore Cost Share	TBD	TBD	TranSystems	Hold.	Grant applied for, wait.	Grant applied for, wait.	TBD	TBD

Green shade denotes changed/new information from last month.



Report
CITY OF INDEPENDENCE
May 23, 2024

Department Admin

Director Approval

AGENDA ITEM Kansas Preservation Alliance Awards for Excellence for 1916 City Hall presented on May 17th, 2024.

BACKGROUND Vice Mayor Scott Smith and Assistant City Manager David Cowan traveled to Newton, Kansas on May 17, 2024 to accept a Kansas Preservation Alliance Awards for Excellence for the 1916 City Hall Project. Also present to accept the award were representatives of TreanorHL (Architect), Latimer, Sommers & Associates (Engineer) and McCown Gordon (Contractor).

SUPPORTING DOCUMENTS

1. Kansas Preservation Alliance Annual Awards
2. Kansas Award For Excellence
3. Photo of Award Acceptance
4. Slide 1
5. Slide 2
6. Slide 3



KINDLY JOIN THE
KANSAS PRESERVATION ALLIANCE
FOR OUR ANNUAL

*Awards
for
Excellence*

CEREMONY AND
LUNCH RECEPTION

May 17th, 2024

11:30am
Meridian Center
1420 E Broadway Ct.
Newton, KS 67114

RSVP at www.KPA-Awards.rsvpify.com
by May 1st



KANSAS PRESERVATION ALLIANCE

Awards for Excellence

2024 RECIPIENTS:

Medallion Awards:

Dyche Hall Grotesque Renewal, Lawrence
Lofts at 832, Atchison

Merit Awards:

Coal Creek Library, Baldwin City
HiTone Lofts, Wichita
Independence City Hall, Independence
Territory Ballroom, Council Grove

Honor with Distinction Awards:

Post Rock Fitness, Lincoln
The Strand, Hays
Central School Apartments, Atchison

Honor Awards:

C.N. James Cabin, Augusta
Liberty MD, Emporia

MERIT A W A R D

MERIT AWARD FOR EXCELLENCE

In the Rehabilitation of:

Independence City Hall

Independence, Kansas

Melina Stewart

Melina Stewart
President



Jennifer Russell

Jennifer Russell
Director

PROJECT TEAM

City of Independence | **Owner**

TreanorHL
Architect/Consultant

Latimer, Sommers &
Associates
Engineer

McCown Gordon
Contractor



INDEPENDENCE CITY HALL

MERIT

INDEPENDENCE, KANSAS — MONTGOMERY
COUNTY
BUILT IN 1915



