

**Minutes of the Regular Meeting of the
Planning & Zoning Commission
City of Parkville, Missouri**
Tuesday, February 25, 2014 at 5:30 p.m.
City Hall Boardroom

1. CALL TO ORDER

Chairman Dean Katerndahl called the meeting to order at 5:32pm

2. ROLL CALL

Members present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Judy McRuer
Kelly Fricker
Pam Scott

Absent with prior notice:

Bob Lock, Secretary
Bryant Lamer
Walt Lane

A quorum of the Planning Commission was present.

Staff present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

3. GENERAL BUSINESS

A. Approval of Planning & Zoning Meeting Agenda.

Chairman Katerndahl called for a motion to approve the agenda as published.

Commissioner Cary moved to approve the agenda as published. Commissioner McRuer seconded. Motion passed 5-0

B. Approval of Minutes from the August 20, 2013 & December 10, 2013 Planning & Zoning Commission meetings.

Assistant City Administrator / Community Development Director Sean Ackerson asked that the August 20, 2013 & December 10, 2013 minutes be postponed. Chairman Katerndahl called for any discussion on the minutes and seeing none he called for a motion.

Commissioner Cary moved to postpone approval of the minutes. Commissioner McRuer seconded. Motion passed 5-0. Action on the August 20, 2013 & December 10, 2013 minutes was postponed.

4. PUBLIC HEARING

A. Application for conditional use permit to allow replacement of an existing brick chimney to accommodate communications antenna on the Parkville Presbyterian Church at 819 Main Street, Parkville, Mo 64152 Case PZ14-01

Chairman Katerndahl opened the public hearing and called on Assistant City Administrator/Community Development Director Sean Ackerson to present the application and staff recommendation. Ackerson summarized the application and exhibits submitted for the record, as listed in his staff report. He stated that the representative for the applicant Verizon Wireless, Justin Anderson with SSC was present at the meeting.

Ackerson displayed pictures, maps and identified the subject site and surrounding properties and development. He summarized the application as a request for a conditional use permit to allow a replacement of an existing brick chimney to accommodate a communications antenna on the Parkville Presbyterian Church and associated ground mounted equipment including a generator and equipment to be enclosed in a proposed shelter.

Ackerson summarized the review, analysis and findings from his staff report. He concluded the conditional use permit meets or exceeds the applicable regulations, standards and criteria with the exception of the need to further screen the ground mounted equipment improvements from the abutting residential property and 9 highways.

He stated that all required notices had been given, published and posted and as of the meeting, no public comments for or against the application had been received.

Commissioner Katerndahl called for public input and resident Tom Weston asked if the generator was going to be muffled and what type of fuel would be used to run it. Applicant representative Justin Anderson explained that it would be using natural gas and that they would run a test cycle once a week for 25-30 minutes. The generator would also run during power outages. Tom Weston said his preference for testing would be early afternoons on a week day. Anderson said that could be accomplished.

Discussion ensued regarding the size of the ground units and the chimney and screening materials. Anderson stated that it is actually smaller than what they had originally wanted and could not be smaller. It was questioned whether ornamental grass could be used and Switch Grass or other quick growing vegetation was recommended. Commissioner Katerndahl asked resident Tom Weston if he was for or against the proposed antenna and generator. He stated he was neither for nor against it.

Chairman Katerndahl called for additional public input and hearing none, he closed the public hearing and called for a motion.

Commissioner Katerndahl moved to recommend approval of the conditional use permit to allow replacement of an existing brick chimney to accommodate communications antenna on the Parkville Presbyterian Church at 816 Main Street, Parkville, MO 64152 Commissioner Fricker seconded the motion. Motion Passed 5-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, March 4th, 2013 regular meeting.

B. Application for zoning district change for 6.28 acres, more or less, located at 16203 Hwy 45, Parkville, from County "AG" Agricultural District to City "BP" Business Park District. Case PZ14-04

Chairman Katerndahl opened the public hearing and called on Assistant City Administrator/Community Development Director Sean Ackerson to present the application and staff recommendation. Ackerson summarized the application and exhibits submitted for the record, as listed in his staff report. He stated that the representative for the applicant Verizon Wireless, Justin Anderson with SSC was present at the meeting.

Ackerson displayed pictures, maps and identified the subject site and surrounding properties and development. He summarized the application as a request to rezone 6.28 acres, more or less, located at 16203 Hwy 45 Parkville, from county "AG" Agricultural District to City "BP" Business Park District. Ackerson explained the property was annexed into Parkville in 2001 and has been zoned County AG since that time. Rezoning to a City zoning district is required prior to obtaining development plan approval and a building permit. As such, the applicant is proposing the "B-P" zoning as an extension of the zoning for the abutting properties to the south and east.

Ackerson summarized the review, analysis and findings from his staff report. He concluded that the proposed zoning is compatible with the zoning, uses and character of the neighborhood and nearby properties. He concluded that there would be no significant impact to surrounding properties and recommended approval as submitted.

He stated that all required notices had been given, published and posted and as of the meeting, no public comments for or against the application had been received.

Chairman Katerndahl called for additional public input, and applicant representative Justin Anderson with SSC came forward and explained that for the rezoning was proposed to allow the Pinnacle Career Institute to build a 60' support tower for training employees to climb and work on towers. Pinnacle will lease the property from KCP&L. Commissioner Scott asked if the building is enclosed and if there will be heat or electricity provided to the building. Applicant explained that only electrical no heat will be provided.

Chairman Katerndahl asked for additional public input and hearing none, he closed the public hearing and called for a motion.

Commissioner McRuer moved to recommend approval of the proposed zoning district change for 6.28 acres, more or less, located at 16203 Hwy 45, Parkville, from County "AG" Agricultural District to City "BP" Business Park District. Commissioner Scott seconded. Motion passed 5-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, March 4th, 2013 regular meeting

5. REGULAR BUSINESS

A. **Application for plan approval for a 60' training tower and associated classroom building on a portion of 6.28 acres located at 16203 Hwy 45, Parkville. Case PZ14-05**

Assistant City Administrator/Community Development Director Sean Ackerson stated the applicant was seeking the Commission's approval for a 60' training tower and associated classroom building on a portion of 6.285 acres located at 16203 Hwy 45, Parkville. Ackerson summarized the application and exhibits submitted for the record, as listed in his staff report. He stated that the representative for the applicant Verizon Wireless, Justin Anderson with SSC was present at the meeting

Ackerson displayed pictures, maps and identified the subject site and surrounding properties and development. He summarized the application explaining that it is proposed in conjunction with rezoning the property to "B-P" Planned business District [agenda item 4B].

Ackerson summarized the review, analysis and findings from his staff report. He concluded that the proposed site plan generally meets the intent of the B-P district standards and regulations subject to conditions recommended. The proposed development is as compatible with the projected uses in the abutting business park as the existing and projected uses on the subject site and the immediately abutting site to the south. He concluded that following consideration of the site plan and supporting information, the staff recommends approval subject to the following conditions:

- sidewalks or trails be deferred until such time as development on abutting properties warrants the improvements or they can be coordinated with trail improvements on 45 Highway;
- review and approval by the Public Works Director and inclusion of any recommended storm water management improvements necessary, if any;
- setting aside an additional 2,000 square feet of open space abutting the existing parking area as a landbank for future parking, if ever needed; and
- additional landscaping along those portions of the compound fence visible from 45 Highway.

He stated that all required notices had been given, published and posted and as of the meeting, no public comments for or against the application had been received. He stated he had spoken with representatives from the abutting property to the west, north and east. All had questions, but none stated any opposition.

Commissioner Katerndahl asked for any additional public input. Commissioner Scott asks if they can recommend that the applicant make the building aesthetically appealing with additional architectural detail. Discussion ensued regarding possible changes. The applicant's representative, Justin Anderson of SSC stated that additional details would not be difficult, but he would need to seek the client's approval. He stated materials costs were already exceeding their anticipated budget.

Chairman Katerndahl called for additional public input and hearing none, he closed the public hearing and called for a motion.

Commissioner Scott moved to approve the application for plan approval for a 60' training tower and associated classroom building on a portion of 6.28 acres located at 16203 Hwy 45 Parkville, subject to staff recommended conditions and the additional of more architectural detail. Commissioner McRuer seconded. Motion passed 5-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, March 4th, 2013 regular meeting.

6. UNFINISHED BUSINESS

A. Parkville Downtown Master Plan Draft

Ackerson stated that the Board of Aldermen has discussed the Downtown Master Plan draft. Although there was still some disagreement on some issues, the general consensus was to proceed with minor revisions summarized in his memo. Ackerson summarized the questions, concerns and suggested amendments. Discussion ensued. Commissioner Katerndahl asked if there is a lot of sentiment that the plan was just a reiteration of issues addressed before? Commissioner Scott states that there seems like a lot of resistance to the plan and asked if there is a commitment on the part of the city to adopt a plan? Discussion ensued about the Board's concerns about the plan and how to move forward. Consensus was to proceed as recommended. No action was taken.

7. OTHER BUSINESS

A. Applications/ project updates

45 Hwy Corridor Plan

Ackerson gave a brief update on the 45 Highway Corridor Plan. He summarized the information in his memo and stated next steps were to make steering committee appointments and schedule the kick off meeting. No action was taken,

B. Upcoming meetings

Chairman Katerndahl acknowledged the following upcoming meetings:

- Board of Aldermen Meetings: Tuesday, March 4th and Tuesday, March 18th at 7:00 p.m.
- Planning & Zoning Commission meeting: Regular meeting Tuesday, March 11, 2014 at 5:30 p.m.

8. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn.

Commissioner Scott moved to adjourn. Commissioner McRuer seconded. Motion to adjourn passed 5-0.

Meeting adjourned at 7:20pm.

Submitted by: _____
Kelly Yulich, Department Assistant

03/03/2014
Date

Information on these items is maintained at Parkville City Hall and is available for viewing during normal office hours. Planning and Zoning Commission decisions are recommendations forwarded to the Parkville Board of Aldermen meeting unless otherwise noted. Inquiries on items contained herein can be made by visiting Parkville City Hall at 8880 Clark Avenue, Parkville, or by calling the Community Development Department at (816) 741-7676.

**Minutes of the Regular Meeting of the
Planning & Zoning Commission
City of Parkville, Missouri
Tuesday, May 13, 2014 at 5:30 p.m.
City Hall Boardroom**

1. CALL TO ORDER

Chairman Dean Katerndahl called the meeting to order at 5:32PM.

2. ROLL CALL

Members present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Judy McRuer, Commissioner
Walt Lane, Commissioner
Kelly Fricker, Commissioner
Bryant Lamer, Commissioner

Absent with prior notice:

Pam Scott, Commissioner

A quorum of the Planning Commission was present.

Staff present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

3. GENERAL BUSINESS

A. Approval of Planning & Zoning Meeting Agenda.

No changes were made.

Chairman Katerndahl called for any discussion. No comments were received.

Chairman Katerndahl moved to approve the minutes. Commissioner Fricker seconded. Motion passed 7-0

B. Approval of Minutes from the April 8th Commission meetings.

Chairman Katerndahl called for any discussion on the minutes and seeing none he called for a motion.

Commissioner Lamer moved to approve the minutes. Commissioner McRuer seconded. Motion passed 7-0.

4. PUBLIC HEARING

None

5. REGULAR BUSINESS

A. **Application for a monument sign in a residential district for Parkville Presbyterian Church, 819 Main Street.**

Assistant City Administrator/Community Development Director Sean Ackerson stated the applicant Parkville Presbyterian Church proposes to replace their existing single-sided monument sign on the east side of Main Street. The sign is located south of the main entrance off Main Street. The sign faces southwest, oriented toward the northbound traffic on Main Street. The existing sign structure is 7 feet tall by 4 feet wide and is located 3 feet east of the existing sidewalk. The sign face for the existing monument sign is 15 square feet with 12 square feet of the south face illuminated from dusk to dawn. The sign is not double-sided, so there is no north facing sign face or illumination.

This sign is proposed to be replaced with a new monument sign in the same location. The sign proposes to use a stone base, aluminum cabinet, back-lit graphics and changeable text, all similar to the monuments sign previously approved for the Church along the East Street frontage. As proposed, the sign would be 7 feet tall with a 6 foot wide stone base and a 4.33 foot wide sign cabinet. The sign area for the proposed monument sign is 26 square feet with approximately 12 square feet of the sign area to be illuminated from 6 pm [dusk] to 10 pm except for special occasions where they would have a late service (for example Christmas eve). It was noted that only the south face is proposed to be illuminated. The sign would be the same height as the existing sign and would be 0.33' wider (2' wider at the stone base). The proposed sign has a 26 square foot sign face, in comparison to the 15 square foot sign face for the existing monument sign or 37.5 square foot sign face for the monument on East Street.

Staff recommended approval subject to:

- Concurrence with staff conclusions; and
- Limiting the hours of illumination to dusk to no later than 10:00 pm except for rare special occasions; and
- Inclusion of a timer or other automatic shut-off to ensure the hours of illumination; and
- Any other conditions the Planning and Zoning Commission believed were necessary.

It was noted that staff's recommendation was made without knowledge of additional information which may be presented during the required public hearing and that the conclusions are subject to change as a result of evaluating additional information.

Chairman Katerndahl stated that although this was not subject to a public hearing he invited the applicant to the microphone to answer questions the panel may have.

Mike Vaughn, Clerk, Parkville Presbyterian Church, stated they had met with neighbors and listened to the concerns they had about the proposed sign. The main concerns were brightness and size. He stated the existing sign is in disrepair, constituting the need for replacement. The commissioners questioned the staff regarding illumination ordinances and whether the sign was located in or would be allowed in the "Old Town District". Ackerson stated that there were no existing ordinances that regulated

maximum sign illumination and the City does not have the necessary equipment to measure light. He also stated that this sign would not be allowed in the "Old Town District"; however the Church was not in that zoning district. Chairman Katerndahl shared his concern that the sign was too commercial in nature for the area and perhaps the applicant could go back to the sign company to see what other options they may have with up-lighting versus back lighting, and changing the design to better fit the character of the neighborhood and the existing sign. Others concurred and expressed a desire for a new sign design.

