



Planning & Zoning Commission
Regular Meeting Agenda
City of Parkville, Missouri
Tuesday, October 11, 2016 @ 5:30pm
City Hall Boardroom

1. Call to Order
2. Roll Call
3. General Business
 - A. Approve the Agenda.
 - B. Approve the minutes from the September 13, 2016 Regular Planning and Zoning Commission meeting.
 - C. Approve the minutes from the September 13, 2016 Special Workshop meeting.
4. Public Hearing
 - A. Application for Text Amendment (Zoning & Subdivision Regulations) to Parkville Municipal Code, Title IV, Chapter 463: Sign Code, Article IV: Restrictions On Signs Within Zoning Districts, Section 463.160 Special Conditions For All Zones. *Case #PZ16-15; Park University, Applicant*
 - B. Application for Conditional Use Permit (CUP) to relocate an existing public utility well along the Missouri River, located in Platte Landing Park, 300 South Main St., Parkville, MO. *Case #PZ16-18; Missouri American Water, Applicant*
5. Regular Business
 - A. Application for Application for a Site Plan/Development Plan for exterior modifications in the "OTD" Old Town District at 12 E. 1st St. – removal of ATM canopy and restriping parking lot. *Case #PZ16-14; Ed Bradley, Bank Liberty, Applicant*
 - B. Approve sign permit in an "R-4" Multiple-Family Residential District for an institutional, public and semi-public use sign at 31 W 8th St. *Case No. PZ16-16; Banneker School Foundation, applicant.*
6. Unfinished Business
 - A. None
7. Other Business
 - A. Upcoming meetings & dates of importance:

- Board of Aldermen Meetings: Tuesday, October 18, 2016 at 7:00 p.m. and Tuesday, November 1, 2016 at 7:00 p.m.
- Board of Zoning Adjustment Meeting: Tuesday, October 25, 2016 - Cancelled No Agenda Item
- Planning & Zoning Commission Regular Meeting: Tuesday, November 8, 2016 at 5:30 p.m.
- Zoning Code and Subdivision Regulations update Open House #2 Mosaic Life Care Center - 6185 Jefferson Ave, Parkville Commons Lobby - November 16, 2016 from 5:30-7:30pm

8. Adjournment

**Minutes of the
Planning & Zoning Commission Regular Meeting
City of Parkville, Missouri
Tuesday, September 13, 2016 at
5:30pm
City Hall Boardroom**

1. CALL TO ORDER

Chairman Katerndahl called the meeting to order at 5:30 p.m.

2. ROLL CALL

Commissioners Present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
John Delich
Walt Lane
Barbara Wassmer
Doug Krtek
Shane Smeed

Commissioners Absent:

Michael Wright
Kim Verhoeven

A quorum of the Planning Commission was present.

Staff Present:

Stephen Lachky / Community Development Director
Alysen Abel / Public Works Director
Shakedra Knight / Community Development Department Assistant

4. GENERAL BUSINESS

A. Approval of Planning & Zoning Meeting Agenda.

Chairman Katerndahl called for any discussion of the proposed agenda. Seeing none Chairman Katerndahl called for a motion to approve the agenda as proposed.

Commissioner Krtek moved to approve the agenda, Commissioner Delich seconded. Motion passed: 7-0.

B. Approve the minutes from the August 9, 2016 Planning and Zoning Commission meeting.

Chairman Katerndahl called for any discussion of the minutes or changes needed. Seeing none Chairman Katerndahl called for a motion to approve the minutes as proposed.

Commissioner Wassmer moved to approve the minutes, Commissioner Krtek seconded. Motion passed: 7-0.

C. Approve the minutes from the August 9, 2016 Special Workshop meeting.

Chairman Katerndahl called for any discussion of the minutes or changes needed. Seeing no other questions, Chairman Katerndahl called for a motion to approve the minutes as proposed.

Commissioner Delich moved to approve the minutes, Commissioner Wassmer seconded. Motion passed: 7-0.

4. PUBLIC HEARING

- A.** Application for Zoning Map Revision (Rezoning) for two parcels containing 1.09 acres, more or less, generally located at 10530 Highway FF, from County "PI" Planned Industrial District to "R-2" Single-Family Residential District. *Case #PZ16-02F; Missouri American Water, Applicant*

Chairman Katerndahl stated the Commission's familiarity with the project and called for a brief summary of the new updates.

Stephen Lachky provided an update reviewing information covered at the August 9, 2016 hearing. Missouri American Water Company requested approval of three (3) parcels, two (2) in Platte County. At the September 6, 2016 Board of Alderman meeting the Voluntary Annexation was unanimously approved (9-0) on first and second readings.

Lachky illustrated the proposed "R-2" property requested to be rezoned and stated it was related with the final site plan/development plan. He concluded the proposed "R-2" Single-Family Residential District zoning is not out of character with the surrounding zoning and would not significantly impact the zoning or character of the area, effects could be mitigated through the plan review process for the revised preliminary site plan/development plan, and that it would be a hardship to the property owner if the property is not allowed to be rezoned to a City district since the property cannot be developed under existing County zoning.

Following review, staff recommended approval of the application for Zoning Map Revision.

Chairman Katerndahl opened the floor for questions. Seeing none he called for a motion to approve the Zoning Map Revision as proposed.

Commissioner Delich moved to approve the Zoning Map Revision as proposed, Vice Chairman Cary seconded. Motion passed: 7-0.

5. REGULAR BUSINESS

- A.** Application for the Parkville Plant Subdivision – Final Plat, a Subdivision in the City of Parkville, Platte County, Missouri. *Case #PZ16-02C; Missouri American Water, Applicant*

Lachky continued the update addressing the pavement around the site. There was concern over the gravel. The applicant showed that per MODOT standards it will be updated to concrete and then asphalt throughout the interior. Lachky then detailed the required conditions of annexation, rezoning, and tree plantings that were met by the applicant.

Lachky asked Public Works Director, Abel, for an update regarding stormwater, erosion, and sanitary sewer management. Abel stated usage rates for the sewers were obtained and the City engineer was consulted concerning the best sanitary sewer design. The applicant will tap into the City force main and there will be a usage agreement with the City. The City requested easement access to point where Missouri American Water Company will access the main. Also, a usage control monitor was requested. Abel stated the details of design would be worked out before issuance of any construction permits. She stated that erosion control plans are being reviewed and details would be worked out before issuance of any permits, although there are no major concerns. Abel stated Missouri American Water Company is providing a detention pond at the rear of the property and it meets the requirements for storm water detention. A preliminary study was submitted and the City is working with the applicant in regards to the final details. Abel also reported the applicant has met the stormwater treatment requirement and plans to preserve a large majority of the native vegetation for this requirement. She stated there are several additional conditions related prior to site construction permit issuance and the City would work with the applicant to ensure conditions are met.

Lachky added to Abel's update stating staff recommended approval based on site plans received, comments made, revisions submitted, and concerns addressed. Staff concluded the proposed plans met City code, was compatible with objectives of the City's adopted Master Plan, and was generally consistent with the approved preliminary plan.

Staff recommended approval of the final site plan / development plan for Missouri American Water Company, subject to the following conditions:

- Prior to issuance of a site development permit, the developer's engineer shall verify the location of the public force main and associated sewer easements.
- Prior to issuance of a site development permit, the developer shall prepare and execute any additional easements necessary for the existing force main.
- Prior to issuance of a site development permit, the developer and City shall enter into an agreement to serve the subject property.
- Prior to issuance of a site development permit, the developer shall remit payment to the City for the sewer connection fees.
- Concurrent with the issuance of site construction plans, the developer's engineer shall submit sanitary sewer plans for any improvements to the sewer main and associated sewer service connections. The plans shall be reviewed and approved by Public Works prior to the issuance of any site development permits.

Chairman Katerndahl addressed Lachky for updates regarding the Final Plat.

Lachky explained this application requested platting the three (3) parcels into one (1) and that it must be done in order for any site plan approval or building permits issuance. The primary consideration for approval of the plat is the ability to meet the minimum applicable subdivision regulations and standards for permitted uses, area, width, depth, setbacks, etc. The proposed plat does not include any new streets or easements of access, the applicant identified the existing 20' wide sanitary sewer easement, and no new improvements are proposed as a part of the final plat. Lachky added that more details are included in the staff analysis along with applicable standards and stated staff recommended approval of proposed *Parkville Plant Subdivision, Final Plat, a Subdivision in the City of Parkville, Platte County, Missouri* subject to any conditions deemed necessary by the Planning Commission.

Chairman Katerndahl opened the floor for questions. Seeing none he called for a motion to approve the Final Plat as proposed.

Commissioner Krtek moved to approve the Final Plat as proposed, Commissioner Delich seconded. Motion passed: 7-0.

- B.** Application for Final Site Plan / Development Plan to construct and operate a Water Treatment Facility at 10550 NW FF Highway, Parkville, MO, in a City "R-2" Single-Family Residential District, three parcels containing 11.10 acres, more or less, located approximately 1 mile west of Main St. on NW FF Hwy and abutting NW FF Hwy. *Case #PZ16-02G; Missouri American Water, Applicant*

Chairman Katerndahl called for an update regarding the Final Site Plan/Development Plan.

Lachky provided a brief update. He explained that a public hearing was held on June 12, 2016 regarding a preliminary site plan and unanimously approved by the Commission. Since then the applicant revised the plan addressing concerns by the Commission. The revised plan was unanimously approved at the August 9, 2016 Commission meeting. Lachky then illustrated the changes since the preliminary site plan. He addressed concerns from past discussion. It was recommended that parking spaces be at a 45 degree angle which is reflected on the site plan. Also, as suggested, was the lighting plan with LED mounting walls and pole mounting for the exterior of the site and landscaping. Lachky illustrated the proposed lightening via images provided by the applicant. He also illustrated conceptual imagery of the proposed facility and the architectural details.

Commissioner Wassmer questioned what the roof was made of? Lachky responded he believed it was aluminum and that would be a question for the applicant to answer.

- Concurrent with the issuance of site construction plans, the developer's engineer shall submit erosion and sediment control plans. The plans shall be reviewed and approved by Public Works prior to the issuance of any site development permits.
- Concurrent with the issuance of site construction plans, the developer's engineer shall submit a final stormwater management study that includes the details and calculations for the stormwater detention and stormwater treatment facilities associated with the proposed improvements. The study shall be reviewed and approved by Public Works prior to issuance of any site development permits.
- Any other conditions the Planning and Zoning Commission determines are necessary.

Chairman Katerndahl opened the floor for questions.

Commissioner Delich asked the status of the bulk water situation? Lachky replied the applicant is still in the process of finding a location within the City. In the event it is installed on the plant site, per conditions of the Commission, use would be restricted to daytime hours of operation. Lachky added the applicant would have information regarding the pay station.

Chairman Katerndahl invited the applicant up to answer any questions.

Jody Carlson from Missouri American Water introduced himself. He confirmed Lachky's response in regards to the bulk water situation. He indicated they are looking for a place to accommodate customers and if placed on the plant, restrictions would be in place.

Chairman Katerndahl questioned the roof material? Carlson explained he did not have the proper terminology and described the material as membrane, similar to what you would find on a school. Commissioner Delich asked the color. Carlson stated it was white.

Commissioner Delich suggested the applicant consider a more neutral earth-tone color for the building exterior. He explained that from past experience the suggested colors showed less wear over time. He also stated he believed it would be more elegant.

Chairman Katerndahl called for additional questions. Seeing none he called for a motion to approve the Final Site Plan/ Development Plan as proposed.

Commissioner Smeed moved to approve the Final Site Plan/ Development Plan as proposed, Vice Chairman Cary seconded. Motion passed: 7-0.

6. UNFINISHED BUSINESS

A. None.

7. OTHER BUSINESS

A. Upcoming Meetings & Dates of Importance:

- Board of Alderman Meetings; Tuesday, September 20, 2016 at 7:00 p.m. and Tuesday, October 4, 2016 at 7:00 p.m.
- Board of Zoning Adjustment Meeting: Tuesday September 27, 2016- Cancelled-No Agenda Item
- Planning & Zoning Commission Regular Meeting: Tuesday, October 11, 2016 at 5:30 p.m.

8. ADJOURNMENT

Seeing no further discussion, Chairman Katerndahl called for a motion to adjourn. **Commissioner Delich moved to adjourn, Vice Chairman Cary seconded.**
Motion passed: 7-0. Meeting adjourned at 6:00 pm.

Submitted by:

Stephen Lachky
Community Development Director

9-13-16
Date

**Minutes of the
Planning & Zoning Commission Special Workshop
City of Parkville, Missouri
Tuesday September 13, 2016 @ 5:30
p.m.
City Hall Boardroom**

1. CALL TO ORDER

Chairman Katerndahl called the meeting to order at 6:00 p.m.

Commissioners present

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
John Delich
Walt Lane
Barbara Wassmer
Doug Krtek
Shane Smeed

Staff Present

Stephen Lachky/ Community Development Director
Shakedra Knight/ Community Development Department Assistant

Brian Bode – Park University

- Community Development Director Stephen Lachky announced Chris Brewster with Gould Evans would not make the meeting.
- Chairman Katerndahl opened discussion for Park University's proposed entrance monument sign replacement and review of the City's current Zoning Code regulations of Electronic Message Center (EMC) signs.
- Lachky Introduced Brian Bode with Park University.

Note: This workshop was made open to the public and all interested parties were welcome to attend. All items were for discussion only. The Planning & Zoning Commission did not take any action on any workshop agenda item.

2. WORKING SESSION

A. Park University proposed (replacement) entrance monument sign and review of the City's current Zoning Code regulations of Electronic Message Center (EMC) signs

Brian Bode – Interim Chief Financial Officer with Park University stated the University's old reader board sign stopped working, the current sign has a temporary sign over the reader board, and that the school is asking for approval to have the sign changed to an Electronic Message Center (EMC).

Lachky gave the background of the current Ordinance regarding Electronic Message Center use. He referenced Ordinance 2530 which permits EMC signage but restricts the location to gas or fuel stations that are within 1,000 feet of interstate highway right-of-way. He provided a definition of EMC, a sign that is capable of displaying words, symbols, figures, or images that change electronically by remote or automatic means, and visual examples.

Lachky first addressed the common concern of traffic with EMC use. He referenced the Texas A&M Traffic Safety study which was a statistical analysis of the relationship between on-site premise digital signage and traffic safety. Monitored two years before and two years after sign installation, findings revealed no statistically-significant relationship. Another study by the Federal Highway Administration (FHWA) measured possible effects of digital billboards on driver attention, distraction, and safety. The study found that drivers devoted 75-85% of visual attention to roadway and the average fixation of duration to digital billboards was less than one second.

Next, Lachky addressed Regulatory Issues. Message hold time is the time interval a frame must be displayed. The current hold time is a 10 minute minimum in Parkville. Lachky explained that at the time the Ordinance was created this made sense since it was primarily gas prices. He provided time interval regulations of other municipalities to show the broad range from six (6) seconds to 24 hours.

Brightness in EMC use was the next issue Lachky presented. He gave an overview and provided terminology definitions. Luminance is the amount of light emitted from a lit object and is measured in nits. Parkville's current EMC brightness regulations are 5,000 maximum nits. The International Sign Association reported there is no scientific basis for the 5,000 nit restriction and does not recommend it. Lachky illustrated examples via PowerPoint images. He stated Parkville copied Gladstone's 2010 brightness standard of 5,000 nits and that one community is up to 7,000. Daytime illumination was also addressed with an example of why standards are not needed.

Lachky explained transition methods and stated Parkville had Level One (1), static message with instantaneous change. He also explained sign face footage limitation regulations and that some communities have none. He pointed out that typically EMC sq. footage is restricted to 50-75% of sign face for residential neighborhoods and less intense districts.

Chairman Katerndahl asked what our current regulation was. Lachky stated footage limitations were not addressed in current regulation.

Director Lachky referenced U.S. Supreme Court Case Reed v. Town of Gilbert to show the importance of content neutrality with sign regulations. Zoning considerations to adopt reasonable offsets and avoid borrowing EMC regulations (because they could be outdated) were concerns pointed out. Economic considerations were highlighted to show the positive impact on the community, primarily in commercial districts. Lachky added that Park University would announce events in addition to promoting the University and then opened up discussion.

Chairman Katerndahl asked how the health department sign was approved. Lachky stated the health department functioned as a reader board. The monument sign at the

entrance to the Parkville Athletic Complex (PAC) was the closest example to an EMC sign, but he stated he needed to research how it was approved. He also stated that a text amendment had to be done prior to any area in the City having an EMC.

Chairman Katerndahl stated his biggest concern was animated signs looking junkie on 45 Hwy. Director Lachky stated animated signs were prohibited.

Commissioner Delich asked was a permit required for an EMC. Lachky stated it was with the ability to add conditions. Also, standards not followed would be issued a violation.

Commissioner Delich then asked what the maximum size was. Lachky explained it would be comparable to a monument sign, 100 sq. ft. or so, comparable to the current Park University sign.

Vice Chairman Cary asked what the current size was. Brian Bode stated 10x6 ft.

Chairman Katerndahl asked if the sign on the other side of the University was affected. Lachky stated it was not.

Brian Bode stated the new sign would be used to promote enrollment periods, school games and international concerts and it would not look like a billboard.

Commissioner Lane commented that he researched other Universities, University of Kansas and University of Missouri, and they are using the stately look more of a monument. He added he did not want the new Park University sign to get cheapened.

Commissioner Delich commented the other entrance sign looked stately and he hoped to maintain that look. He also commented the neon sign is gone and the new technology is LED. Brian Bode commented in response that the University is trying to use new technology and added the West entrance sign is not a favorite of University staff.

Vice Chairman Cary asked how soon the sign would be replaced. Bode responded that staff would like it done as soon as possible. Cary then asked what steps were needed. Lachky responded a public hearing would be held with the Commission and then it would go to the Board of Aldermen for adoption. Vice Chairman Cary asked Mr. Bode if they could have the required proposal by October. Mr. Bode replied they could.

Director Lachky stated current Code required administrative approval according to the Master Plan and a new sign required a new Public Hearing.

Chairman Katerndahl asked Lachky if he needed input from the Commission. Lachky stated he did.

Commissioner Delich commented that the original University entrance sign looked fine and he had no problem with LED copy within the framing. He added he was bothered by the example but had no objection to copy in the frame. Bode asked if Delich thought the sign should be taller with stone around the edge. Bode added the University could compromise with masonry around the top and the sign would definitely be taller than the current sign.

Commissioner Smeed asked Lachky to pull up the Centennial, Colorado monument sign image. Lachky showed the picture and then played a video of the Centennial, Colorado case study.

Chairman Katerndahl asked about current size and time requirements. Bode responded he could not speak for the school but he believed 10 minutes was long.

Commissioner Delich stated his concern for information versus advertising. He added that time would make a difference. Commissioner Wassmer commented she liked to know what was going on and that fast timing was not good.

Bode stated the EMC would post City events and provided the Fourth of July as an example. He stated the sign could inform the community of parking for events and added the sign would be informational for students and the community.

Commissioner Lane commented the sign did not need to be flashy and its purpose is to provide information not marketing.

Commissioner Delich commented that weekly events could be on one panel with the digital format.

Commissioner Lane stated that aesthetics mattered.

Commissioner Delich stated the sign could not diminish entrance to Parkville. He questioned signage ordinance. Lachky stated he could have Chris Brewster address that. Chairman Katerndahl asked if he could have information from Brewster to review and provide feedback to Lachky within the week.

Vice Chair Cary asked if Park University could establish a sign that did not open the door for advertising for the entire community. Delich asked if it could be controlled by ordinance.

Chairman Katerndahl stated daytime standards did not matter. He asked Lachky if he had any questions. Lachky asked if the Commission would consider lower time duration than 10 minutes. Katerndahl stated time duration needed to be considered because it could affect later EMCs.

Commissioner Delich asked about the current ordinance. Lachky referred him to the copy provided in the packet.

Lachky stated he would do more research on brightness.

Commissioner Delich asked what the proposed ordinance terminology was. Lachky stated he would draft it after he received feedback from the Commission. Delich asked what Kansas City's was. Lachky stated the Cities he researched either covered commercial districts only or they had no restrictions. He added EMCs were permitted for church and school in North Kansas City.

