

**Minutes of the  
Planning & Zoning Commission Regular Meeting  
City of Parkville, Missouri  
Monday, November 14, 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 (absence with prior notice)

Kim Verhoeven (arrived at 5:52 p.m. with prior notice)

Michael Wright

A quorum of the Planning & Zoning Commission was present.

Staff Present:

Stephen Lachky / Community Development Director

Alysen Abel, P.E. / Public Works Director

Shakedra Knight / Community Development Department Assistant

**4. GENERAL BUSINESS**

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

Chairman Katerndahl called for any discussion of the proposed agenda. Seeing none Chairman Katerndahl called for a motion to approve the agenda as proposed.

**Commissioner Krtek moved to approve the agenda, Commissioner Delich seconded. Motion passed: 6-0.**

**B. Approval of the minutes from the October 11, 2016 Planning and Zoning Commission meeting.**

Chairman Katerndahl called for any discussion of the minutes or changes needed. Seeing none Chairman Katerndahl called for a motion to approve the minutes as proposed.

**Commissioner Cary moved to approve the minutes, Commissioner Wassmer seconded. Motion passed: 6-0.**

**C. Approval of the minutes from the October 11, 2016 Special Workshop meeting.**

Chairman Katerndahl called for any discussion of the minutes or changes needed. Seeing no other questions, Chairman Katerndahl called for a motion to approve the minutes as proposed.

**Commissioner Cary moved to approve the minutes, Commissioner Wassmer seconded. Motion passed: 6-0.**

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

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

- A. Application for Final Plat for the Thousand Oaks Sixteenth Plat to extend Thousand Oaks Drive to the southeast from the previously approved Thousand Oaks Thirteenth Plat. *Case #PZ14-27 Thousand Oaks Sixteenth Plat; Forest Park Development, Applicant*

Director Lachky addressed the proposed application. He referenced the date and pointed out the application was originally submitted two (2) years prior. Lachky stated the applicant brought the original application to his attention and then he provided background information. He explained the proposed subject property was a part of the larger Thousand Oaks Estates plan and illustrated on a map. He added the property was considered for preliminary on June 8, 1998 with Platte County prior to City annexation. After City annexation the preliminary plat was approved in October 2004. Lachky attempted to point out additional illustration but was unable to due to equipment failure. He explained the thirteenth plat was approved two (2) years ago and referenced the drawings for the sixteenth plat. He detailed that the proposed plat consisted of fifty-one (51) single-family lots and three (3) tracts of open space of 9.84 acres, more or less.

Next Lachky pointed out staff considerations through review and analysis. He highlighted the primary considerations to meet the minimum subdivision regulations and standards for permitted uses, area, width, depth, setbacks, adequate utilities, grading and drainage and parkland dedication.

Permitted uses were addressed first. The subject area was zoned "R-3" Single-Family District when approved back in 2004. Director Lachky stated the drawings submitted met the minimum requirements for the "R-3" district for area, width, depth, and setbacks. He explained staff reached out to utility providers and confirmed the availability of gas, electricity, and water through signed consent. Also, Southern Platte Fire Protect District (SPFPD) service and adequate sewer and storm drainage improvement existed or could be provided was confirmed. Lachky pointed out consent was submitted in 2014 and follow up was conducted to ensure no change occurred. He stated SPFPD would recheck that grading did not exceed more than ten (10) percent; he added some minor thoroughfares and cul-de-sacs were allowed up to fifteen (15) percent. Lastly, parkland dedication was addressed. Lachky explained the amount in lieu of dedication had been calculated and listed as a condition. Lachky concluded that the application was consistent with Parkville Master Plan.

Public improvements were included. Director Abel was introduced to address those matters. Abel explained she reviewed public improvement plans for both sixteenth and nineteenth plats. She stated there were administrative requirements outlined in the memo submitted and permit approval was pending completion of those administrative items. Abel added the following steps would be public improvements and then final platting. She also stated a major concern was with the nineteenth plat connection with River Road; the area typically floods with any significant rainfall. Abel stated staff asked that the developer replace pipe to handle larger storm events. She stated current conditions covered about a two (2) year storm capacity and twenty-five years was the requirement for this type of roadway. Director Abel stated approval was contingent upon submittal of those plans and costs estimate.