Mr. Vaughn expressed concern that directing light sources up, might be more intrusive than the internal illumination. Up lighting for the Main Street Inn was referenced as an example that was not intrusive. Discussion ensued about the sign design and illumination as viewed from abutting properties.

Chairman Katerndahl entertained comments from the public. Several residents expressed concerned over the commercial nature of the proposed signage and the illumination. They expressed concern that the sign would be too bright, that the sign was too big and that it was out of character for the neighborhood with use of "plastic" materials. One resident expressed concerns that the sign could be a hiding spot for predators or attackers. Discussion ensued about the sign size, location, illumination and other details and individual preferences. Generally the Commission concurred that the sign should be more traditional looking and not as large.

Chairman Katerndahl asked for more discussion on the proposed sign application. No additional comments were received.

Chairman Katerndahl moved to postpone the application until June 10th Meeting. Commissioner Fricker seconded. Motion passed 7-0.

6. UNFINISHED BUSINESS

None

7. OTHER BUSINESS

A. 45 Hwy Corridor Plan Update

Ackerson stated that all city appointments to the steering committee for the county had been made. However they were still working on dates for a scheduled work session.

B. Upcoming meetings

Chairman Katerndahl acknowledged the following upcoming meetings:

- Planning Commission work session: Tuesday, May 13th immediately following the Planning and Zoning Commission meeting but not sooner than 6:00 pm
- Board of Aldermen Meetings: Tuesday, June 3rd and May 17th at 7:00 pm
- Planning & Zoning Commission meeting: Regular meeting Tuesday, June 10th, at 5:30 pm

8. ADJOURNMENT

Chairman Katerndahl moved to adjourn. Commissioner McRuer seconded. Motion to adjourn passed 7-0. Meeting adjourned at 6:30pm

Submitted by: _____
Kelly Yulich, Department Assistant

5/13/14
Date

Information on these items is maintained at Parkville City Hall and is available for viewing during normal office hours. Planning and Zoning Commission decisions are recommendations forwarded to the Parkville Board of Aldermen meeting unless otherwise noted. Inquiries on items contained herein can be made by visiting Parkville City Hall at 8880 Clark Avenue, Parkville, or by calling the Community Development Department at (816) 741-7676.

**Minutes of the Special Workshop of the
Parkville Planning & Zoning Commission**
Tuesday, May 13, 2014
City Hall Boardroom

1. CALL TO ORDER

Chairman Dean Katerndahl called the workshop to order at 6:35 pm.

Members present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Judy McRuer, Commissioner
Walt Lane, Commissioner
Kelly Fricker, Commissioner
Bryant Lamer, Commissioner

Absent with prior notice:

Pam Scott, Commissioner

Staff present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

2. GENERAL BUSINESS

A. Discuss the Friends of Parkville Animal Shelter (FOPAS) desire to build a permanent facility 1356 Highway 9, city regulation of shelters and possible alternatives.

Ackerson explained that FOPAS requested the discussion be postponed due to an emergency with one of the representatives. There was no discussion and no action was taken.

B. Discuss Parkville Self-Storage and desire to build an additional facility south of the Southern Platte Fire Protection District Station #4 at 8795 NW N Highway, city regulation of self-storage facilities and possible alternatives.

Ackerson explained that the owner of Parkville Self-Storage was interested in locating a new facility south of the Southern Platte Fire Protection District (SPFPD) station on N Highway west of I-435 and north of Highway 152. Ackerson gave background about the existing zoning and projected land uses. Sandy Knoernschild owner of Parkville Self Storage explained there was very high demand for self-storage and that her existing facility was full. The commission asked questions about layout, size, visibility and other aspects. Ms. Knoernschild stated those details would be worked out and she would be proceeding with discussions with SPFPD regarding buying the land. Some individual commission members expressed general support. No action was taken.

C. Discuss P&R Properties LLC desire to reuse existing buildings at 101 and 107 Mill Street for non-retail or office uses, city regulations and possible alternatives.

Ackerson explained that the applicants own two buildings on Mill Street which were previously zoned for industrial uses. 107 Mill Street is a former garage, limiting its use. The applicant desires to lease or sell the space, but the property is zoned Old Town District and the uses permitted are generally not suitable for a garage. Paul Doyle of P&R Properties stated that most interested parties are office users or contractors that want to store equipment inside the garage with no outside storage. Although not appropriate on Main Street, these uses could be appropriate for his site. Some individual commission members expressed general support. No action was taken.

3. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn.

Commissioner McRurer moved to adjourn. Commissioner Fricker seconded. Motion to adjourn passed 7-0. The workshop adjourned at 7:25 pm.

Submitted by: _____
Kelly Yulich, Department Assistant

5/13/14
Date

All workshop agenda items are for discussion only. The Planning and Zoning Commission does not take any action on any workshop agenda item. Information on these items is maintained at Parkville City Hall and is available for viewing during normal office hours. Inquiries on items contained herein can be made by visiting Parkville City Hall at 8880 Clark Avenue, Parkville, or by calling the Community Development Department at (816) 741-7676.

**Minutes of the Regular Meeting of the
Planning & Zoning Commission
City of Parkville, Missouri**
Tuesday, June 10th, 2014 at 5:30 p.m.
City Hall Boardroom

1. CALL TO ORDER

Chairman Dean Katerndahl called the meeting to order at 5:37pm

2. ROLL CALL

Members present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Judy McRuer, Commissioner
Walt Lane, Commissioner
Kelly Fricker, Commissioner
Bryant Lamer, Commissioner
Pam Scott, Commissioner

Absent with prior notice:

Kelly Fricker, Commissioner

A quorum of the Planning Commission was present.

Staff present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

3. GENERAL BUSINESS

A. Approval of Planning & Zoning Meeting Agenda.

The order of the Agenda was changed as follows: 4A & 5A were reviewed together first, then 4D, 4B, 4C and lastly 4E.

Chairman Katerndahl called for any discussion on changing the agenda. There was none.

Chairman Katerndahl moved to approve the minutes. Commissioner Lamer seconded. Motion passed 7-0.

B. Approval of Minutes from the May 13, 2014 Commission meetings.

Chairman Katerndahl called for any discussion on the minutes and seeing none he called for a motion.

Commissioner McRuer moved to approve the minutes. Commissioner Lamer seconded. Motion passed 7-0.

4. PUBLIC HEARING

A. Amended National Golf Course Community Unit Plan to allow a new neighborhood swimming pool on lot #11, Cider Mill Ridge 4th Plat & part of vacant land to the south & east. Case PZ14-10. RP Golf, LLC, owner.

Chairman Katerndahl opened the public hearing and called on Assistant City Administrator/Community Development Director Sean Ackerson to present the application and staff recommendation. Ackerson summarized the applicant, RP Golf, LLC, proposed to amend the Community Unit Plan (master development plan) for the National Golf Club to allow for a new neighborhood pool, clubhouse and associated parking at the southwest corner of South National Drive and Barn Hill Road. The application was proposed in conjunction with agenda item 5A, which was an application to replat all of existing Lot 11 of the Cider Mill Ridge 4th Plat and a portion of the abutting unplatted property to the east and south to create a new lot for the pool and pool improvements.

The plan drawing also includes conceptual plans for additional playground / recreation amenities. The applicant submitted that these additional amenities are subject to final engineering and cost estimates. As such, these amenities should be considered optional, if approved.

Ackerson displayed an area map and drawings of the pool and identified the subject site and surrounding properties and development. He stated that the applicant was present and recommended that they present the plan to the Commission to be followed by staff's presentation of findings and recommendations.

Mr. Nick Bloch, representing RP Golf LCC, presented a history of the National Golf Club Community Unit Plan and the Cider Mill Ridge development. Mr. Bloch explained the pool will be zero entry with a mother's wall dividing the shallow water from deep. There will be no lifeguard on duty and no diving board. The depth of the pool will be 4 ½ feet. The "clubhouse" will include storage and restroom facilities. Mr. Borchers with the National Golf Club stated that they have not talked to any abutting homeowners about the project however it was discussed at the annual home owner's association meeting. He stated that the homeowners will not be subject to increased HOA fees for the capital cost of the development of the pool. That will be at the developer's expense, but he did state that HOA fees are subject to annual review.

Ackerson summarized the review, analysis and findings from his staff report. He concluded the proposed pool and accessory amenities are permitted uses; the pool can meet or exceed all applicable standards with the exception of the parking standards; that adequate parking is provided based on demand being met in great part by the member's pool, the expectation that half of the patrons would walk, and the parking provided is consistent with parking found in other neighborhoods; the design and character are consistent with amenities in other portions of the development; and impacts to surrounding properties can be substantially mitigated by landscaping and through the change in elevation; adequate access is provided if the sidewalk is connected to the existing trail system.

Ackerson recommended approval, subject to the following conditions:

- approval of the final landscaping plans by the Community Development Director;
- determining the parking provided is adequate and accepting the alternative parking calculations;
- approval of grading, drainage and engineering plans by the City's Public Works Director; and
- Meeting or exceeding all applicable building code regulations.

It was noted that staff's recommendation was made without knowledge of additional information which may be presented during the required public hearing and that the conclusions are subject to change as a result of evaluating additional information. He stated that all required notices had been given, published and posted and as of the meeting, one property owner had contacted the City and were present at the meeting.

Commissioner Katerndahl called for public input.

Homeowner Derrick, Griffin 5904 National Dr., stated his concerns were potential noise, fencing & who will be policing if there is no lifeguard. Community Development Director Ackerson stated that the fencing would be subject to the applicable building codes.

Homeowner Jessica Pastorino, 5908 S. National Dr., expressed support for the pool, and stated that she too had concerns that no lifeguard would be on duty. She stated that perhaps with the other National pools, that maybe they could rotate one over to the Cider Mill Ridge pool. She also recommended that the playground be constructed and the equipment age friendly in a wider range.

Homeowner Michaela Bays, 5902 N. National Dr., asked if there were going to be added HOA fees. Mr. Borchers with the National Golf Club stated that they were not increasing HOA fees to construct the pool but they are subject to annual review.

Commissioner McRuer asked who the Pool will be for: public, National members or just Cider Mill Ridge residents. Mr. Borchers explained that it will be primarily used for the Cider Mill Ridge residents however members of the National can utilize it and they are looking into a possible keyed or card entry for access.

Commissioner Lock asked about noise and hours. Mr. Block stated that the hours would be from 9:00am to 9:00pm and that they will not be putting in a speaker system for music.

Chairman Katerndahl called for additional public input and hearing none, he closed the public hearing and called for a motion.

Commissioner Scott recommended approval upon the conditions set forth by the commission. Commissioner Cary seconded. Motion passed 7-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, June 17 2014 regular meeting.

Item 5A was taken out of order since it was related to Item 4A above.

5. REGULAR BUSINESS

A. Application for Replat of Lot 11, Cider Mill Ridge, Fourth Plat. Case PZ14-13. RP Golf, LLC, owner.

Assistant City Administrator/Community Development Director Sean Ackerson stated the applicant RP Golf, LLC was seeking the Commission's approval to replat Lot 11 of the Cider Mill Ridge Fourth Plat and a portion of the abutting unplatted property to the east and south, all to accommodate a new community pool southwest of the intersection of National Drive and Barn Hill Road. The application was proposed in conjunction with agenda item 4A, which was an application to amend the National Golf Course Community Unit Plan to allow the new neighborhood swimming pool and clubhouse on the proposed lot.

Ackerson summarized the review, analysis and findings from his staff report. He concluded based on the final plat and supporting information submitted to date, that all applicable standards and requirements had been met, with the exception of the grading, drainage and engineering standards (pending final review of engineering drawings).

Accordingly, Ackerson recommended approval, subject to the following conditions:

- approval of utility services by the applicable utility providers and providing additional easement by separate instrument as required;
- review and approval of the final grading and drainage plans by the Public Works Director prior to recording the plat;
- reconsideration of an amended plat, should significant changes result from approval of the grading and drainage plans;
- approval of agenda item 4A, allowing the pool as an amendment to the National Golf Course Community Unit Plan; and
- Any other conditions deemed necessary by the Planning Commission

Chairman Katerndahl called for additional input and hearing none, he called for a motion.

Commissioner Scott recommended approval upon the conditions set forth by the commission. Commissioner Lamer seconded. Motion passed 7-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, June 17 2014 regular meeting.

Item 4D was taken out of order since the applicant was in attendance.

4. PUBLIC HEARING

D. Application for a conditional use permit to allow offsite storage, staging and assemblage of heavy equipment & materials for public utility & infrastructure construction on 15 acres of parcel 20-3.0-07-000-000-003.001. Case PZ14-14. JDJ Commercial Properties, LLC, owner.

Assistant City Administrator/Community Development Director Sean Ackerson stated the applicant JDJ Commercial Properties/Jim Guffy was seeking the Commission's approval for a conditional use permit (CUP) to allow offsite storage, staging and assemblage of heavy equipment and materials for public utility and infrastructure construction. The use

is proposed on the eastern 15-acres of Platte County parcel number #20-3.0-07-000-000-003.001 which is located on County Highway N north of Jones-Myer Road and NW of the I-435 and Highway 152 interchange, in Section 7, Township 51, Range 34, Parkville, Platte County, Missouri.

Ackerson displayed an area map and drawings and identified the subject site and surrounding properties and development. He stated that the applicant was present and recommended that they present the plan to the Commission to be followed by staff's presentation of findings and recommendations.

Jim Guffy applicant explained that they had done extensive cleanup of the property and had an environmental engineer come in to access the property. The previous users of the property Clarkson Construction Company was cooperative and aided in the cleanup. The property is in no danger of any contamination left behind from Clarkson Construction and Mr. Guffy explained that in addition to storing heavy equipment he hopes to farm the property in the future.