Chairman Katerndahl commented he believed the Commons would want an EMC if Park University is approved. He added he was okay with the decreased duration.

Commissioner Lane asked about distance.

Chairman Katerndahl commented to allow the text amendment for the Park University EMC.

Lachky stated the Commission should keep in mind costs associated with public hearing regarding changes with signs.

Commissioner Delich asked the cost for electronic componentry. Bode stated the cost was \$48,000.

Lachky stated he could present three options to the Commission with different levels of restriction: Loose, medium, and very restrictive.

Commissioner Delich stated the maximum size needed addressing, vertical versus horizontal.

Vice Chairman Cary stated the sign should be addressed in two aspects, the physical sign and the display.

Chairman Katerndahl stated in the long run EMCs could be restricted to districts. He added the Commission needed to get comments to Lachky. Lachky stated communication online with the Commission was not a good idea.

Chairman Katerndahl asked if there were any other questions. Seeing none, he stated the intent was to adopt the amendment next month, and adjourned the meeting.

3. ADJOURN

The Special Workshop was adjourned at 7:04 p.m.

Submitted by:

Stephen Lachky, AICP
Community Development Director

9-13-16
Date

Shakedra Knight
Community Development Department Assistant

9-13-16
Date



Staff Analysis

Agenda Item: 4.A

Proposal: Application for Text Amendment (Zoning & Subdivision Regulations) to Parkville Municipal Code, Title IV, Chapter 463: Sign Code, Article IV: Restrictions On Signs Within Zoning Districts, Section 463.160 Special Conditions For All Zones.

Case No: PZ16-15

Applicant: Park University

Exhibits:

- A. This Staff Analysis
- B. Application for Text Amendment (Zoning & Subdivision Regulations)
- C. Existing entrance sign
- D. Proposed entrance sign
- E. Ordinance No. 2530
- F. EMC standards for Missouri municipalities in the Kansas City region
- G. Proposed options for EMC standards
- H. Sign face restrictions
- I. Proposed changes to Section 463.160
- J. Proposed text amendment to Section 463.160
- K. Public Hearing Notice
- L. Public Comments
- M. Additional exhibits as may be presented at the public hearing

By Reference:

- A. Parkville Municipal Code, Title IV, Chapter 463: Sign Code, Article IV: Restrictions On Signs Within Zoning Districts, Section 463.160 Special Conditions for All Zones - <http://www.ecode360.com/27902514>
- B. Planning and Zoning Commission Special Workshop (09/13/16) Packet - <http://parkvillemo.gov/download/pz-agendas/PZWorkshop091316.pdf>
- C. Planning and Zoning Commission Special Workshop (09/13/16) Meeting Minutes - <http://parkvillemo.gov/download/pz-minutes/PZWorkshopMinutes091316.pdf>
- D. Carpentier, James (2016). *Regulating Electronic Message Centers*. Retrieved September 2, 2016, from Planetizen: <https://courses.planetizen.com/course/electronic-message-centers>.
- E. *Finding Common Ground: Answers to Common Questions About Electronic Message Centers (EMCs)*. Retrieved September 9, 2016, from International Sign Association: <https://www.signs.org/LinkClick.aspx?fileticket=yWfTp2wfXlg%3D&tabid=1446>
- F. *Recommended Brightness Levels for On-Premise Electronic Message Centers (EMC's)*. Retrieved September 9, 2016, from International Sign Association: <http://www.prismview.com/ISA-Recommended-Brightness-Level-Guidelines-for-EMCs-.pdf>

Overview

Park University has an existing monument sign, with an electronic reader board, at the northeast corner of NW River Park Dr. (i.e., MO-Hwy 9) and Park College Entrance Dr. (See Exhibit C). The digital reader board recently broke and the university is temporarily covering it with a non-digital sign board. The university would like to update this monument sign with an Electronic Message Center (EMC) board to display different signs and messages (see Exhibit D) — this includes, but is not limited to, university-related announcements, student events and sporting events, as well as three (3) permitted community events (e.g., Fourth of July Celebration, Parkville Days, and Christmas on the River). The goal is to better promote and increase visibility/awareness in the community, and the applicant believes an EMC sign would be integral doing so. Currently, Parkville's Zoning Code does not allow EMC signage on property, unless the use of the property is gas stations or fuel stations, and the property is within 1,000 feet of interstate highway right-of-way.

Parkville's current regulations on EMCs were adopted on March 16, 2010 via Ordinance No. 2530 (Exhibit E) following several meetings, workshops and a public hearing with the Planning and Zoning Commission on March 9, 2010. This ordinance added definitions for sign types, EMC requirements, and prohibitions for animated signs. The Planning and Zoning Commission held a special workshop on September 13, 2016 with Brian Bode, Interim Chief Financial Officer of Park University. Community Development Director, Stephen Lachky, presented a background on the current ordinance, and gave a presentation of the International Sign Association's (ISA) top five regulatory issues for EMC signage. Per the Commission's recommendation, Lachky was instructed to conduct more research on EMC regulations and present proposal options for text amendment to the City's current Sign Code, Chapter 463.

Analysis and Comments

The application has been reviewed against the current regulations for EMC signage, contained within Parkville Municipal Code, Title IV, Chapter 463: Sign Code, Article IV: Restrictions On Signs Within Zoning Districts, Section 463.160 Special Conditions For All Zones, Subsection E, *Electronic Message Centers*. Electronic message centers shall be allowed subject to the following standards [Ord. No. 2530 §2, 3-16-2010]:

1. *Electronic message centers shall be restricted to use by gas stations or fuel stations that are within one thousand (1,000) feet of an interstate highway right-of-way.*
2. *Electronic message centers shall be restricted to use in monument signs and shall not be permitted as wall or pole signs.*
3. *Duration. Any portion of the message must be displayed for a minimum duration of ten (10) minutes.*
4. *Brightness. The sign must not exceed a maximum illumination of five thousand (5,000) nits (candelas per square meter) during daylight hours and a maximum of four hundred (400) nits (candelas per square meters) between dusk and dawn.*
5. *Dimmer control. The sign must have a dimmer control to automatically adjust illumination from daylight to nighttime maximums.*
6. *The change from one message to the next shall not take more than one (1) second and shall not include any animation or movement.*

Staff researched Missouri municipalities throughout the Kansas City region and compared Parkville's current EMC standards to theirs, as shown in Exhibit F below:

Missouri Municipality	Location	Sign Type	Duration	Brightness	Dimmer Control	Transition
Blue Springs	Commercial districts	Monument	6 seconds	7,000 NIT max.	Automatic	2 seconds
Gladstone	None referenced	None referenced	15 seconds	(Daylight) 5,000 NIT max. (Night) 500 NIT max.	Automatic	1 second
Grandview	All districts	Varies by district requirements	None referenced	None referenced	None referenced	None referenced
Kansas City	B4, UR, D and M districts (must be located on a major thoroughfare and at least 250 ft. from any residentially zoned and occupied property)	Monument	1 hour	0.3 foot candle above ambient light max. AND (Daylight) 5,000 NIT max. (Night) 500 NIT max.	Automatic	Instantaneous
Lee's Summit	None referenced	Monument and Canopy (for drive through facilities only)	8 seconds	0.3 foot candle above ambient light max.	Automatic	Instantaneous
North Kansas City	All districts except Residential (unless for permitted institutions, church or school)	None referenced	8 seconds	0.3 foot candle above ambient light max.	Automatic	2 seconds
Parkville	1,000 ft. of interstate highway right-of-way	Monument	10 minutes	(Daylight) 5,000 NIT max. (Night) 400 NIT max.	Automatic	1 second
Raytown	All districts	Varies by district requirements	24 hours	None referenced	None referenced	None referenced
Riverside	N/A	N/A	N/A	N/A	N/A	N/A

Exhibit F

Staff also took a 50-minute online course through Planetizen.com, led by James Carpentier, State and Local Government Affairs Manager for the International Sign Association (ISA), titled “Regulating Electronic Message Centers”. Based on information from this course, as well as staff’s review of other Missouri municipalities throughout the Kansas City region and their standards for EMC signage, staff does not see any issues with Parkville’s current EMC standards regarding restricting use to monument sign types, requiring an automatic dimmer control, and limiting the transition method to no more than one (1) second with no animation or movement. Based on feedback from the September 13, 2016 special workshop with the Planning and Zoning Commission, staff has prepared three (3) proposed options for text amendment pertaining specifically to the location, duration, and brightness requirements of the City’s EMC standards. These options vary based on their restrictive standards and include:

Standard	Option 1 Least Restrictive	Option 2 Moderate Restrictions	Option 3 Most Restrictive
Location	Non-Residential Districts only	1,000 ft. of interstate highway right-of-way, “B-4” Planned Business District, and “P-EC” Planned Educational Campus District	1,000 ft. of interstate highway right-of-way and “P-ED” Planned Educational Campus District
Duration	8-10 seconds	30 seconds	10 minutes
Brightness	0.3 foot candle above ambient light max.	0.3 foot candle above ambient light max.	0.3 foot candle above ambient light max.

Exhibit G

Location

In reviewing location standards used by other municipalities, staff found that most communities either restrict use to non-residential districts (i.e., commercial and industrial) or have no district restrictions at all. Additionally, North Kansas City allows EMC signage in all districts, but restricts use in residential districts to permitted institutions (i.e., church, school).

Duration

In reviewing duration standards used by other municipalities, staff found that most communities’ minimum required “message hold time” (i.e., time interval a static message or frame must remain on the display before transitioning to another message or frame) was between 6-15 seconds. The ISA lists 5 seconds, 10 seconds, and 30 seconds as common message hold times used by communities. Furthermore, the ISA considers 3 second or less message hold time to be flashing, and recommends flashing signs be prohibited since the purpose is to attract attention rather than communicate a message. Parkville currently prohibits flashing signs in any district or portions of the City.

Brightness

There are two generally accepted measures of brightness in the sign industry: Illuminance and luminance. The City’s current EMC regulations use luminance, which is an absolute measure of the amount of brightness being emitted from a light source (measured in candelas per square meter; also known as “nits”). Illuminance however, is the preferred and recommended methodology by the ISA; illuminance is a measure of the amount of light intercepting/striking an object at a given distance from a light source (measured in footcandles; also known as “lux” in the metric system). Another reason why illuminance is the preferred and recommended methodology is because it can be more easily measured, monitored and enforced by staff compared to luminance. Illuminance is measured with a footcandle meter — also known as a luxmeter — which are relatively

inexpensive (\$100-\$1,000) and commonly available. Luminance, on the other hand, can be measured by use of a “nit gun”, which are expensive (≈3,000) and difficult to procure.

The ISA finds the 5,000 NIT standard most municipalities use to be outdated because it was based on technology at the time EMC signage was first developed; additionally, the ISA finds no scientific basis for restricting EMC signage to 5,000 NITS. Staff’s proposed brightness standards are recommended based on IES Publication TM-11-00, research conducted in 2008 by Dr. Ian Lewin, past chair of the Illuminating Engineering Society (IES) of North America. They are well-established standards, adopted by over 200 jurisdictions and eight (8) states throughout the U.S., and based on the concept of determining the amount of light that can spill over (or “trespass”) into an adjacent area without being offensive. Dr. Lewin’s illuminance brightness standards are also used by Kansas City, Mo., Lee’s Summit, and North Kansas City.

Other Considerations

At the September 13, 2016 special workshop, the Planning and Zoning Commission inquired about other concerns related to EMC signage and asked staff to research regulations from other municipalities in the region regarding distance requirements from residential neighborhoods, proliferation, maximum allowable size and height, and sign face restrictions. Finally, the Planning Commission asked staff to have our consultant, Chris Brewster, who’s currently updating our Zoning Code to take a look at our current and proposed EMC signage regulations and provide comments.

Distance from Other Districts

Kansas City, Mo. requires EMC signs to be located at least 250 ft. from any residentially zoned and occupied property; additionally, the sign must be located on a major thoroughfare. No other Missouri communities in the region researched have residential distance requirements. Parkville Municipal Code, Title IV, Chapter 463: Sign Code, Article IV: Restrictions On Signs Within Zoning Districts, Section 463.160 Special Conditions For All Zones already includes lighting provisions for illuminated signs: *“All illumination shall be operated in such manner and at such times as not to cause a direct glare of light upon occupants of neighboring properties or upon drivers of vehicles traveling the public streets.”*

Proliferation

In terms of proliferation, all communities researched do not limit the number of EMC signs; rather, they limit the number of total signs or sign types (i.e., monument, wall, pole, freestanding) by district. Most municipalities generally allow only one (1) monument sign per lot, business or shopping center — typically located at primary entrances to the developments or along frontage to public right-of-way. In Parkville’s case, there are no restrictions for the number of signs for planned districts (e.g., “B-4” Planned Business District, and “P-EC” Planned Educational Campus District); however, other non-planned commercial districts in the City limit each shopping center to one (1) pole or freestanding sign.

Size and Height

Regarding maximum allowable size and height, EMC signs are restricted to use in monument signs; thus, they follow area and height requirements for this sign type. In residential districts (e.g., “R-1”, “R-2”, “R-3”, “R-4”), the sign face on a monument sign cannot exceed 48 sq. ft. and a height of 10 ft. In “B-1” and “B-2” commercial districts, the sign area on a freestanding sign cannot exceed 50 sq. ft., unless it’s for a shopping center over five (acres); then it cannot exceed 120 sq. ft. The maximum height for non-pole freestanding signs is 8 ft. and the maximum height for all freestanding signs is 12 ft. Planned districts with a Master Sign Plan are provided flexibility from sign regulations to

meet demonstrated needs to accommodate unique needs of an overall development; thus, planned districts can exceed permitted height, area and/or number of signs. Unique needs or characteristics that warrant deviation from base sign regulations include land use, site location, physical scale, architectural style, historical interest or other distinguishing feature that represents clear variation from conventional development.

Sign Face Restrictions

In terms of restricting the area (sq. ft.) of the EMC sign face on the total area of the monument sign board, Missouri municipalities in the Kansas City region either don't have any restrictions at all or restrict the area of the EMC sign face to no more than 25-33% of the total area of the sign board. In other parts of the country, restrictions vary depending on district. For example, EMC sign face restrictions in residential districts may range from 30-50%; whereas EMC sign face restrictions in non-residential districts range from 50-75%. See Exhibit H for more detail.

Feedback from Planning Consultant

Staff reached out to our planning & zoning consultant, Chris Brewster, who's currently working on our Zoning Code and Subdivision Regulations Update project, for feedback. Chris acknowledged that limiting sign category to a specific use "gas station or fuel station" is an issue practically, and legally as well. However, by allowing it in all non-residential districts could be too lenient depending on the location nearby a neighborhood. Additionally, he suggested the following language could be added to the regulations and may be addressed later through the Zoning Code and Subdivision Regulations Update project:

- *The visible sign face shall be setback at least 250 ft. from any adjacent residentially zoned property.*
- *Only one of the allowed signs per lot may be an electronic message sign.*
- *The electronic message sign shall be no more than 50 square feet and no more than 50% of the total freestanding sign allowance for the lot.*

Staff Conclusion and Recommendation

Staff believes Option 1: Least Restrictive, Option 2: Moderate Restrictions, or a hybrid of Options 1 and 2 would be an appropriate text amendment to the City's current regulations on Electronic Message Centers. Options for consideration are depicted in Exhibit J. Staff recommends approval of the proposed text amendment to Parkville Municipal Code, Title IV, Chapter 463: Sign Code, Article IV: Restrictions On Signs Within Zoning Districts, Section 463.160 Special Conditions For All Zones, subject to conditions by the Planning and Zoning Commission:

- Any other conditions the Planning and Zoning Commission determines are necessary.

Consideration of the text amendment requires a public hearing. Required public hearing notices were published and comments received as of the date of this staff analysis report are included in Exhibit L. It should be noted that the recommendation contained in this report is made without knowledge of any facts and testimony which may be presented during the public hearing, and that the conclusions herein are subject to change as a result of any additional information that may be presented.

Necessary Action

Following consideration of the proposed text amendment, the factors discussed above and any testimony presented during the public hearing, the Planning and Zoning Commission must recommend approval (with or without conditions) or denial of the text amendment, unless

otherwise postponed. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen along with any explanation thereof for final action.

End of Memorandum



09-30-16

Stephen Lachky, AICP
Community Development Director

Date

Exhibit B



Application #: _____
Date Submitted: _____
Public Hearing: _____
Date Approved: _____

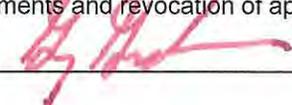
CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Text Amendment (Zoning & Subdivision Regulations)

1. Applicant / Contact Information

Applicant(s)	Primary Contact(s), if different from applicant
Name: <u>Park University</u>	Name: _____
Address: <u>8700 NW River Park Drive</u>	Address: _____
City, State: <u>Parkville, MO 64152</u>	City, State: _____
Phone: <u>816-584-6202</u> Fax: <u>816-741-5812</u>	Phone: _____ Fax: _____
E-mail: <u>ami.wisdom@park.edu</u>	E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that all text amendments are subject to statutory requirements and the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required)  Date: 9/11/16

2. Proposed Text Amendment

The following information may be submitted on a separate sheet if necessary.

Amendment proposed to (Chapter, Section and Subsection number): Ch. 463, Article IV, Section 463.160

Section / Subsection Title: Electronic Message Centers

Existing text: Electronic message centers shall be restricted to use by gas stations or fuel stations that are within 1,000 feet of interstate highway right-of-way.

Proposed text: Per staff's recommendation after research and an update from the Planning and Zoning Commission, a change to the zoning ordinance to allow installation of an electronic messaging center at Park University.

Reason for amendment: The existing message center at Park is broken and outdated. Park would like to install a new message center with advanced technology that will enhance Park's visibility in the community. As a non-profit higher education institution Park will use the electronic messaging center to promote educational and cultural offerings.

3. Potential benefits / effects

Generally, amendments are evaluated based on whether their benefit will likely outweigh any potential pitfalls, and their ability to implement community goals and objectives and improve the existing code. Describe below or on a separate sheet potential benefits and effects of the proposed amendment.

General benefits to property and residents in the City of Parkville (i.e. does the amendment make the code conform more closely with the City's Master Plan; improve public health, safety or general welfare; clarify or better implement the intent of the Code; or other): Park is willing to permit the City of Parkville to display up to three (3) community events on the message board per year. Community events might include Parkville Days, Christmas on the River and the Fourth of July Celebration. Improved signage could lead to increased attendance at community events. Parkville residents and guests would also be made more aware of Park University events, such as sporting games.

General effects to property and residents in the City of Parkville: None known. The new electronic messaging center will be located along Hwy 9 at the entrance of Park University. The residents in the City of Parkville will not be affected by the signage.

4. Checklist of required submittals

- Completed application, including all required details and supporting data.
- Nonrefundable application fee of \$300.00. Applicant will be billed to recover costs for required publication and certified notice to adjacent property owners.

For City Use Only

Application accepted as complete by: _____
Name/Title _____ Date _____

Application fee payment by Check M.O. Cash Check/ M.O. #: _____

Accepted by: _____
Name/Title _____ Date _____

Hearing notice published in: _____ Date of publication: _____

Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action Approved Approved with Conditions Denied Date of Action: _____
Conditions if any: _____

Board of Aldermen Action Approved Approved with Conditions Denied Date of Action: _____
Conditions if any: _____

Exhibit C



Existing Park University Entrance Sign (NE corner of Park College Entrance Dr. and MO-Hwy 9) looking towards the east

Exhibit C



Existing Park University Entrance Sign (NE corner of Park College Entrance Dr. and MO-Hwy 9) looking towards the west

Exhibit D



PARK UNIVERSITY

Exhibit E

BILL NO. 2558

ORDINANCE NO. 2530

AN ORDINANCE TO AMEND PARKVILLE MUNICIPAL CODE, TITLE IV, CHAPTER 463, TO REGULATE ANIMATED SIGNS AND ELECTRONIC MESSAGE CENTERS.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

Section 1. Title IV, Chapter 463, Article I, Section 463.030, of the Parkville Municipal Code is hereby amended to add the following definitions:

Animated Signs. Signs that include animation or effects simulating animation, including those that employ: flashing or blinking; intermittent or changing illumination creating a fading, dissolving, traveling, scrolling, dropping, pixilation or other similar transitional effect; video; sound emission; flapping, blowing, spinning, rotation or other movement; pyrotechnics; visible moving parts; or any device or illumination or other effect creating the illusion of motion.

