

**Minutes of the  
Planning & Zoning Commission Regular Meeting  
City of Parkville, Missouri  
Tuesday, December 13, 2016 at  
5:30pm  
City Hall Boardroom**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Commissioners Present:

Dean Katerndahl, Chairman

Keith Cary, Vice Chairman

John Delich

Walt Lane (absence with prior notice)

Barbara Wassmer

Doug Krtek

Shane Smeed

Kim Verhoeven (arrived at 5:33 p.m. with prior notice)

Michael Wright

A quorum of the Planning & Zoning Commission was present.

Staff Present:

Stephen Lachky / Community Development Director

Shakedra Knight / Community Development Assistant

**4. GENERAL BUSINESS**

**A. Approval of Planning & Zoning Meeting Agenda.**

Chairman Katerndahl discussed moving a regular business item up on the agenda in order to accommodate citizens attending for items aside from the Zoning Code Updates. He called for any discussion of the proposed agenda. Seeing none Chairman Katerndahl called for a motion to approve the agenda with the one proposed change.

**Commissioner Delich moved to approve the agenda, Commissioner Wright seconded. Motion passed: 7-0.**

**B. Approval of the minutes from the November 14, 2016 Planning and Zoning Commission meeting.**

Chairman Katerndahl called for any discussion of the minutes or changes needed. Commissioner Delich requested a correction on page three (3), third paragraph. He clarified his comment was about slope differential and the amount of roadway that exceeded fifteen (15) percent. Chairman Katerndahl called for a motion to approve the minutes with the correction as proposed.

**Commissioner Wright moved to approve the minutes, Commissioner Krtek seconded. Motion passed: 7-0.**

Chairman Katerndahl opened the public hearing and read the application to be addressed.

#### **4. PUBLIC HEARING**

- A. Application for a Conditional Use Permit (CUP) for an emergency and general aviation helicopter landing facility at The Lodges At The National at the southeast corner of Birkdale Dr. and Allen Way. *Case #PZ16-13 National Helipad CUP; The National Golf Club of Kansas City, Applicant*

Chairman Katerndahl turned the meeting over to Director Lachky to address the first item on the agenda. Lachky invited Rex Alexander, Senior Consultant with The HeliExperts International to present. Alexander gave an overview of the company background that included years of experience, training, organization affiliations, and clients. Next Alexander presented information on the Federal Aviation Administration (FAA) Advisory Circular; it is the primary source used for guidance in Heliport design. He also presented standards from the National Fire Protection Agency (NFPA 418); it is the second source the organization used for guidance. Alexander stated that International Building Code, International Fire Code, Occupational Safety & Health Administration (OSHA), Stated Department of Transportation, and Local Municipality & Fire Marshall were additional resources used by HeliExperts. He explained that several of those resources referred back to NFP418 and ultimately the FAA. HeliExperts adopted standards were presented next. Alexander listed the areas reviewed in the adoption process, regulations, codes, advisory circulars, and industry best practices; he stated the organization adopted the most conservative standards to help guarantee safety, economic feasibility, longevity, and overall efficiency. Key considerations were listed next and then heliport design. Alexander explained the terminology and then detailed location factors. The touchdown and liftoff area (TLOF) was discussed first; the size of that area was determined by the diameter of the rotor of the aircraft being operated. Alexander stated emergency medical service (EMS) aircraft units within a one hundred fifty (150) mile radius were researched by the organization when constructing the proposed design for the applicant. They learned the largest one was an EC145 carrier; catering to this type of aircraft would accommodate all EMS units.

Final approach and takeoff (FATO) area was presented. Alexander reported that area was protected airspace that established the safety zone. The safety area was discussed and concept images from the proposed design were presented. Commissioner Delich asked Alexander whether the foundation would be concrete or asphalt. Alexander responded that concrete would be used.

Consultant Alexander discussed the proposed site location which was near the volleyball court. Commissioner Verhoeven confirmed the court would be moved, not removed and stated it was a very popular attraction in the community. Alexander replied it would in fact be moved.