Ackerson summarized the review, analysis and findings from his staff report. He concluded the property had been used for this purpose for approximately the last 27 years. The use was started by a prior owner in conjunction with the construction of I-435. The use was originally approved as a special use permit issued by Platte County (just prior to annexation by the City in 2001). Upon expiration, the City considered and approved a conditional use permit for the same use for one-year, with provisions for annual renewals if so desired. It was concluded at that time that the use was not compatible with projected future uses, but was suitable until such time as the area redeveloped. The CUP was approved subject to terms and conditions that allowed reconsideration on an annual basis and discontinuation of the use at the time it was no longer suitable for the area. Another primary consideration was that the property north of the subject property contains the same use. This abutting property is owned by MoDOT and is used by MoDOT and the County for equipment staging and material storage for area construction.

It was also concluded that the proposed quasi-industrial use had the potential to adversely affect area development in the future. To address this concern, the prior CUP was approved for a one-year term with consideration for annual renewals after that. Similarly, the applicant had requested a two-year term with the potential for future renewals upon determining the use still had no impact and did not interfere with or hamper the projected and desired development of the area.

Ackerson recommended approval for a two year period subject to the following conditions:

1. *Unless renewed following the procedures herein, the CUP shall expire two years from the date of approval (actual dated to be inserted if approved) and shall not be reapproved except following a new application for CUP in accordance with requirements set forth in the Parkville Municipal Code as may be amended.*
2. *In recognition that the CUP is to allow a temporary use of the subject property for uses that are incompatible with projected and desired uses of the surrounding properties, no renewal shall be approved unless it is found that:*
 - a. *the permit holder has and can continue to abide by the terms of the conditional use permit;*
 - b. *the public health, safety, morals and general welfare will not be adversely affected;*

- c. *the use will not be incompatible with uses developed or approved and under construction on the abutting properties;*
 - d. *the use will not stifle near-term economic development in the area; and*
 - e. *Renewal will not have any other near or long-term adverse effect on the subject or surrounding properties.*
3. *There shall be no limit on the number of renewals that may be approved so long as the findings above can be made. In recognition that site and surrounding area conditions may change over time, additional permit conditions may be required at the time of renewal. Renewals may be permitted for up to two-years. For periods greater than two years, a new application for a CUP shall be required in accordance with requirements set forth in the Parkville Municipal Code at that time.*
 4. *Applications for renewal must be made at least 90 days and not more than 6 months prior to the CUP expiration date. The Community Development Director shall have the authority to act on a request for renewal; provided that, the above conditions are met. All renewals shall be acted on within 60 days of receipt. In the event the CUP holder disputes an administrative action, a request for appeal may be made to the Board of Aldermen within 15 days of the action.*
 5. *Unless otherwise approved by the Board of Aldermen, in the event the CUP is not renewed, the use must be discontinued on or before the CUP expiration date and all equipment and materials must be removed and the site cleaned up and vacated not later than 6 months after the CUP expiration date.*

Ackerson noted that this recommendation was made without knowledge of facts and testimony which were presented during the required public hearing and that the conclusions herein are subject to change as a result of evaluating additional information. Ackerson stated that all required notices had been given, published and posted and as of the meeting no public comments have been received.

Commissioner Katerndahl called for public input, and seeing none he called for a motion.

Commissioner Scott recommended approval subject to conditions set forth by the commission. Commissioner McRuer seconded. Motion passed 7-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, June 17 2014 regular meeting.

The regular agenda order resumed.

B. Application for a conditional use permits to allow additional antenna & modifications to existing cell tower at 6200 Kelly Drive. Case PZ14-11. Global Signal, applicant

Assistant City Administrator/Community Development Director Sean Ackerson stated the applicant Global Signal was seeking the Commission's approval to amend the conditional use permit (CUP) for the existing mono-pole communications tower located at 6200 Kelly Drive. The application is proposed to allow installation of new fiber cable, three new antennas, three new remote radio units, 27 new jumper cables, and new equipment inside an existing cabinet and other associated changes. The subject tower

is the southern most of the two towers on the site and is also identified as the monopole tower (not the lattice tower).

Ackerson summarized the review, analysis and findings from his staff report. He concluded that the proposed tower modifications do not increase the maximum tower height; the new antenna and structural modifications will have little, if any additional impact on surrounding properties; the tower is exempt from the landscaping / screening, setback and separation requirements; the tower components and foundation have been found to be structurally sufficient by a licensed structural engineer subject to the proposed construction drawings.

Ackerson recommended approval, subject to the following conditions:

- the new antenna and tower modifications meeting or exceeding current standards and regulations of the FAA, the FCC, and any other agency of the Federal Government with the authority to regulate towers and antennas;
- as applicable, approval of a building permit, including review of structural modifications by a third party engineer qualified to do such and post construction inspection by the same;
- all new antenna, equipment and tower modifications being of a light, neutral color that is identical to, or closely compatible with, the color of the supporting structure so as to make the antenna and related equipment as visually unobtrusive as possible;
- all recommendations of the Structural Analysis Report for 6200 Kelly Drive by Tectonic, Newburgh, NY, dated and sealed by Richard P. Kummerle, PE on March 10, 2014 and construction drawings identified as Sprint 2.5 Equipment Deployment for Bell Rd. Industrial Park, Site # KC03XC209-877807, 6200 Kelly Drive by Fullerton Engineering Design and dated and sealed by Henry M. Bellagamba, PE on March 19, 2014 being met; and
- Any additional conditions the Planning and Zoning Commission determines are necessary to meet the requirements of Chapter 471.

He noted that this recommendation was made without knowledge of facts and testimony which were presented during the required public hearing and that the conclusions herein are subject to change as a result of evaluating additional information.

Ackerson stated that all required notices had been given, published and posted and as of the meeting no public comments have been received.

Commissioner Katerndahl called for public input, and seeing none he called for a motion.

Commissioner Lamer recommended approval subject to conditions set forth by the commission. Commissioner Scott seconded. Motion passed 7-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, June 17, 2014 regular meeting.

C. Application for a conditional use permit to allow additional antenna & modifications to existing cell tower at 16205 Hwy 45. Case PZ14-12. Global Signal, applicant

The applicant has requested approval of an application to amend the conditional use permit for the existing communications tower located at 16205 45 Highway. The application is proposed to allow three new antennas, three new remote radio units,

installation of additional fiber cable and jumper cables and replacement of rectifiers within existing cabinets.

Ackerson summarized the review, analysis and findings from his staff report and concluded that: the proposed tower modifications do not increase the maximum tower height; the new antenna and structural modifications will have little, if any additional impact on surrounding properties; landscaping and screening are sufficient; the proposed changes do not affect the existing setback or separation; the tower components and foundation have been found to be structurally sufficient by a licensed structural engineer subject to recommended structural modification.

Ackerson recommended approval, subject to the following conditions:

- the new antenna and tower modifications meeting or exceeding current standards and regulations of the FAA, the FCC, and any other agency of the Federal Government with the authority to regulate towers and antennas;
- as applicable, approval of a building permit, including review of structural modifications by a third party engineer qualified to do such and post construction inspection by the same;
- all new antenna, equipment and tower modifications being of a light, neutral color that is identical to, or closely compatible with, the color of the supporting structure so as to make the antenna and related equipment as visually unobtrusive as possible;
- all recommendations of the Structural Analysis Report for 240' Self Support Tower SBA Site # MO12650-A by GPD Group dated and sealed by John N Kabak, PE on April 11, 2014 being met; and
- Any additional conditions the Planning and Zoning Commission determines are necessary to meet the requirements of Chapter 471.

He noted that this recommendation was made without knowledge of facts and testimony which were presented during the required public hearing and that the conclusions herein are subject to change as a result of evaluating additional information.

Ackerson stated that all required notices had been given, published and posted and as of the meeting no public comments have been received.

Commissioner Katerndahl called for public input, and seeing none he called for a motion.

Commissioner Scott recommended approval subject to conditions set forth by the commission. Commissioner McRuer seconded. Motion passed 7-0

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, June 17, 2014 regular meeting.

E. Amendment to Parkville Municipal code section 442.020 to allow accessory commercial vehicle storage in the Old Town District if fully enclosed. Case PZ14-15. Paul Doyle, applicant

Paul and Rhonda Doyle of P & R properties LLC own 101 and 107 Mill Street. Both properties are zoned "OTD" Old Town District which does not allow storage of commercial vehicles. The Doyle's are requesting approval of a text amendment to Parkville Municipal Code, Chapter 442, Section 442.020, *Prohibited Uses*, subsection a, 2, to allow commercial vehicles to be stored in the OTD so long as they are fully enclosed.

Ackerson summarized the review, analysis and findings from his staff report and concluded that the proposed text amendment is not contrary to the purpose of the "OTD" Old Town District zoning or the projections or objectives of the Parkville Master Plan or Downtown Master Plan draft. Accordingly, Staff recommended approval of the proposed text amendment.

He noted that this recommendation was made without knowledge of facts and testimony which were presented during the required public hearing and that the conclusions herein are subject to change as a result of evaluating additional information. Ackerson stated that all required notices had been given, published and posted and as of the meeting no public comments have been received.

Commissioner Katerndahl called for public input.

Commissioner Scott expressed concern for changing the verbiage and how it may apply to other properties in downtown. Ackerson stated that he had reviewed other properties with garages in town and concluded that indoor storage of vehicles and equipment would not create any impact. He noted that the text amendment did not change any permitted uses. Secretary Lock asked if it were a possibility to change the zoning. Ackerson explained that it had been considered, but he had concerns for other uses permitted in those districts and their incompatibility with downtown. The commission after discussion of alternatives, Chairman Katerndahl asked for any additional input and seeing non he called for a motion.

Commissioner Scott recommended approval subject to conditions set forth by the commission. Secretary Lock seconded. Motion passed 7-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, June 17, 2014 regular meeting.

5. REGULAR BUSINESS

Item 5A was taken out of order. See above following 4.A Public Hearing

6. UNFINISHED BUSINESS

None

7. OTHER BUSINESS

A. 45 Hwy Corridor Plan Update

Working on organizing the steering committee and scheduling on going meetings for the last Tuesday or Wednesday of each month.

B. Upcoming meetings

Chairman Katerndahl acknowledged the following upcoming meetings:

- Board of Aldermen Meetings: Tuesday, June 17th and July 1st at 7:00 pm
- Planning & Zoning Commission meeting: Regular meeting Tuesday, July 8th, at 5:30 pm

8. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn.

Commissioner Scott moved to adjourn. Commissioner McRuer seconded. Motion to adjourn passed 7-0. Meeting adjourned at 7:11pm.

Submitted by: _____
Kelly Yulich, Department Assistant

6/11/14
Date

Information on these items is maintained at Parkville City Hall and is available for viewing during normal office hours. Planning and Zoning Commission decisions are recommendations forwarded to the Parkville Board of Aldermen meeting unless otherwise noted. Inquiries on items contained herein can be made by visiting Parkville City Hall at 8880 Clark Avenue, Parkville, or by calling the Community Development Department at (816) 741-7676.

**Minutes of the Regular Meeting of the
Planning & Zoning Commission
City of Parkville, Missouri
Tuesday, July 8, 2014 at 5:30 p.m.
City Hall Boardroom**

1. CALL TO ORDER

Chairman Dean Katerndahl called the meeting to order at 5:33pm

2. ROLL CALL

Commissioners present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Judy McRuer
Walt Lane
Bryant Lamer
Pam Scott
Doug Krtek

Absent with prior notice:

Kelly Fricker

A quorum of the Planning Commission was present.

Staff present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kirk Rome, Public Works Director
Kelly Yulich, Department Assistant

Mayor Nannette Johnson introduced recently appointed Planning and Zoning Commissioner Mr. Doug Krtek. Krtek was appointed to fill a vacancy through May 2015.

3. GENERAL BUSINESS

A. Approval of Planning & Zoning Meeting Agenda.

Chairman Katerndahl called for any discussion on the agenda and seeing none he called for a motion to approve.

Commissioner Lamer moved to approve the minutes. Commissioner McRuer seconded. Motion passed 8-0.

B. Approval of Minutes from the June 10, 2014 Commission meetings.

Chairman Katerndahl called for any discussion on the minutes and seeing none he called for a motion to approve.

Commissioner McRuer moved to approve the minutes. Commissioner Lamer seconded. Motion passed 8-0.

4. PUBLIC HEARING

A. Adoption of revised Vision Downtown Parkville (previously referred to as the Parkville Downtown Master Plan)

Community Development Director Ackerson asked to postpone this until July 15, 2014 at 5:30pm.

Chairman Katerndahl called for any discussion on the postponement and seeing none he called for a motion to approve.

Commissioner Lamer moved to approve the postponement to July 15, 2014 at 5:30pm. Commissioner McRuer seconded. Motion passed 8-0.

B. Application to rezone two tracts containing 27,121 square feet, more or less, from “R-25” Single-Family Large Lot District to “B-4” Planned Business District. Case PZ14-19, J-3 PANDI, LLC, Owner.

Assistant City Administrator/Community Development Director Sean Ackerson gave a brief history of the project and the prior approval of the preliminary development plan for the Village at the National. He stated that agenda items 4B and 5A, B and C were all related. He summarized how the rezoning, preliminary and final plat and final development plan applications were interrelated.

With regard to item 4B, Ackerson stated the applicant J3-PANDI, LLC was seeking the Commission’s approval for rezoning two tracts of land containing a combined area of 27,121 square feet, more or less, from County “R-25” Single-Family Large Lot District to City “B-4” Planned Business District. These properties are generally located north of 45 Highway, west of the roundabout at National Drive and 45 Highway. Both tracts are portions of property previously donated by the applicant to MoDOT for the widening of State Route 45 (Project Number J4U1108B). Following completion of the highway widening project, MoDOT has determined that the tracts are no longer needed and is vacating the property back to the original owner (in accordance with an agreement between the parties).

Both tracts are located on the frontage of the Village at the National along 45 Highway. The proposed rezoning is not required for approval of the final development plan for the Village at the National but is desired for consistency with the zoning for the rest of the development.