Changeable copy sign: A manually, mechanically or electronically activated sign, or portion thereof, on which copy is designed to be changed periodically without altering the face of the sign. Changeable copy signs shall include, but not be limited to electronic message centers, reader boards, gas price signs, and theater marquees. Poster panels and painted boards shall not be considered changeable message signs.

Electronic Message Center: Any electronically activated changeable copy sign. Included are signs that use changing lights to form a message and holographic displays.

Section 2. Title IV, Chapter 463, Article IV, Section 463.160, of the Parkville Municipal Code is hereby amended to add a new subsection E as follows:

- E. *Electronic Message Centers.* Electronic message centers shall be allowed subject to the following standards:
1. Electronic message centers shall be restricted to use by gas stations or fuel stations that are within 1,000 feet of interstate highway right-of-way.
 2. Electronic message centers shall be restricted to use in monument signs and shall not be permitted as wall or pole signs.
 3. Duration. Any portion of the message must be displayed for a minimum duration of 10 minutes.
 4. Brightness. The sign must not exceed a maximum illumination of 5,000 nits (candelas per square meter) during daylight hours and a maximum of 400 nits (candelas per square meters) between dusk and dawn.

5. Dimmer control. The sign must have a dimmer control to automatically adjust illumination from daylight to night time maximums.
6. The change from one message to the next shall not take more than one second and shall not include any animation or movement.

Section 3. Title IV, Chapter 463, Article IV, Section 463.170, of the Parkville Municipal Code is hereby repealed and replaced as follows:

Animated signs. Animated signs shall not be permitted in any district or portion of the City. This shall not include electronic message centers as permitted in Section 463.160, E.

Section 4. Title IV, Chapter 463, Article IV, Section 463.160, of the Parkville Municipal Code is hereby amended to add a new subsection F and G as follows:

- F. *Corner lots.* Where monument signs are permitted, lots with two or more public street frontages shall be allowed one monument sign for each public street frontage.
- G. *Sign area.* Where monument signs are permitted within 1,000 feet of interstate highway right-of-way, lots with a lineal street frontage greater than 250 feet, shall be allowed a 25% increase in sign area on that street frontage so long as all other applicable standards are met.

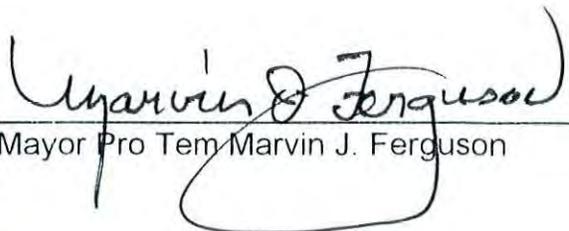
Section 5. All required notifications have been published and posted, and all required public hearings on this matter have been held.

Section 6. The Planning & Zoning Commission has reviewed and considered the above-referenced amendments. At its March 9, 2010 meeting, the Planning & Zoning Commission recommended approval of the same unanimously.

Section 7. This ordinance shall be effective immediately upon its passage and approval.

PASSED and APPROVED this 16th day of March 2010.





Mayor Pro Tem Marvin J. Ferguson

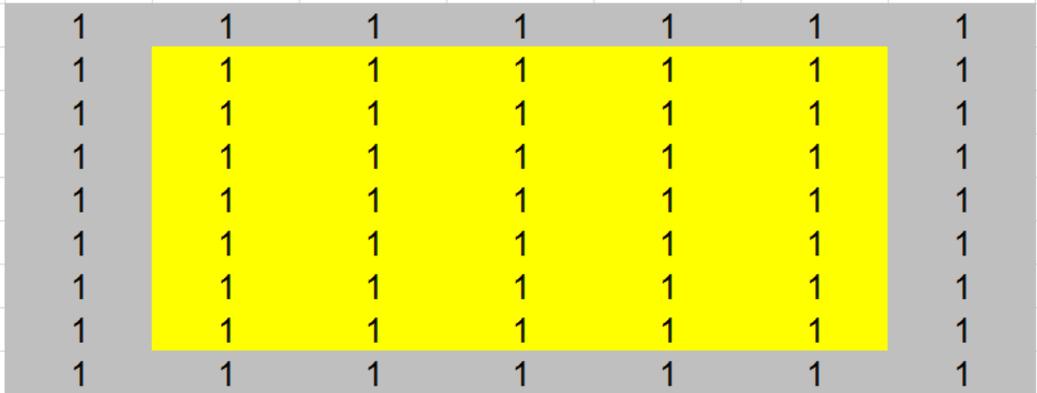
ATTESTED:



City Clerk Claudia Willhite

Exhibit H

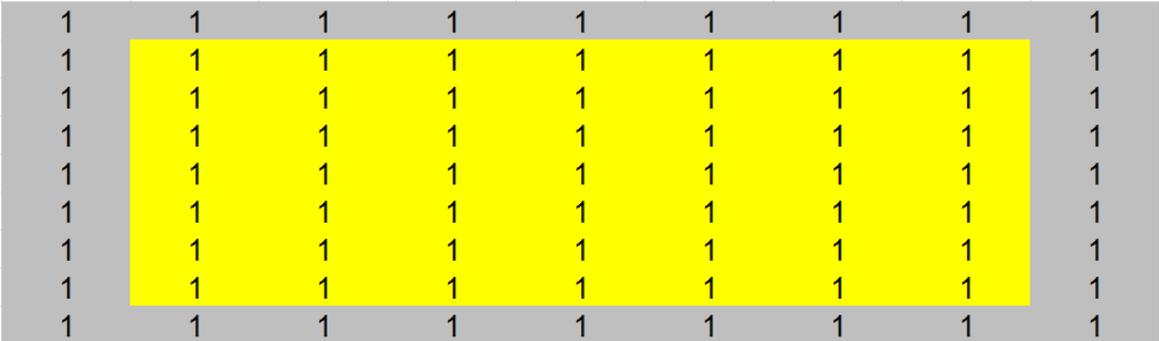
***Example - EMC face [5ft. X 5ft.] on a Monument Sign [7ft. X 7ft.]**



*Not to scale

EMC sign face approximately **51.0%** of total sign board area

***Example - EMC face [7ft. X 7ft.] on a Monument Sign [9ft. X 9ft.]**



*Not to scale

EMC sign face approximately **60.5%** of total sign board area

Option 1: Least Restrictive

Chapter 463. Sign Code

Article IV. Restrictions On Signs Within Zoning Districts

Section 463.160. Special Conditions For All Zones.

[Ord. No. 1215 Art. IV §6, 4-30-1991; Ord. No. 2360 §1, 9-18-2007]

E. *Electronic Message Centers.* Electronic message centers shall be allowed subject to the following standards:

[Ord. No. 2530 §2, 3-16-2010]

1. Electronic message centers shall be restricted to use ~~in non-residential districts by gas stations or fuel stations that are within one thousand (1,000) feet of an interstate highway right of way.~~
2. Electronic message centers shall be restricted to use in monument signs and shall not be permitted as wall or pole signs.
3. The visible sign face shall be setback at least 250 feet from any adjacent residentially zoned property.
4. Only one of the allowed signs per lot may be an electronic message center.
5. The electronic message sign shall be no more than 50 square feet and no more than 50% of the total freestanding sign allowance for the lot.
6. *Duration.* Any portion of the message must be displayed for a minimum duration of ~~ten (10) minutes~~ ten (10) seconds.
7. *Brightness.* The sign must not exceed ~~a maximum illumination of five thousand (5,000) nits (candelas per square meter) during daylight hours and a maximum of four hundred (400) nits (candelas per square meters) between dusk and dawn~~ 0.3 footcandles over ambient lighting conditions when measured at the recommended distance, based on the electronic message center size (Measurement Distance = $\sqrt{[\text{Area of sign sq. ft.} \times 100]}$).
8. *Dimmer control.* The sign must have a dimmer control, sensor or other device that utilizes photocell technology to automatically adjust illumination ~~from daylight to nighttime maximums~~ according to ambient light conditions.
9. The change from one message to the next shall not take more than one (1) second and shall not include any animation or movement.

Option 2: Moderate Restrictions

Chapter 463. Sign Code

Article IV. Restrictions On Signs Within Zoning Districts

Section 463.160. Special Conditions For All Zones.

[Ord. No. 1215 Art. IV §6, 4-30-1991; Ord. No. 2360 §1, 9-18-2007]

- E. *Electronic Message Centers.* Electronic message centers shall be allowed subject to the following standards:
[Ord. No. 2530 §2, 3-16-2010]
1. Electronic message centers shall be restricted to use by gas stations or fuel stations that are within one thousand (1,000) feet of an interstate highway right-of-way, “B-4” Planned Business District, and “P-ED” Planned Educational Campus District.
 2. Electronic message centers shall be restricted to use in monument signs and shall not be permitted as wall or pole signs.
 3. The visible sign face shall be setback at least 250 feet from any adjacent residentially zoned property.
 4. Only one of the allowed signs per lot may be an electronic message center.
 5. The electronic message sign shall be no more than 50 square feet and no more than 50% of the total freestanding sign allowance for the lot.
 6. *Duration.* Any portion of the message must be displayed for a minimum duration of ~~ten (10) minutes~~ thirty (30) seconds.
 7. *Brightness.* The sign must not exceed ~~a maximum illumination of five thousand (5,000) nits (candelas per square meter) during daylight hours and a maximum of four hundred (400) nits (candelas per square meters) between dusk and dawn~~ 0.3 footcandles over ambient lighting conditions when measured at the recommended distance, based on the electronic message center size (Measurement Distance = $\sqrt{[\text{Area of sign sq. ft.} \times 100]}$).
 8. *Dimmer control.* The sign must have a dimmer control, sensor or other device that utilizes photocell technology to automatically adjust illumination ~~from daylight to nighttime maximums~~ according to ambient light conditions.
 9. The change from one message to the next shall not take more than one (1) second and shall not include any animation or movement.

Option 1: Least Restrictive

Chapter 463. Sign Code

Article IV. Restrictions On Signs Within Zoning Districts

Section 463.160. Special Conditions For All Zones.

[Ord. No. 1215 Art. IV §6, 4-30-1991; Ord. No. 2360 §1, 9-18-2007]

- E. *Electronic Message Centers.* Electronic message centers shall be allowed subject to the following standards:
[Ord. No. 2530 §2, 3-16-2010]
1. Electronic message centers shall be restricted to use in non-residential districts.
 2. Electronic message centers shall be restricted to use in monument signs and shall not be permitted as wall or pole signs.
 3. The visible sign face shall be setback at least 250 feet from any adjacent residentially zoned property.
 4. Only one of the allowed signs per lot may be an electronic message center.
 5. The electronic message sign shall be no more than 50 square feet and no more than 50% of the total freestanding sign allowance for the lot.
 6. *Duration.* Any portion of the message must be displayed for a minimum duration of ten (10) seconds.
 7. *Brightness.* The sign must not exceed 0.3 footcandles over ambient lighting conditions when measured at the recommended distance, based on the electronic message center size (Measurement Distance = $\sqrt{[\text{Area of sign sq. ft.} \times 100]}$).
 8. *Dimmer control.* The sign must have a dimmer control, sensor or other device that utilizes photocell technology to automatically adjust illumination according to ambient light conditions.
 9. The change from one message to the next shall not take more than one (1) second and shall not include any animation or movement.

Option 2: Moderate Restrictions

Chapter 463. Sign Code

Article IV. Restrictions On Signs Within Zoning Districts

Section 463.160. Special Conditions For All Zones.

[Ord. No. 1215 Art. IV §6, 4-30-1991; Ord. No. 2360 §1, 9-18-2007]

- E. *Electronic Message Centers.* Electronic message centers shall be allowed subject to the following standards:
[Ord. No. 2530 §2, 3-16-2010]
1. Electronic message centers shall be restricted to use by gas stations or fuel stations that are within one thousand (1,000) feet of an interstate highway right-of-way, "B-4" Planned Business District, and "P-ED" Planned Educational Campus District.
 2. Electronic message centers shall be restricted to use in monument signs and shall not be permitted as wall or pole signs.
 3. The visible sign face shall be setback at least 250 feet from any adjacent residentially zoned property.
 4. Only one of the allowed signs per lot may be an electronic message center.
 5. The electronic message sign shall be no more than 50 square feet and no more than 50% of the total freestanding sign allowance for the lot.
 6. *Duration.* Any portion of the message must be displayed for a minimum duration of thirty (30) seconds.
 7. *Brightness.* The sign must not exceed 0.3 footcandles over ambient lighting conditions when measured at the recommended distance, based on the electronic message center size (Measurement Distance = $\sqrt{[\text{Area of sign sq. ft.} \times 100]}$).
 8. *Dimmer control.* The sign must have a dimmer control, sensor or other device that utilizes photocell technology to automatically adjust illumination according to ambient light conditions.
 9. The change from one message to the next shall not take more than one (1) second and shall not include any animation or movement.

Exhibit K

Public Hearing Notice: The Planning and Zoning Commission of Parkville, MO will hold a public hearing on Tuesday, October 11, 2016 at 5:30 p.m. at Parkville City Hall, 8880 Clark Ave, Parkville, MO to consider a request to amend Parkville Municipal Code, Title IV, Chapter 463: Sign Code, Article IV: Restrictions On Signs Within Zoning Districts, Section 463.160 Special Conditions For All Zones, Subsection E. *Electronic Message Centers*. Current standards restrict electronic message centers to use by gas stations or fuel stations that are within 1,000 feet of interstate highway right-of-way. This hearing is open to the public and all interested parties are welcome to attend and address the Planning and Zoning Commission regarding the matter. A copy of supporting documents may be viewed online at <http://parkvillemo.gov/public-hearings/> or at Parkville City Hall during regular office hours.

Exhibit L

From: Dean Katerndahl [mailto:deankaterndahl@gmail.com]

Sent: Friday, September 16, 2016 1:19 PM

To: Stephen Lachky

Subject: A Couple of Things

- Regarding the digital signs I am okay with a hold time of 10-15 seconds. I drove by a similar sign at the Metropolitan Community College that must have had a 1 or 2 second hold time. There is really no time to read what is up there and you have to concentrate on it to take the fire hose of information.

-----Original Message-----

From: Barbara Wassmer [mailto:mzswazz@kc.rr.com]

Sent: Monday, September 19, 2016 1:07 PM

To: Stephen Lachky

Subject: Park College Sign and water treatment plant.

Hi Stephen,

I like 8 second intervals used by other cities. That's a pretty long time and allows for more information to get to the readers without feeling like its a flashing sign. I particularly considered that the information is primarily for students and not drivers in Hwy 9 and that they read the information while waiting for the green light to leave campus.

Second, I think we should strive for consistency- maybe by having a requirement that they have stone bases and enclosures around the actual sign to prevent them looking like billboards or LED screens on top of a base.



Staff Analysis

- Agenda Item:** 4.B
- Proposal:** Application for Conditional Use Permit (CUP) to relocate an existing public utility well along the Missouri River, generally located at Platte Landing Park, 300 South Main St., Parkville, MO.
- Case No:** PZ16-18
- Applicant:** Missouri American Water Company
- Owners:** Missouri American Water Company
- Location** 300 South Main St., Parkville, MO
- Zoning:** "I-3" Heavy Industrial District
- Parcel #s:** Platte County parcel number 20-7.0-35-000-000-001.000.
- Exhibits:**
- A. This Staff Analysis
 - B. Application for Conditional Use Permit
 - C. Subject Area Property Map
 - D. Map of existing Missouri American Water wells
 - E. Map or proposed Missouri American Water pipelines
 - F. Photos of existing wells
 - G. Additional exhibits as may be presented at the public hearing
- By Reference:**
- A. Parkville Municipal Code, Title IV, Chapter 470: *Supplementary Use Regulations – Conditional Uses* (<http://www.unicode360.com/27902588>)
 - B. Parkville Municipal Code, Title VI, Chapter 455: *"I-3" Heavy Industrial District Regulations* (<http://www.unicode360.com/27902202>)
 - C. Parkville Municipal Code, Title IV: *Zoning Code* in its entirety (<http://www.unicode360.com/PA3395-DIV-05>)
 - D. Parkville Master Plan (<http://parkvillemo.gov/departments/community-development-department/master-plan/>)
 - E. Notice of public hearing; published in the Platte County Landmark newspaper
 - F. Notice of public hearing summary; mailed via certified mail to all property owners within 185 ft. of the subject property
 - G. Summary of Public Hearing posted on Parkville City webpage (<http://parkvillemo.gov/public-hearings/>)
 - H. Hearing notice published on the Parkville City webpage (<http://parkvillemo.gov/download/PZHearingSummary101116.pdf>)

- I. Case No. PZ16-02A - Application for Conditional Use Permit
- J. Case No. PZ16-02B - Application for Preliminary Site Plan / Development Plan
- K. Case No. PZ16-02C - Application for Final Plat
- L. Case No. PZ16-02D - Application for Revised Preliminary Site Plan / Development Plan
- M. Case No. PZ16-02E - Application for Annexation
- N. Case No. PZ16-02F - Application for Zoning Map Revision (Rezoning)
- O. Case No. PZ16-02G - Application for Final Site Plan / Development Plan

Comments

Received:

No written comments have been received by the Community Development Department as of the completion of this staff analysis on September 30, 2016.

Overview

The applicant, Missouri American Water, is proposing to relocate an existing utility water well, generally located at Platte Landing Park, 300 South Main St., Parkville, MO, within 300 ft. of its current location, as depicted in Exhibit C below. The subject property contains 118.44 acres, more or less, is located at Platte Landing Park, and is currently within a City "I-3" Heavy Industrial District. The subject property contains one parcel - Platte County parcel number 20-7.0-35-000-000-001.000 (118.45 acres, more or less). The subject property is used primarily for parks & recreation purposes, and the adjacent parcel to the east (Platte County parcel number 20-7.0-35-000-000-001.001) currently contains three existing utility water wells, owned by Missouri American Water.

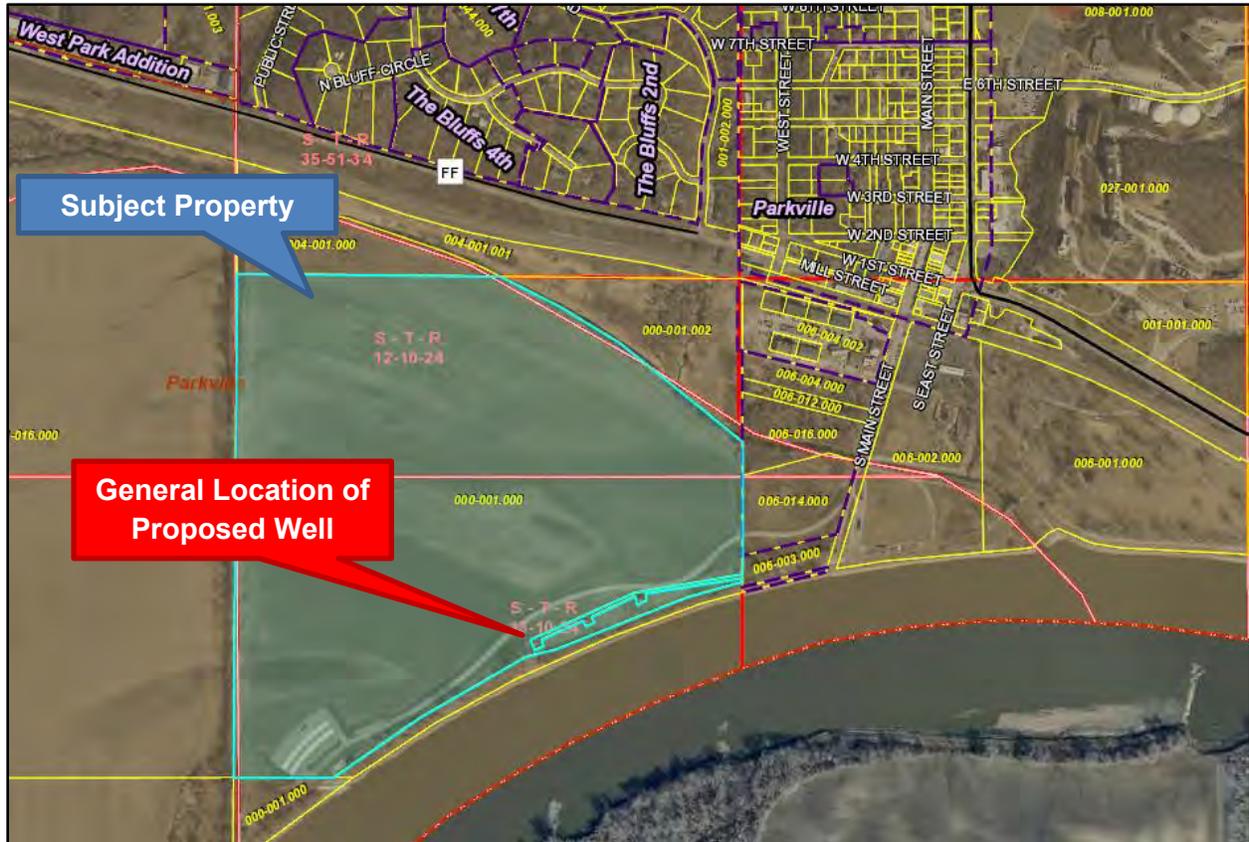


Exhibit C: Subject Area Property Map

This application for CUP relates to the applicant's water treatment facility project (Case Nos. PZ16-02 A-G), which applicants were approved by the Parkville Board of Aldermen on September 6, 2016 and September 20, 2016. The applicant proposes running underground water lines from the existing wells and proposed well in Platte Landing Park, north-south through the park to NW FF Hwy, and then east-west along NW FF Hwy to the future water treatment facility at 10550 NW FF Hwy; as depicted in Exhibit D. The underground utility easement will be provided by the property owner of Platte Landing Park, Platte County.

