

PLANNING AND ZONING COMMISSION

MINUTES OF MEETING

February 16, 2016

5:53 p.m.

Item 1. Roll Call

PRESENT: Bob Gerdes, Mark Seneker, Jake Simmons, and Sandy Barnes.

STAFF PRESENT: Larry Murry, Building Official; Shannon McGuire, Planning and Zoning; and Jaime Blackburn, Secretary.

ABSENT: David Ishmael, Stephany Hughes and Kenny Manley.

VISITORS: None.

Item 2. Approval of Minutes – December 15, 2015

We did not approve minutes.

Item 3. Discussion items

- **Commercial design standards**
- **Landscaping standards**
- **Carport design standards**

Shannon McGuire, Planning and Zoning Director, stated he wanted to get everyone together to get a direction on where Planning and Zoning Commission would like to go with design standards on landscaping, commercial building and carport designs. He stated this board is a citizen appointed board and we wanted their guidance. He wanted to focus on the design guidelines and he broke it down into three different categories. Shannon passed out the dos and don'ts the city would like to see on carports. Metal carports are not very attractive or appealing. Shannon did a quick Google search and slapped together an ordinance to give the commission for guidance. Larry Murry and Shannon went out around town and took pictures of the good and the bad carports.

Commissioner Simmons also did his own research.

Shannon added the city would like to add "like materials" to the main structure. This will help get rid of metal carports and other carports that are not very attractive and not have carports that are taller than the main structure.

Commissioner Simmons discussed whenever he identifies an area that has a formula for success, he likes to do his homework. He presented the City of Kearney's codes he had printed out to study. He discussed some of Kearney's codes/guidelines for garages with the commission. He thinks we should find a community that has success and implement that into our own codes/guidelines. Shannon said we have guidelines of our city codes online as well. Simmons went on discussing Kearney's landscaping guidelines and how we can look at their plan and implement our own.

Shannon did point out there are a lot of inconsistencies in our city codes.

Commissioner Gerdes wondered what Shannon was thinking on size of carports. Shannon stated if they are attached to the main structure only need setbacks and you will only have so much side/rear yard you can put it in.

Commissioner Simmons does not want to keep going back to Kearney but in their ordinance they will only permit detached garage/carport located 10 ft from the principle structure unless it is approved by the building official. Then it goes into must follow the conformity of the home. So if you do a detached carport then it must be like finished product of your home. He states if we start making rules that conflict against a local market that we compete with in sales, we start drawing red lines for Excelsior developers, builders and different things. Our reputation right now is to pass us by. He has multiple businesses, restaurants, developers and builders that say our reputation in their mouth is nasty and not good. For the last 10-15 years there has not been a lot of building or development in Excelsior.

Larry Murry said we've actually seen a decline in the last 5-7 years.

Commissioner Simmons said look at Kearney there is going to be a time when they become larger than we are. He also brought up the question of why developers hit a road block when they come to Excelsior. We need to figure out what this road block is and it would be worth sitting down with these developers and asking what road blocks they found when dealing with Excelsior and why they did not bring their business here. At the end of the day if we do not answer the why then we're all spinning our wheels doing absolutely nothing. Shannon asked why developers got a bad taste in their mouths. Simmons stated there is blind guidance. They get rules and regulations, dos and don'ts but then when they go through the process they are having a difficult time with approval, planning, and wonders how we structure our process in comparison to other experiences. This is the biggest thing. All experiences aren't the same in every community we know that. Commissioner Seneker stated someone should try to go build in Honolulu or New York City. Simmons said exactly but the whole point is they are used to something let's try to identify their frustrations or what issues are occurring and how we can help them instead of saying no. He thinks more businesses would work with us in the sense that we show them compassion, that we are passionate about our community. That we do want to see Excelsior flourish and have economic development. We want builders here and we want people but the only way to do that is to show we care, have concern and drive to put together information or literature for them to follow. It was so simple for Simmons to find out what he needed to do in Kearney. It took two clicks and he had all he needed. On our website it takes longer to find what you are looking for. We are a digital world. There are so many businesses that do not come in to talk to anyone. They do all their research online. Guess what? They don't get it then they will move on.