Portions of the two tracts were previously annexed into Parkville and zoned “B-4” Planned Business District. However, due to property exchanges with MoDOT it is not clear what portions of the property were previously annexed have been previously zoned or rezoned (in the City or County). The matter is further complicated by the fact that some portions of prior annexations were not recognized by the County so City approved zoning would not have been valid. Since in some cases it is not clear that the zoning for the abutting property extends to the right-of-way, it is also possible that some portions of the two tracts were never zoned in the first place. Prior to annexation into the City the

properties would have mostly likely been zoned "R-25" Single-Family Large Lot District as referenced in the application. The application was proposed in part as housekeeping to proactively ensure the property is zoned to a City district, to match the abutting zoning, and to minimize the potential for future development and permitting issues.

Ackerson stated that the proposed zoning is compatible with the zoning uses and character of the neighborhood and nearby properties; rezoning will not affect development of the abutting properties; that removal of restrictions imposed by the current zoning district will not significantly affect the neighborhood and nearby property; that denial of the application will not necessitated to protect the public interest; that the proposed zoning will be compatible with uses projected by the City's Master Plan; that denial of the application is not required to prevent adverse impacts on the utilities; and that impacts, if any, to surrounding properties can be addressed with the approval of development plan, grading, drainage and infrastructure plans. Accordingly, Staff recommends approval of the proposed rezoning based on the above findings, conclusions and opinions, subject to approval of voluntary annexation by the Board of Aldermen. It should be noted that a portion of the property has previously been annexed, but due to property exchanges with MoDOT it is not clear what portions of the property were previously annexed.

Ackerson stated that the applicant was in attendance and recommended they present to the commission their request for rezoning along with related agenda Items 5.A, B & C.

Chairman Katerndahl asked for the applicant to come forward.

Mr. Tony Borchers with J-3 PANDI, LLC came forward and introduced Mr. John Garr with Finkle/Williams Architecture firm and Mr. Dale Bourk with the National Golf Club of Kansas City. Mr. Borchers presented the rezoning, preliminary and final plat of the Village at the National along with the final development plan.

He explained the proposed changes to the site layout and Building A to conform more to the concerns addressed at the April meeting concerning light and visibility. He addressed the issues about the cart path that had raised concerns from abutting National residents. He presented a letter from Mr. Robert Gibbons with the Tom Watson Design Group stating that he inspected the area and had determined that the relocation of the cart path would have minimal disruption to the golf hole. He also concluded that additional tree plantings on both sides of the new section of the cart path would provide a nice transition. Mr. Borchers also identified trees that will remain.

Mr. Borchers related that at the appropriate planting time this fall/winter they will be planting the screening for the two abutting homeowners. The plantings will consist of 6-8 foot white pines and Canarti Junipers of the same size and stature.

Chairman Katerndahl asked if there were any questions. Vice Chairman Cary inquired about when construction would be expected to start. Mr. Borchers said they would start clearing the landscape shortly after the Board of Aldermen's approval. The construction company that will be doing the work is Grand Construction Company.

Other questions were asked about tenants and the thoughts about tinting the glass as opposed to changing the design of Building A. Mr. Borchers stated that neither they nor the architect wanted to change the design but they also wanted to be sensitive to the abutting property owners concerns and believe that with the new design they addressed their issues.

Chairman Katerndahl opened up the meeting for public input.

Mr. Alan Knuth at 10809 NW Hwy 45 Kansas City, MO was concerned about how the new traffic signal and intersection configuration may impact access to his nearby dental business. Many of his patients make a U-turn at the intersection to access his establishment and he wanted to make sure that the new configuration was not going to make it more difficult than it already is for his clients. Public Works Director Kirk Rome expressed that he did not think that it would impede his access to and from his business but that he would check into it.

Mr. Monte DeMontel expressed concerns about the dirt and dust during the construction and he wanted to make sure that the landscaping was going to buffer his property appropriately. He requested copies of the drawings and copies were provided.

Chairman Katerndahl called for any additional public input and hearing none, he closed the public hearing and called for motions on agenda items 4.B, and 5.A, B and 5.C.

Commissioner Scott recommended approval upon the conditions set forth by the commission for agenda item 4.B. Commissioner Lock seconded. Motion passed 8-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, July 15, 2014 regular meeting.

5. REGULAR BUSINESS

A. Application for Preliminary Plat of the Village at the National. Case PZ14-09. J3-PANDI, LLC owner.

See also Public Hearing Agenda Item 4.B

Assistant City Administrator/Community Development Director Sean Ackerson summarized that the applicant J3-PANDI, LLC owns 8.26 acres generally located on the north side of 45 Highway (aka Tom Watson Parkway), south of the National Golf Course, west of the roundabout at National Drive and 45 Highway. In addition, MoDOT is vacating two tracts of right-of-way containing 0.62 acres, more or less, to J3-PANDI, LLC. In April a preliminary development plan for the Village at the National was approved for 9.5 acres (the 9.5 acres included an additional 1.24 acres of MoDOT right-of-way that is not being vacated – yielding the current 8.88 acres). The preliminary plan included office, retail and personal services uses on 6 lots and one tract, all to be developed in multiple phases. The initial phase of the development was described as an office building, retail building and storm water detention on the western approximately third of the property. In addition a temporary access drive was identified as necessary to provide access to National Drive until such time as subsequent phases are developed and permanent internal access drives are completed.

Preliminary and final plats are submitted for the entire 8.88 acres. The applicant proposed to initially plat acreage into three lots and one tract. Lot 1 corresponds to the proposed office building and parking. Lot 2 corresponds to the retail building and parking. Lot 3 includes the temporary access drive and is anticipated to be re-platted in

the future as subsequent phases are developed. Tract A is proposed for storm water detention

Ackerson concluded that with the exceptions noted above, the proposed preliminary plat can meet or exceed all applicable zoning and subdivision regulations; and that the preliminary and final plats are substantially consistent with the previously approved community unit plan for the National Golf Club of Kansas City and preliminary plan for the Village at the National. Staff recommended approval of the preliminary and final plats, subject to:

- final approval of utility improvement plans and associated easements by the applicable service providers prior to recording any final plat; and
- approval of the grading, drainage and public improvement plans, construction documents, and related permits prior to recording the final plat; and
- identifying covenants and restrictions, if any, on the plat and a copy of such prior to recording the final plat; and
- approval of a revised final plat and/or development plan if any significant changes result from final approval of the items above.

Chairman Katerndahl called for any additional input and hearing none, he called for a motion.

Commissioner McRuer recommended approval upon the conditions set forth by the commission. Commissioner Lane seconded. Motion passed 8-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, July 15, 2014 regular meeting

B. Application for Final Plat of Village at the National. Case PZ14-17. J3-PANDI, LLC, owner.

See above Regular Agenda item 5.A

Chairman Katerndahl called for additional input and hearing none, he called for a motion.

Commissioner Scott recommended approval upon the conditions set forth by the commission. Commissioner Lane seconded. Motion passed 8-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, July 15, 2014 regular meeting

C. Application for the Final Development Plan of Village at the National. Case PZ14-18. J3-PANDI, LLC, owner

See above Regular Agenda item 5.A/B

Chairman Katerndahl called for additional input and hearing none, he called for a motion.

Commissioner Cary recommended approval upon the conditions set forth by the commission. Commissioner Lane seconded. Motion passed 8-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, July 15, 2014 regular meeting

5. REGULAR BUSINESS

D. Application for the Final Plat, Townhomes at the National – 2nd Plat. Case PZ14-21. J3-PANDI, LLC, owner.

Assistant City Administrator/Community Development Director Sean Ackerson summarized that the applicant J3-PANDI, LLC, owns 8.42 acres, more or less, which is proposed to be subdivided as the Final Plat, Townhomes at the National – 2nd Plat, containing seven lots, two private open space tracts and public rights-of-way. The plat is proposed as phase two of the Townhomes at the National. The property is located north of phase 1 along a continuation of Lime Stone Court Road which is proposed to extend north, parallel to Bell Road and then turn west just south of the Bell Road Industrial Park.

The property is zoned “R-5” Multiple-Family Residential District and is part of the previously approved Community Unit Plan for the National Golf Club of Kansas City and the Townhomes at the National Preliminary Development Plan. In April 2007, the Planning and Zoning Commission and the Board of Aldermen approved a preliminary development plan for the Townhomes (phases I and 2) in accordance with the requirement for the R-5 district and the Community Unit Plan. The plan included 25 lots, three open space tracts and 92 units (in 2, 3 and 4 unit buildings) over 28.81 acres. The preliminary development plans were approved subject to conditions including approval of conceptual landscaping plans, building facades, and other details approved with the Townhomes at the National – 1st Plat in 2007. Separately, a final development plan for phase 1 was also approved.

Per the requirements of Chapter 459, *Large Scale Developments – The Community Unit Plan* Section 459.015, *Procedure*, subsection F, “If no substantial changes are proposed or required following approval of the preliminary development plan, approval of a final plat shall be considered final approval of the community unit plan, subject to submittal of a final development plan to the Community Development Department. The final development plan shall show all details required for a preliminary development plan and shall reflect all required and approved amendments, conditions or restrictions of the community unit plan.” This section provides for administrative approval of the final development plan following approval of the final plat unless the plan includes substantial changes as defined in Section 459.060. Although the total number of developable lots has been reduced (7 lots down from the 8 approved with the preliminary development plan), no substantial changes are proposed. If accepted by the Board of Aldermen following approval by the Planning and Zoning Commission, a final development plan will be submitted to the Community Development Department for final approval. Unless determined to include substantial changes, the plan will be final.

Ackerson stated the staff concluded that with the exceptions noted above, the proposed preliminary plat can meet or exceed all applicable zoning and subdivision regulations; and that the preliminary and final plats are substantially consistent with the previously approved community unit plan for the National Golf Club of Kansas City and preliminary plan for the Village at the National. Staff recommended approval of the preliminary and final plats, subject to:

- final approval of utility improvement plans and associated easements by the applicable service providers prior to recording any final plat; and
- approval of the grading, drainage and public improvement plans, construction documents, and related permits prior to recording the final plat; and
- identifying covenants and restrictions, if any, on the plat and a copy of such prior to recording the final plat; and

- approval of a revised final plat and/or development plan if any significant changes result from final approval of the items above.

Chairman Katerndahl asked for comments:

Commissioner Scott questioned the reasoning for Tract “B” and whether future development would be higher density there or if this was going to be dedicated parkland. Mr. Borchers explained they were considering it for parkland dedication because at this time due to topographical reasons this portion of the property is undevelopable. He explained that ultimately with this plat there will be an additional estimated 20 units that consist of mostly “empty nesters”. Other concerns were traffic studies conducted on Bell Road and the impact additional development would have and the measures that could be taken to mitigate some of the hazards on Bell Road. Different signage was discussed as possible short term problem solving for alerting drivers of the intersection of Lime Stone Road with Bell Road. Public Works Director Kirk Rome said he would look into what they could do with signage and also explained that this road has been looked at for improvements to include sidewalks, storm drainage and widening. He clarified the project was listed in the City’s capital improvement plan but was one of many unfunded projects.

Chairman Katerndahl called for any additional input, and seeing none he called for a motion.

Commissioner Scott recommended approval subject to conditions set forth by the commission. Commissioner Lock seconded. Motion passed 8-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, July 15, 2014 regular meeting.

6. UNFINISHED BUSINESS

None

7. OTHER BUSINESS

A. 45 Hwy Corridor Plan Update

1st. Steering Committee will be meeting July 9th, 2014 at 5:30pm at the Deuce at the National. Mr. Graham Smith will start interviewing stakeholders as well.

B. Upcoming meetings

Chairman Katerndahl acknowledged the following upcoming meetings:

- Board of Aldermen Meetings: Tuesday, July 15th and August 5th at 7:00 pm
- Planning & Zoning Commission meeting Special Meeting Tuesday July 15th at 5:30pm
- Regular meeting Tuesday, August 12th, at 5:30 pm

8. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn.

Commissioner Scott moved to adjourn. Commissioner McRuer seconded. Motion to adjourn passed 8-0. Meeting adjourned at 6:52pm.

Submitted by: _____
Kelly Yulich, Department Assistant

7-9-14
Date

Information on these items is maintained at Parkville City Hall and is available for viewing during normal office hours. Planning and Zoning Commission decisions are recommendations forwarded to the Parkville Board of Aldermen meeting unless otherwise noted. Inquiries on items contained herein can be made by visiting Parkville City Hall at 8880 Clark Avenue, Parkville, or by calling the Community Development Department at (816) 741-7676.

**Minutes of the Special Workshop of the
Parkville Planning & Zoning Commission**
Tuesday, July 8, 2014
City Hall Boardroom

1. CALL TO ORDER

Chairman Dean Katerndahl called the workshop to order at 6:55 pm.

Members present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Judy McRuer, Commissioner
Walt Lane, Commissioner
Bryant Lamer, Commissioner
Pam Scott, Commissioner
Doug Krtek, Commissioner

Absent with prior notice:

Kelly Fricker, Commissioner

Staff present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kirk Rome, Public Works Director
Kelly Yulich, Department Assistant

2. GENERAL BUSINESS

A. Discuss potential modification to 16203 Hwy 45 (Pinnacle educational tower south of 45 Hwy west of Ensign Dr.) to add an additional 60' monopole/training tower and to add berm and landscaping for screening.

Ackerson explained that Pinnacle Career Institute was interested in adding an additional 60' monopole for training next to the existing lattice training tower at 16203 Hwy 45. Ackerson gave background information about the existing tower and projected land uses. Matt Killday the representative for Pinnacle Career Institute explained there is a need for the tower because they want to move all training to this area from Texas. The commission asked questions about layout, size, visibility and other aspects. Mr. Killday stated it would be a wind turbine training tower and it will be 60' tall with a 7' base with a platform at the top. There are no plans as of now for a classroom at the location, possibly in the future there may be a need for a 10x12 pre-fab storage building. Commission members expressed general support. No action was taken.

3. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn.

Commissioner McRuer moved to adjourn. Commissioner Scott seconded. Motion to adjourn passed 8-0. The workshop adjourned at 7:12 pm.

Submitted by: _____
Kelly Yulich, Department Assistant

7-9-14
Date

All workshop agenda items are for discussion only. The Planning and Zoning Commission does not take any action on any workshop agenda item. Information on these items is maintained at Parkville City Hall and is available for viewing during normal office hours. Inquiries on items contained herein can be made by visiting Parkville City Hall at 8880 Clark Avenue, Parkville, or by calling the Community Development Department at (816) 741-7676.

**Minutes of the Regular Meeting of the
Planning & Zoning Commission
City of Parkville, Missouri
Tuesday, August 12, 2014 at 5:30 p.m.
City Hall Boardroom**

1. CALL TO ORDER

Chairman Dean Katerndahl called the meeting to order at 5:33pm.

2. ROLL CALL

Commissioners Present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Judy McRuer
Pam Scott
Doug Krtek-Arrived at 5:40pm.

Absent with prior notice:

Kelly Fricker
Walt Lane
Bryant Lamer

A quorum of the Planning Commission was present.

Staff Present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

3. GENERAL BUSINESS

A. Approval of Planning & Zoning Meeting Agenda.

Chairman Katerndahl called for any discussion on the agenda and explained that that a request to change the public meeting item 4.A be moved to the last item of the evening since the two applicants for items 4.B and 5.A were present. Seeing no objections in the change of the agenda he called for a motion to approve.

Commissioner Scott moved to approve the agenda change. Commissioner McRuer seconded. Motion passed 5-0.

B. Approval of Minutes from the July 8, 2014 Regular Commission meeting and the July 8, 2014 Work Session.

Chairman Katerndahl called for any discussion on the minutes and seeing none he called for a motion to approve.

Commissioner McRuer moved to approve the minutes. Commissioner Scott seconded. Motion passed 5-0.

4. PUBLIC HEARING

A. **Adoption of a revised Vision Downtown Parkville (previously referred to as the Parkville Downtown Master Plan)**

Community Development Director Ackerson gave an overview of the revisions being made to Vision Downtown Parkville formally known as the Parkville Downtown Master Plan. He explained that following reviews, considerations and input expressed from the Board, Planning Commission, staff and others involved in the project a number of revisions were recommended. In addition, he suggested updating the acknowledgments page to reflect current elected and appointed officials and accepting technical assessments, reports and studies prepared during the plan separately instead of adding them to the document as appendices.

Ackerson expressed the need for the administrative authority to correct report hierarchy, grammatical errors and miscellaneous typos. He suggested that an executive summary that ties together all the individual projects be prepared and adopted separately.

Ackerson recommended that the planning commission adopt the document subject to the revisions.

Chairman Katerndahl asked the Commission if they had any questions or comments directed to Mr. Ackerson prior to opening up the public hearing. Commissioner Scott had questions concerning the train noise.

Chairman Katerndahl opened up the public hearing and asked the public for any input. Seeing none, he closed the hearing and called for a motion.

Commissioner Scott moved to approve with the recommendations set forth by the staff. Commissioner McRuer seconded. Motion to approve passed 6-0.

Ackerson stated that the planning Commission's action will be forwarded to the Board of Aldermen along with any explanation thereof for final action.

B. **Application for a conditional use permit to allow additional antenna & modifications to existing lattice cell tower at 6205 Kelly Drive.** *Case PZ14-20, SSC, Inc. on behalf of T-Mobile*

Community Development Director Ackerson stated T-Mobile, was requesting approval to amend the conditional use permit (CUP) for the existing lattice communications tower located at 6205 Kelly Drive. The application proposed the installation of six new antennas and other associated changes. The subject tower is the northern most of the two towers on the site and is also identified as the lattice tower (not the monopole tower). Specifically, the applicant proposed to:

- Install six new Andrew quad-port antennas centered at a height of 214 feet
- Install new Nokia remote radio units (RRU's)
- Install a new flexi equipment and panel, junction box, cable and associates equipment
- Install new hybrid cable to the RRU's

- Install coax hangers, connectors, jumpers and make structural modifications to the tower in accordance with the Tower Analysis Report for T-Mobile, site A5C0057, Wireless Resources by SSC Inc. dated and sealed dated June 9, 2014.

The subject tower was constructed March 1, 1997. Per Section 471.020, C, any tower or antenna permitted prior to November 4, 1997 is considered pre-existing and is not subject to a conditional use permit. However, the proposed antennas and other new equipment are not exempt as pre-existing and require an amendment to the existing conditional use permit per Section 471.040. The tower, remainder of existing antennas and equipment and the tower compound are depicted in the application and discussed herein, but are not subject to this application or the proposed conditional use permit. Staff concluded that the proposed tower modifications do not increase the maximum tower height; the new antenna and structural modifications will have little, if any additional impact on surrounding properties; the tower is exempt from the landscaping / screening, setback and separation requirements; the tower components and foundation have been found to be structurally sufficient by a licensed structural engineer subject to the proposed construction drawings.

Ackerson recommended approval subject to the following conditions:

- The new antenna and tower modifications must meet or exceed the current standards and regulations of the FAA, the FCC, and any other agency of the Federal Government with the authority to regulate towers and antennas;
- As applicable, approval of a building permit, including review of structural modifications by a third party engineer qualified to do such and post construction inspection by the same;
- All new antenna, equipment and tower modifications must be of a light, neutral color that is identical to, or closely compatible with, the color of the supporting structure so as to make the antenna and related equipment as visually unobtrusive as possible;
- Implemented all recommendations of the Tower Analysis Report for T-Mobile, site A5C0057, Wireless Resources by SSC Inc. dated and sealed June 9, 2014 and construction drawing set identified as T-Mobile Site Modernization For Existing Cell Site, Wireless Resources site number A5C0057A, dated March 25, 2014 and sealed by Shelton Keisling March 26, 2014 and by Robert E. Jensen March 27, 2014; and
- Any additional conditions the Planning and Zoning Commission determined that are necessary to meet the requirements of Chapter 471.

Chairman Katerndahl asked the applicant to step forward. The applicant's representative Justin Anderson with SSC, Inc. gave a brief summary of the upgrades to the antenna and described why the upgrades were needed. He concurred with staff's conclusions and recommendation.

Commissioner McRuer questioned when the last time any upgrades had been done. Community Development Director Ackerson stated the last upgrades were done in 2011. Commissioner Scott questioned how many more upgrades will be needed and the applicant stated as long as technology keeps evolving, upgrades will be needed. They will continue to use the existing antennas as long as is feasible.

Chairman Katerndahl opened up the public hearing and asked the public for any input. Seeing none, he closed the hearing and called for a motion.

Commissioner McRuer moved to approve with the recommendations set forth by the staff. Vice Chairman Cary seconded. Motion to approve passed 6-0.

Ackerson stated that the planning Commission's action will be forwarded to the Board of Aldermen along with any explanation thereof for final action.

5. REGULAR BUSINESS

A. Application for a Final Development Plan for a 60' monopole training tower on a portion of 6.28 acres located at 16203 Hwy 45, Parkville. *Case PZ14-24, Pinnacle Career Institute, applicant*

Community Development Director Ackerson summarized the application stating Pinnacle Career Institute proposed to install a new 60' monopole training tower at 16203 Hwy 45. Earlier this year the Planning and Zoning Commission and Board of Aldermen unanimously approved a site plan for a 60' lattice training tower in conjunction with rezoning the same property to "B-P" Planned Business District. The application proposed to modify the previously approved plans by adding the new monopole training structure in the southeast corner of the compound. The new structure is proposed to be approximately 60 feet tall and 7 feet wide at the base. Like the approved lattice tower, the proposed tower will include a platform at the top of the tower and the applicants will utilize the tower to provide climbing, repair and safety training.

The existing compound is located on 6.28 acres owned by Kansas City Power and Light, who has leased the property to the applicant and has authorized the additional on and offsite improvements.

Ackerson concluded that with the staff recommended conditions, the proposed site plan meets the intent of the B-P district standards and regulations. Further, the proposed development is as compatible with the projected uses in the abutting business park as the existing and projected uses on the subject site and the immediately abutting site to the south. Last the plans are compatible with the previously approved site plans for the existing lattice tower. Ackerson recommended approval subject to the following conditions.

- sidewalks or trails be deferred until such time as development on abutting properties warrants the improvements or they can be coordinated with trail improvements on 45 Highway;
- review and approval by the Public Works Director and inclusion of any recommended storm water management improvements necessary, if any;
- setting aside an additional 2,000 square feet of open space abutting the existing parking area as a land-bank for future parking, if ever needed; and
- approval of a final landscaping plan by the Community Development Director prior to issuance of a building permit with construction prior to issuance of a final occupancy permit.

Chairman Katerndahl asked for the applicant to step forward and Mr. Matt Kilday the representative for Pinnacle Career Institute gave a brief explanation that the structure will be used in training for cell phone towers some but mainly for wind turbine installation and repair training. Chairman Katerndahl asked for any questions or concerns from the board and seeing none he called for a motion.

Commissioner Scott moved to approve with the recommendations set forth by the staff. Commissioner Krtek seconded. Motion to approve passed 6-0.

Ackerson stated that the planning Commission's action will be forwarded to the Board of Aldermen along with any explanation thereof for final action.

6. UNFINISHED BUSINESS

None

7. OTHER BUSINESS

A. 45 HWY Corridor Plan Update

Ackerson gave a brief summary of the first meeting in July. The meeting was very productive and they have a tentative second meeting scheduled for Tuesday August 26th. Their goal is to be ready for public input for a September meeting and to be complete by the end of the year.

B. Upcoming Meetings

Chairman Katerndahl **acknowledged the following upcoming meetings:**

- **Planning Commission work session: Tuesday, August 12th, immediately following adjournment of the regular meeting.**
- **Board of Aldermen Meetings: Tuesday, August 19th and Tuesday, September 2nd at 7:00 pm.**
- **Planning & Zoning Commission Regular Meeting Tuesday at 5:30 pm.**

8. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn.

Commissioner Scott moved to adjourn. Commissioner McRuer seconded. Motion to adjourn passed 6-0. Meeting adjourned at 6:30pm.

Submitted by: _____
Kelly Yulich, Department Assistant

8-13-14
Date

Information on these items is maintained at Parkville City Hall and is available for viewing during normal office hours. Planning and Zoning Commission decisions are recommendations forwarded to the Parkville Board of Aldermen meeting unless otherwise noted. Inquiries on items contained herein can be made by visiting Parkville City Hall at 8880 Clark Avenue, Parkville, or by calling the Community Development Department at (816) 741-7676.

**Minutes of the Special Workshop of the
Parkville Planning & Zoning Commission**
Tuesday, August 12, 2014
City Hall Boardroom

1. CALL TO ORDER

Chairman Dean Katerndahl called the workshop to order at 6:33 pm.

Members present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Judy McRuer
Bryant Lamer
Pam Scott

Absent with prior notice:

Kelly Fricker
Walt Lane
Bryant Lamer
Doug Krtek, Commissioner-Left meeting at 6:40pm

Staff present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

2. GENERAL BUSINESS

- A. **Discuss Final Development Plan for K-Building Specialties, an office building located at 6520 N. Crooked Rd.** Case PZ14-25 James R. Marshall on behalf of K Development, LLC

Community Development Director Ackerson explained that the applicant would be submitting revisions to a plan previously submitted and approved in 2012. The applicant's representative James Marshall came forward and explained the building, the design and the intentions of the business. He has provided the staff with updated drawings and designs; however we are still waiting on storm drainage reports. They have been sensitive to the surrounding property owners and their previously stated concerns. They are expecting the application to be forwarded to the Planning and Zoning Commission for the upcoming September 9th meeting.

Discussion ensued about building materials, colors and exterior lighting. No action was taken.

- B. **Discuss 2015 Budget schedule and potential Community Development operating and project budgets.**

Community Development Director Ackerson explained he was in the process of preparing a draft budget for the Community Development Department and asked the Commission to share any budget requests. He stated he would be requesting some funds for Planning and Zoning Commission training. He also explained that funds were

anticipated for completion of a zoning code and subdivision regulation update (see item C). No action was taken.

C. Discuss Zoning Code and Subdivision regulation review and update

Community Development Director Ackerson stated he was working on reviewing and updating the zoning code and subdivision regulations. He encouraged the Commission to share any concerns they may have about specific sections. No action was taken.

3. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn.

Commissioner McRurer moved to adjourn. Commissioner Scott seconded. Motion to adjourn passed 5-0. The workshop adjourned at 7:05 pm.

Submitted by: _____
Kelly Yulich, Department Assistant

8-13-14
Date

**Minutes of the Regular Meeting of the
Planning & Zoning Commission
City of Parkville, Missouri
Thursday, September 11, 2014 at 5:30 p.m.
City Hall Boardroom**

1. CALL TO ORDER

Chairman Dean Katerndahl called the meeting to order at 5:27pm.

2. ROLL CALL

Commissioners Present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Judy McRuer
Doug Krtek
Bryant Lamer

Absent with prior notice:

Pam Scott
Walt Lane

A quorum of the Planning Commission was present.

Staff Present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

3. GENERAL BUSINESS

A. Approval of Planning & Zoning Meeting Agenda.

Chairman Katerndahl called for a change in the agenda to allow Mayor Johnston to speak. Seeing no objections in the change he called for a motion to approve.

Commissioner Krtek moved to approve the agenda change. Commissioner McRuer seconded. Motion passed 6-0.

B. Approval of the Minutes from the August 12, 2014 Regular Commission meeting and the August 12, 2014 Work Session.

Chairman Katerndahl called for any discussion on the minutes and seeing none he called for a motion to approve.

Commissioner Krtek moved to approve the minutes. Commissioner McRuer seconded. Motion passed 6-0.

