

**Parkville Planning & Zoning Commission  
Tuesday, September 11, 2007, 5:30 p.m.  
City Hall Boardroom**

**Minutes**

**ITEM 1. CALL TO ORDER**

Chairman McCormick called meeting to order at 5:30 pm

**ITEM 2. ROLL CALL**

Members present:

Chairman Al McCormick  
Harold Brown  
Marvin Ferguson  
Bryant Lamer  
Jim Sfetko

Judy McRuer  
Dean Katerndahl  
Greg Knauer  
John Haggard

Also present:

Mayor Kathryn Dusenbery  
Sean Ackerson, Community Development Director  
7 persons in the audience

**ITEM 3. GENERAL BUSINESS**

Item 3(A) Approve Planning & Zoning Commission meeting agenda.

**Chairman McCormick moved to accept the agenda as proposed. Commissioner Sfetko seconded. Motion passed 9-0**

Item 3(B) Approval of the August 14, 2007 meeting minutes.

**Vice Chairman Ferguson moved to approve the August 14, 2007 minutes as submitted. Commissioner Katerndahl seconded the motion. Motion passed 9-0.**

Item 3(C) Recognition of Service – Jim Sfetko.

Chairman McCormick stated that Commissioner Sfetko was retiring from the Commission. Mayor Dusenbery thanked Commissioner Sfetko for all his hard work and dedication to the City of Parkville, and then presented him with a token of appreciation. She noted that some of the most complicated and involved applications were acted on during his time of service. Chairman McCormick and the Commission thanked Jim for serving diligently recognizing him for being prepared, consistent and dedicated to Parkville throughout his four years on the Planning Commission.

Item 3(D) Mayor's recognition of Parkville planning and zoning.

Mayor Dusenbery thanked the Commission for being an independent body. She explained that she had intentionally not put herself on the Commission as had prior mayors because she felt the Commission needed to be an independent advisory body.

She commended the Planning Commission for their work. She referenced a recent article lauding the Planning Commission for their efforts. She stated that this was important since we still have inexperienced developers that feel Parkville is too difficult to work in. She thanked them for taking the time to educate inexperienced developers, and standing up for what is right for Parkville in spite of criticism. She stated that the days of bypassing the Planning Commission were over. She thanked them for being part of the team, and again thanked them for their dedication, and for taking care of the best interests of Parkville.

**ITEM 4. PUBLIC HEARING**

Item 4(A) Amendment to the Parkville Municipal Code, Title IV, Chapter 463, Section 463.160, Special Conditions For All Zones, to allow master signage plans for planned district development and large-scale development under unified control. *Case No. PZ07-14*

Director Ackerson reviewed the application and the proposed text amendment. He explained that no clear methodology existed for creating a master sign plan. He reminded the Commission that the application has been tabled at the last meeting with the direction to revise the text to make the master sign plan mandatory rather than optional. Commissioner Katerndahl stated that the proposed revisions met the intent of the Commission's direction.

Chairman McCormick reopened the public hearing at 5:44 p.m. No comments were received and Chairman McCormick closed the hearing at 5:44 p.m.

**Commissioner Katerndahl motioned to recommend approval of the text amendment as submitted. Commissioner Lamer seconded. Motion passed by voice vote 9-0.**

Item 4(B) Amendment to the Parkville Municipal Code, Title IV, Chapter 478, Section 478.060, to amend the submission requirements for site plans. *Case No. PZ07-15.*

Director Ackerson reviewed the application and the proposed text amendment, explaining that the amendment was intended to clarify the existing site plan submittal requirements. He stated he hoped this would improve understanding of the requirements by applicants and make staff review easier.

Chairman McCormick reopened the public hearing at 5:50 p.m. No comments were received and Chairman McCormick closed the hearing at 5:51 p.m.

**Vice-Chairman Ferguson moved to approve the text amendment as submitted and to recommend approval to the Board of Aldermen. Commissioner Brown seconded. Motion passed 9-0.**

**ITEM 5. UNFINISHED BUSINESS**

No unfinished business was considered.

## **ITEM 6. REGULAR BUSINESS**

Item 6(A) Application for a plat of Vertical Ventures II Phase 1. *Case No. PZ07-17.*

Community Development Director Sean Ackerson provided an overview of the application, noting that the primary consideration is consistency with the preliminary plat and ability to meeting the subdivision regulations. He stated that the proposed final plat was substantially consistent with approved preliminary plat and recommended approval subject to conditions identified in the staff report submitted to the Commission. These conditions included:

- Community Development Director approval of a sidewalk deferral agreement;
- Public Works Director approval of the detention prior to occupancy;
- Public Works Director approval of temporary holding tank prior to recording the plat;
- Public Works Director approval of the traffic study and road improvements prior to recording the plat;
- Community Development Director approval of covenants and restrictions;
- Recording of off-site easements following Public Work Director approval;
- Board of Aldermen acceptance of dedicated rights-of-way and easements; and
- any additional conditions, revisions or additions deemed necessary by the Planning Commission.

Chairman McCormick asked the applicant if they would like to make a presentation. The applicant declined. The Chairman called for public input. None was received. The Chairman called for a motion.

**Commissioner Katerndahl motioned to approve the application subject to staff recommended conditions. Vice-Chairman Ferguson seconded the motion. Motion passed by voice vote 9-0.**

Item 6(B) Application for the final development plan of the Townhomes at the National. *Case No. PZ07-16.*

Chairman McCormick noted that the applicants requested that this item be tabled until the October 9, 2007 meeting.

**Chairman McCormick moved to table the application as requested. Commissioner Sfetko seconded. Motion passed 9-0.**

Item 6(C) Application for the final plat of the Townhomes at the National. *Case No. PZ07-10.*

Chairman McCormick noted that the applicants requested that this item be tabled until the October 9, 2007 meeting.

**Chairman McCormick moved to table the application as requested. Commissioner McRuer seconded. Motion passed 9-0.**

## **ITEM 7. OTHER BUSINESS**

Chairman McCormick called attention to upcoming meetings. No action taken.

Commissioner Katerndahl asked for an update on the Master Plan. Director Ackerson gave a brief overview of progress and intent for upcoming meetings.

**ITEM 8. ADJOURNMENT**

**As his last official act on the Planning and Zoning Commission, Commissioner Sfetko motioned to adjourn the Planning and Zoning Commission meeting of September 11, 2007. Commissioner Brown seconded. Motion passed by voice vote 9-0.**

**Meeting adjourned at 5:59 p.m.**

Submitted by: \_\_\_\_\_  
Sean Ackerson, AICP, Community Development Dir.                      \_\_\_\_\_  
Date

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