Alexander displayed a sectional map of local airspace and explained its importance with the FAA. Neighboring heliports were addressed; there are no

conflicts with the proposed location. Alexander explained how local winds were researched and how protected airspace was established. He detailed three (3) proposed flight paths and then presented FAA guidelines considered with proposal. Operation procedures were explained in regards to the actual flight path and landing at the proposed location. He stated that only the applicant (National Golf Club of Kansas City) could grant permission for an individual to land at the proposed location because it was considered a prior permission required (PPR) site. He added the applicant could impose procedural or insurance requirements on individuals who landed there.

Consultant Alexander explained the FAA determination process of preliminary design, form completion, submission, inspection, recommendation, and construction (upon approval). Next he addressed the community concerns of safety and noise. He presented National Transportation Safety Board (NTSB) accident statistics and revealed that over a fifty (50) year period, out of eleven thousand helicopter accidents only one hundred eighty-five (185) occurred at a heliport. Alexander reported the National Safety Council (NSC) supported those findings. He presented the NSC's letter of support and then made himself available for questions.

Chairman Katerhdahl pointed out the Consultant Alexander had not addressed the concern of noise. Alexander proceeded to address the issue. He compared the noise produced by a helicopter with noise producers present at the golf club; leaf blower, weed eater, and lawn mower were examples he provided. He stated the proposed design for both the primary and alternate approach/departure paths were created to keep the noise footprint as low as possible. Alexander explained the noise experienced would be transitory and would come and go within a few seconds.

Commissioner Cary asked if there were any projections of the frequency of flights in or out. Alexander replied not at that time; he added EMS estimated their use in the helipad at four (4) times a year maximum.

Commissioner Cary asked the follow-up question of why EMS would want to land at the proposed helipad site. Alexander answered that decision would be on the emergency responder. He referenced his experience of twenty (20) years in the EMS field and then explained in situations of cardiac events, getting the individual to a "cath" lab in less than ninety (90) minutes was the goal. Utilizing a flight in that instance would minimize transport time. Next Alexander addressed trauma events and stated that depended on the type of injury, the situation, traffic, and the first responder's availability.

Commissioner Cary commented his take was that EMS was not the primary motivation behind the project. Alexander responded that EMS was an asset. Chairman Katerndahl added LifeFlight stated they would hardly use the proposed helipad and would not use it for travel to North Kansas City Hospital. Katerndahl stated the primary motivation was the clients coming in and encouraged the

applicant to be upfront about that. Next he asked the frequency of flights for clients. Alexander replied he did not know the answer. Chairman Katerndahl asked who could provide the answer. The applicant, Dale Brouk, approached the podium. He responded that no rules had been defined as to flight frequency. He added that would be established after approval and could be modified to fit what works best.

Commissioner Cary asked for the background of how the idea for the helipad developed. He specified that he wanted to know the anticipated use for those who made the request. Brouk responded that their ownership group, Neil Patterson, Cliff Heely and the Herzog Group, was pushing the proposal. Cary asked if there had ever been discussion on frequency of use, once a week; once a month; or once a year, for example. Brouk answered there had not. Cary clarified there was no projection regarding frequency of use for the proposed facility. Brouk followed up stating the discussion had been to start the process and then decide on installing the facility if they could handle the restrictions put in place by the Commission. Cary then asked where they were in the FAA process. Alexander responded stating they had not submitted any information to the FAA and addressing the Planning Commission was the first step in the process. He gave an estimated timeframe for FAA approval of ninety (90) days to one year. Alexander explained the expectations from the FAA.

Commissioner Cary questioned whether there were any known heliports that had restrictions in terms of frequencies of use give week, month, or year. Alexander replied he did not know of any in the state but there were in some areas. He used downtown Miami zoning code as an example and referenced their time restriction to daylight hours with no operation inside the city from sunset to sunrise.

Commissioner Delich asked what the landing authorization procedure envisioned. Alexander explained the individual interested in landing would contact the owner with the request, sign a letter of agreement that included operation requirements, and provide the date, time and number of people in flight. He added the facility was strictly for drop off and pick up and the facility owner may require insurance as a condition in agreement.