Mayor Johnston addressed the commission briefly thanking them for their service and commitment to the City of Parkville, noting it was often a difficult and underappreciated job.

Community Development Director Ackerson also gave a brief statement notifying the commission of the resignation of Commissioner Kelly Fricker. All stated their appreciation and thanks for her service and wished her well.

4. PUBLIC HEARING

A. Application for a conditional use permit and final development plan to allow redevelopment and additional storage units on a portion of the Parkville Self Storage site at 10875 NW 45 Hwy. Case PZ14-26 CKC Holdings, LLC Applicant

Community Development Director Ackerson gave an overview of the applicant's proposal to amend the existing conditional use permit (CUP) to allow redevelopment on existing buildings on the west parcel (1.47 acre parcel west of the existing ditch). Specifically the applicant proposed to remove and replace three existing storage buildings consisting of 49 units with four new buildings containing 97 new storage units. The plans included re-grading the existing drive connecting the two parcels across the ditch and paving the drives with asphalt (or concrete if desired). The plans also proposed to reuse the retaining walls and concrete pads for the existing buildings if feasible, reuse the existing gate for the Jones Drive emergency access, and preserve the existing vegetation along the Jones Drive frontage. The property is zoned "B-4" Planned Business District and the existing conditional use permit and development plan are approved through November 30, 2026.

The application requires amendment of the CUP per Parkville Municipal Code Chapter 470, *Supplementary Use Regulations – Conditional Uses*. Per Section 470.010, plans to be considered by the Planning and Zoning Commission with final approval by the Board of Aldermen, but no plan requirements are specified. However, Section 440.030 sets out required plan details. To simplify consideration, the CUP and development plan were being considered as one application which would meet the requirements of both chapters. Ackerson noted that a notice of public hearing had been published in the paper, surrounding property owners were notified by certified mail and signs were posted on the property as required.

Ackerson summarized matters to be considered and other primary staff considerations including duration of the CUP; appropriateness of plan details including setbacks, access, parking, engineering, and screening; new facility details; and consistency with existing facilities and surrounding development.

Ackerson concluded: that the application met or exceeded the minimum applicable standards and regulations; the design will be substantially consistent with the character of the existing development; with vegetation preservation, landscaping and screening, the development will have no greater impact on the zoning, use or character of the surrounding properties than does the existing development; the property is suited to the proposed use and little if any negative impact is anticipated on surrounding properties; it is not necessary to deny the proposed redevelopment to protect the public health, safety and welfare; adequate public utilities and services can be provided; and the redevelopment is as consistent with the City's adopted

master plan as the rest of the existing development. He recommended approval subject to conditions detailed in his staff report.

Chairman Katerndahl opened the public hearing at 5:50 pm and called for public input. The applicant Sandy Knoernschild of CKC Holdings, LLC expressed the need and demand for the additional storage units and with the help of Ackerson presented the design for the proposed units and landscaping plan. Commissioner McRuer asked when the proposed start date for the project was, and the applicant stated November 1st of this year. Chairman Katerndahl asked if there was anyone in the audience that wanted to express concerns about the proposed Conditional Use Permit and seeing none he closed the public hearing at 5:55 pm and then called for a motion.

Vice Chairman Cary moved to approve with the recommendations set forth by the staff on page 7 of the Staff Report. Secretary Lock seconded. Motion to approve passed 6-0.

Ackerson stated that the planning Commission's action would be forwarded to the Board of Aldermen along with any explanation thereof for final action.

5. REGULAR BUSINESS

A. Application for a Planned District Development K-Building Specialties. Case PZ14-25, James R. Marshall on behalf of K Development, LLC

Community Development Director Ackerson gave an overview of the project, stating that K Development, LLC owns 2.72 acres generally located on the west side of Crooked Rd, at 6520 N. Crooked Rd. north of 45 Highway (aka Tom Watson Parkway), west of the National Golf Course. The property was rezoned to "B-4" Planned Business District in 2008 in conjunction with approval of a preliminary development plan for two office buildings (the Fairways). In 2012, a different preliminary development plan, including a corporate office building and an accessory equipment shop, was approved for K-Building Specialties, Inc. (Lot 1 Box Acres). The plan included 2,400 square feet of office, 1,400 square feet of office/ancillary space and an 8,600 square foot accessory shop. Specifically the plans were approved unanimously by the Planning and Zoning Commission and Board of Aldermen subject to conditions.

In July, the applicant submitted a final development plan. Ackerson summarized proposed changes to the approved preliminary development plan including an increased building area, reduced driveway and paved areas, reduced lot coverage, modified building façade, a lowered building elevation, additional landscaping, a modified storm water plan and drainage improvements and a resulting reduction in preserved vegetation at the entrance. The final plan proposed a 13,060 square foot building with 3,600 square foot office and 10,000 square foot accessory shop.

Per Parkville Municipal Code Title IV, Zoning Code, Chapters 440, "B-4" Planned Business District Regulations, no permit shall be issued without approval from the Board of Aldermen, following the recommendation of the Planning and Zoning Commission

The application had been reviewed against the Parkville Municipal Codes, including applicable zoning and subdivision regulations, the previously approved preliminary development for Lot 1 Box Acres and surrounding land and site planning and engineering principles and standards. Primary considerations are consistent with the previously approved plans, the ability to meet minimum applicable standards, conditions of prior approval, and ability to address other issues or concerns previously expressed.

Ackerson concluded, that with exceptions noted in his staff report, the final development plan for Lot 1 Box Acres – K-Building Specialties LLC: conforms to the City's applicable zoning code and subdivision regulations and the minimum standards thereof; is substantially consistent with the intent of the previously approved development preliminary development plan for Lot 1 Box Acres; meets the conditions of prior approval; and adequately address other major issues or concerns previously expressed, all subject to the staff recommendations.

Ackerson stated that it was previously concluded with the approval of the preliminary development plan that: the plan conforms to or is compatible with the general projections, goals and objectives of the City's adopted Master Plan; the use is permitted and generally compatible with existing and projected development on the surrounding commercially zoned properties to the south and subject to screening and buffering, limited hours of operation and restrictions on the permitted use, compatible with surrounding residential uses; and the plan appears to conform with customary engineering standards used in the City. Ackerson concluded the same for the final development plan, so long as the conditions can be met.

Ackerson recommended approval of the final development plan for Lot 1 Box Acres – K-Building Specialties LLC, subject to conditions listed in his staff report.

Chairman Katerndahl asked for any questions or concerns from the Commission and seeing none he called for a motion.

Vice Chairman Cary moved to approve with the recommendations set forth by the staff on pages 6 & 7 of the staff report. Commissioner McRuer seconded. Motion to approve passed 6-0.

Ackerson stated that the planning Commission's action will be forwarded to the Board of Aldermen along with any explanation thereof for final action.

B. Application for a Planned District Development permit for exterior modifications in the Old Town District – 5 Main Street. Case PZ14-28, Mark Gould, Barefoot Beach Bums

Community Development Director Ackerson gave an over view of the revisions that the applicants have proposed for the exterior modifications to 5 Main Street, including replacing an existing awning, adding an additional awning, changing the building color and adding outdoor speakers for ambient sound. The site is zoned "OTD" Old Town District. The primary consideration was the ability of the proposed exterior changes to meet the OTD design guidelines and the goals and objectives from Vision Downtown Parkville.

Ackerson summarized his staff report, including a review of the applicable regulations and each proposed element. He noted that the code generally calls for modifications to be consistent with the character of the subject and surrounding buildings, to visually break up monotonous facades and to create visual interest, particularly at the street level.

Ackerson concluded: that the proposed exterior modifications are generally consistent and compatible with other improvements in the Old Town District; and are consistent with the adopted OTD guidelines. Ackerson recommended approval as submitted subject to background music / ambient noise being limited to levels that will not exceed or impair the ability to carry on a conversation at average levels and with the City reserving the right to require reduced volumes if determined necessary. Chairman Katerndahl asked for any questions or concerns from the Commission.

Commissioner Lamer expressed concerns about the neighboring property owners and the Parkville Main Street Association's views upon paint color or ambient music being played outdoors. Vice Chairman Cary also questioned whether or not the application was subject to a public hearing and if the public had been notified of the applicant's requests.

Ackerson stated that the City does not require a public hearing for the application. He also stated that Parkville's Main Street Association is just one of several associations in the area and that the City has not previously sought approval from these associations for applications.

Commissioner McRuer also expressed concerns regarding the music and future issues if we do not regulate it correctly. Ackerson stated that he would recommend that the music be played only during normal business hours and that the music be at the level of a normal conversation and that the city would have the authority to enforce the regulation if approved.

Commissioner Lamer again expressed his concerns about not knowing the opinions of the surrounding the business and property owners. Ackerson stated that the only abutting building is owned by the same person that owns the building in question and that he has signed the application giving his approval.

Discussion ensued about the ability to approve the awnings separately from the rest of the application. Commissioner Lamer said he did not have a problem approving the awning design and the additional awning but would like to postpone consideration of the paint color and exterior speakers until the Main Street Association and/or other business and landowners that would be affected by the approval of paint color and exterior speakers could be consulted.

Chairman Katerndahl asked for any questions or concerns from the Commission and seeing none he called for a motion.

Commissioner Lamer moved to approve item #1 in the staff report in regards to the awnings and postpone items #2 & #3 in regards to paint color and exterior speakers with the recommendations set forth by the staff. Vice Chairman Cary seconded. Motion to approve passed 6-0.

Ackerson stated that the planning Commission's action will be forwarded to the Board of Aldermen along with any explanation thereof for final action.

C. Review Community Development 2015 draft budget. City of Parkville, Community Development Department

Community Development Ackerson requested that this agenda item be tabled. Chairman Katerndahl asked for any questions or concerns. None were expressed and no action was taken.

D. Discuss potential text amendment to regulate outdoor storage and special events. City of Parkville, Community Development Department

Ackerson gave a brief overview of his current research for amending the Municipal Code to better address concerns expressed about outdoor storage and displays. He explained that several recent complaints had been received about businesses storing retail items, building materials and other items outside their building. The City has also received complaints regarding ongoing garage sales or storage of items outside residences. Ackerson summarized current regulations and stated he was researching potential amendments to address general concerns. Discussion continued about specific examples and related concerns. .

Chairman Katerndahl asked for any further questions or concerns from the Commission and seeing none he moved onto the next agenda item. No action was taken.

6. UNFINISHED BUSINESS

None

7. OTHER BUSINESS

A. 45 HWY Corridor Plan Update

Ackerson gave an update on the Steering Committee meeting and action. Ackerson stated that they are still set to wrap up by the end of the year.

B. Upcoming Meetings

Chairman Katerndahl acknowledged the following upcoming meetings:

- Planning Commission work session: Thursday, September 11th, immediately following adjournment of the regular meeting.
- Board of Aldermen Meetings: Tuesday, September 16th and Tuesday, October 7th at 7:00 pm.
- Planning & Zoning Commission Regular Meeting Tuesday October 14th at 5:30 pm.

8. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn.

Vice Chairman Cary moved to adjourn. Commissioner McRuer seconded. Motion to adjourn passed 6-0. Meeting adjourned at 7:02pm.

Submitted by: _____
Kelly Yulich, Department Assistant

9-12-14
Date

**Minutes of the Special Workshop of the
Parkville Planning & Zoning Commission**
Thursday, September 11, 2014
City Hall Boardroom

1. CALL TO ORDER

Chairman Dean Katerndahl called the workshop to order at 7:10pm

Members present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Judy McRuer
Bryant Lamer
Pam Scott

Absent with prior notice:

Pam Scott
Walt Lane

Staff present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

2. GENERAL BUSINESS

A. Pre-Application review of Community Unit Plan amendment for 10315 Magnolia Lane Case PZ14-29 Aqua Blue Designs on behalf of property owners.

The property owners are inquiring about the possibility of building a pool in a recently acquired lot, which will be to the side of the owner's home. The application will be need to be presented to the Commissioners in October. City codes do not allow pools in a side yard without a variance or exception. The application will require approval of an amendment to the Community Unit Plan for the National subdivision as opposed to a variance. A public hearing is required.

The applicant explained they had purchased a vacant lot to the east of their home and combined it with their existing property. Since purchasing the property they have cleared the brush and done some grading to help level the site. They explained their desire to construct the pool in the side yard to make the pool ADA accessible and accessible without stairs from the existing home. They could not achieve the same in the rear-yard due to the change in elevation. They have gone to the National's home owners association for approval of the location where they seek to put the pool.

The property owner stated they had recently suffered a house fire and would like to have the pool constructed at the same time the home is being remodeled. They are hoping for a spring move in date. No action was taken.

B. Zoning Code and Subdivision regulations review

Staff stated they were not prepared to discuss this item. No action was taken.

3. **ADJOURNMENT**

Seeing no other discussion, adjourned the meeting at approximately 7:20 pm.

Submitted by:

Signature on File

Kelly Yulich, Department Assistant

9-12-14
Date

**Minutes of the Special Meeting of the
Planning & Zoning Commission
City of Parkville, Missouri**
Thursday, September 25, 2014 at 5:30 p.m.
City Hall Boardroom

1. CALL TO ORDER

Chairman Dean Katerndahl called the meeting to order at 5:36 pm.

2. ROLL CALL

Commissioners Present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary - arrived after roll call at 5:38pm.
Judy McRuer
Doug Krtek
Pam Scott
Walt Lane

Absent with prior notice:

Bryant Lamer

A quorum of the Planning Commission was present.

Staff Present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

3. GENERAL BUSINESS

Approval of Planning & Zoning Meeting Agenda.

Chairman Katerndahl called for any discussion on the approval of the proposed agenda. Hearing none, chairman Katerndahl asked for a motion to approve the proposed agenda. **Commissioner McRuer moved to approve the agenda, Commissioner Scott seconded. Motion passed 6-0 (motion was passed prior to Commissioner Lock arriving).**

4. PUBLIC HEARING

None

5. REGULAR BUSINESS

A. Application for a Planned District Development permit for exterior modifications in the Old Town District – 5 Main Street. Case PZ14-28, Mark Gould, Barefoot Beach Bums

Community Development Director Ackerson gave a brief history that the applicant submitted an application to make exterior modifications to 5 Main Street, including

replacing an existing awning, adding an additional awning, changing the building color and adding outdoor speakers for ambient sound.