General Review and Analysis

Parkville Municipal Code, Title IV, Chapter 470: *Supplementary Use Regulations – Conditional Uses* permits the use of “Public utilities or public service uses, buildings, structures, or appurtenances thereto” in City districts via a Conditional Use Permit (CUP), “*When found to be in the interest of the public health, safety, morals, and general welfare of the community.*” Preliminary plans in sufficient detail — and a statement as to the proposed use of the buildings, structures, and premises — are required to be submitted and presented to the Planning and Zoning Commission for consideration. The Commission is required to hold a public hearing and review such plans and statements, and after a careful study thereof, submit a recommendation to the Board of Aldermen within thirty (30) days following said hearing. Per Section 470.010, “*Following receipt of the Commission’s report, the Board of Aldermen may, within the specification herein provided, permit such buildings, structures, or uses where requested, provided that the public health, safety, morals, and general welfare will not be adversely affected, that ample off-street parking facilities will be provided, and that necessary safeguards will be provided for the protection of surrounding property, persons, and neighborhood values.*”

Parkville Municipal Code, Title V, Section 515.095: *Accessory Utility Facilities – Supplementary Regulations* states, “*For the purposes of this Section, ‘accessory utility facilities’ shall mean such facilities, including pedestals, boxes, vaults, cabinets or other ground-mounted or below ground facilities that directly serve the property or local area in which the facility is placed, are not primarily for transmission or distribution to other locations, do not materially alter the character of the neighborhood or area and otherwise are customarily found in such areas.*”

Furthermore, “*In non-residential districts, accessory utility facilities with a height of less than four (4) feet and covering less than sixteen (16) square feet in area may be installed above ground with the prior approval of the Public Works Director. Except as otherwise may be authorized herein, any larger utility facility shall be installed underground or authorized to be installed above ground only by conditional use permit in accordance with Chapter 470 of the Parkville Municipal Code...*”

This application has been reviewed against Parkville’s Zoning Code regulations, including the applicable CUP regulations, “I-3” district requirements, and *Parkville Master Plan* and its adopted future land use projections. Per Section 483.030, a notice of public hearing was published in a newspaper in general circulation in the City, surrounding property owners within one-hundred and eight-five (185) ft. of the subject property were notified of the time, place and nature of the public hearing via certified mail, and a sign was posted on the subject property (in view from the public right-of-way) announcing the time, place and nature of the public hearing. While the Community Development Department has received questions and inquiries via phone calls, no written comments have been received by the Community Development Department as of the completion of this staff analysis on September 30, 2016.

CUP Matters for Consideration

Although the Parkville Municipal Code does not define how the Planning and Zoning Commission shall determine if a proposed CUP is appropriate, the Commission has previously considered the following matters as a guide, as advised by staff and legal counsel. The following are staff’s findings and conclusions.

- 1. The character of the neighborhood and the zoning and uses of nearby properties.**
The subject property is located within a mile of downtown Parkville to the southwest, generally bordered by undeveloped land (“I-1” Light Industrial and “OTD” Old Town District) to the north, the Missouri River (N/A zoning district) to the south, Platte Landing

Park parking lot to the east (“I-3” Heavy Industrial District), and Northern Farms, LLC farmland (County “PI” Planned Industrial) to the west. The subject property includes Platte Landing Park and is used primarily for parks & recreation purposes. The general character of the surrounding area would be considered parkland, conservation area, undeveloped area and farmland. The adjacent parcel to the east (Platte County parcel number 20-7.0-35-000-000-001.001) currently contains three existing utility water wells, owned by Missouri American Water.

2. The suitability of the subject property for the uses to which it is restricted and the extent to which allowing the proposed use through a CUP may affect nearby properties.

Four (4) existing utility water wells are currently located adjacent to the subject property. As indicated on Exhibit D, three (3) wells exist on Platte County parcel number 20-7.0-35-000-000-001.001, and one (1) well exists on Platte County parcel number 20-7.0-35-400-006-003.000. The wells are generally spaced 300 ft. apart from one another and the new well is estimated to be within 300 ft. of the westernmost existing well in the area.



Exhibit D: Map of existing Missouri American Water wells

Although there are no height and landscape requirements per Section 515.095: *Accessory Use Facilities – Supplementary Regulations* of the Parkville Municipal Code, conditions may be applied to the proposed use of “Public utilities or public service uses, buildings, structures, or appurtenances thereto” per Chapter 470: *Supplementary Use Regulations – Conditional Uses*. Any conditions applied to the CUP should attempt to address the potential adverse impacts of the proposed use on adjacent properties. The proposed well will be consistent with the existing wells, which have a chain-link fence around the exterior for security purposes, and vegetation around the fence for visual screening.

3. The relative gain to the public’s health, safety and welfare as compared to the hardship of the individual property owner of the subject property.

The proposed Conditional Use Permit does not appear to have any impacts on other public health, safety and welfare considerations, including the ability to respond with

public and emergency services including police and fire and the ability to maintain the peace. The proposed location of the new well is adjacent to the existing utility water wells around Platte Landing Park. The subject property is no more remote or less accessible than other properties in the general area along South Main St.; thus, there appears to be no significant additional burden on emergency services.

The proposed location of the new well at 300 South Main St. is in close proximity to Missouri American Water's existing utility water wells along the Missouri River and proposed underground water lines to their company's new water plant location at 10550 NW FF Hwy (Case No. PZ16-02). There appears to be no specific gain to the public health, safety and welfare by denying the application for CUP. Rather, it appears the community would benefit from the proposed water well. Missouri American Water processes 3.1 million gallons of water per day for Parkville and Platte County residents; this includes 24/7 service critical to public health, safety and economic vitality.

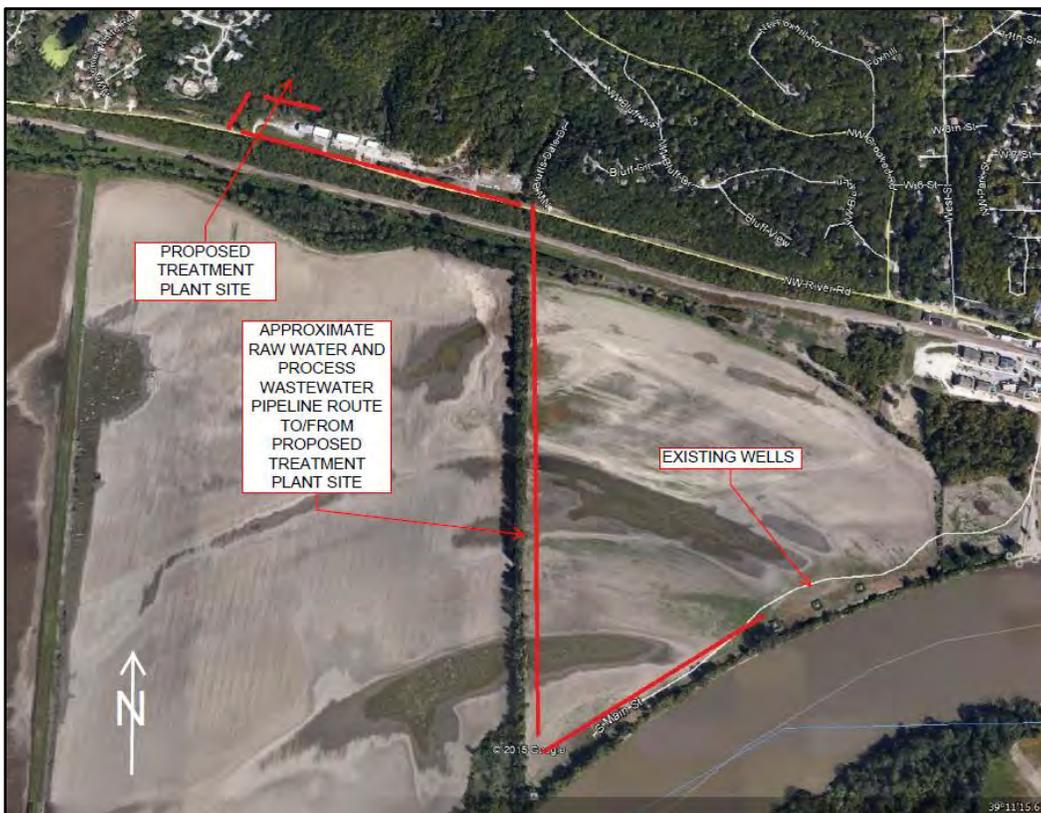


Exhibit E: Map of proposed Missouri American Water pipelines

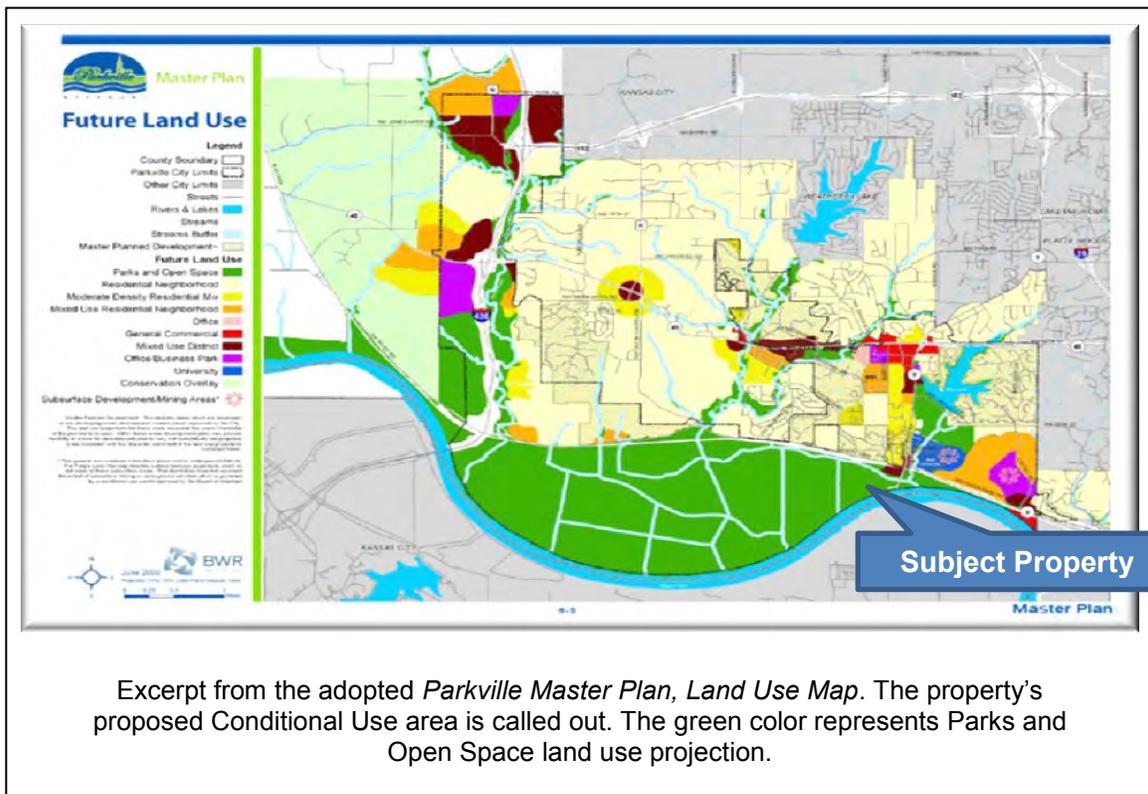
4. The adequacy of public utilities and other needed public services

Four (4) existing utility water wells are currently located adjacent to the subject property. As indicated on Exhibit D, three (3) wells exist on Platte County parcel number 20-7.0-35-000-000-001.001, and one (1) well exists on Platte County parcel number 20-7.0-35-400-006-003.000. The proposed utility water well use would require extension of public/private services, specifically the extension of underground water lines to the new well. As shown in Exhibit E above, this requires the property owner (Platte County) to grant the applicant an easement to connect to the new well. This will be done through a separate instrument — a cooperative agreement between Missouri American Water

Company, Platte County and the City of Parkville. Development of the proposed water utility well should not have a significant impact on other public utilities or services.

5. Consistency with the City’s adopted master plan and applicable City Code.

The City’s adopted Master Plan projects Parks and Open Space future land use for the subject property. This land use is primarily intended for public or private land reserved for active and passive parklands, trails, recreation uses, environmentally sensitive areas, natural resources, or any other lands reserved for permanent open space purposes.



Although public utilities or public service uses, buildings, structures, or appurtenances thereto are not specifically addressed in individual land use projection categories within the Master Plan, including the Parks and Open Space projection, they [public utilities or public service uses] play an important role in providing needed services to the community. Additionally, there are four (4) existing water utility wells in Platte Landing Park, the proposed well will look substantially consistent to the existing wells in the park, the proposed well will not adversely impact the surrounding uses per conditions of the CUP, and will not adversely impact the intent of the Master Plan projection.

Staff Conclusion and Recommendation

Staff concludes that the application meets the minimum applicable standards and regulations, the CUP is consistent with the character of existing development in and around the subject property; the property is suited to the proposed use via a CUP and little, if any, negative impact is anticipated on surrounding properties; the security and visual screening of the well should be in an consistent manner with the existing wells in Platte Landing Park; there appears to be no specific gain to the public’s health, safety and welfare by denying the application; there does appear to be a hardship to the property owner if the subject property is not allowed to be

developed as proposed; adequate public utilities and services can be provided to support the development of the proposed use; although public service uses, buildings, structures, or appurtenances thereto are not specifically addressed in individual land use project categories within the Master Plan, they plan an important role in providing needed services to a community.

Following review, staff recommends approval of the CUP based on the merits of the application and the findings and conclusions in this report. Additionally, staff recommends approval of the CUP, subject to the following conditions:

- Screening of the proposed well shall be consistent and to the same standard as the existing utility water wells in Platte Landing Park.
- Any other conditions the Planning and Zoning Commission determines are necessary.

It should be noted that the recommendation contained in this report is made without knowledge of facts, public comments or any additional information which may be presented during the public hearing. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

Necessary Action

Following consideration of the CUP, supporting information, associated exhibits, factors discussed above and any testimony presented during the public hearing, the Planning and Zoning Commission should recommend approval, approval with conditions, denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen for final action.

End of Memorandum



09-30-2016

Stephen Lachky, AICP
Community Development Director

Date

Exhibit F





09 19 2016



09 19 2016



 **CITY OF HOUSTON**
WATER DEPARTMENT
AUTHORIZED PERSONNEL
ONLY
CALL: (816) 741-2991
or 911
IN CASE OF EMERGENCY

09 19 2016



Staff Analysis

Agenda Item: **5.A**

Proposal: Application for a Site Plan/Development Plan for exterior modifications in the “OTD” Old Town District at 12 E. 1st St. – removal of ATM canopy and restriping parking lot.

Case No: PZ16-14

Applicant: Ed Bradley, Bank Liberty

Owners: Martin Weishaar, Bank Liberty

Location: 12 E. 1st Street, Parkville, MO 64152

Zoning: “OTD” Old Town District

Parcel #: 20-7.0-35-100-035-001.000

Exhibits: A. This Staff Analysis
 B. Application
 C. Subject Area Property Map
 D. Imagery and photos of current property
 E. ATM concept drawings; prepared by Heritage (dated August 9, 2016)
 F. Site Plan; prepared by W. Lee Rhoad, AIA Architect (dated September 9, 2016)
 G. Additional exhibits as may be presented during the meeting

By reference: A. The Parkville Municipal Code including Title IV, Zoning Code, including but not limited to Chapters 442, “OTD” Old Town District Regulations - <http://ecode360.com/27901759>
 B. The adopted Vision Downtown Parkville - <http://parkvillemo.gov/vision-downtown-parkville/>
 C. A Preliminary Commercial Rehabilitation Design Guideline (advisory study) - <http://parkvillemo.gov/download/community-development/Appendix-F%20.pdf>

Overview

The applicant, Bank Liberty, proposes exterior modifications to their existing building at 12 E. 1st St. in the “OTD” Old Town district in Parkville, Mo. This includes removal/demolition of the existing ATM canopy along the eastern wall of the building along Lots 6 and 7 of the subject property parcel. Additionally, the applicant proposes relocating the ATM, modernizing it with a new look as depicted in Exhibit E. Lastly, the applicant proposes restriping the existing parking lot to include sixteen (16) total parking stalls, seven (7) more than currently exist. Aside from the addition of parking to Bank Liberty customers, these additional vehicle stalls will be made available to the public and downtown patrons during special events in downtown Parkville.

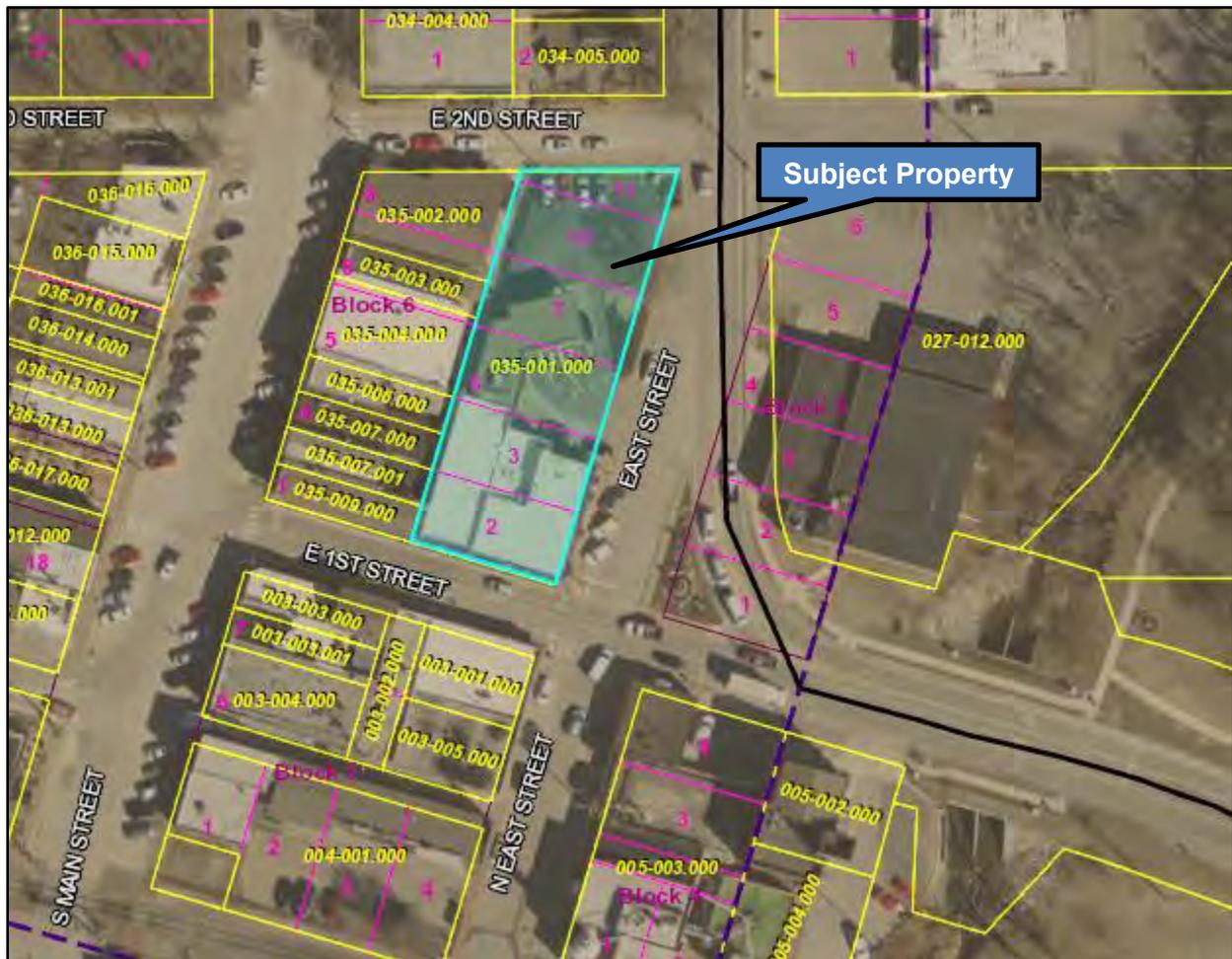


Exhibit C

The subject property is within the City’s “OTD” Old Town District. Parkville Municipal Code, Section 442.050 contains design guidelines which need to be met for new construction and exterior modifications to buildings within the “OTD” Old Town District. Primary considerations are the ability of the proposed exterior changes to meet the “OTD” Old Town District’s design guidelines, goals and objectives from the adopted *Vision Downtown Parkville Master Plan*.