Commissioner Delich followed up asking who monitored compliance. Alexander answered it was the owner. Delich then clarified the owner would designate an individual. Alexander confirmed. He added someone within the organization would be selected as the heliport manager and his organization, HeliExperts International, would provide hands on training.

Delich asked what the community involvement jurisdictional oversight was traditionally. Alexander answered it ranged all over and was based on local municipality. Director Lachky explained City of Parkville's oversight would be any conditions set by the Board of Aldermen. He added current code permitted use of landing fields/aviation facilities and then explained the ordinances that addressed

the issue. One instance was for specific business park zoning and the other was through conditional use in any district.

Chairman Katerndahl asked whether the Commission could put in place any restrictions they felt were appropriate, time of day or number of landings per month, for example. Lachky answered yes. Director Lachky referenced staff recommended conditions and detailed the steps for approval. Katerndahl confirmed the federal government would not restrict when and how many times and those issues were for the Commission to address. Lachky confirmed stating it was the case due to the helipad being privately owned.

Commissioner Verhoeven addressed the applicant, Dale Brouk. She stated her concern for residents and asked if they had reached out the community. Brouk responded they reached out the nearby residents and named a few directly. Verhoeven asked what the feedback was. Brouk stated feedback was the issue was no big deal and the main concern was how many times there would be landings. He added he had only spoken with a few people. Verhoeven stated the area was used recreationally and her concern was the impact to the tennis and volleyball court communities. Brouk restated the helipad was permission only and would not be granted during any tournaments. He added they had thought through restrictions regarding community safety, no landing on the Fourth of July, was one example. Brouk also stated he would be the helipad manager.

Chairman Katerndahl stated he had another question regarding Commission authority. He acknowledged one of staff recommendations was an operational procedure. He asked if there was a way for the Commission to review proposed procedures before the applicant proceeded. Lachky stated he was unsure of the exact approach from a legal standpoint. He added it was still early in the preliminary phase and the applicant did not want to put in a lot of effort and then be denied.

Commissioner Cary asked what other categories of restriction there were apart from hours of operation. Alexander stated the most common restriction was time. He explained private facilities referred to the FAA Advisory Circular "owner's responsibility" to establish limitations. He added the major concern for the FAA was with code and operations and local municipalities usually addressed the issue of time restrictions.

Commissioner Cary followed up asking what the enforcement mechanism was in the event of a violation. Alexander responded landing on private property without permission was trespassing. Cary pointed out it would be one of the owners in violation and stated he was not sure how much authority the Commission had regarding enforcement.

Chairman Katerndahl questioned whether the Commission could adopt restrictions and then if not followed take away the authorization. Director Lachky

agreed it could be done via code enforcement. He stated any written agreement with the City could be legally defended.

Commissioner Delich pointed out facts regarding costs and time and then questioned the applicant on what the real cost/benefit was. He added he could offer support if he had a better understanding. Applicant Brouk explained the ownership group wanted the helipad to accommodate clients who used the golf lodge and could potentially buy property. Delich responded that was supportable aside from the nuisance caused to homeowners. Chairman Katerndahl commented there was a benefit to the corporation but a cost the neighbors would pay. Alexander explained the actual use frequency was mostly seasonal and could possibly go a month with no use.

Commissioner Cary asked what notice was provided to the general public. Lachky listed the methods used. He addressed the concern of why notice was not sent to homeowners in the flight path. He stated deviation from the mailing process opened the City to favorability and it was in the City's best interest to adhere to procedure.

Commissioner Krtek pointed out EMS was able to land wherever needed and stated he did not know of any EMS helicopter that was required to land at a heliport. Alexander commented based on his EMS experience, landing at a predesignated zone was safest. He added that hospital helipads were not used often but if used to save one life it was worth having.

Commissioner Delich asked Alexander's professional opinion of whether the general public, aside from those at the National, would experience any effect from the helipad. Alexander answered they would not and added his organization aimed to design helipads to have minimal impact on the general public.