He reminded the Commission that the application was considered previously by the Planning and Zoning Commission at the September 11, 2014 regular meeting. Following their consideration the Commission recommended approval of the awnings, but postponed consideration of the color changes and exterior speakers to allow for input from the Main Street Parkville Association and abutting and nearby business and property owners. On September 16, 2014, the Board of Aldermen considered the Commission's recommendation and approved the awnings as recommended.

Ackerson state that in response to a request by the applicants, the Board also discussed the paint color and outdoor speakers. The applicant identified other similar color schemes in downtown, multiple businesses with outdoor speakers, and concerns about the clarity of the City's code. Following discussion, the Board concluded that the proposed paint colors were consistent in the larger context of downtown, were not contrary to the existing regulations and should be approved. They also concluded that the proposed speakers / outdoor music were appropriate as proposed. They expressed a desire to act on the application quickly and then work to create new regulations with clear standards.

Following a request by the applicant's to expedite approval and consultation with the City Attorney, the Board also decided to pre-approve the application, voting unanimously (7 to 0) to approve the entire application as submitted subject to Planning and Zoning Commission approval. Ackerson explained that if the Commission recommends approval as proposed no additional action will be necessary, but if the Commission recommends approval subject to conditions or recommends denial, the application would be reconsidered by the Board on October 7, 2014, unless otherwise directed by legal counsel.

Ackerson stated that the application was previously reviewed against the Parkville Municipal Code including Chapter 442 *Old Town District* regulations and in comparison to other development in the Old Town District. The application has also been reviewed against goals and objectives from the adopted *Vision Downtown Parkville* and the separate advisory study, *A Preliminary Commercial Rehabilitation Design Guideline*.

Ackerson summarized the proposed colors and the staff analysis. He stated that following the September 11, 2014 meeting, the applicants submitted a photo with the proposed paint colors superimposed and it had been included as an exhibit.

Ackerson stated following the Commissions direction, staff contacted the Main Street Parkville Association (MSPA), abutting building owners and nearby businesses. MSPA provided the following statement: "Main Street Parkville Association has no recommendations as we have no policies in place. MSPA recommends referring to the Community Development Department and Old Town District ordinances." Ackerson summarized personal input from MSPA members; building and property owners and others he had spoken with, stating that none opposed the proposed paint colors. Similarly, they did not oppose the outdoor speakers or music and did not share a concern about noise levels or conflicts between neighboring businesses or residents, citing several businesses in downtown that already had outdoor speakers. However,

there was a mixed reaction with regard to regulating either in the future. Primary concerns expressed were for over regulating options, long timelines for approval, subjective criteria and any cumbersome approval processes.

Ackerson concluded that the proposed exterior modifications were generally consistent and compatible with other improvements in the Old Town District; and met the OTD guideline to be “complimentary to those in surrounding buildings” and recommended approval as submitted. He stated that after being made aware of the number of existing businesses that already had outdoor music and confirmation from MSPA and the Parkville Police Department that noise had not created any issues to date, that he does not recommend regulating outdoor speakers with individual applications. Rather, if determined necessary, he recommends regulating outdoor speakers as part of the code updates processes.

Chairman Katerndahl asked for any questions or concerns from the Commission.

Commissioner Scott asked about the Commission’s role in preserving the historic feel of the downtown district? She concluded that the paint colors proposed did not fit with the historic feel that Commission is trying to achieve in the downtown district. She also concluded that the City regulations gave direction to preserve the historic character of the downtown and that approving the proposed colors would be contrary to those regulations. Discussion ensued about the regulations, need for clarification, opinions of the colors, prior approvals of similar colors and related items.

Commissioner Lane stated that he thought the paint scheme was a matter of opinion and he liked the bright colors. He concluded that the colors were consistent with other colors in downtown, added to the attraction and since paint was not permanent it could be changed in the future. Discussion ensued regarding the role of the Commission, the limitation of the regulations, other building colors and which buildings should be considered “surrounding.”

Commissioner Krtek asked about any current noise regulations, and Director Ackerson stated that there were none. That they were working as of now on a compliant basis, and Parkville’s Police Chief had stated that there had been no noise complaints on any of the other business using outdoor speakers. Chairman Katerndahl asked if there were any other questions or concerns before moving for a motion. Hearing none he called for a motion.

Vice Chairman Cary moved to approve the application. Commissioner Lane seconded. Motion to approve passed 5-2. (Commissioners Scott & McRuer voted Nay)

Ackerson stated that the Planning Commission’s action will not be forwarded to the Board of Aldermen, due to their prior approval. Instead the Commission’s action resulted in final approval.

B. Discussion of Potential Amendment to the Parkville municipal Code to regulate outdoor storage and displays.

Community Development Director Ackerson explained the need for a text amendment to better regulate outdoor storage and displays. He summarized the existing regulations by

district and explained that the existing code does not adequately address storage and displays in many cases. Discussion ensued regarding storage or displays blocking designated parking spots, sidewalks and creating other conflicts. Ackerson stated he is working on amendments that could define and address different types of storage and displays.

Chairman Katerndahl asked for any questions or comments concerning the potential amendment to the code.

Commissioner Scott asked what the concerns in question were. Director Ackerson stated that complaints were being received regarding businesses that store items or materials outside. Discussion ensued about what types of items and areas of town. Ackerson asked that individual businesses not be discussed.

Chairman Katerndahl asked if the businesses in question were storing retail items or actually using the areas as storage. Ackerson stated that they were actually doing a combination of both. The Chairman asked if staff had come up with any language yet and Director Ackerson stated he was working on drafts and wanted to discuss with the Commission to identify any additional issues before preparing recommendations. He said he had not yet determined if staff would recommend amending Chapter 475 or amending each chapter that had "storage" in it.

Chairman Katerndahl asked if there were any other questions or concerns that needed addressed, seeing none he moved on to the next agenda item. No action was taken.

6. UNFINISHED BUSINESS

Additional discussion ensued about regulating paint colors and other design elements in downtown. Personal conclusions and opinions were shared. Generally the Commission concluded that it was their preference to better address improvements in downtown. Concerns for lack of support, owners' motives, and other factors were discussed. The upcoming zoning code review and expected revisions were also discussed. No action was taken.

7. OTHER BUSINESS

A. Upcoming Meetings

Chairman Katerndahl acknowledged the following upcoming meetings:

- Board of Aldermen Meetings: Tuesday, October 7th and Tuesday, October 21st at 7:00 pm.
- Planning & Zoning Commission Regular Meeting Tuesday October 14th at 5:30 pm.

8. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn.

Secretary Lock moved to adjourn. Vice Chairman Cary seconded. Motion to adjourn passed 7-0. Meeting adjourned at 6:40pm.Submitted by:

Kelly Yulich, Department Assistant

9-30-14
Date

Information on these items is maintained at Parkville City Hall and is available for viewing during normal office hours. Planning and Zoning Commission decisions are recommendations forwarded to the Parkville Board of Aldermen meeting unless otherwise noted. Inquiries on items contained herein can be made by visiting Parkville City Hall at 8880 Clark Avenue, Parkville, or by calling the Community Development Department at (816) 741-7676.

**Minutes of the
Planning & Zoning Commission Meeting
City of Parkville, Missouri
Tuesday, October 14, 2014 at 5:30 p.m.
City Hall Boardroom**

1. CALL TO ORDER

Chairman Dean Katerndahl called the meeting to order at 5:34pm.

2. ROLL CALL

Commissioners Present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Judy McRuer
Doug Krtek
Walt Lane
John Delich

Absent with prior notice:

Bob Lock, Secretary
Pam Scott
Bryant Lamer

A quorum of the Planning Commission was present.

Staff Present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

3. GENERAL BUSINESS

A. Approval of Planning & Zoning Meeting Agenda.

Chairman Katerndahl called for any discussion on the approval of the proposed agenda. Hearing none, Chairman Katerndahl asked for a motion to approve the proposed agenda. **Commissioner McRuer moved to approve the agenda, Commissioner Krtek seconded. Motion passed 6-0.**

B. Approval of the Minutes from the September 11, 2014 Planning and Zoning Commission regular meeting and September 11, 2014 work session.

Chairman Katerndahl called for any discussion on the approval of the minutes. Hearing none, Chairman Katerndahl asked for a motion to approve the minutes. **Commissioner McRuer moved to approve the minutes, Vice Chairman Cary seconded. Motion passed 6-0.**

C. Approval of the Minutes from the September 25, 2014 Special Planning and Zoning Meeting.

Chairman Katerndahl called for any discussion on the approval of the minutes. Hearing none, Chairman Katerndahl asked for a motion to approve the minutes. **Commissioner McRuer moved to approve the minutes, Vice Chairman Cary seconded. Motion passed 6-0.**

4. PUBLIC HEARING

A. Application to amend the community unit plan for the National Golf Club to allow construction of a private swimming pool in a side-yard setback at 10315 Magnolia Lane.

Case PZ14-29, Aqua Blue Designs on behalf of Megan McDonald, owner.

Community Development Director Ackerson gave a brief summary explaining that the applicant was proposing to amend the community unit plan for the National Golf Club to allow construction of a private swimming pool in a side-yard setback at 10315 Magnolia Lane (also known as Lot 23A of the National 7th Plat). Ackerson stated that the applicant proposed to construct the pool west of the existing single-family home on the same lot, extending approximately 30 feet forward of the rear yard. He also explained that the applicants stated that building the pool in the rear-yard is not feasible due to their need for the pool to be ADA accessible. They concluded that the elevations would not allow this accessibility. Instead, they proposed to construct the pool to the west of the existing home in the side yard so access can be provided from the same elevation as the existing deck. Ackerson stated that he property is zoned "R-2 CUP" Single Family District with a Community Unit Plan overlay. The CUP is a planned district overlay and City Code has no provision for a variance or special yard exception to allow the pool in the side yard as with properties outside a planned district. Rather, an amendment to the approved CUP is required. As such, notices of the public hearing had been given as required by municipal code for such a plan amendment. In addition, the National's covenants and restrictions required approval by the National's architectural review board, which was done prior.

Ackerson presented the proposed plans, aerial photos showing the site and photos taken of the site and surrounding area. Ackerson concluded based on the application and supporting information submitted that the proposed amendment would have no significant impact on abutting or nearby properties; that due to the size of the lot and significant side-yard setbacks to remain, the spirit and intent of the zoning code is still met; and that all other applicable regulations could be met. He recommended approval of the proposed CUP amendment as submitted.

Chairman Katerndahl opened up the public hearing and asked for any public input. The property owner Megan McDonald stepped forward and answered questions from Commissioner Delich regarding retaining walls and fencing. She stated that the plan will have retaining walls on the North and South sides to aid in water runoff and that there will be at least a 4' fence surrounding the pool with a security gate.

Chairman Katerndahl asked for any additional public input, seeing none he closed the public hearing and called for a motion.

Vice Chairman Cary motioned to approve the application to amend the community unit plan as recommended by staff. Commissioner McRurer Seconded. Motion passed 6-0.

B. Application to re-zone 8701 River Park Drive from “I-1” Light Industrial to “OTD” Old Town District. Case PZ14-31 City of Parkville, applicant.

Community Development Director Ackerson gave a brief summary explaining that the City of Parkville proposed to rezone 8701 River Park Drive from “I-1” Light Industrial District to “OTD” Old Town District. The property was also commonly known as the Parkville train depot and Spirit Fountain. The subject property is also identified as Platte County parcel number 20-7.0-35-400-005-001.000.

The existing zoning appeared to date back to the 1960’s when much of downtown was zoned for industrial uses. At that time, downtown and the river bottoms (now English Landing Park and Platte Landing Park) were envisioned to be a large industrial park. Besides the depot, most of the non-residential portions of downtown, including the fire station and other properties to the west were rezoned to “OTD” Old Town District in 2001. It is not clear from the City records why the train depot property was not included at that time. It is possible the property was not rezoned because the City was operating the animal shelter there at the time. The shelter was not a permitted use in the OTD zoning. Ackerson stated that OTD designation was the most logical and appropriate based on surrounding zoning.

Chairman Katerndahl opened up the public hearing and asked for any public input. Seeing none, he closed the public hearing and called for a motion.

Vice Chairman Cary motioned to approve the application to rezone 8701 River Park Drive from “I-1” Light Industrial to “OTD” Old Town District. Commissioner McRurer Seconded. Motion passed 6-0.

C. Application for a conditional use permit to allow additional antenna & modifications to existing lattice cell tower at 6205 Kelly Drive. Case PZ14-33, SSC, Inc. on behalf of T-Mobile.

Community Development Director Ackerson explained that the applicant requested consideration be postponed until the November 13, 2014 Planning and Zoning Commission meeting. He explained that they were revising plans and that the application may have to be re-submitted depending on the extent of the changes. **The application was postponed until November 13, 2014.**

D. Application to amend Parkville Municipal Code Section 400.020 to define “accessory storage,” “materials,” “outdoor display,” and “outdoor storage” and Chapter 475 to rename the chapter “Supplementary Regulations for All Districts” and to add a new Section 475.040 titled “Outdoor Storage and Display Regulations” regulating items and materials stored or displayed outside of fully enclosed structures.

Community Development Director Ackerson asked to post pone agenda item 4.D until the November 13, 2014 Planning and Zoning Commission meeting. **The application was postponed until November 13, 2014.**

REGULAR BUSINESS

None

5. UNFINISHED BUSINESS

None

6. OTHER BUSINESS

A. Updates

Chairman Katerndahl asked about any news with the prospects of Quick Trip (QT). Community Development Director explained that they have not officially withdrawn their application, but have not gone forward with it either. Based on conversations with QT staff, Ackerson believes they are still pursuing development at the southeast corner of the intersection of 45 and 9 Highways.