Analysis and Comments

The application has been reviewed against the Parkville Municipal Code, including Chapter 442 “OTD” Old Town District regulations, and compared to other development in the “OTD” Old Town District. The application has also been reviewed against the goals and objectives from the adopted *Vision Downtown Parkville Master Plan* and the separate advisory study, *A Preliminary Commercial Rehabilitation Design Guideline*.

Per the Parkville Municipal Code, Chapter 442, “OTD” Old Town District, Section 442.015, Permitted Uses, Subsection C, “...*New construction, exterior alterations and uses that would substantially increase the need for parking are permitted only upon the review of the Planning Commission and approval of the Board of Aldermen in each specific instance, after consideration of the location of such use with relation to the adjacent residential area, traffic burden, noise, lights and other factors in keeping with Chapter 442.*” Further, Parkville Municipal Code, Chapter 442, “OTD” Old Town District, Section 442.050, Design Guidelines, requires the Planning and Zoning Commission and Board of Aldermen to, “*determine the compatibility of the*

proposed development with adjacent buildings and structures and uses.” Specifically, the following sections would apply to this application:

2. *...For alterations or expansions, the materials and design should be consistent with the original building elements and characteristics of the building period, and should not cover, destroy or otherwise minimize original architectural elements.*
7. *Buildings must not have long, monotonous, uninterrupted walls or roof planes visible from the street or other public rights-of-way. Building walls more than fifteen (15) feet in length must include elements that add architectural interest and variety such as projections, recesses, offsets, windows, painted features or blank window openings trimmed with frames, sills or lintels.*
8. *Facades visible from the public right-of-way should be architecturally emphasized through the arrangement of windows, entrance treatments and details.*
12. *Walls and fences should be architecturally compatible with the style, materials and colors of the principal building on the same lot...*

Following review and consideration, staff concludes that the intent of these guidelines is met by the application. The existing ATM canopy is the only structure on the subject property being removed, and the existing façade along the eastern wall of the building will remain intact. The applicant proposes extending the current navy cornice along the façade where the canopy is to be removed, keeping with the current architectural style, materials and colors of the existing building. No other architectural alterations will be made to the building on the subject property. With the ATM being relocated closer to East St., the four (4) one-way thru lanes in the parking lot — that the current ATM canopy covers — are no longer needed. This frees up interior lot space for additional parking stalls, which are proposed to be restriped throughout the interior lot (see Exhibit F). Staff does not see the proposal negatively impacting the historic nature or character of the downtown; rather, the site plan/development plan removes an unnecessary building feature, modernizes the subject property’s use as a bank, and adds parking to, not just the subject property, but the downtown area. The *Vision Downtown Parkville Master Plan* acknowledges that parking plays a key role in the downtown and recognizes the current constraints/limitations of customer parking. The plan’s transportation and parking recommendations include capitalizing on parking opportunities to maximize transportation resources.

Staff Conclusion and Recommendation

Staff concludes that the proposed exterior modifications are generally consistent and compatible with other improvements in the “OTD” Old Town District; are consistent with the adopted “OTD” Old Town District guidelines; modernizes the building on the subject property keeping its current architectural style, materials and color; does not negatively impact the historic nature or character of the downtown; and adds additional parking to the downtown. Staff recommends approval as submitted, subject to any additional conditions the Planning and Zoning Commission recommends.

It should be noted that this recommendation is made without the knowledge or benefit of any additional details and information that may be provided or presented during the Planning and Zoning Commission meeting. For this reason, the conclusions herein are subject to change as a result of evaluating any additional information.

Necessary Action

Following consideration of the Site Plan/Development Plan application and supporting materials, associated exhibits, factors discussed above and any testimony presented during the regular meeting, the Planning Commission should recommend approval (with or without conditions),

denial, or postpone the application for further consideration. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen, along with any explanation thereof, for final action at their October 18, 2016 meeting.

End of Memorandum



09-12-16

Stephen Lachky, AICP
Community Development Director

Date

Exhibit B



Application #: _____
Date Submitted: _____
Meeting Date: _____
Date Approved: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Site Plan / Development Plan Application

1. Applicant/Contact Information

Applicant(s)
Name: ED BRADLEY
Company: BANK LIBERTY
Address: 12 E. FIRST ST.
City, State: PARKVILLE, MO 64152
Phone: 816-584-3130 Fax: _____
E-mail: ED.BRADLEY@BANKLIBERTYKC.COM

Owner(s), if different from applicant
Name: MARTIN WEISHAAR
Company: BANK LIBERTY
Address: 9200 NE BARRY RD.
City, State: KANSAS CITY, MO 64157
Phone: 816-792-6643 Fax: _____
E-mail: MARTIN.WEISHAAR@BANKLIBERTYKC.COM

Person(s) preparing plans
Name: SAME
Company: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

Contact Person, if different from applicant
Name: SAME
Company: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that development in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) Ed Bradley Date: 9/8/16

Property Owner's Signature (Required) [Signature] Date: 9/8/16

2. Property Information

Zoning district: OLD TOWN DISTRICT
Address and general location: 12 E. FIRST ST., PARKVILLE, MO 64152
Legal description (may be attached): PARKVILLE LOTS 2,3,6,7,10,11 BLOCK 6

Description of proposed use(s): PARKING LOT & ATM

Gross acreage of lot: 4 ACRES 18,731 SF Net acreage of lot: _____

Open space acreage: _____ Lot coverage: _____

Is proposal an alteration to an existing building or new construction? alteration new construction

3. Factors affecting the project

Are any public improvements required for this project? NO

Explain (may be attached): _____

Does the proposed site / development plan meet the following criteria? Attach a separate Yes No sheet explaining how / why.

Does the proposal conform to the provisions of the City's Zoning Code?

Does the proposal conform to the provisions of the City's subdivision regulations?

Does the proposal conform to the goals and objectives of the City's Master Plan?

Is the proposed development compatible with the surrounding area?

Does the proposal conform to customary engineering standards used in the City?

Are the streets, paths, walkways and driveways located so as to enhance connectivity, circulation and safety and minimize any adverse traffic impact on the surrounding area?

Please note below other comments or factors relating to the proposed development (may be attached):

4. Checklist of required submittals

- Completed application, including site plan with all required details and supporting data.
- Nonrefundable application fee of \$300.00.
- Five (5) copies 24" x 36" size, or larger sets, one (1) 11 x 17 size set, and one (1) electronic set (pdf format) of the development plan and elevations for staff and service providers review. Please note additional copies will be required for submittal to the Planning Commission, and Board of Aldermen.
- Five (5) paper copies and one (1), electronic copy (pdf format) of any supporting documentation for staff and service providers review. Please note additional copies will be required for submittal to the Planning Commission, and Board of Aldermen.
- Authorization signature of the applicant and owner of record of the property.
- If subject to covenants and/or deed restrictions, signed approval of the association/entity enforcing such.

For City Use Only

Application accepted as complete by: _____
Name/Title _____ Date _____

Application fee payment: Check # _____ M.O. _____ Cash Received from: _____

Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action Approved Approved with Conditions Denied Date of Action: _____

Conditions if any: _____

Board of Aldermen Action Approved Approved with Conditions Denied Date of Action: _____

Conditions if any: _____



Exhibit C

Subject Area Property Map

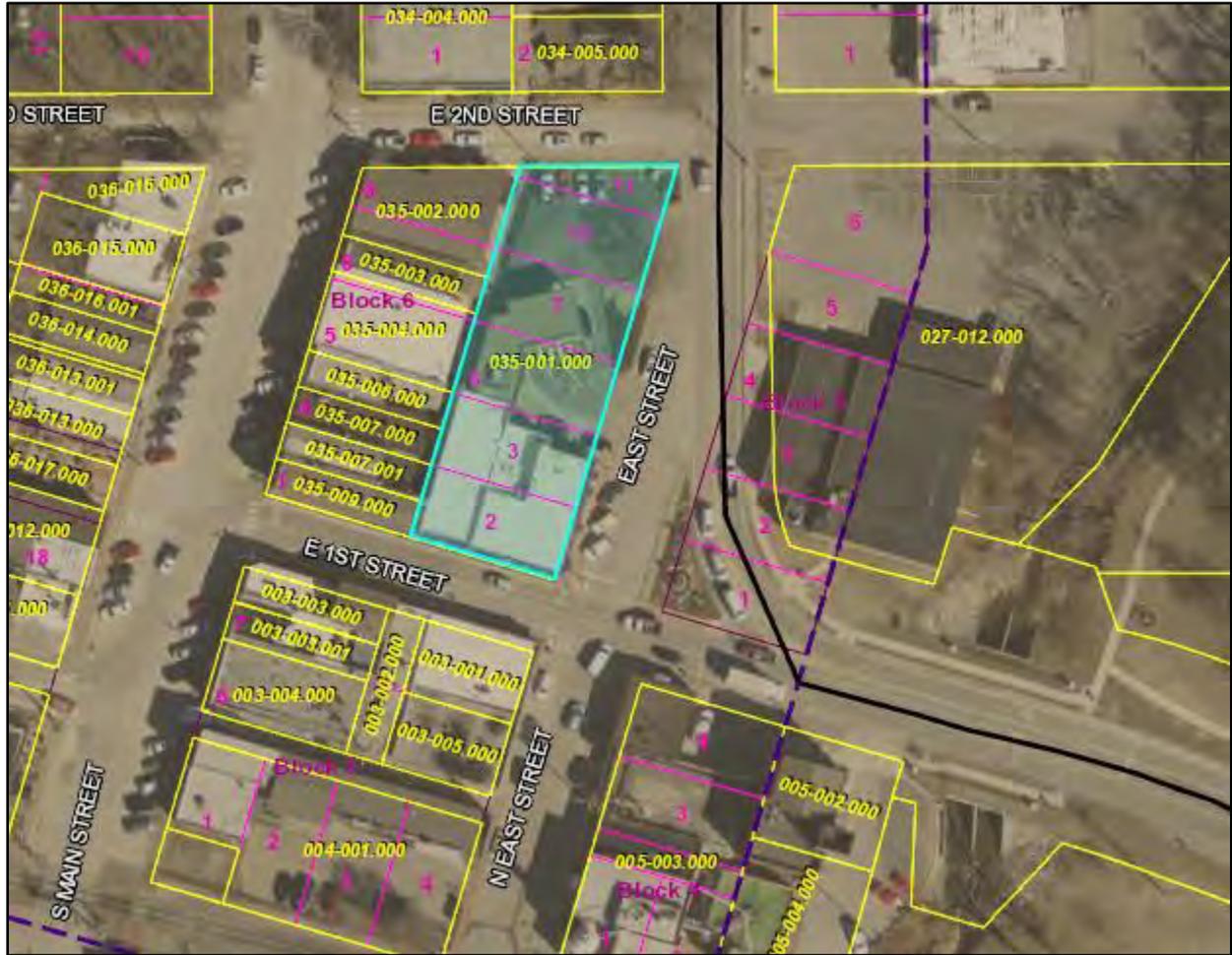


Exhibit D



Aerial view



Perspective view (facing west)



View facing north



View facing north



View facing east



View facing west



View facing south



View facing southwest



View facing north



View facing west

Exhibit E



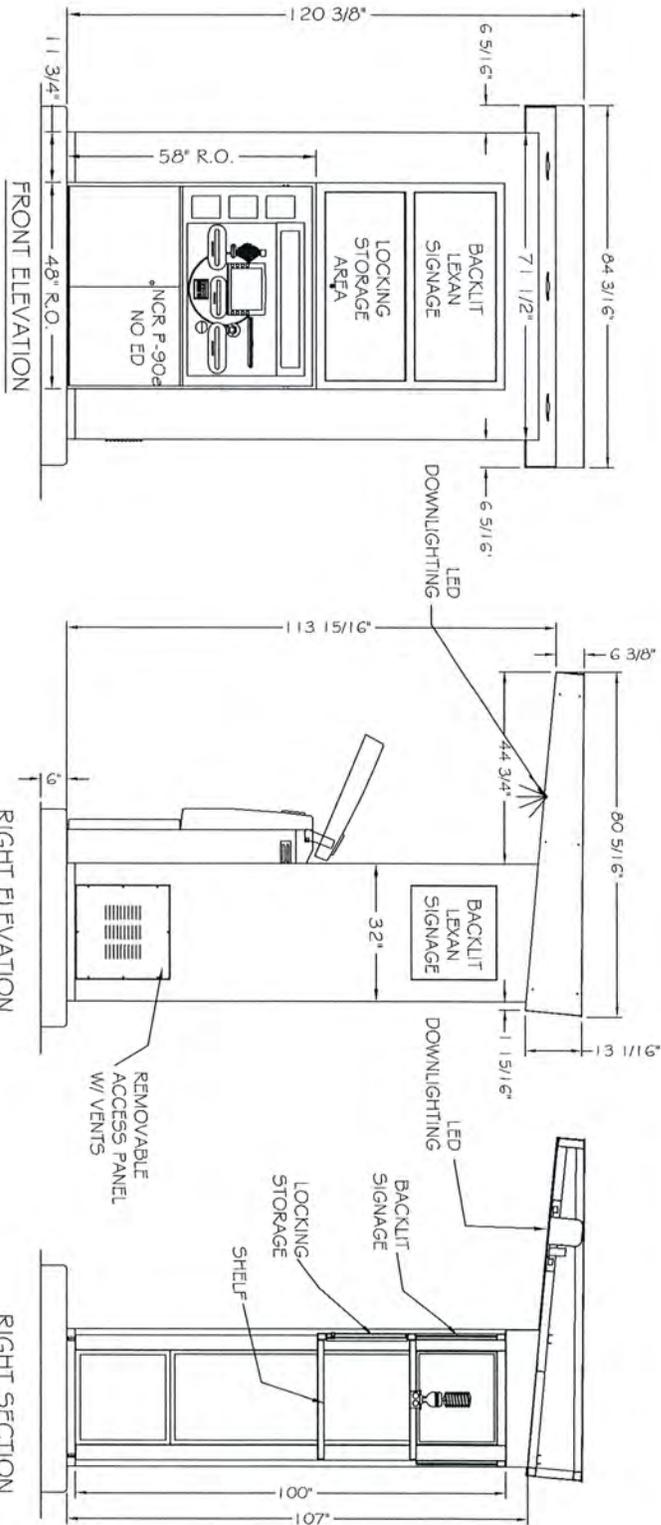
HERITAGE
The World Leader In ATM Kiosks

DEALER: NUSOURCE FINANCIAL INC.
ADDRESS: 9749 HAMILTON ROAD
EDEN PRAIRIE, MN 55344

MODEL#
3881
ATM
NCR P-90e

JOB# P-11687 A DATE 08/09/16 DWN BB REV
DESIGNED FOR: BANK LIBERTY
ADDRESS:

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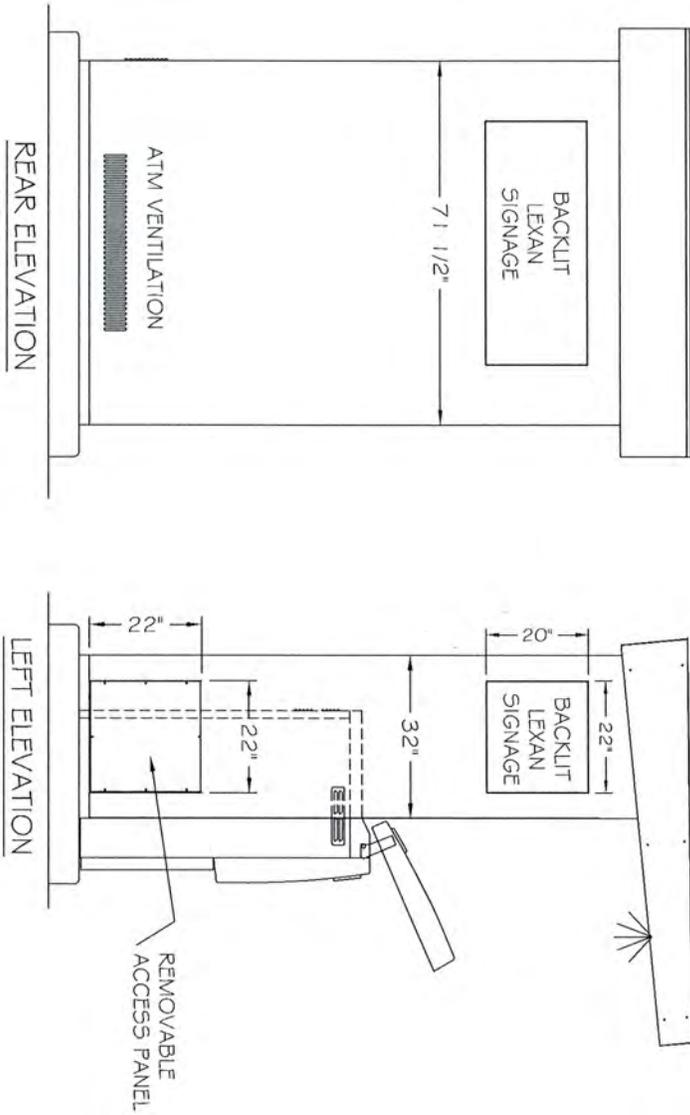
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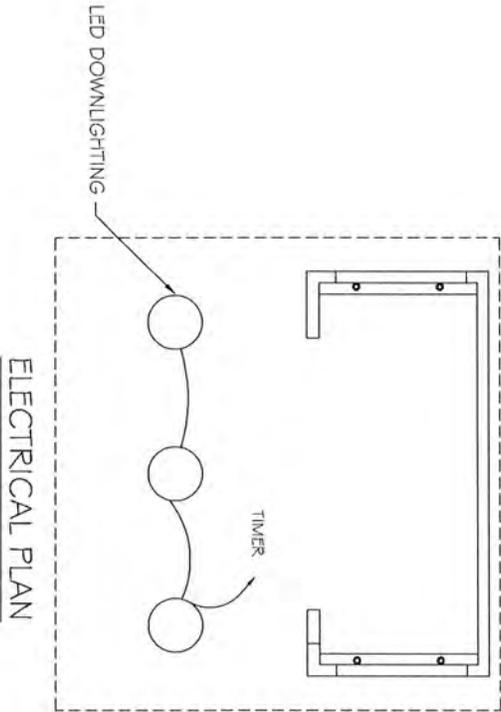
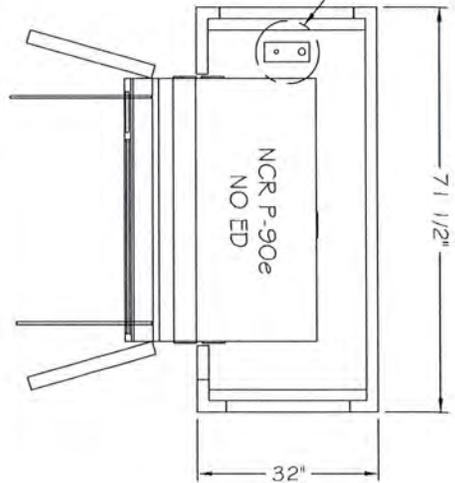
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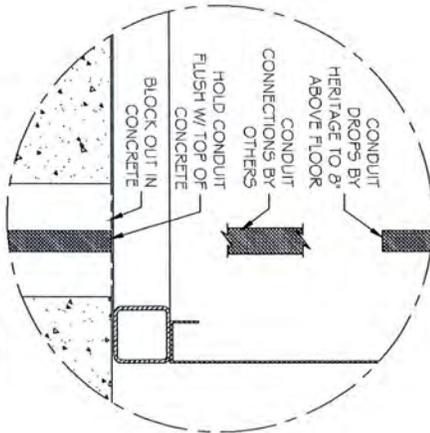
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1 - 1/4" CONDUIT FOR SIGNAGE LIGHTS
3/4" SPARE CONDUIT
(SEE UTILITY CONNECTION DETAIL ON
THIS PAGE)



ELECTRICAL PLAN



UTILITY CONNECTION DETAIL
NOT TO SCALE

ELECTRICAL NOTES:
HERITAGE INDUSTRIES HAS INSTALLED THE CANOPY LIGHTS AND WIRING TO THE TIMER. IT IS THE SITE CONTRACTOR'S RESPONSIBILITY TO FURNISH AND INSTALL THE ELECTRICAL SERVICE AND METERING TO THE BUILDING, MAKING CONNECTIONS TO THE TIMER THROUGH THE PROVIDED RACEWAY.