Commissioner Delich asked if there was a lot layout. Chairman Katerndahl pointed out the lot layout was in the packet.

Commissioner Delich stated his concern about grading. He questioned how much of the roadway exceeded the fifteen (15) percent in steepness.

Abel clarified American Public Works Association (APWA) had a maximum within their table that specified ten (10) percent. It also stated the absolute maximum was twelve (12) percent. She reiterated she was satisfied with the twelve (12) percent.

Chairman Katerndahl addressed the Commission for additional questions before inviting the applicant to speak.

Chairman Katerndahl asked if traffic would possibly increase on River Road. Director Abel replied a revised traffic study was requested to address those concerns. Director Lachky contributed additional information regarding the traffic study. He stated the original study was done in 1998 and revised in 2005. In reference to Thousand Oaks to River Road there were no substantial requirements other than a dedicated right turn lane onto River Road. He also stated that there was a condition included to address any changes over the last ten (10) years.

Chairman Katerndahl questioned if the amended study would be performed by an engineer. Director Abel answered that for consistency the study would be completed by Paul with Wilson & Company or Jeff with TranSystems.

Chairman Katerndahl invited the applicant to speak.

Jason Robbins with Aylett Survey & Engineering Company introduced himself. He stated City staff covered things well. He addressed the storm pipes and stated the developer agreed to make the improvements. He also stated the traffic study was in the process of being done and the recommendations from TranSystems would be followed.

Chairman Katerndahl questioned when construction would begin. Robbins replied work would begin once all the necessary conditions were met.

Chairman Katerndahl asked if there were more questions of the applicant. Seeing none the Public Hearing was closed.

Commissioner Wright asked for clarification on whether the application was approved in 2014. Director Lachky explained the preliminary was for the Thousand Oaks Estates as a larger portion of land and the proposed plats were individual phases and plats within. Annexation was required for rezoning and addressed at the 2014 meeting. Lachky stated additional conditions were required then and those same conditions were included in the current staff report.

Following review, staff recommended approval of the proposed Thousand Oaks Sixteenth Plat, subject to the following conditions:

- Submission of final grading plans to the SPFPD for review.
- Submission of a *Public Improvement Permit Application* prior to issuance of a public improvement permit.
- Submission of soils compaction testing for areas graded that will become future City right-of-way prior to issuance of a public improvement permit.
- Submission of structural calculations for deep storm sewer structures prior to issuance of a public improvement permit.
- Approval of additional utility improvement plans (as required) prior to the final plat being recorded.
- Approval of any additional easements (as needed) prior to the final plat being recorded.
- Board of Aldermen acceptance of cash in lieu of park land dedication.
- Any other conditions deemed necessary by the Planning Commission.

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

**Vice Chair Cary moved to approve the Application for Final Plat as proposed subject to staff conditions, Commissioner Wassmer seconded. Motion passed: 6-0 with Commissioner Verhoeven abstained due to not hearing discussion.**

- B. Application for Final Plat for the Thousand Oaks Nineteenth Plat to extend Thousand Oaks Drive to the south from the proposed Sixteenth Plat and connect Thousand Oaks Drive to NW River Road.  
*Case #PZ15-23; Thousand Oaks Nineteenth Plat; Forest Park Development, Applicant*

- Board of Zoning Adjustment Meeting: Tuesday, November 22, 2016 - Cancelled  
No Agenda Item
- Planning & Zoning Commission Special Meeting: Tuesday, November 29, 2016  
at 5:30 p.m. – Cancelled no quorum
- Planning & Zoning Commission Regular Meeting: Tuesday, December 13, 2016  
at 5:30 p.m.

## 8. ADJOURNMENT

Seeing no further discussion, Chairman Katerndahl called for a motion to adjourn.  
**Commissioner Krtek moved to adjourn, Vice Chair Cary seconded. Motion passed: 7-0.** Meeting adjourned at 5:59 pm.

Submitted by:

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

11-14-16  
Date

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

11-14-16  
Date