Chairman Gerdes asked Shannon what else he had on the agenda besides carports.

Shannon stated landscaping and commercial design standards. He wanted the commissioner's thoughts. Commissioner Barnes thinks there should be standards on landscaping. It is pretty bland coming through Excelsior Springs. Chairman Gerdes wondered what we currently have. Shannon stated nothing really, a little parking and loading regulations. He discussed what other cities used. Larry stated a lot of cities require you to tell what size of shrub you are planting. Commissioner Barnes wondered if there are requirements for them to replace plants if they die. Shannon went through our city development plan and currently we approve it and they build it and that's the end. Other communities go as far as any alterations you make to development plan in the future you either have to resubmit a new development plan or continue to conform to that development. Some even go as far as changing a paint color on a building or you take a tree out. So this is a standard that we need to decide how far we take it. This is something for you to think about. Commissioner Seneker said he does not think we should lose the positive side of Excelsior Springs. He moved here from Johnson County

ultimately because of the school and here he doesn't have to live in that ruckus of traffic. He does not want us to lose track that this is a community and not a truck stop. To him that is what Kearney is and we aren't here to just grow businesses. Shannon said we could have all these requirements but it can also be a hindrance to development. An example, he just bought a house in Kearney, he moved from Overland Park. The same house in Overland Park would cost \$150,000.00 more because of the requirements. Commissioner Simmons said the supply and demand is going to be much different than it is here in Excelsior. Shannon goes on to say we will just have to find an equilibrium or happy medium ground with minimum standards but not make them so strict that no one wants to come in. Commissioner Barnes said she lives here because it is a small town and there is charm here. She would not want to live next to metal carports. Chairman Gerdes pointed out that there is nothing we can do to existing carports. Simmons said until it changes hands.

They discussed the fact that council is all for the Commission making requirements for minimum standards.

Also discussed the new fiber coming to town and how it will set us apart from other small towns around the area. As well as a development opportunity. Per Larry Murry we lost businesses due to not having fast internet.

Chairman Gerdes stated that he thinks Shannon has an idea of where we all want to go and next time we meet, let's go into other areas.

Item 4. COMMENTS FROM VISITORS

No Comments.

Item 5. COMMENTS FROM COMMISSIONERS

Shannon brought up asking to get training for the P & Z Commissioners. The Commission all agreed that this would help them better understand their responsibilities. Chairman Gerdes added that he would like to see the commission meet regularly each month.

Item 6. ADJOURN

Meeting was adjourned at 7:03 p.m.

The next regular meeting of the Commission is scheduled for March 15, 2016 at 6 p.m. at the Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers.

Minutes prepared by Jaime Blackburn, Secretary of Planning & Zoning Commission.

PLANNING AND ZONING COMMISSION

MINUTES OF MEETING

March 15, 2016

6:00 p.m.

Item 1. Roll Call

PRESENT: Bob Gerdes, Stephany Hughes, Mark Seneker, David Ishmael, and Jake Simmons.

STAFF PRESENT: Shannon McGuire, Planning and Zoning Director, Larry Murry, Building Official and Jaime Blackburn, secretary.

ABSENT: Kenny Manley and Sandy Barnes.

VISITORS: None.

Item 2. Approval of Minutes – December 15, 2015 and February 16, 2016

Commissioner Ishmael made a motion to approve the minutes from December 15, 2015. Commissioner Hughes seconded. Motion carried.

Commissioner Hughes stated minutes from February 15, 2016 did not have her present or absent at the meeting and asked if we please added her absent.

Commissioner Seneker made a motion to approve amended February 16, 2016 minutes. Commissioner Simmons seconded. Motion carried.

Item 3. Discussion items- Training opportunities/dates and Code updates- UDO overhaul vs. individual chapter/section updates:

Shannon got approval from the City Manager to get some training in place for the Planning and Zoning Commission. The Commission came up with the days and times that will work best for them. Shannon is going to email the times out to everyone to make sure they work for commissioners that were absent tonight. He stated it would probably be 2-two hour trainings. Everyone thought Tuesday and Thursday evenings work best after 6pm.

