

**Minutes of the  
Planning & Zoning Commission Regular Meeting  
City of Parkville, Missouri  
Tuesday, December 11, 2018 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 (absent with notice)

Barbara Wassmer

Doug Krtek

Shane Smeed (absent with prior notice)

Kim Verhoeven

Michael Wright (absent with prior notice)

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 December 11, 2018 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 Delich seconded. Motion passed: 5-0.**

**B. Approval of the minutes from the November 13, 2018 Planning & Zoning Commission meeting.**

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

**Commissioner Delich moved to accept the minutes, Commissioner Wassmer seconded. Motion passed: 5-0.**

**4. UNFINISHED BUISNESS**

A. None

**5. PUBLIC HEARING**

A. None

**6. REGULAR BUSINESS**

A. Discussion of Bylaws and Procedures

Chairman Katerndahl explained the reason for requesting formal public hearing procedures. Director Lachky reviewed Planning Commission Bylaws and the suggested procedure options. Discussion ensued regarding those options. Director Lachky will draft language based on the suggestions from Commissioners to present at the next meeting.

**7. OTHER BUSINESS**

A. Upcoming meetings & dates of importance:

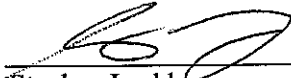
- Board of Aldermen Meetings: Tuesday, December 18, 2018 and January 2, 2019 at 7:00 p.m.
- Board of Zoning Adjustment Meeting: December meeting is canceled.
- Planning & Zoning Commission Regular Meeting: Tuesday, January 9, 2018 at 5:30 p.m.

**8. ADJOURNMENT**

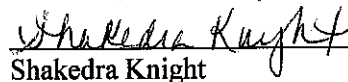
Chairman Katerndahl called further discussion. Seeing none he called for a motion to adjourn.

**Commissioner Delich moved to adjourn, Commissioner Krtek seconded. Motion passed: 5-0. Meeting adjourned at 6:04 p.m.**

Submitted by:

  
\_\_\_\_\_  
Stephen Lachky  
Community Development Director

12-11-18  
Date

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

12-11-18  
Date