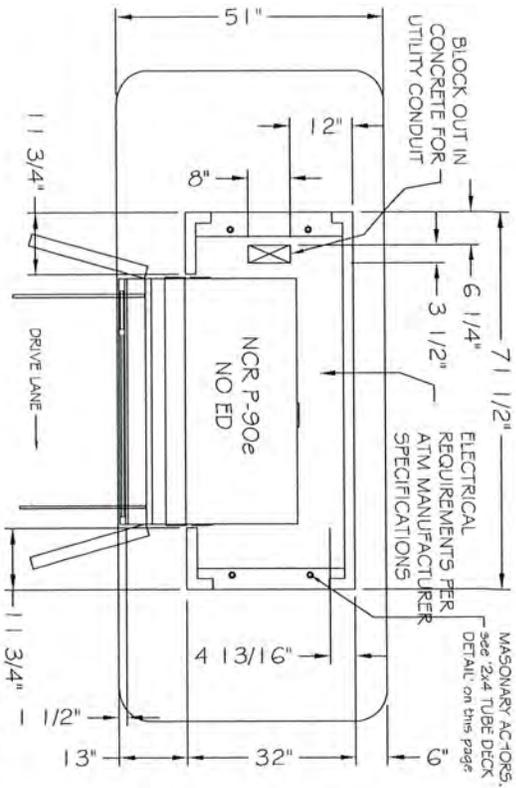
HERITAGE
The World Leader in ATM Kiosks

DEALER: NUSOURCE FINANCIAL INC.
ADDRESS: 9749 HAMILTON ROAD
EDEN PRAIRIE, MN 55344

MODEL# 3881
ATM
NCR P-90e

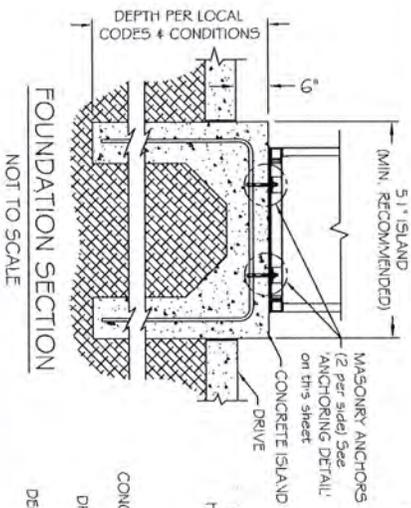
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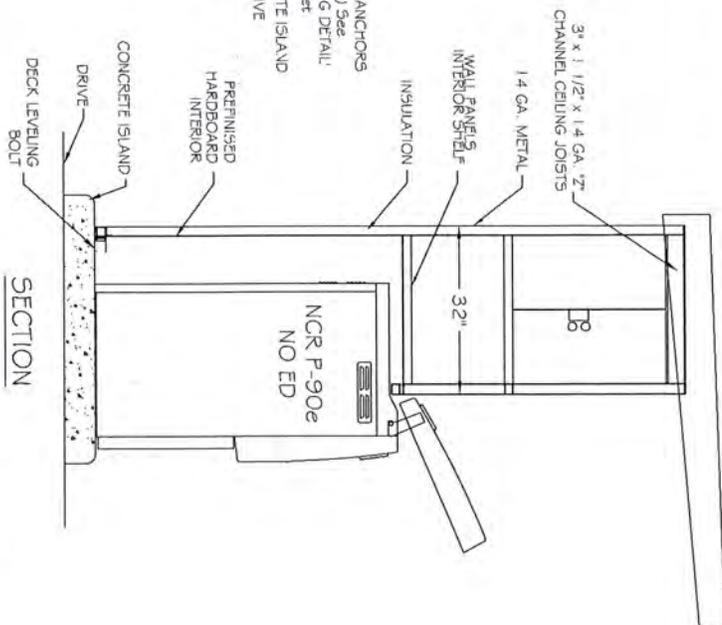
SERVICE POSITION

FOUNDATION PLAN



FOUNDATION SECTION
NOT TO SCALE

FOUNDATION NOTES:
THE DESIGN AND CONSTRUCTION OF FOOTINGS AND FOUNDATIONS ARE THE SITE CONTRACTORS RESPONSIBILITY AND SHALL CONFORM WITH ALL LOCAL BUILDING CODE REQUIREMENTS. FOUNDATIONS MUST MEET LAYOUT DIMENSIONS PROVIDED. DIMENSIONS SUCH AS FOOTING AND FOUNDATION WALL SIZE MAY BE CHANGED TO CONFORM TO LOCAL REQUIREMENTS. BUILDING DESIGN LOADS WILL IMPOSE A LOAD OF 1200 POUNDS PER LINEAL FOOT ON TOP OF THE FOUNDATION WALL. ISLAND (AT KIOSK LOCATION) MUST BE LEVEL LEFT TO RIGHT AND FRONT TO BACK.



SECTION



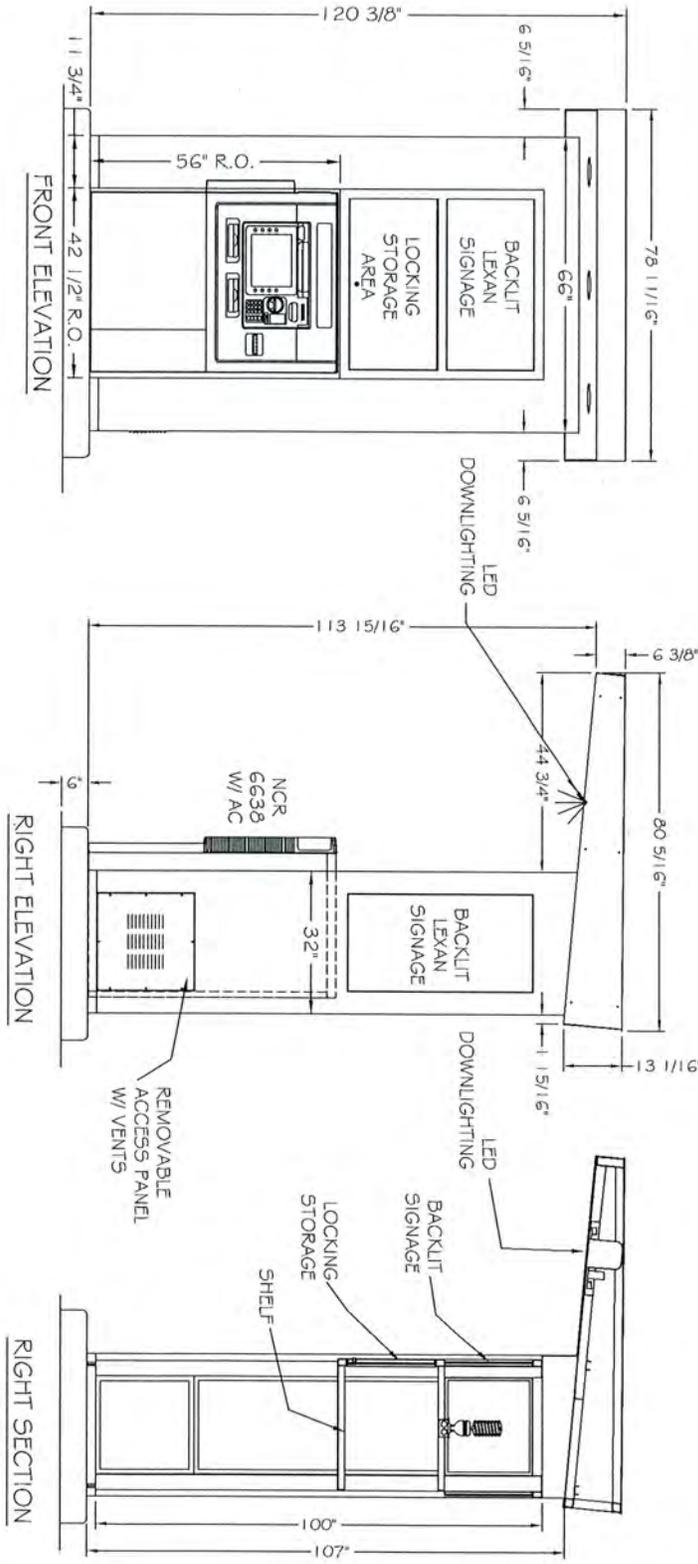
HERITAGE
The World Leader in ATM Kiosks

DEALER: NUSOURCE FINANCIAL INC.
ADDRESS: 9749 9749 HAMILTON ROAD
EDEN PRAIRIE, MN 55344

MODEL#
3861 CUSTOM
ATM
NCR 6638

JOB# 40159 DATE 10/28/15 DWN BB REV
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ADDRESS: VALENTINE, NE

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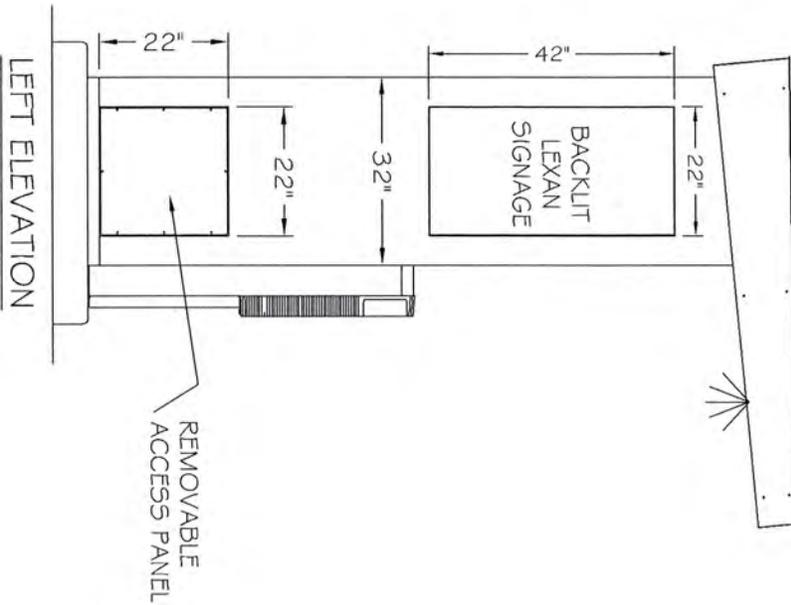
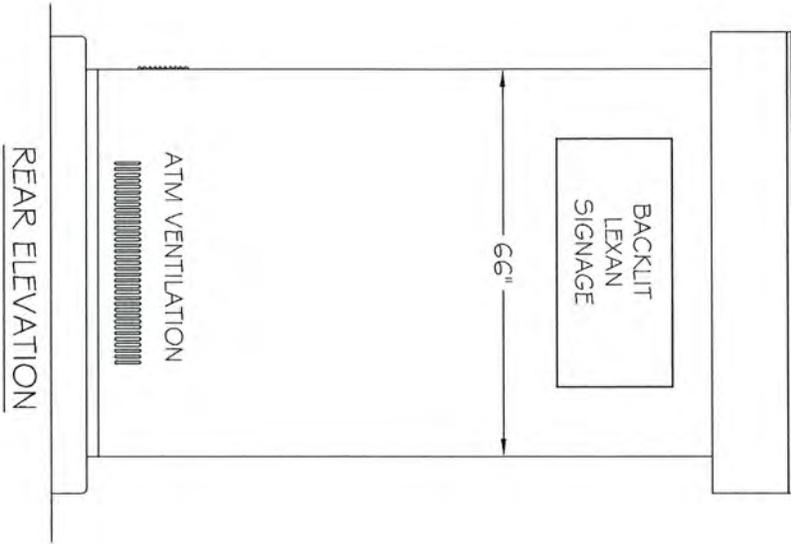
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MODEL#
388T CUSTOM
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NCR 6638

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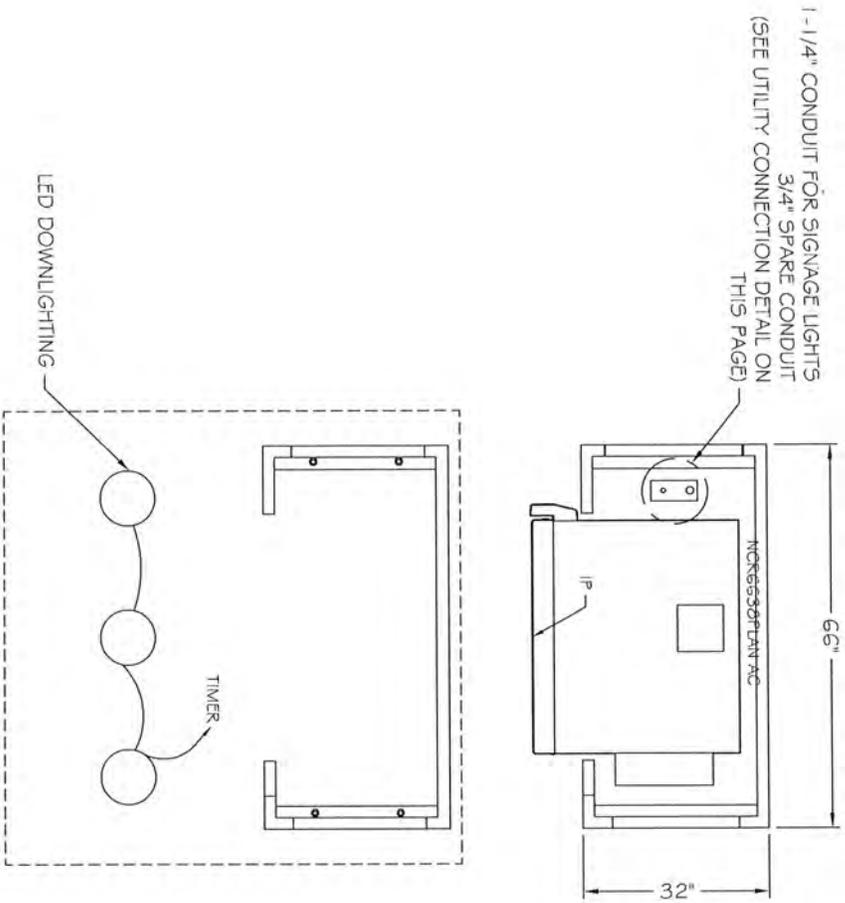
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MODEL#
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ATM
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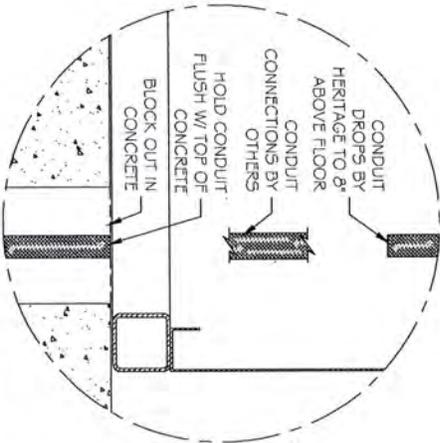
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ELECTRICAL PLAN

UTILITY CONNECTION DETAIL
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ELECTRICAL NOTES:
HERITAGE INDUSTRIES HAS INSTALLED THE CANOPY LIGHTS AND WIRING TO THE TIMER. IT IS THE SITE CONTRACTOR'S RESPONSIBILITY TO FURNISH AND INSTALL THE ELECTRICAL SERVICE AND METERING TO THE BUILDING, MAKING CONNECTIONS TO THE TIMER THROUGH THE PROVIDED RACEWAY.



