

**Minutes of the
Planning & Zoning Commission Regular Meeting
City of Parkville, Missouri
Tuesday, January 10, 2017 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 (arrived at 5:38 p.m. with prior notice)

John Delich

Walt Lane (absent with prior notice)

Barbara Wassmer

Doug Krtek

Shane Smeed

Kim Verhoeven (arrived at 5:35 p.m. with prior notice)

Michael Wright (absent with prior notice)

A quorum of the Planning & Zoning Commission was present.

Staff Present:

Stephen Lachky / Community Development Director

Shakedra Knight / Community Development Assistant

3. GENERAL BUSINESS

A. Approval of January 10, 2017 Planning & Zoning Commission meeting

Agenda.

Chairman Katerndahl announced the special work session would not be held.

Lachky introduced colleague, Patrick from Williams & Campo, PC. He informed the Commission that Chris Williams was the new City Attorney who would attend future Commission meetings, in addition to Board of Aldermen meetings.

Katerndahl called for discussion of the proposed agenda. Seeing none Chairman Katerndahl called for a motion to approve the agenda with the one change.

Commissioner Krtek moved to approve the agenda, Commissioner Wassmer seconded. Motion passed: 5-0.

B. Approval of the minutes from the December 13, 2016 Planning & Zoning Commission meeting.

Chairman Katerndahl called for discussion of the minutes or changes needed.

Director Lachky pointed out a typo needing correction on page nine in the first paragraph; Application for Final Plat was changed to Application for CUP.

Chairman Katerndahl called for a motion to approve the minutes with the correction.

Commissioner Delich moved to approve the minutes, Commissioner Krtek seconded. Motion passed: 5-0.

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

4. PUBLIC HEARING

A. None

5. REGULAR BUSINESS

A. None

6. UNFINISHED BUSINESS

- 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 read the unfinished business item. He explained it was not open for public hearing since it was a continued discussion after the public hearing was closed at the last meeting. Director Lachky provided a brief overview on the item. He addressed public and Commission concerns and then invited Raymond Syms, Managing Member of HeliExperts, Inc. to speak on behalf of the applicant.

Raymond Syms presented research addressing concerns about avian incursions with helicopters, specifically "bird strikes". He began the presentation with national historical statistics, then statistics in the state of Missouri, and lastly, the number of incidents that occurred at Missouri Heliports. He presented information on civil helicopters and seasonality and reported the greatest events of strikes occurred during migration. Next, Syms addressed frequent occurrences. He reported bird strikes occurred with transport aircraft due to higher speed operation which reduced response time to see and avoid wildlife activity. He reported commercial aircraft were subjected to tight schedule constraints and limited flexibility when attempting to avoid wildlife activity. He gave several examples of practices implemented to reduce strikes at heliports; one example was for the heliport attendant to run birds off before landings. Syms detailed proactive heliport strategies, as well as his personal experience of ten thousand flight hours, for avoiding bird strikes. He closed his presentation and made himself available for questions.

Commissioner Delich inquired whether a pilot making approach at the proposed facility could make radio communication with the base and be granted permission before landing. Syms answered that the facility will be prior permission required (PPR) and any pilot using the helipad would have made arrangements ahead of time. Syms emphasized the facility would not be open to the public and all use had to be pre-approved. Delich asked whether there was a control facility at the

site with radio communication. Syms responded there would be and explained the reasons.

The applicant, Dale Brouk, approached the podium. He explained the process of getting permission prior to use of the heliport.

Commissioner Krtek asked the applicant if he intended to have people landing during daylight hours with the exception of special circumstances. Brouk replied yes, in general, but there could be an occasional night flight. Brouk added his intention to develop a text messaging mechanism to notify nearby residents of landings.

Chairman Katerndahl asked for additional questions. Seeing none he invited Director Lachky to give the staff analysis.

Lachky gave an overview addressing concerns raised at the last meeting. He explained how the applicant responded to the public outreach complaint. Dale Brouk approached the podium; he stated he included a hyperlink to the emergency and general aviation heliport proposal in the National Gold Club of Kansas City 2016 Annual Newsletter, which was distributed via email in order to reach most residents. That information also included the date, time, and location of tonight's Planning and Zoning Commission meeting. Brouk went on to state he received two comments in response to the email. In one comment he did not understand the question and the other he answered every question asked.

Commissioner Verhoeven expressed her concern, as well as that of her friends, about the volleyball court relocation. She urged Brouk to have a plan.

Next, Lachky addressed the second concern of operating procedures. He referred the Commission to the Heliport Facility and Training Manual for the Trump Doral Golf Resort and Spa in Miami, Florida, which was provided in the packet; he explained operating procedures for the proposed site would be similar to those in the reference manual. The manual provided specifications of the TLOF, FATO, and FATO Safety Area, latitude/longitude and elevation of the heliport, preferred approach/departure paths, radio frequency, a designated coordinator for all helicopter operations, and contact information for the on-site manager, security club, and club house. Also, the pilot had to provide acknowledgment of reading and agreeing to the prescribed procedures in the manual.

Lachky stated the Heliport Facility and Training Manual for the Trump Doral Golf Resort and Spa did not provide information, requirements, or guidelines regarding hours of operation or estimated number of flights. Through research of other municipalities around the country he found one community restricted hours of operation to 7:00 a.m. and 10:00 p.m. Another did not permit operations one-half hour after sunset through one-half hour after sunrise. Also, few jurisdictions limited the number of daily flights; of those that did, no more than ten (10) were allowed. Lachky presented the option of allowing the applicant to develop operation procedures based on the golf club's needs and then get City approval.

Chairman Katerndahl asked for questions. Commissioner Delich inquired whether there were homeowners who wanted to speak on the issue. Lachky responded that Resident Dillman had questions which Lachky answered.

Katerndahl asked the Commission if all were comfortable not having a time limit. Lachky stated the next step in the process was bringing the application before the Board of Aldermen. He explained they would have the opportunity to consider such conditions and pointed out one of the recommended conditions was staff input and City approval of operating procedures. He added the new City attorney agreed a condition for requiring a cooperative agreement made sense because without one there's no way of capturing all the potential issues that may arise.

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

Commissioner Krtek moved to approve the CUP with a cooperative agreement with the City attorney and the recommended staff conditions, Commissioner Delich seconded. Motion passed: 7-0.

7. OTHER BUSINESS

A. Upcoming Meetings & Dates of Importance:

- Board of Aldermen Meetings: Tuesday, January 17, 2017 at 7:00 p.m. and Tuesday, February 7, 2017 at 7:00 p.m.
- Board of Zoning Adjustment Meeting: Tuesday, January 24, 2017 – Canceled No Agenda Item
- Planning & Zoning Commission Regular Meeting: Tuesday, February 14, 2017 at 5:30 p.m.

8. ADJOURNMENT

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

Commissioner Wassmer moved to adjourn, Commissioner Krtek seconded. Motion passed: 7-0. Meeting adjourned at 6:07 pm.

Submitted by:


Stephen Lachky
Community Development Director

1-10-17
Date


Shakedra Knight
Community Development Department Assistant

1-10-17
Date