Commissioner Verhoeven asked whether the applicant had looked at other locations. Alexander replied that six (6) sites were researched and the proposed site was the number one choice in regards to minimal impact.

Chairman Katerndahl invited Director Lachky to speak before opening up for public comments.

Lachky stated most of what was addressed in the staff report was covered in the presentation.

Chairman Katerndahl opened the meeting for public comments.

Citizen Lianne Lance addressed the Commission. Lance explained an event of a helicopter landing just feet from her children during a golf tournament and her concern for their safety. She stated she knew applicants Neil and Cliff very well and they did everything first class. Lance presented several accounts in support of her main concerns, helipad location and decreased homeowner value. She

stated her request for restrictions on landing frequency and night-time landings. Citizen Lance read the factors present in a well-managed helipad taken from HeliExperts website. She highlighted the need to police for loose items and stated the potential damage it could cause. Lance wrapped up by stating she hoped the helipad would be as safe as possible and was not a nuisance.

Citizen Steven Dillman addressed the Commission. He began by referencing the seventy-five question risks and liability assessment toolkit taken from the HeliExperts website; he highlighted point fifty-eight. He stated he believed the helipad would be self-serving. Chairman Katerndahl added there would be operation procedure but that came later in the process. Dillman presented photos of the proposed helipad location and the lake nearby. He presented his concerns with supporting facts regarding the numerous birds that frequent the lake and the dangerous effects the helipad presented. Citizen Dillman read several articles that detailed incidents of bird strikes by helicopters, statistics and other risks; he provided copies of the articles to Director Lachky. He ended by asking the Commission to consider the great risks of bird strikes bringing down helicopters. Additionally, he recommended the City required the applicant to hire a firm to complete a Transport Canada Airport Bird Hazard Risks Assessment to provide a clear picture of the risks of using the proposed site as a heliport.

Citizen Chris Musgrave addressed the Commission with his comments. He stated he lived across from the proposed site. He asked for an explanation on the differences between a helipad, heliport and helistop. Consultant Alexander clarified; he explained the proposed site would be a helistop because its purpose was to drop off and pick up, much like a bus stop.

Commissioner Cary asked if any aircraft would stay on the helipad overnight. Alexander stated the current consideration was that if there was a helicopter occupying the space no one else would be able to land; he added that criteria being looked at was those utilizing the pad land, drop off, and leave.

Citizen Musgrave resumed his comments. He stated Mr. Herzog had rocks in his yard used for helicopter landing and the goal of the proposal was for a personal/recreational landing pad. He expressed his concern as a new resident and the presentation to the Commission as an emergency use facility. He asked that the site was well-maintained, enforced safety measures, and added some type of value to the entire community. Musgrave addressed his concern with daily flight traffic in the event Mr. Herzog traveled to and from St. Joseph, MO. Lastly, he stated he felt more information was needed in order to make an fair decision.

Citizen Laurie Hill addressed the Commission. She pointed out her home on the photo displayed. She detailed her credentials as a pilot and fifteen years experience in aerospace design and stated her support for the proposed helipad. She gave her main reason for support was for regulation purposes.

Citizen Musgrave addressed the podium again. He stated his request that there be a stipulation stating how many flights could land.

Chairman Katerndahl asked for additional public comments. Seeing none he closed the meeting to public comments.

Director Lachky summarized the concerns. Chairman Katerndahl asked whether the issue could be postponed to allow time to put together a set of procedures for Commission review.

Discussion ensued on how to proceed with procedure agreement and review.

Director Lachky addressed past concerns with use of a helicopter by a property owner. He stated the City could regulate land use and zoning through code enforcement and any future violations would be fined.

Discussion ensued on helipad regulation and enforcement through the federal, state, and local government of private properties. Consultant Alexander stated the local Fire Marshall has the most legal authority.

Commissioner Krtek asked Alexander whether there would be on-going training for the helipad staff. Alexander responded there would be annual trainings in addition to new hire training.

Krtek asked whether there would be an increase to homeowner's insurance. Alexander replied based on his research there was no history of an increased premium.