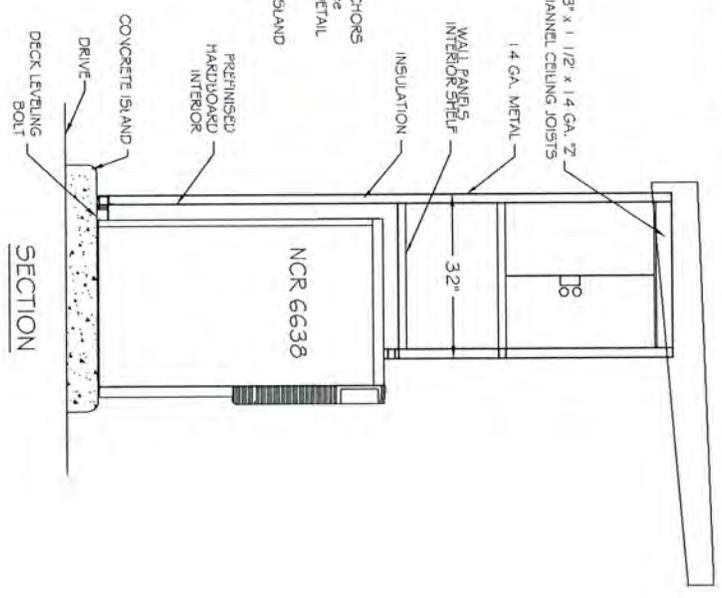
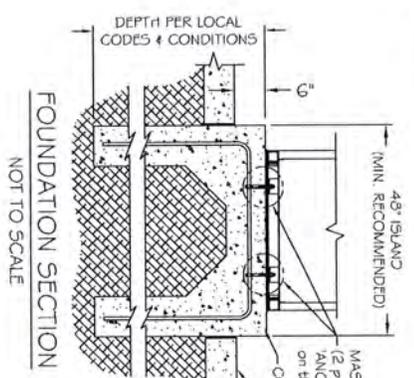
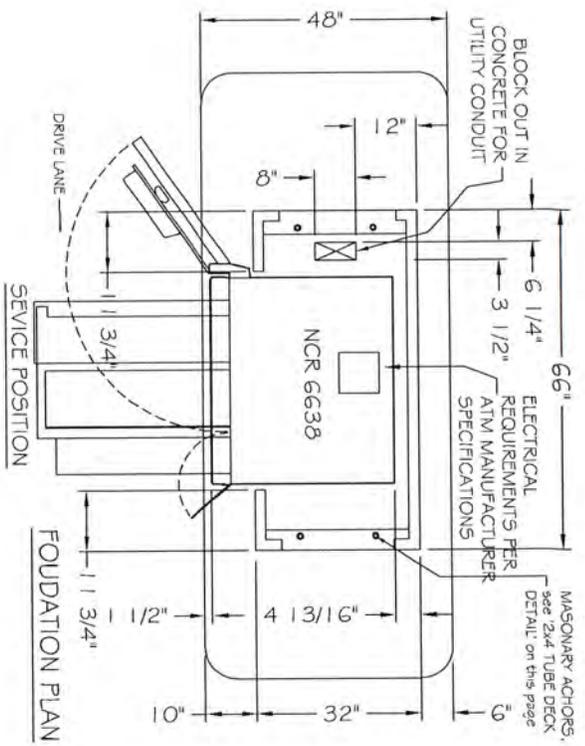
HERITAGE
The World Leader in ATM Kiosks

DEALER: NUSOURCE FINANCIAL INC.
ADDRESS: 9749 9749 HAMILTON ROAD
EDEN PRAIRIE, MN 55344

MODEL# 3861 CUSTOM
ATM NCR 6636

JOB# 40159 DATE 10/28/15 DWN BS REV
DESIGNED FOR: PINNACLE BANK
ADDRESS: VALENTINE, NE

PAGE# 4



FOUNDATION NOTES:
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HERITAGE
The World Leader In ATM Kiosks

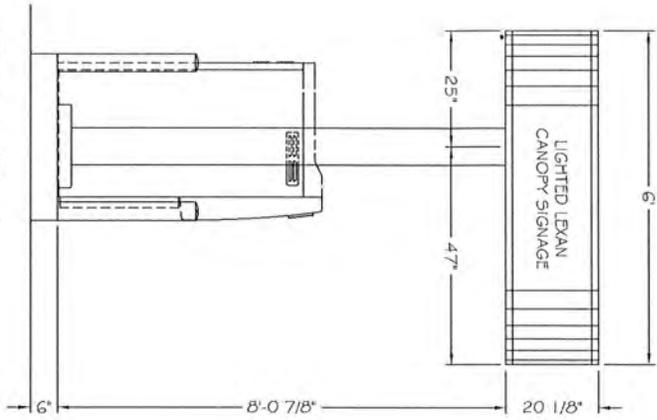
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ADDRESS: 9749 HAMILTON ROAD
EDEN PRAIRIE, MN 55344

MODEL#
3800
ATM
NCR P-90e

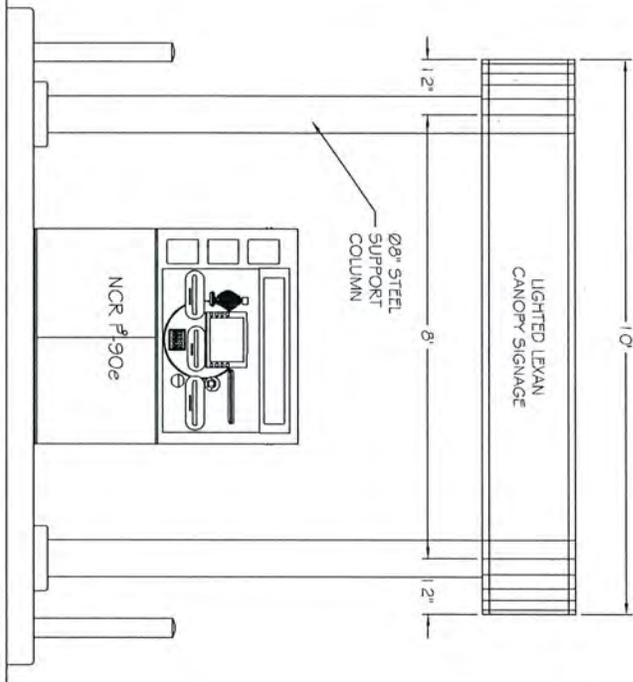
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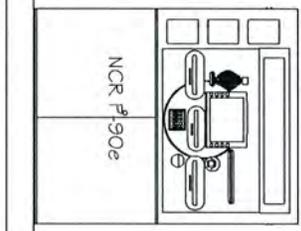
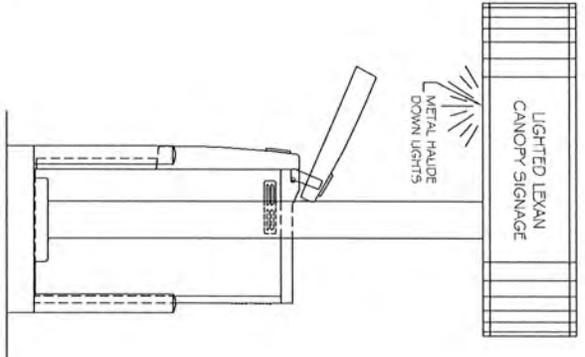
LEFT ELEVATION
SCALE: 1/2" = 1'



FRONT ELEVATION
SCALE: 1/2" = 1'



RIGHT ELEVATION
SCALE: 1/2" = 1'





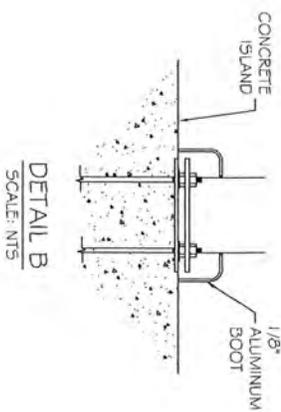
HERITAGE
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DEALER: NUSOURCE FINANCIAL INC.
ADDRESS: 9749 HAMILTON ROAD
EDEN PRAIRIE, MN 55344

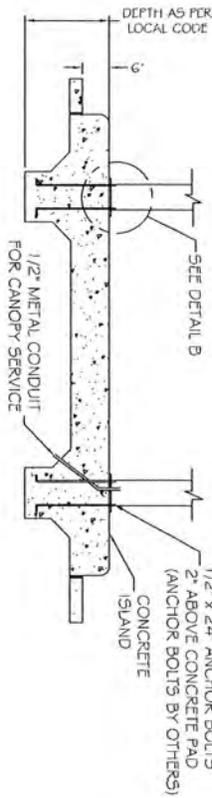
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ATM
NCR P-90e

JOB# P-11607 C DATE 09/09/16 DWN BB REV
DESIGNED FOR: BANK LIBERTY
ADDRESS:

PAGE# 2



DETAIL B
SCALE: NTS

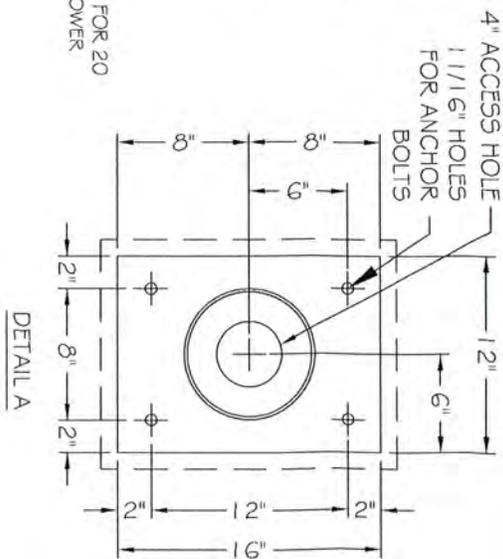
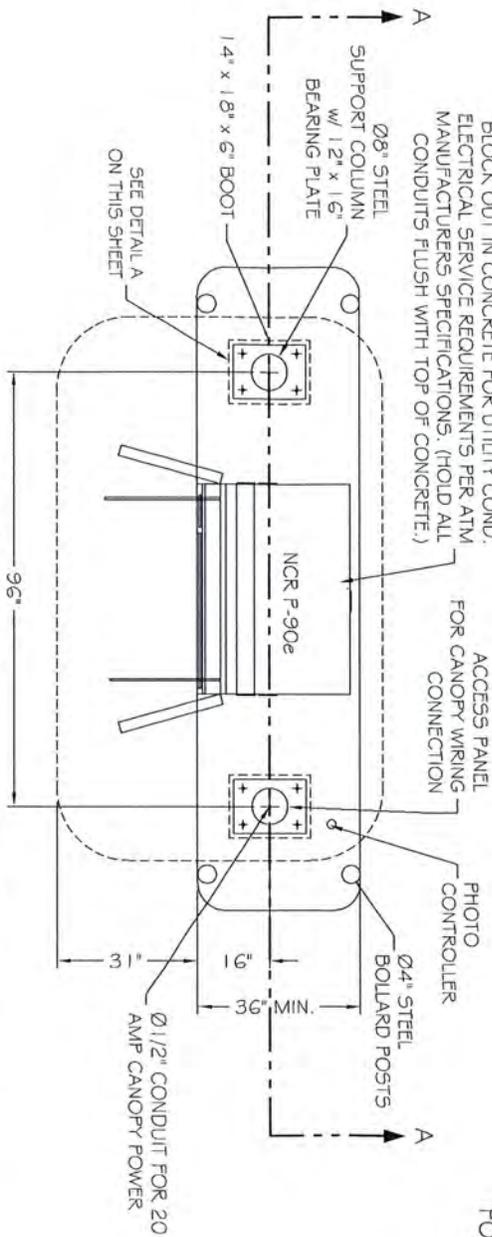


SECTION A-A
SCALE: NTS

NOTE
ISLAND (AT KIOSK LOCATION) MUST BE LEVEL
LEFT TO RIGHT AND FRONT TO BACK

FOUNDATION NOTES:
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FOUNDATION PLAN



DETAIL A



HERITAGE
The World Leader In ATM Kiosks

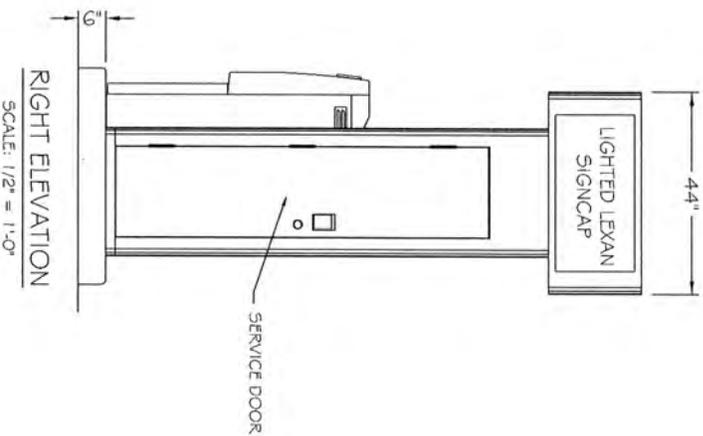
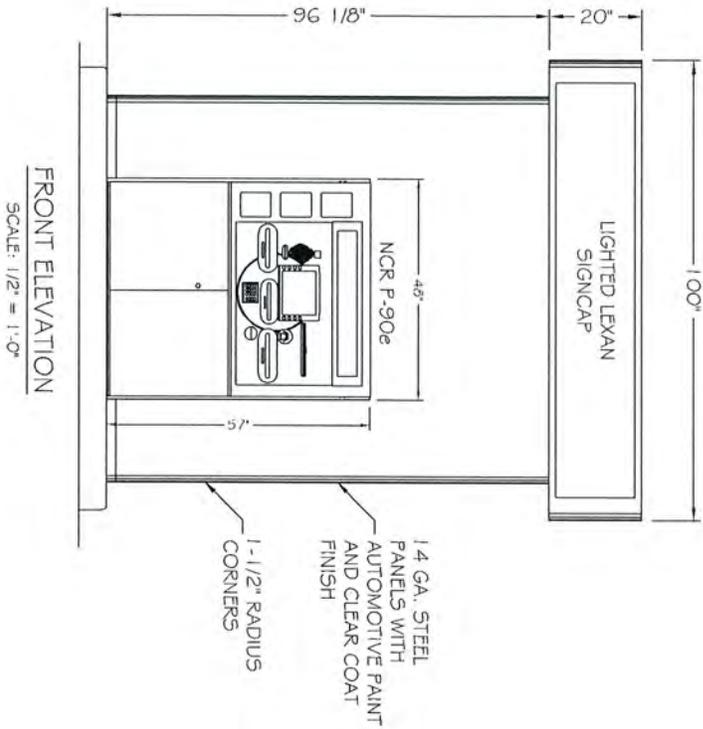
DEALER: NUSOURCE FINANCIAL INC.
ADDRESS: 9749 HAMILTON ROAD
EDEN PRAIRIE, MN 55344

MODEL# 3392-C
ATM
NCR P-90e

JOB# P-11687 B DATE 08/09/16 DWN BB REV
DESIGNED FOR: BANK LIBERTY
ADDRESS:

PAGE# 1

PRELIMINARY DRAWINGS ONLY
NOT TO BE USED FOR
CONSTRUCTION



FRONT ELEVATION
SCALE: 1/2" = 1'-0"

RIGHT ELEVATION
SCALE: 1/2" = 1'-0"



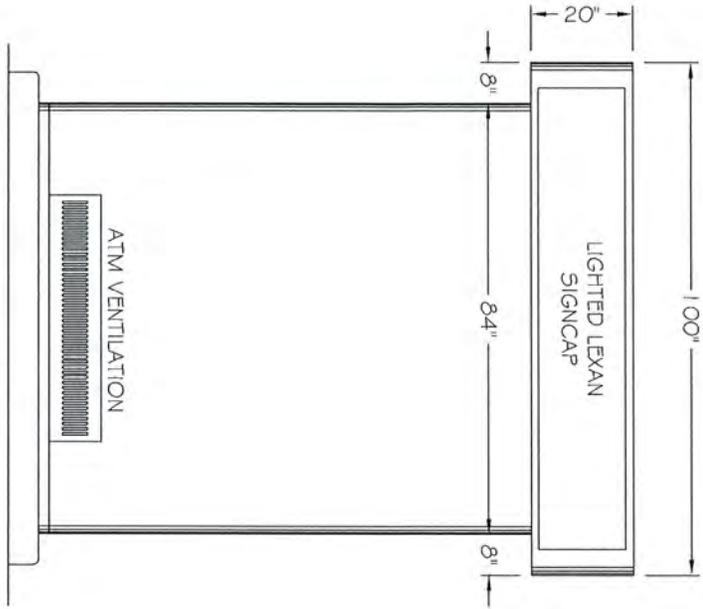
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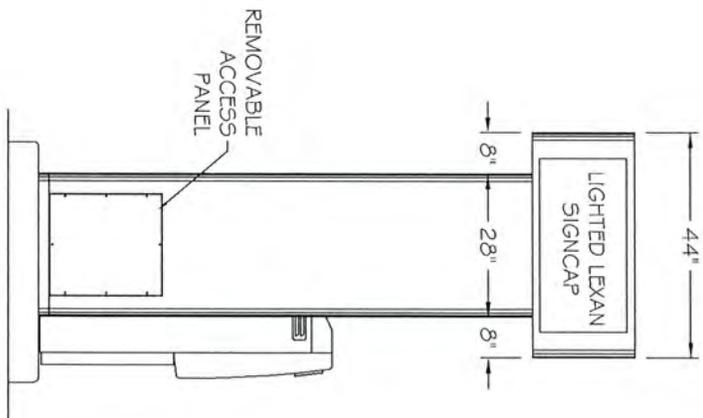
MODEL#
3392-C
ATM
NCR P-90e

JOB# P-11667 B DATE 08/09/16 DWN BB REV
DESIGNED FOR: BANK LIBERTY
ADDRESS:

PAGE#
2



REAR ELEVATION
SCALE: 1/2" = 1'-0"



LEFT ELEVATION
SCALE: 1/2" = 1'-0"



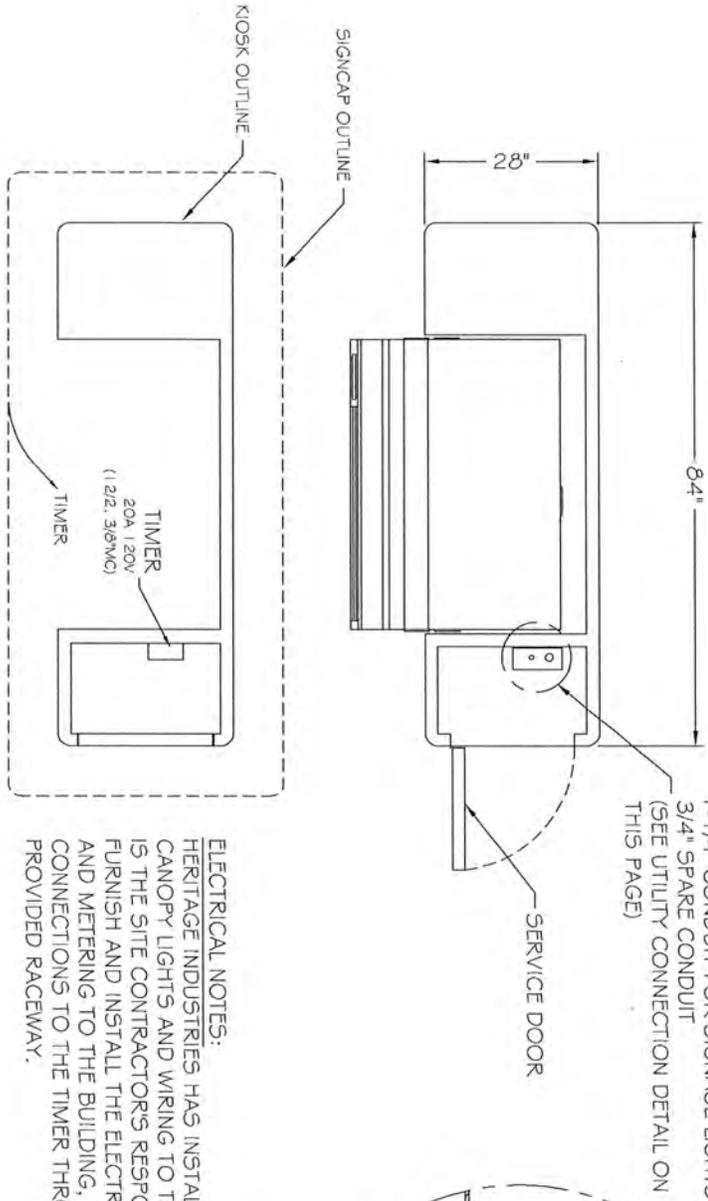
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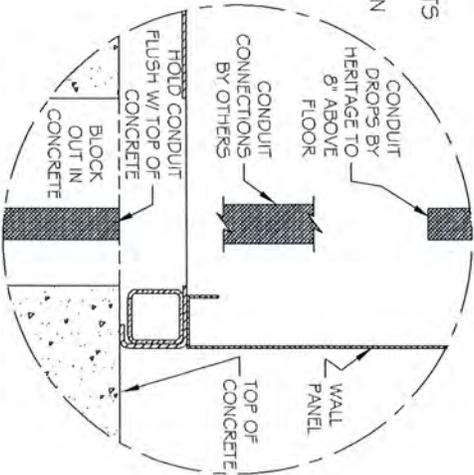
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ELECTRICAL PLAN

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UTILITY CONNECTION DETAIL
NOT TO SCALE



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The World Leader in ATM Kiosks