Commissioner McRuer asked about the proposed development of apartments in Kansas City, Missouri just west of Parkville, south of 45 Highway on Klamm Rd. Ackerson gave a brief explanation that the City had been notified of the development which was now scheduled to be heard by the Kansas City, Missouri's Planning and Zoning Commission on October 21st. He stated that the developer and their legal counsel had gave a presentation at Parkville City Hall and several Riss Lake neighbors to the development had shared general concerns over traffic, screening and storm water management. Ackerson explained that the developer was proposing to re-align Klamm Rd to improve the intersection with 45 Highway, aid in access to the development and provide a bigger buffer to the residents in Riss Lake. He explained that after the re-alignment, they proposed that they would tear up the existing asphalt road and add trees and plants to aid in the buffering. This application would not be heard by the City of Parkville since the property is not in the Parkville City limits.

B. Upcoming Meetings

Chairman Katerndahl acknowledged the following upcoming meetings:

- Board of Aldermen Meetings: Tuesday, October 21 and Tuesday, November 4, 2014 at 7:00 pm.
- Planning & Zoning Commission Regular Meeting: Thursday November 13, 2014 at 5:30 pm. (It was noted the meeting was being rescheduled from Tuesday, November 11th due to Veteran's Day).

7. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn.

Vice Chairman Cary moved to adjourn. Commissioner Krtek seconded. Motion to adjourn passed 6-0. Meeting adjourned at 6:02pm.

Submitted by:

Kelly Yulich, Department Assistant

10-15-14
Date

**Minutes of the
Planning & Zoning Commission Meeting
City of Parkville, Missouri
Thursday, November 13, 2014 at 5:30 p.m.
City Hall Boardroom**

1. CALL TO ORDER

Chairman Dean Katerndahl called the meeting to order at 5:32pm.

2. ROLL CALL

Commissioners Present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Judy McRuer
Doug Krtek
Pam Scott
Walt Lane
John Delich

Absent with prior notice:

Bryant Lamer

A quorum of the Planning Commission was present.

Staff Present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

3. GENERAL BUSINESS

A. Approval of Planning & Zoning Meeting Agenda.

Chairman Katerndahl called for any discussion on the approval of the proposed agenda. Hearing none, Chairman Katerndahl asked for a motion to approve the proposed agenda. **Commissioner Scott moved to approve the agenda, Commissioner McRuer seconded. Motion passed 8-0.**

B. Approve the minutes from the October 14, 2014 planning and Zoning Commission regular meeting.

Chairman Katerndahl called for any discussion on the approval of the Minutes. Hearing none, Chairman Katerndahl asked for a motion to approve the minutes. **Commissioner Krtek moved to approve the minutes, Vice Chairman Cary seconded. Motion passed 8-0.**

C. Welcome new commissioner John Delich to the Planning & Zoning Commission.

Chairman Katerndahl formally introduced new commissioner John Delich. All welcomed Commission Delich who shared his excitement about being on the Board.

4. PUBLIC HEARING

A. Application to amend Parkville Municipal Code Section 400.020 to define “accessory storage,” “materials,” “outdoor display,” and “outdoor storage” and Chapter 475 to rename the chapter “Supplementary Regulations for All Districts” and to add a new Section 475.040 titled “Outdoor Storage and Display Regulations” regulating items and materials stored or displayed outside of fully enclosed structures. Case PZ14-32, City of Parkville, applicant

Chairman Katerndahl opened up the public hearing at 5:36pm.

Community Development Director Sean Ackerson stated that he is not requesting that the Planning Commission adopt a new text amendment. Rather the hearing will have to be republished as the draft amends portions of the code not previously anticipated. The new hearing will be published for consideration at the next Planning meeting on December 9th.

Ackerson summarized the draft amendment, explaining proposed definitions and regulations for outdoor storage and displays.

Discussion ensued regarding the wording and descriptions that need to be included in the amendment to cover all the areas of concern. Examples and how the code might apply were discussed. Concern was expressed for storage in rear-yards and how it might be addressed.

Chairman Katerndahl asked for any public input, seeing none he closed the public hearing at 6:15pm. No action was taken.

5. REGULAR BUSINESS

None

6. UNFINISHED BUSINESS

None

7. OTHER BUSINESS

A. Upcoming Meetings

Chairman Katerndahl acknowledged the following upcoming meetings:

- Board of Aldermen Meetings: Tuesday, November 18th and Tuesday, December 2nd at 7:00 pm.
- Planning & Zoning Commission Regular Meeting Tuesday December 9th at 5:30 pm.

8. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn. **Commissioner Scott moved to adjourn. Commissioner McRuer seconded. Motion to adjourn passed 8-0.**

Meeting adjourned at 6:18pm.

Submitted by:

Kelly Yulich, Department Assistant

11-14-14
Date

**Special Workshop of the
Parkville Planning & Zoning Commission**

Thursday, November 13, 2014, immediately following the conclusion of
the 5:30 pm Planning & Zoning Commission Meeting
City Hall Boardroom

1. CALL TO ORDER

Chairman Dean Katerndahl called the workshop to order at 6:20pm

Members present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Judy McRuer
Pam Scott
Walt Lane
John Delich
Doug Krtek

Absent with prior notice:

Bryant Lamer

Staff present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

Ackerson requested to amend the agenda to include a pre-application review of Pinnacle Tower storage shelter as item 2B. The Commission accepted the addition.

2. GENERAL BUSINESS

- A. **Pre-application review of "OTD" Exterior Modifications to 303 Main, Parkville** Case PZ14-35 See-Cue Architecture Joe Willhoite Owner.

The property owners presented conceptual exterior/interior changes to 303 Main Street. A formal application for exterior modifications in the Old Town zoning district is anticipated in December or January. A public hearing will not be required for this application.

The applicant explained they had purchased the property recently and understands the extensive renovations it will require internally as well as externally. The building will need to be brought up to current code regulations and they are wanting to live and work in the building for a few years and then transition it over into their full-time office for their architectural business.

The property owner handed out a presentation packet showing their vision and concepts for restoring the structure, meeting the Old Town guidelines and improving the property over the existing condition. Discussion ensued regarding the details of the potential changes, compliance with the OTD guidelines and general appreciation for restoring the building and improving the site. No action was taken.

B. Pre-application review of Pinnacle Tower storage shelter

Community Development Director Sean Ackerson Explained a request from Pinnacle Tower for both immediate temporary shelter and desire for a permanent shelter / storage structure. The applicant could not be present so Ackerson summarized the request as a desire to have a structure that would protect staff and students against the elements of the weather and also to provide security for their training equipment.

Ackerson summarized the prior approval of a classroom building and associated conditions. Discussion ensued regarding Pinnacle's intent, concern for the potential impact to the character of the area, speculation that it may still be used as a classroom, and other concerns. Potential alternatives were discussed including walls, landscaping, screen, fencing or denial. Preferences for an architectural screen and landscaping were expressed. Discussion ensued regarding the potential for an architectural screen that could function to screen a building and provide architectural and artistic interest at the site until landscape screening could grow to provide significant screening. No action was taken.

3. ADJOURNMENT

Seeing no other discussion, the workshop adjourned at 7:15 pm.

Submitted by: _____ 11-14-14
Kelly Yulich, Department Assistant Date

**Minutes of the
Planning & Zoning Commission Meeting
Of the
City of Parkville, Missouri
Tuesday December 9, 2014 at 5:30 p.m.
City Hall Boardroom**

1. CALL TO ORDER

Chairman Dean Katerndahl called the meeting to order at 5:42pm.

2. ROLL CALL

Commissioners Present:

Dean Katerndahl, Chairman
Keith Cary, Vice Chairman
Bob Lock, Secretary
Doug Krtek
Pam Scott
Walt Lane
John Delich
Bryant Lamer

Absent with prior notice:

Judy McRuer

A quorum of the Planning Commission was present.

Staff Present:

Sean Ackerson, Assistant City Administrator / Community Development Director
Kelly Yulich, Department Assistant

3. GENERAL BUSINESS

A. Approval of Planning & Zoning Meeting Agenda.

Chairman Katerndahl called for any discussion on the approval of the proposed agenda. Hearing none, Chairman Katerndahl asked for a motion to approve the proposed agenda. **Commissioner Scott moved to approve the agenda, Vice Chairman Cary seconded. Motion passed 8-0.**

B. Approve the minutes from the November 13, 2014 planning and Zoning Commission regular meeting.

Chairman Katerndahl called for any discussion on the approval of the Minutes. Hearing none, Chairman Katerndahl asked for a motion to approve the minutes. **Commissioner Scott moved to approve the minutes, Commissioner Lamer seconded. Motion passed 8-0.**

C. Approve the minutes from the November 13, 2014 planning and Zoning Commission Special Workshop meeting.

Chairman Katerndahl called for any discussion on the approval of the Minutes for the Workshop Meeting. Hearing none, Chairman Katerndahl asked for a motion to approve the minutes. **Commissioner Scott moved to approve the minutes, Commissioner Lamer seconded. Motion passed 8-0.**

D. Chairman Katerndahl welcomed Alysen Abel to the City of Parkville as the new Public Works Director. All welcomed Alysen.

E. Chairman Katerndahl thanked Kelly Yulich for her service. Katerndahl expressed his regret that Community Development Department Assistant Kelly Yulich was moving and would no longer be working with the Planning and Zoning Commission. All expressed their appreciation for Kelly's service and professionalism and wished her the best with her move and future endeavors.

4. PUBLIC HEARING

A. Amendment to Parkville Municipal Code Chapter 475 to rename the chapter "Supplementary Regulations for All Districts" and to add a new Section 475.040 titled "Storage and Display Regulations" regulating items and materials stored or displayed outside of fully enclosed structures, and to amend Parkville Municipal Code Section 400.030 to define associated terms including "accessory storage," "open storage," "storage," "building materials," "construction materials," "outdoor display," "outdoor display area" and other related terms not previously defined. Case PZ14-32, City of Parkville, applicant

Community Development Director Sean Ackerson explained that storage of junk, trash, and other unkempt items, storage of items in excess, commercial storage and storage of items in a disorderly and unmaintained condition are common complaints in the community. These common issues are currently regulated by various chapters of the Parkville Municipal Code and property maintenance code. The collective codes and regulations do not fully or clearly regulate the storage or display of products, goods, materials or other items outside buildings or structures.

The proposed text amendment is intended to fill existing gaps and consolidate, clarify and compliment regulations for outdoor storage and displays. The proposed amendments define terms related to outdoor storage and displays and address storage and displays in several categories including project and task related materials, residential and non-residential uses, portable and temporary storage, in association with utilities, in association with events, conditions, and volumes among others.

Ackerson stated that draft versions of three amendments had previously been discussed with the Commission in a workshop and at a prior public hearing. During those discussions questions related to the height of commercial vehicles allowed, storage in rear-yards, storage of items in excess and limitations on garage sales had been asked. With the exception of garage sales, the proposed amendments have been revised and expanded with the intent to address these concerns. Ackerson presented a slide show summarizing revisions and additional points during the discussion about the proposed amendments.

Chairman Katerndahl asked for any discussion from the commissioners prior to opening the public hearing. A concern was expressed about the time frame for trash receptacles being left at the curb or in public view. The draft required trash containers to be put out no sooner than the day of collection. Discussion ensued about trash collection beginning as early as 6:00 am with many residents putting trash out the night before. Ackerson agreed to amend the text to allow trash to be placed at the curb for up to 24 hours unless in conflict with another section of the City's solid waste code.

Discussion ensued about where boat and recreational vehicle parking is allowed and whether fences should be required to screen storage in back yards. Discussion ensued regarding the language proposed in Section 475.040, A, 2a regarding boat parking and whether additional language was needed to define where boats and other recreational vehicles were allowed. Ackerson stated that boats and other vehicles were required to park in the driveway or other hard surface as allowed by the existing code. Discussion also ensued about items stored in the open in a rear yard. Ackerson stated the issues were complex since both affected so many properties. Some neighborhoods prohibit fences and many other neighborhoods allow storage in rear-yards without fences. Ackerson suggested these items would be better discussed as part of the comprehensive zoning code update, allowing for greater public discussion, and consideration of specific transition periods and non-conformities.

Other suggestions included addressing parking in proposed Section B5 regarding limitations on outdoor displays obstructing public and private sidewalks, streets and alleys. Ackerson agreed to include a revision as suggested.

Commissioner Scott identified three typos that needed to be corrected.

Chairman Katerndahl asked for any discussion from the public concerning the proposed text amendment. No one from the audience spoke. Seeing no comment he closed the public hearing at 7:10 pm.

Chairman Katerndahl called for a motion to approve the new text amendment, subject to the suggested changes. Commissioner Lamer moved to approve subject to the changes in the amendment set forth by the concerns expressed concerning the Parking, Boats and Trailers and Trash Receptacles. Commissioner Scott seconded. Motion Passed 8-0.

5. REGULAR BUSINESS

None

6. UNFINISHED BUSINESS

None

7. OTHER BUSINESS

A. Upcoming Meetings

Chairman Katerndahl acknowledged the following upcoming meetings:

- Board of Aldermen Meetings: Tuesday, December 16th and Tuesday, January 6, 2015 at 7:00 pm.
- Planning & Zoning Commission Regular Meeting Tuesday January 13, 2015 at 5:30 pm. Ackerson stated that there currently was no business scheduled so a meeting may not be necessary.
- Note: City Hall Closed Christmas Day December 25, 2014 and New Year's Day January 1, 2015. Other closing, if any, to be posted.

8. ADJOURNMENT

Seeing no other discussion, Chairman Katerndahl called for a motion to adjourn.

Commissioner Scott moved to adjourn. Commissioner Lamer seconded. Motion to adjourn passed 8-0. Meeting adjourned at 7:12pm.

Submitted by:

Kelly Yulich Department Assistant

12-15-14
Date