Chairman Katerndahl asked for additional questions. Seeing none he presented the available options of approval, denial, or postponement to the Commission.

Vice Chair Cary stated he was neutral in his position but had an issue with the Commission being asked to approve an item with serious concerns expressed by neighbors most directly affected. He added he felt additional neighborhood feedback should be presented before the Commission was asked to take a position.

In response to Cary's statement, Commissioner Delich recommended the Commission continued the item subject to those conditions being honored and a report which stated the general resolution.

Commissioner Wright added he would like to see an operational report in addition to the previous recommendations stated.

Commissioner Krtek stated he would like to see set criteria on intended uses, timeframes, and number of flights. He added he believed neighbors may feel more comfortable with the idea having the information.



Chairman Katerndahl addressed the Commission for additional questions. Seeing none he called for a motion to approve the Application for CUP as proposed.

**Commissioner Delich moved to postpone the Application for CUP subject to staff conditions and a report which stated the general resolution, Commissioner Wright seconded subject to an operational report in addition to previous recommendations. Motion passed: 8-0.**

- B. Application for Conditional Use Permit (CUP) to operate an office use of low traffic generation at 8904 NW Hwy 45 in Parkville, MO in an "R-1" Single-Family Residential District. Case #PZ16-21 By The Blade CUP 8904 NW 45 Hwy; By The Blade, Applicant

Chairman Katerndahl read the next item on the agenda and then turned the meeting over to Director Lachky to present the issue. Lachky gave a brief overview and then invited the applicant to speak. Patrick Vogt, the applicant, stated his business and then presented his intended use of the proposed property. He stated the proposed location could increase business opportunities and would be used solely as an office; he added no equipment or vehicles would be stored at the location.

Commissioner Delich asked whether Vogt would make improvements to the building; he specified he was referring to vehicle access and signage. Vogt responded he would upgrade the current sign and curb appeal.

Vice Chair Cary confirmed the proposed application was to approve office use at the location, not to approve modifications to the building. Vogt agreed.

Chairman Katerndahl confirmed public notice of the CUP was given. Lachky stated it was and no comments were received.

Commissioner Krtek asked if the applicant anticipated employees showing up at the proposed location on a regular and on-going basis. Vogt explained his current setup had two office staff and himself and that he did not anticipate more than two to four vehicles on the property during business hours. Krtek clarified workers would not flood the office with traffic on payday, for example. Vogt stated that would not happen; he explained he had an offsite location for storage and other conveniences.

Commissioner Wassmer asked Vogt if he met with clients at the proposed location. He answered clients could potentially be there; he added typically he met with clients at their home.

Director Lachky stated there may be an application for sign permit and recommended consideration on the issue in addition to the CUP application.

Applicant Vogt presented a sign concept image to the Commission for review.

Vice Chair Cary asked what color Vogt would paint the building. He answered he planned to use earth tones.

Commissioner Verhoeven stated she was a By The Blade customer and they had excellent service and quality.

Commissioner Wright addressed the Commission asking whether customers of the applicant needed to be recused. Katerndahl and Lachky explained that

Commissioners did not need to recuse since they would not benefit personally from the CUP approval.

Following review, staff recommended approval of the CUP based on the merits of the application and the findings and conclusions in staff report. Additionally, staff recommended approval of the CUP, subject to the following conditions:

- The length of the Conditional Use Permit shall be 20 years.
- Any lighting shall avoid glare, night-glow, and spillover onto abutting properties.
- Any illuminated signage shall not cause a direct glare of light upon occupants of neighboring properties, or upon drivers of vehicles traveling the public streets.
- Any other conditions the Planning and Zoning Commission determines are necessary.

Chairman Katerndahl called for additional questions. Seeing none he called for a motion to approve the CUP application as proposed.

**Commissioner Wright moved to approve the Application for CUP as proposed with the additional recommendation of sign improvements consistent with code requirements, Commissioner Verhoeven seconded. Motion passed: 8-0.**

Chairman Katerndahl skipped over the last public hearing. The next item to be addressed was the Regular Business Application for Planned District Development Permit for applicant Café Des Amis restaurant.