Last meeting we talked about making some updates to the code with regards to development, design standards, commercial, landscaping designs and particularly carports. Larry and Shannon discussed options and also had a goal setting meeting with council. The issue keeps arising is do we piece mill which is taking individual chapters and sections and updating individually or we go in and do a complete overhaul at once. Another option was suggested by attorney called UDO which consolidates everything into one section. We are wanting your guidance/input on what you think we should do. Commissioner Ishmael said anything we can do to streamline the process and makes it more uniform, more efficient he thinks it would be a benefit. He wondered what the benefit of not doing a complete overhaul be. Larry said money. Shannon said also a complete overhaul is a 6-12 month process. Piece-mill would only take a month. We would have to approach the council with the direction P & Z wants to go. Councilwoman Powell said the council would like to see a basic sheet for developer.

Something you can hand them one sheet on what they need. The basics to move forward with economic development checklist.

Item 4. COMMENTS FROM VISITORS

No Comments.

Item 5. COMMENTS FROM COMMISSIONERS

Discussion on working with developers and not running them off. Also discussed getting ahead of New Dawn Fiber and being ready for the growth. We are going to be the only rural town with high speed fiber. This will help home-based businesses and local businesses. Shannon brought up that next month New Dawn Fiber will be coming in with a Special Use for P & Z. They are wanting to add satellite dishes on St. Joseph Ave.

Chairman Gerdes would like to have a cost at the next meeting for an outside firm to update codes.

Commissioner Simmons asked who manages our website. Larry said Morgan site. Simmons said we need to simplify our clicks on the website.

Item 6. ADJOURN

Meeting was adjourned at 6:44 p.m.

The next regular meeting of the Commission is scheduled for April 19, 2016 at 6 p.m. at the Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers.

Minutes prepared by Jaime Blackburn, Secretary of Planning & Zoning Commission.

PLANNING AND ZONING COMMISSION

MINUTES OF MEETING

April 19, 2016

5:59 p.m.

Item 1. Roll Call

PRESENT: Bob Gerdes, Mark Seneker, David Ishmael, Kenny Manley and Sandy Barnes.

STAFF PRESENT: Shannon McGuire, Planning and Zoning Director, Sharon Powell, Council liaison, Larry Murry, Building Official and Jaime Blackburn, secretary.

ABSENT: Jake Simmons and Stephany Hughes.

VISITORS: Kennis Mann and Don Taber.

Item 2. Approval of Minutes – March 15, 2016

Commissioner Ishmael approved minutes from March 15, 2016 and Commissioner Seneker seconded. Motion carried.

Item 3. SUP- Kennis Mann, d.b.a. New Dawn Fiber requests a Special Use Permit to install satellite dishes for IPTV system at 529 St. Joseph Ave

Shannon McGuire, Planning and Zoning Director, presented proposed special use application for the installation of satellite dishes for IPTV system at 529 St. Joseph Ave. Property owners within 185 feet of property. Only two property owners contacted asking what this was for and were okay with it.

Staff recommends that the Planning and Zoning Commission approve the application for a Special Use Permit and recommend approval by the City Council with the condition the applicant install a solid 8 ft. fence to aid in screening the satellites from the neighboring residential properties.

Chairman Gerdes asked to see the property on google maps on the overhead projector. He asked the applicant if any of the satellites would be visible. Mr. Mann stated that from a distance you might be able to see a portion of the top. The dishes will be on the concrete that is already there and will be in a fixed position permanently.

Commissioner Seneker wondered what the satellites were for and Mr. Mann gave him incite of his company and what their plans are for the community.

Kennis Mann was present to answering any questions the commissioners or visitors had. Commissioner Barnes asked what type of fence he will be installing. Mr. Mann stated he was going to go with a chain-link fence with inserts for screening. Shannon stated he did not specify specifically what type of fence but did not want to see a chain-link fence with inserts as it is highly perforated and would not give a complete screening, which is why he suggested a solid screening. Mr. Mann stated he is open to any suggestions.

