

**Minutes of the  
Planning & Zoning Commission Special Meeting  
City of Parkville, Missouri  
Tuesday, October 8, 2019 at 5:30pm  
City Hall Boardroom**

**1. CALL TO ORDER**

Chair Katerndahl called the meeting to order at 5:32 p.m.

**2. ROLL CALL**

*Commissioners Present:*

Dean Katerndahl, Chairman

John Delich

Walt Lane

Barbara Wassmer (absent with notice)

Doug Krtek

Kim Verhoeven (absent with notice)

Michael Wright (absent with notice)

Allyson Berberich

Michael Lee

A quorum of the Planning & Zoning Commission was present.

*Staff Present:*

Stephen Lachky/Community Development Director

Shakedra Knight/Community Development Assistant/Management Analyst

Zack Martin/Planning Intern

**3. GENERAL BUSINESS**

**A. Approval of October 8, 2019 Planning & Zoning Commission regular meeting Agenda.**

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

**Commissioner Krtek moved to approve the agenda as presented. Motion passed: 6-0.**

**B. Approval of the minutes from the September 10, 2019 regular meeting of the Planning & Zoning Commission.**

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

**Commissioner Lane moved to approve the September 10, 2019 regular meeting minutes as presented, Commissioner Krtek seconded. Motion passed: 6-0.**

**C. Approval of the minutes from the September 10, 2019 special workshop meeting of the Planning & Zoning Commission.**

Chairman Katerndahl called for questions. Commissioner Lane added the correction that he was absent for the workshop. Chairman Katerndahl called for additional questions. Seeing none he called for a motion.

**Commissioner Krtek moved to approve the September 10, 2019 special workshop meeting minutes with the correction, Commissioner Berberich seconded. Motion passed: 6-0.**

#### **4. UNFINISHED BUSINESS**

None.

#### **5. PUBLIC HEARING**

- A. Request for text amendment to Parkville Municipal Code, Title IV: Development Code, Section 402.010 Definitions, Section 405.020 Districts & Uses, and Section 405.040 Standards Applicable to Specific Uses, to create provisions for medical marijuana facilities.

Director Lachky referenced the August 12, 2019 special workshop of the Planning & Zoning Commission presentation of Amendment No. 2 to the Missouri State Constitution to allow medical marijuana facilities. He explained that municipalities could not prohibit medical marijuana facilities but they could regulate the time, place and manner of their operation. He said the approach of the agenda item was to take it slow, over two or three meetings, to carefully craft the regulations. He reviewed the existing allowances and prohibitions per Article XVI, Section 1 (1) of the Missouri Constitution and how it applied to municipalities. He said that staff researched municipalities in Missouri that had already crafted regulations. They were categorized by cultivation, dispensary and testing. He illustrated a table of staff findings and reviewed each section in detail. Lachky explained the spacing requirements of Amendment 2 and reviewed a lists of municipalities' buffer distances. He said they were specific to the context/character of each municipality. He said that there were 24 dispensaries allowed per congressional district, which meant there is only one allowed in Parkville. Other considerations were addressed which included hours of operation, storage, onsite usage, odor and measurements. Lachky illustrated the zoning map and explained the facilities in relation to zoning.

- **Cultivation Facilities** – Agricultural, industrial (light & heavy) and manufacturing districts
- **Dispensary Facilities** – Commercial (neighborhood & general), office, industrial (light & heavy) and manufacturing districts
- **\*Infused Products Manufacturing Facilities** – Business, manufacturing and industrial districts
- **Testing Facility** – Business, office and industrial districts

Staff prepared a mapping exhibit to identify existing locations of any elementary or secondary schools, child daycare centers, or churches within the City or near its municipal limits (packet Exhibit D). In addition, this exhibit includes a 1,000 ft. buffer

distance around these uses in order for the Planning and Zoning Commission to analyze potential impacts with respect to commercial and industrial districts. Staff reviewed the draft proposed text amendment and explained where facilities would be allowed based on the current permitted use zoning.

Director Lachky proposed having a discussion and provided an overview of options. He clarified that facilities were allowed per the State but the City had the ability to cater regulations to the area.

Discussion focused on the State's role in approval and deadlines.

Director Lachky referred the Commission to the Department of Health & Human Services for application submission numbers.

Commissioner Krtek asked that staff reached out to MSPA.

Chairman Katerndahl called for questions on the standards suggested.

Discussion focused on compliance with the State.

Lachky explained how the cities that staff researched were selected. Chairman Katerndahl suggested that staff researched northland cities and within the congressional district. He opened the public hearing for public comments. Seeing none he called for a motion.

**Commissioner Krtek moved to continue the item to the November 12, 2019 meeting, Commissioner Delich seconded. Motion passed: 6-0.**

## **6. REGULAR BUSINESS**

### **A. Discussion of Development Plan Requirement Checklist for the Community Development Department.**

Director Lachky explained the reason the checklist was developed. He reviewed the list and said that applications would be modified to include these requirements.

Discussion focused on the checklist content. Commissioner Delich stated that he understood that there would be cases where exhibits were not consistent with initial submittals and approved of staff accepting discrepancies within renderings, etc. as long as it was stated up front.

Staff will present the updated checklist and sample application at the next meeting.

## **7. OTHER BUSINESS**

### **A. Upcoming meetings & dates of importance:**


- Board of Aldermen Meetings: Tuesday, October 15, 2019 and November 5, 2019 at 7:00 p.m.
- Board of Zoning Adjustment Meeting: Tuesday, October 22, 2019 at 5:30 p.m.
- Planning & Zoning Commission Regular Meeting: Tuesday, November 12, 2019 at 5:30 p.m.

8. **ADJOURNMENT**

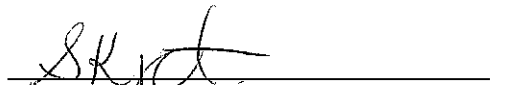
Chairman Katerndahl called further discussion. Seeing none he called for a motion to adjourn.

**Commissioner Delich moved to adjourn, Commissioner Berberich seconded. Motion passed: 6-0. Meeting adjourned at 6:47 p.m.**

Submitted by:

  
\_\_\_\_\_  
Stephen Lachky, AICP  
Community Development Director

10-8-19  
Date

  
\_\_\_\_\_  
Shakedra Knight, MPA  
Management Analyst/Community Development Assistant

10-8-19  
Date