## **5. REGULAR BUSINESS**

- A. Application for a Planned District Development Permit for exterior modifications in the "OTD" Old Town District at 112 Main St. – addition of a roof over an existing outdoor patio / dining area at Café Des Amis restaurant. *Case #PZ16-20 Café Des Amis Roof Addition; Guillaume Hanroit, Applicant*

Director Lachky gave an overview of the application. He stated the project was presented to the Planning Commission because the Old Town district required approval for exterior modifications. Lachky explained the applicant had moved forward with the project because cost would increase significantly from waiting; he added the applicant had signed a Letter of Understanding, agreeing to remove completed construction if the application was denied. He invited the applicant to speak and answer any questions.

Guillaume Hanroit addressed the Commission. Chairman Katerndahl asked whether the roof would be covered. Hanroit stated it would be completely covered and then asked forgiveness. He explained the worker completing construction was a veteran and wanted to finish before winter. He added he requested a temporary permit and submitted a letter stating he would remove the structure if denied approval.

Commissioner Krtek asked whether Hanroit anticipated adding sides to the structure later. Hanroit stated he may add a canopy next winter but liked the openness of the patio in the spring.

Katerndahl inquired whether the canopy and enclosure required Commission approval. Lachky stated it would not; he added the Fire Department did annual inspections and would not allow fire hazards.

Commissioner Wright asked if the project had been permitted through the City. Lachky replied it had.

Commissioner Delich asked if the applicant had an at-risk permit. Lachky stated the applicant had signed an at-risk permit for the roof.

Commissioner Wright inquired whether the roof covered the back portion of the deck. Hanroit stated it only covered the side.

Vice Chair Cary asked if there had been any public comments. Lachky commented there had not; he added that past experience showed the community was pro-business.

Staff concluded that the proposed exterior modifications were generally consistent and compatible with other improvements in the "OTD" Old Town District; were consistent with the adopted "OTD" Old Town District guidelines; maintained the building's current architectural style; did not negatively impact the historic nature or character of the downtown; and promoted inviting pedestrian spaces and better outdoor dining usage by restaurant patrons. Staff recommended approval as submitted, subject to any additional conditions the Planning and Zoning Commission recommends.

Chairman Katerndahl called for a motion to approve the Application.

**Commissioner Krtek moved to approve the Application for Planned District Development Permit as proposed, Commissioner Smeed seconded. Motion passed: 8-0.**

Chairman Katerndahl called for a 5 minute break.

## **PUBLIC HEARING**

- C. Amendment to replace Parkville Municipal Code, Title IV. Zoning Code in its entirety; repeal Title V, Chapter 505: Subdivisions; and add Section 142.040. Planning Commission to Title I, Chapter 142: Committees, Commissions, Boards And Advisors via the *Zoning Code and Subdivision Regulations Update* project. *Case #PZ16-22 Zoning Code and Subdivision Regulations Update; City of Parkville, Applicant*

Chairman Katerndahl introduced the last item for discussion and invited Consultant Chris Brewster to speak.

Brewster addressed the final draft of the Zoning Code and Subdivision Regulations. He stated he submitted several drafts and that was the first draft he requested adopting. Brewster explained the draft was a framework and that it was common to make amendments over then next six months to a year as a measure of fine tuning. He stated he would walk through the process and point out the high level changes. He listed the issues with formatting, grammar, and punctuation that he was aware of and

that he would clean up terminology for consistency. He reported the conditional use table would be updated to include uses from recent applications as well as clean up to the telecommunications code. Brewster addressed concerns regarding driveway approaches and parking access; he stated the changes would be specific for neighborhood and standard streets. Next he addressed signs exemptions; a size adjustment was needed to allow real estate signs.

