

**Minutes of the Regular Meeting of the
Planning & Zoning Commission
City of Parkville, Missouri
Tuesday, December 10, 2013 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
Bryant Lamer
Pam Scott

Absent with prior notice:

Kelly Fricker
Walt Lane

A quorum of the Planning Commission was present.

Staff present:

Sean Ackerson, Assistant City Administrator / Community Development Director

3. GENERAL BUSINESS

A. Approval of Planning & Zoning Meeting Agenda.

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

Commissioner Scott moved to approve the agenda as published. Commissioner McRuer seconded. Motion passed 6-0

B. Approval of Minutes from the August 20, 2013 & November 12, 2013 Planning & Zoning Commission meetings.

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

Commissioner Scott moved to postpone approval of the August 20, 2013 minutes. Commissioner McRuer seconded. Motion passed 6-0. The August 20, 2013 minutes were postponed.

Chairman Katerndahl called for a motion to approve the November 12, 2013 Planning & Zoning Commission Meeting.

Commissioner Scott moved to accept the approval of the November 12, 2013 minutes. Commissioner Cary seconded. Motion passed 6-0

Chairman Katerndahl asked to move Regular Business ahead of the public hearing, so the applicant would not have to sit through the public hearing.

Commissioner Scott moved to accept, Commissioner McRuer Seconded. Motion passed 6-0

5. REGULAR BUSINESS

A. Consideration of the Replat of Lots 6 through 9 and Part of Lot 10, Block 30, City of Parkville. Ryan O'Laughlin, Owner PZ13-21

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.

The Applicant and property owner, Ryan O'Laughlin proposes to subdivide parcel 20-7.0-35-100-019-008.000, containing all of lots 6 through 9 and part of lot 10 of block 30 of Parkville, into two lots. The property currently contains a multi-family structure and accessory garage on approximately 0.36 acres (15,839 square feet). As proposed, the property would be divided into lot 1 containing 0.22 acres (9,837 square feet) and Lot 2 containing 0.14 acres (6,002 square feet).

Ackerson stated the application had been reviewed against the City of Parkville's Municipal Codes, including the subdivision regulations, the R-4 district regulations, the height, area and bulk requirements and the parking regulations.

The primary consideration for approval of the final plat is the ability to meet the minimum applicable subdivision regulations and standards for permitted uses, lot size, setbacks and parking in the R-4 zoning district. Based on the final plat and supporting information submitted to date, staff finds that all applicable standards and requirements have been met, with the exception of the following:

- The use of proposed lot 1 unless the existing accessory garage is removed or the lots are reconfigured to keep the garage on the same lot as the residential structure; and
- Minimum rear-setback for proposed lot 2; and
- Minimum lot area for proposed lot 2 unless the existing residential structure is converted to a single-family use (currently multifamily).

Accordingly, staff recommended approval of the proposed *Replat of Lots 6 through 9 and Part of Lot 10, Block 30, City of Parkville* based on the following conditions being completed prior to recording of the plat or any building permits for new construction being issued:

- Conversion of the existing residential structure to a single-family use; and
- Removal of the existing garage, unless the lots are reconfigured to keep the garage on the same lot as the existing residential structure; and
- Parkland dedication of \$155.40, unless otherwise recommended by the Commission or Board of Aldermen; and

- Any other conditions deemed necessary by the commission.

Ackerson stated the applicant was in the audience. Chairman Katerndahl asked the applicant to come forward and called for any questions of the applicant.

Applicant Ryan O’Laughlin explained that he wants to build a new single family house on the property. He also owns another lot north of the plat. He explained that he is in the process of converting the existing house into a single family dwelling from the multi family use that it has previously been. He also stated that the existing garage is falling down and will be torn down.

Chairman Katerndahl called for any other questions or comments and seeing none asked for a motion.

Commissioner Scott moved to approve the application subject to removal of the existing garage, converting the existing home to a single family use and a \$155.40 Parkland dedication prior to recording the plat or any building permits for new construction being issued. Commissioner Lamer Seconded. Motion Approved 6-0.

Ackerson stated that the application would be forwarded to the Board of Aldermen for consideration during their Tuesday, December 17, 2013 regular meeting.

4. **PUBLIC HEARING**

A. Parkville Downtown Master Plan

Chairman Katerndahl opened the public hearing and called on Assistant City Administrator/Community Development Director Sean Ackerson to present.

Ackerson gave an overview of the Downtown Master Plan process including public meetings and prior drafts. Ackerson presented slides summarizing changes to the plan since last reviewed by the Commission. Since November, the project team had made several basic editing revisions (spelling, grammar, formatting and phrasing), added supporting images/ graphics / illustrations, descriptions and related references, updated Chapter 2.0, Economic & Market Analysis Summary of Major Findings to remove preliminary recommendations that were not consistent with final plan recommendations, and added a new Chapter 4.0, Implementation.

During the discussion, Commissioner Lamer questioned the recommendation regarding mitigation of train noise. He objected to the language in Section 3 on page 34 regarding the quiet zone. Ackerson explained that based on lack of overall support, the plan did not recommend making improvements for a quiet zone at this time. Instead, the plan broadly outlines necessary steps and estimated costs. The Commission discussed the impact of the train noise, questions about the cost estimates provided and concern that the statements would lead a reader to conclude that a quiet zone was specifically not recommended (not just that there wasn’t consensus). Commission concurred with Lamer and recommended Section 3 on page 34 be revised to clarify how costs were estimated and to recommend the community continue to pursue a quiet zone. They also recommended an action item be included in Section 4.5 on page 69 calling for the development of a quiet zone layout to aide in further evaluation.

Additional discussion during the Commission meeting focused around any loss of control, authority of any outside agencies and any obligation to specific funding if the plan were formally adopted. Ackerson explained that adoption of the plan and incorporation into the City Master Plan would not obligate the City to any specific funding or expenses and would not delegate any City authority or development control to outside agencies.

During the Commission meeting, Jim Allen representing the Parkville EDC, stated the EDC's appreciation for the public process and completed work. Jim expressed support for the vision and recommendations previously reviewed, noting however, the EDC had not formally endorsed the plan yet since they had not taken a vote of their membership.

Chairman Katerndahl asked if there were any other questions or comments and called for a motion.

Commissioner Lamer moved to accept the plan as complete subject to recommended changes. Commissioner Lock seconded the motion. Motion Passed 6-0.

Ackerson stated that the Plan would be forwarded to the Board of Aldermen for consideration during their Tuesday, December 17, 2013 regular meeting.

6. UNFINISHED BUSINESS

None

7. OTHER BUSINESS

A. Applications/ project updates - None

B. Upcoming meetings

Chairman Katerndahl acknowledged the following upcoming meetings:

- Board of Aldermen Meetings: Tuesday, December 17th 2013 and Tuesday, January 7th 2014 at 7:00 p.m.
- Planning & Zoning Commission meeting: Regular meeting Tuesday, January 14th, 2014 at 5:30 p.m.

8. ADJOURNMENT

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

Commissioner McRuer moved to adjourn. Commissioner Cary seconded. Motion to adjourn passed 6-0

Meeting adjourned at 7:32pm.

Submitted by: _____
Sean Ackerson, Assistant City Administrator

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.