

**Minutes of the  
Planning & Zoning Commission Special Workshop  
City of Parkville, Missouri  
Tuesday May 10, 2016 at 6:00 p.m.  
City Hall Boardroom**

**1. CALL TO ORDER**

Chairman Katerndahl called the meeting to order at 7:05 p.m.

Commissioners Present:

Dean Katerndahl, Chairman  
John Delich  
Doug Krtek  
Walt Lane  
Michael Wright  
Kim Verhoeven  
Shane Smeed  
Barbara Wassmer

Staff Present:

Stephen Lachky, Community Development Director

Chris Brewster-Gould Evans

Note: This workshop was made open to the public and all interested parties were welcome to attend. All items were for discussion only. The Planning & Zoning Commission did not take any action on any workshop agenda item.

**2. WORKING SESSION**

**A. Zoning Code and Subdivision Update**

Chairman Katerndahl called the meeting to order and Community Development Director Lachky welcomed the commissioners and Chris Brewster with Gould Evans to the working session.

Mr. Brewster stated that Gould Evans had finished their analysis of the Zoning Code Update project. They are now launching into the “public engagement” phase. Brewster stated that normally whenever his team does public engagements or open house events, they either receive very detailed input or minimal input. Gould Evans will take the bigger picture items and policies found in the Parkville’s plans and better link them to Parkville’s Municipal Codes.

Mr. Brewster commented that tonight’s regular meeting dealt with civic and streetscape design topics and stated that the new issue papers presented tonight addressed both aspects. The papers were not real in-depth analyses, but more similar to quick summaries for the average person to read and understand. Gould Evans had finalized the first three issue papers presented at the last Planning Commission Working Session; he explained that the “Civic and Open Space Design” issue paper addressed open

space which was discussed during the regular Planning and Zoning Commission meeting held earlier in the evening.

Brewster stated that the 1<sup>st</sup> Public Open House would be an opportunity to show the missing links between Parkville's plans and its Zoning Code to the public. He referenced an application presented during the regular Planning Commission meeting earlier in the evening; how it dealt with a "trail alternative" being approved to meet the intent of a sidewalk. Mr. Brewster stated that Parkville's updated Zoning Code will need to address issues like those and determine whether or not they need to be approved by the Planning Commission.

Chris Brewster also explored common questions asked including, "Is it public or common area?" which is a typical question asked by the Planning Commission. Mr. Brewster stated this question might not be addressed within the Code itself, but he could analyze the current codes to see, if anywhere, where it's currently addressed. Brewster also stated that considerations needed to be made for all streets, whether public or private. All streets may not always be public streets, but having street types for both the public and private sector would be helpful.

Mr. Brewster explained that exhibits would be prepared for all five issue paper topics during the Public Open House on Monday, May 23<sup>rd</sup>. He explained they are intended to be more high-level discussions for open house attendees. Commissioner Verhoeven asked how staff is promoting / advertising the Open House. Community Development Director Lachky stated that staff had published notice in the Landmark newspaper as well as posting the notice on the City webpage and social media.

Vice Chairman Katerndahl asked when the five issue papers would be available. Mr. Brewster stated that the first three are available and the second set of two would be made available sometime later in the upcoming week. Commissioner Delich asked if Community Director Lachky would provide the Commission the finalized issue papers via e-mail when they're ready.

### 3. **ADJOURN**

The Special Workshop was adjourned at 7:34 p.m.

Submitted by:

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

5-12-2016  
Date