Brewster presented the latest draft to the Commission and gave an overview of each section. He started by going over important dates and meetings held that influenced the final draft. Next he detailed the overall project goals and then phases and tasks in the process. Brewster explained key findings of issues with the current code and then presented an overview of changes made. Next he illustrated and explained the revised framework and then a table of overall procedures. He explained in detail criteria for major/minor site plans; all major site plan proposals required Commission approval. Minor site plan projects must meet standards but may be approved by staff. Director Lachky gave examples of major and minor site plan projects from the past year for clarification. Café Des Amis and Bank Liberty were minor site plans; Missouri American Water was a major site plan.

Brewster went on to present subdivision standards; he began with street types and open/civic space types. He explained the details of each. Zoning districts and uses was presented next. Brewster explained the goal with that section was to preserve and simplify. He walked through the process with each district, highlighted major changes, and pointed out discrepancies that were cleaned up in final draft. Site design and landscape was presented. Brewster explained that section was created in coordination with design and standards of the subdivision regulations and open space standards. He briefly addressed access and parking; he stated he would tweak a few things to keep with status quo. The section on signs was presented next. Brewster explained it was different but the substance had not changed much. He stated the changes simplified things and allowed more flexibility. Last, Brewster stated the next steps which were presenting the final draft to the Board of Aldermen and potential adoption and then he opened discussion for questions.

Chairman Katerndahl asked if the City had any I-3 Industrial areas. Director Lachky responded the only I-3 he knew of was along the riverfront years ago and the mine. Katerndahl added Parkville was not recognized as a high industrial area and wondered if this was an opportunity to change that zone.

Brewster stated he looked at combining I-3 but the two most compatible, I-1 and I-2, were not a close enough match; also, completely doing away with it required a zoning map change.

Lachky read the current definition for the I-3 district and explained the need to retain it.

Chairman Katerndahl commended Consultant Brewster on the organization of the final draft. Brewster stated his pleasure in constructing the draft knowing the benefit to the City.

Katerndahl opened the floor for public comments.

Citizen Kevin Day approached the Commission. He expressed his appreciation to the Commission, Director Lachky, and Consultant Brewster. He stated he worked for several years on a committee to develop a proposal for OTD residential. He went on to say he was worried the district would be combined with R-4 but glad it made it into the final draft. Day explained the proposal was the work of a lot of dedicated individuals and he hoped the neighborhood remained maintained in the way it had developed.

Day asked Consultant Brewster for clarification on 408.020 whether the driveway specs applied to R-4 only. Brewster stated he would address the concern to make it clear. Day pointed out a typo in section 406.020 which read ten inches instead of ten feet. Brewster made note of the error.

**Chairman Katerndahl closed the Public Hearing at 8:47 p.m.**

Commissioner Wright asked how to make a motion to include the issue brought up regarding parking. Discussion ensued on the matter. Chairman Katerndahl stated the motion could be made subject to the issues raised.

**Commissioner Wright moved to approve the Amendment to replace Parkville Municipal Code, Title IV. Zoning Code in its entirety; repeal Title V, Chapter 505: Subdivisions; and add Section 142.040. Planning Commission to Title I, Chapter 142: Committees, Commissions, Boards and Advisors as proposed subject to staff review, Commissioner Wassmer seconded. Motion passed: 8-0.**

## **6. UNFINISHED BUSINESS**

A. None.

## **7. OTHER BUSINESS**

### **A. Upcoming Meetings & Dates of Importance:**

- Board of Aldermen Meetings: Tuesday, December 20, 2016 at 7:00 p.m. and Tuesday, January 3, 2016 at 7:00 p.m.
- Board of Zoning Adjustment Meeting: Tuesday, December 27, 2016 - Cancelled No Agenda Item
- Planning & Zoning Commission Regular Meeting: Tuesday, January 10, 2017 at 5:30 p.m.

## **8. ADJOURNMENT**

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

**Commissioner Krtek moved to adjourn, Chairman Katerndahl seconded.**

**Motion passed: 8-0.** Meeting adjourned at 8:52 pm.

Submitted by:

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

12-13-16  
Date

  
\_\_\_\_\_  
Shakedra Knight  
Community Development Department Assistant

12-13-16  
Date