DEALER: NUSOURCE FINANCIAL INC.
ADDRESS: 9749 HAMILTON ROAD
EDEN PRAIRIE, MN 55344

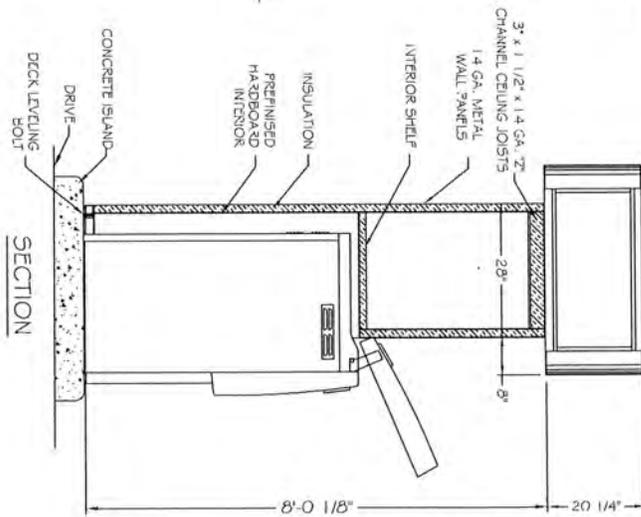
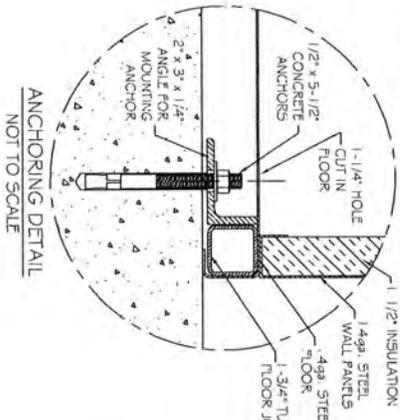
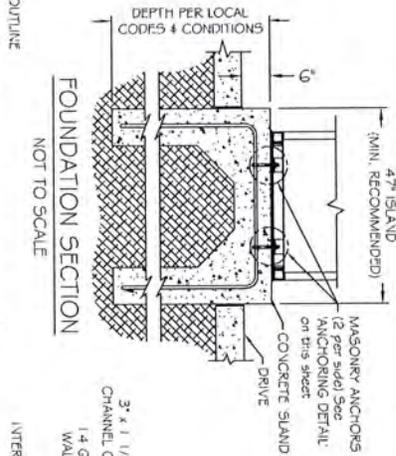
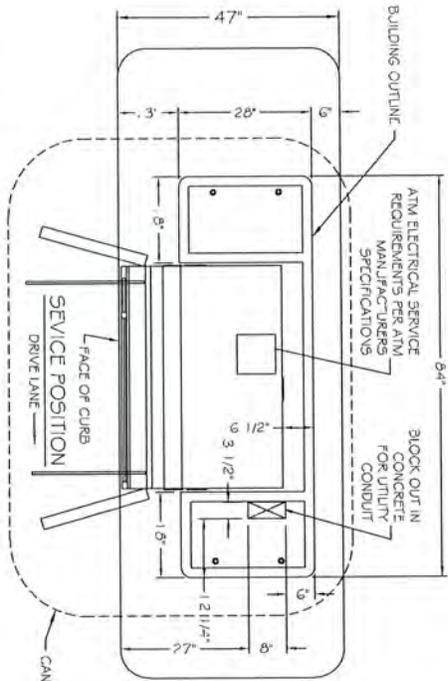
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ATM
NCR P-90e

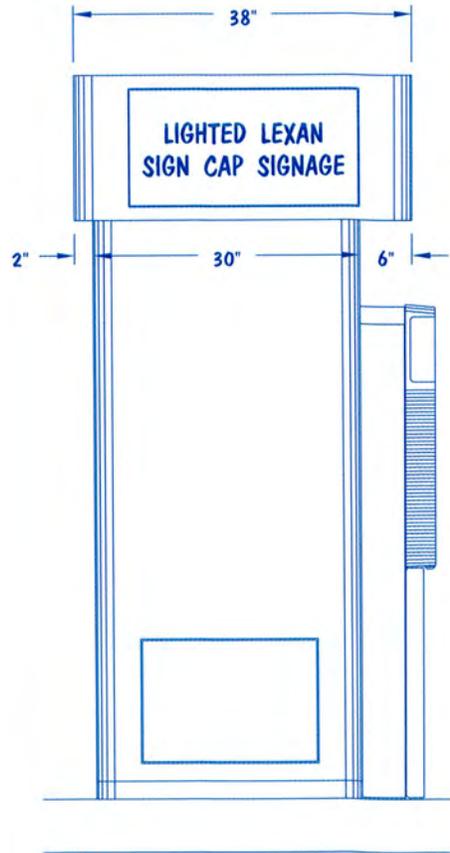
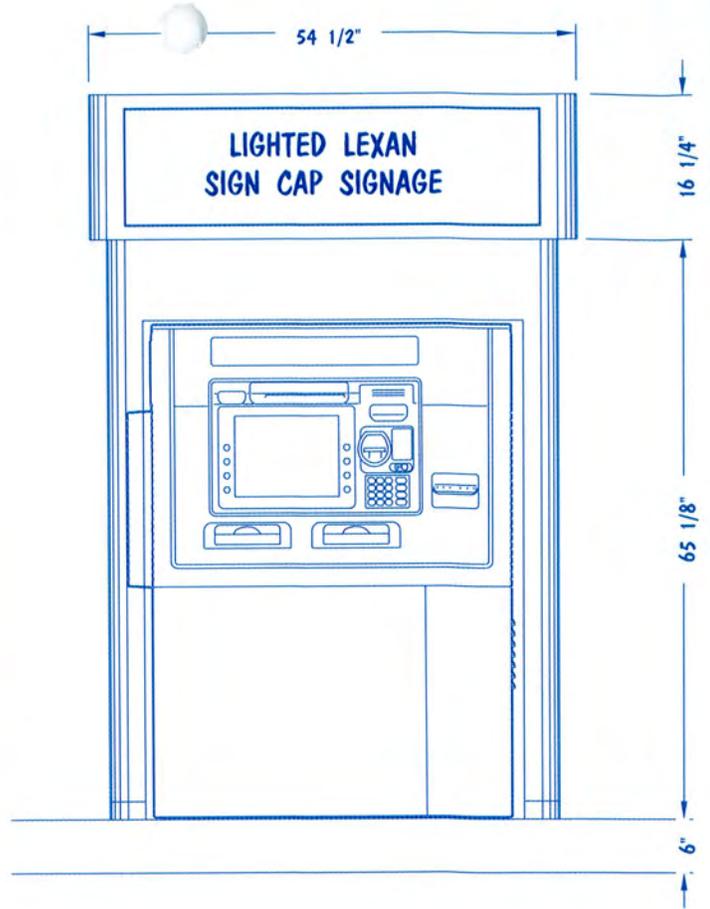
JOB# P-11687 B DATE 08/09/16 DWN BB REV
DESIGNED FOR: BANK LIBERTY
ADDRESS:

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PAGE#

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FOUNDATION PLAN





05/11



HERITAGE INDUSTRIES

905 Centennial Road • Wayne, NE • (402) 375-4770
www.heritageind.com • sales@heritageind.com

#3891 SIGN CAP
 Designed for use with NCR 6638



① Site Plan - 10 NEW SPACES
1" = 20'-0"

W. LEE RHOD AIA ARCHITECT
 13025 WOODRIDGE ST PLATTE CITY MO 64079
 LEERHOD.COM 816-244-6588 LEERHOD@GMAIL.COM

New Parking Layout
 Parkville - Bank Liberty

SITE PLAN +10	
Project number	16062
Date	9-9-2016
Drawn by	Lee
Checked by	Lee



Staff Analysis

Agenda Item: **5.B**

Proposal: Application for a Sign Permit in an “R-4” Multiple-Family Residential District for an institutional, public and semi-public use sign at 31 W 8th St.

Case No: PZ16-16

Applicant: Banneker School Foundation

Owners: Banneker School Foundation

Location: 31 W 8th St.

Zoning: “R-4” Multiple-Family Residential District

Parcel #: 20-7.0-35-100-019-007.001

Exhibits: A. This Staff Analysis
 B. Application
 C. Subject Area Property Map
 D. Proposed Sign
 E. Photos
 F. Additional exhibits as may be presented during the meeting

By reference: A. Parkville Municipal Code, Title IV, Zoning Code in its entirety - <http://www.ecode360.com/PA3395-DIV-05>
 B. Parkville Municipal Code, Title IV, Zoning Code, Chapter 463: Sign Code, Article IV Restrictions On Signs Within Zoning Districts, Section 463.120 “R-1”, “R-2”, R-3”, and “R-4” Residential Districts - <http://www.ecode360.com/27902467>

Overview

In 1885, the Banneker School was constructed in Parkville at 31 W. 8th St. Named after Benjamin Banneker, a noted African American 18th Century scientist, mathematician, clockmaker and astronomer, the school educated students until the second Banneker School was constructed in 1902. The property was deeded to the Platte County Historical and Genealogical Society, and in 2008, was turned over to the Banneker School Foundation. The school is listed on the National Register of Historic Places (#95001115).

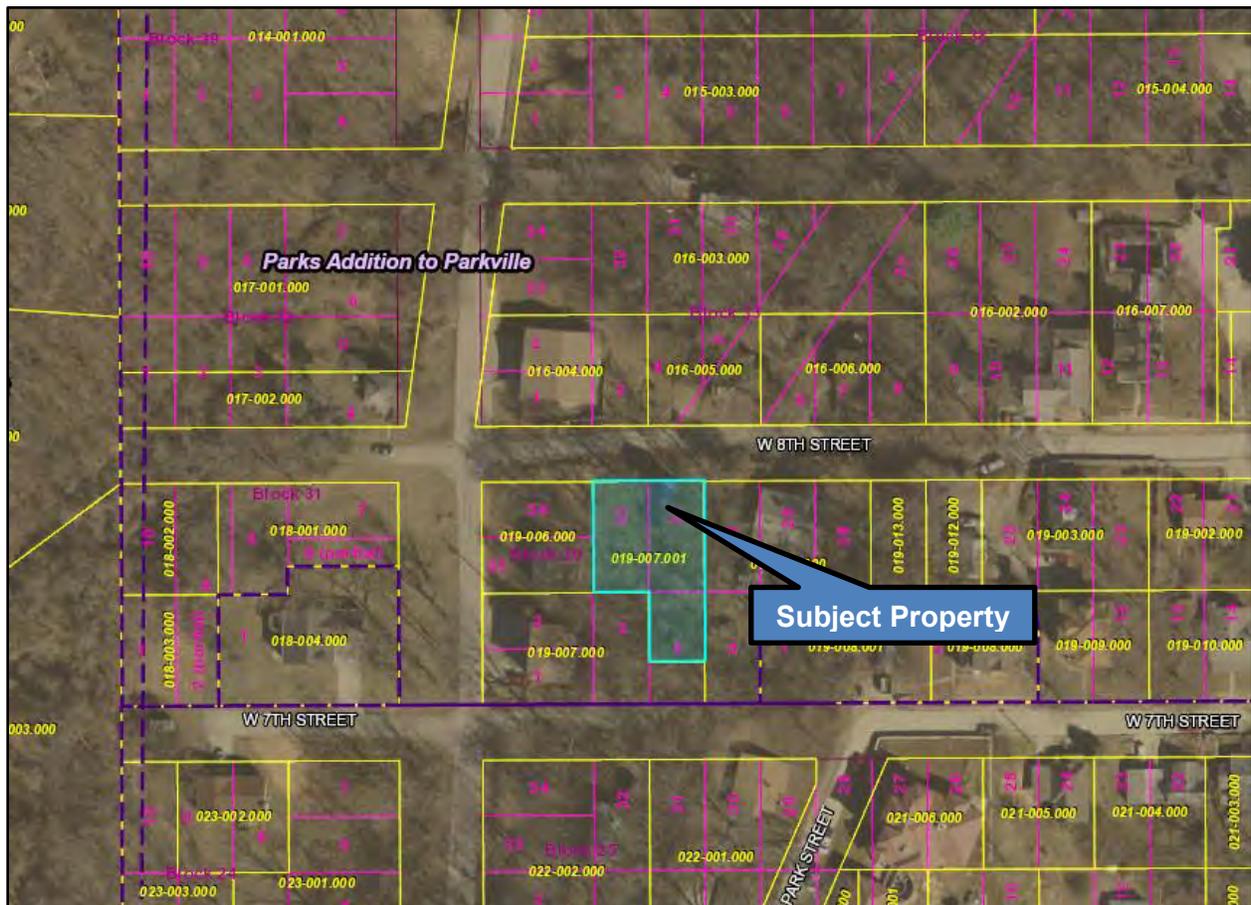


Exhibit C

The applicant proposes to install a 3' X 4' monument sign on the property identifying the historic site, its restoration project and goals; acknowledging public & private donation supporters; and providing webpage links for more information (See Exhibit D). The sign will be composed of metal with a wrought iron frame. The subject property is within the City's "R-4" Multiple-Family Residential District. Parkville Municipal Code, Title IV, Chapter 463: Sign Code contains restrictions on signs within residential zoning districts. Primary considerations are the ability to meet the requirements of Parkville Municipal Code, Section 463.120.

Analysis and Comments

The application has been reviewed against the Parkville Municipal Code, including Chapter 463: Sign Code regulations. Parkville Municipal Code, Title IV, Section 463.120 provides requirements for signage permitted in "R-1", "R-2", "R-3" and "R-4" residential districts. Specifically, *Signs for permitted institutional, public and semi-public uses:*

- a. *Signs shall be subject to review and approval by the Board of Aldermen following recommendation by the Planning Commission and subject to the following:*
- b. *In approving institutional signs, public and semi-public signs, the Planning Commission and Board of Aldermen shall consider the balancing of landowners' rights to promote their use with the corresponding rights of abutting and neighboring landowners to live without undue light glare and spillover and shall consider the extent to which the proposed signs are consistent with the character of surrounding development.*

- c. *In no case shall signs be illuminated between the hours of Midnight and 6:00 A.M. Any exposed lighting source shall be directed away from nearby residential uses using a cutoff, shield or other device to eliminate off-site glare/spillover.*
- d. *In no case shall the sign face of any wall sign be permitted to exceed five percent (5%) of the ground floor building facade area or twenty-four (24) square feet, whichever is less.*
- e. *In no case shall the sign face of any monument sign permitted exceed forty-eight (48) square feet inclusive of areas for changeable copy. The height of the sign structure shall not exceed a height of ten (10) feet.*
- f. *No pole signs shall be permitted.*
- g. *No signs shall be permitted for home occupations.*
- h. *All signs shall be subject to any applicable covenants and restrictions adopted by a neighborhood in which the sign is to be located. In no case shall the City approve a sign otherwise prohibited or disallowed by such covenants and restrictions.*

Following review and consideration, staff concludes the applicant has met these requirements. The proposed sign is non-illuminated monument sign that will not cause undue light glare and spillover onto abutting and neighboring landowners. Additionally, the sign face does not exceed forty-eight (48) ft. or a height of ten (10) ft. Lastly, staff is not aware of any applicable covenants or restrictions in the neighborhood to which the sign is located. Staff also concludes the proposed sign will add to the historic nature/character of the subject property by providing reference to the Banneker School's history.

Staff Conclusion and Recommendation

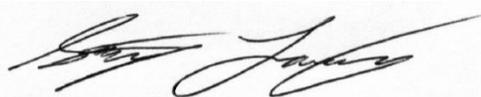
Staff concludes the proposed sign meets the requirements of Parkville Municipal Code, Title IV, Section 463.120; does not cause undue light glare and spillover onto abutting and neighboring landowners; and adds to the historic nature/character of the subject property. Staff recommends approval as submitted, subject to any additional conditions the Planning and Zoning Commission recommends.

It should be noted that this recommendation is made without the knowledge or benefit of any additional details and information that may be provided or presented during the Planning and Zoning Commission meeting. For this reason, the conclusions herein are subject to change as a result of evaluating any additional information.

Necessary Action

Following consideration of the Sign Permit application and supporting materials, associated exhibits, factors discussed above and any testimony presented during the regular meeting, the Planning Commission should recommend approval (with or without conditions), denial, or postpone the application for further consideration. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen, along with any explanation thereof, for final action at their October 18, 2016 meeting.

End of Memorandum



Stephen Lachky, AICP
Community Development Director

09-12-16
Date



Date Submitted: 9-8-16
Application #:
Date Approved:
Permit #:

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Sign Permit

1. Property Information

Name of business/entity for which the sign is requested: Banneker School Foundation

Property Address and/or general location: 8th and West Street

Zoning District: R4 Multiple Family Residential Current Use: historic site

Do any covenants and/or deed restrictions apply to this site: Yes No

Note: If yes, this application must be accompanied by signed approval of the association/entity enforcing such.

2. Contact Information

Applicant(s):

Name: Banneker School Foundation

Address: P O Box 29028
Parkville MO 64152

Phone:

Fax number:

Email:

Property owner(s), if other than applicant:

Name:

Address:

Phone:

Fax number:

Email:

Company designing the sign:

Name: Fast Sign

Address: 905 Westport Road
Kansas City MO 64111

Phone: 816-753-0500

Fax number:

Email:

Company installing the sign:

Name: self

Address:

Phone:

Fax number:

Email:

Contact(s) for correspondence: applicant owner designer installer other

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that no sign shall hereafter be erected, re-erected, constructed, altered or maintained except in conformance with the Parkville City Code. We acknowledge that the design, materials, and methods of construction of signs, shall comply with the applicable sections of the International Building Code and Electrical Code as adopted by the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for the retraction of this permit. We acknowledge that this permit is invalid if work is not completed within 180 days from the date of issuance, unless otherwise approved by the Community Development Director.

Applicant's Signature (Required) Date: 8-31-16

Property Owner's Signature (Required) Date: 8-31-16

3. Sign Information

Sign Type: awning building directory door directional menu monument
projecting sandwich board wall (painted) wall (mounted) window
other: metal one-sided with wrought iron frame to be inserted in soil

Proposed location: northwest corner of lot facing 8th Street

Sign face dimensions/area: Height 36 Width 48 Projection _____ Area: _____

Sign face material: metal

Sign structure dimen./area: Height 36 Width 48 Projection _____ Area: _____

Sign structure material: metal/iron

Text height: varies with largest text approximately 2"

If attached to or painted on a building: area of façade to which the sign is attached: _____

And percent of façade covered by sign: _____

If attached to or painted on a window or door, area of such: _____

And percent of surface covered by sign: _____

If attached to or painted on a building, the sign height above grade: Top _____ Bottom _____

Is the sign proposed to be lit? Yes No If yes, how? _____

If yes, business hours and hours of illumination? _____

4. Checklist of required submittals

- Completed application.
- A drawn elevation or photo of the building showing the proposed sign face and sign structure, with dimensions, text and graphics, lettering heights, colors, materials, and method of attachment and/or construction. If attached to or painted on a building (including window or door signs), show the façade with dimensions and sign location. If the sign is free standing, include a site plan showing the sign location, building footprint, property lines, and abutting street rights-of-way and centerlines.
- Authorization signature of the applicant and property owner.
- If subject to covenants and/or deed restrictions, signed approval of the association/entity enforcing such.

For City Use Only

Application accepted as complete by: _____
Name / Title _____ Date _____

Action Taken: Approved Approved with Conditions Denied

Date of Action: _____ Name / Title: _____

Signature: _____

Special conditions if any: _____

Permit Fee: _____

Payment: Check # _____ M.O. _____ Cash Amt. _____

**3' Tall x 4' Wide Aluminum Sign With Frame
Qty. 1, Single Sided**

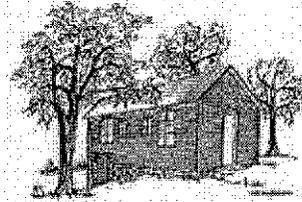
**BANNEKER SCHOOL
HISTORIC SITE**

IN PARKVILLE, MO (A 501 (C)(3) NON-PROFIT ORGANIZATION)

THE BANNEKER SCHOOL HISTORIC SITE IS A RESTORATION PROJECT THAT BEGAN AS A DREAM OF THE LATE LUCILLE S. DOUGLASS, A LOCAL RESIDENT. THE BANNEKER SCHOOL WAS BUILT IN 1885 FOR THE EDUCATION OF BLACK CHILDREN IN PLATTE COUNTY, MO AFTER THE CIVIL WAR. THE PROJECT'S GOALS ARE TO RESTORE THE BUILDING AS MUCH AS PRACTICAL TO ITS ORIGINAL CONDITION AND TO CREATE A LIVING HISTORY MUSEUM WHERE LEARNERS RECEIVE THE OPPORTUNITY FOR INTERACTIVE CULTURAL AWARENESS, HISTORY, AND UNDERSTANDING OF THE VALUE OF DIVERSITY.

THE RESTORATION EFFORT HAS BEEN MADE POSSIBLE THROUGH PUBLIC AND PRIVATE DONATIONS AS WELL AS SUPPORT FROM THE FOLLOWING LEGACY PARTNERS:

- PARK UNIVERSITY
- CITY OF PARKVILLE
- PLATTE COUNTY
- PLATTE COUNTY HISTORICAL SOCIETY
- PARK HILL SCHOOL DISTRICT



FOR MORE INFORMATION, GO TO OUR FACEBOOK PAGE:
BANNEKER SCHOOL AND HISTORIC SITE IN PARKVILLE, MO;
OR GO TO OUR WEBSITE WWW.BANNEKERSCHOOLPARKVILLEMO.ORG



CLIENT SIGNATURE

Exhibit E



31 W 8th St. – View facing southeast



31 W 8th St. – View facing southwest