

**Minutes of the
Planning & Zoning Commission Regular Meeting
City of Parkville, Missouri
Tuesday, April 9, 2019 at 5:30pm
City Hall Boardroom**

1. CALL TO ORDER

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

2. ROLL CALL

Commissioners Present:

Dean Katerndahl, Chairman

Keith Cary, Vice Chairman (absent with prior notice)

John Delich

Walt Lane

Barbara Wassmer

Doug Krtek

Shane Smeed (absent with prior notice)

Kim Verhoeven

Michael Wright

A quorum of the Planning & Zoning Commission was present.

Staff Present:

Stephen Lachky/Community Development Director

Shakedra Knight /Management Analyst/Community Development Assistant

3. GENERAL BUSINESS

A. Approval of April 9, 2019 Planning & Zoning Commission meeting Agenda.

Chairman Katerndahl called for questions. Seeing none he called for a motion to approve the agenda.

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

B. Approval of the minutes from the December 11, 2018 Planning & Zoning Commission meeting.

Chairman Katerndahl called for questions. Commissioner Wassmer noted a typing error. Chairman Katerndahl called for a motion to approve the minutes as amended.

Commissioner Wassmer moved to approve the December 11, 2018 meeting minutes as amended, Commissioner Krtek seconded. Motion passed: 7-0.

4. UNFINISHED BUISNESS

A. None

5. PUBLIC HEARING

A. None

6. REGULAR BUSINESS

A. Request for One-Year Extension – Application for Major Site Plan for Lake Pointe Lodge, a 3-story, 46-unit apartment building, pool and associated improvements on 5.02 acres, more or less, located on the east side of Hwy 9 east of Clark Avenue. *Case # PZ17-03B; KGH Building Group, LLC, Applicant*

Director Lachky illustrated the subject property and then gave a background on the application. He said the applicant had begun land disturbance and grading and was awaiting proposals for final architecture design work to get final estimates. Lachky explained that construction had not commenced as planned due to delays in other regional projects consuming the applicant's time and resources. He illustrated images of the plans and concept building. Lachky said that Section 403.060 of the Development Code stated an Application for Major Site Plan would expire if an application for building permit was not filed within two years of approval. He said that code also stated that the Planning Commission may grant an extension up to one year by a simple majority vote and that there was no established criteria to guide the Commission.

Chairman Katerndahl invited the applicant to speak.

Discussion ensued regarding the cause of the project delay and the current state of the property.

Chairman Katerndahl called for additional questions. Seeing none he called for a motion.

Commission Wright moved to approve the Request for One-Year Extension - Application for Major Site Plan for Lake Pointe Lodge through May 9, 2020. Commissioner Verhoeven seconded. Motion passed: 7-0.

B. Amend Bylaws and Procedures of the Planning and Zoning Commission

Director Lachky explained the reasons for the need to amend the bylaws and procedures. He gave the feedback that Community Development received in response to the proposed projects last fall. That feedback included concerns from the Planning Commission regarding procedures for applications for larger developments. The Commission requested meeting in work session to absorb the information prior to going to public hearing. Lachky pointed out the added language to address these issues in the bylaws in addition to the authority as Community Development Director.

Chairman Katerndahl called for questions. Seeing none he called for a motion.

Commissioner Delich moved to approve the bylaws and procedures of the Planning and Zoning Commission as amended. Commissioner Wassmer seconded. Motion passed: 7-0.

C. Adoption of Public Hearing Rules for the Planning and Zoning Commission

Director Lachky displayed the Public Hearing Rules on the projector and explained that they would be posted on the doors at meetings. The rules address cell phones, time limits for those who speak, and civil behavior. They also state that the Chair is responsible for enforcing them.

Discussion ensued regarding ways to keep track of time during public comments.

Commissioner Krtek moved to adopt the public hearing rules for the Planning and Zoning Commission. **Commissioner Delich** seconded. Motion passed: 7-0.

7. OTHER BUSINESS

A. Upcoming meetings & dates of importance:

- Board of Aldermen Meetings: Tuesday, May 21, 2019 and June 4, 2019 at 7:00 p.m.
- Board of Zoning Adjustment Meeting: April 23, 2019.
- Planning & Zoning Commission Regular Meeting: Tuesday, May 14, 2019 at 5:30 p.m.

There was discussion regarding plans to elect officer for the Commission at the next meeting.

Director Lachky said he would send out the link to the last Board of Aldermen meeting where Public Works Director Alysen Abel gave updates regarding the parks status and clean-up/flood recovery.

8. ADJOURNMENT

Chairman Katerndahl called further discussion. Seeing none he called for a motion to adjourn.

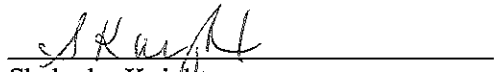
Commissioner Delich moved to adjourn, **Commissioner Verhoeven** seconded. Motion passed: 7-0. Meeting adjourned at 6:18 p.m.

Submitted by:



Stephen Lachky
Community Development Director

4-9-19
Date



Shakedra Knight
Community Development Assistant/Management Analyst

4-9-19
Date