Don Taber from 519 S Kansas City Ave was a neighbor that wanted to state his opinion on the satellite installation. He stated that this would be his site line. The Commission asked Shannon to use google map to show the gentleman's view from his porch. The homeowner had a real problem with a chain-link fence with slats like you would see at any salvage yard. He thought a shadow box or wood fence of some sort might make it a little more appeasable. We are still going to see the dishes. He wondered how many are being installed, what was the timeframe and if they need to knock down any of the trees to get the dishes installed. The homeowner wanted to know more and what it was going to do to his property value. Mr. Mann stated the trees did not interfere with installing the dishes, if you would like to have a wood fence then he will build it. Shannon stated the Commission can put that type of stipulation on the fence if they want it built a certain way. The neighbor wondered how soon Mr. Mann would be offering services. Mr. Mann stated different parts of town will start at different stages. After Council approves, then we will start installing and phone and internet will be starting in June and TV will lag some but hoping by July to be up and running packages.

Commissioner Ishmael approves satellites with the recommendation of shadowbox styled, 8 foot tall wood fencing. Commissioner Manley seconded. Motion carried.

Item 4. Discussion items- Training opportunities update and Code updates

Shannon has set up training for June 16, 2016 at 4pm at Fire Station. The video is two hours long. He will send you all an email and calendar update for training.

He said after discussing at the last meeting a code overhaul versus an individual chapter, section updates he talked with City Manager and he believes a code overhaul is the best way to go. You all had questions of timeline and costs for the project. We fell into a perfect timing on this one. At this time we are in the process of updating our comprehensive plan. He did not have any costs for this project. This will be something that will be budgeted. He thinks the timeframe will be up to one year. We will us a company that will come in and customize for our city's needs and wants.

Item 5. COMMENTS FROM VISITORS

No comments.

Item 6. COMMENTS FROM COMMISSIONERS

No comments.

Item 7. ADJOURN

Meeting was adjourned at 6:32 p.m.

The next regular meeting of the Commission is scheduled for May 17, 2016 at 6 p.m. at the Hall of Waters, 201 East Broadway, Excel-sior Springs, Missouri, in the Council Chambers.

Minutes prepared by Jaime Blackburn, Secretary of Planning & Zoning Commission.

PLANNING AND ZONING COMMISSION

MINUTES OF MEETING

May 17, 2016

6:00 p.m.

Item 1. Roll Call

PRESENT: Bob Gerdes, Mark Seneker, Jake Simmons, Pat Slusher and Sandy Barnes.

STAFF PRESENT: Shannon McGuire, Planning and Zoning Director, Larry Murry, Building Official and Jaime Blackburn, secretary.

ABSENT: Kenny Manley.

VISITORS: No visitors.

Item 2. Approval of Minutes – April 19, 2016

Commissioner Seneker approved minutes from April 19, 2016 and Commissioner Barnes seconded. Motion carried.

Item 3. Introduction of new board member- Pat Slusher

Chairman Gerdes introduced Pat Slusher to the Commission.

Item 4. Discussion items- Training- Zoning introduction PowerPoint, Reminder- Intro to the Planning Commission: Part One video at Fire Training room, June 16, 2016 at 4pm.

Shannon gave a PowerPoint presentation on Introduction to Zoning to the Commission. This discussed the historic overview of zoning, segregation of uses, development standards, non-conformities, evaluation criteria, procedures, definitions, zoning map, incompatible uses and any questions the commission might have about zoning.

Item 5. COMMENTS FROM VISITORS

No comments.

Item 6. COMMENTS FROM COMMISSIONERS

Commissioner Simmons asked Shannon where he thought we needed to implement some of our biggest changes. He knows we have discussed an overhaul but for the intermediate moment what do you see. Shannon stated we need to overhaul the entire thing like we've talked about consolidate it so it is user friendly and more readable. Chairman Gerdes wondered when we would put it out for bid. Shannon said that was a question for Dave Haugland. This is one of our goals from a goal setting session with city council and department heads.

Chairman Gerdes asked if there was a stipulation if you miss a certain amount of meetings in a row

that you are asked to resign from the commission. Shannon said he will look in the ordinance to see if it is in there specifically or not. To his knowledge he does not know for sure. Chairman Gerdes was wondering if you miss meeting after meeting without an excuse, he thinks we need to talk to them and see if they really intend on serving.

Gerdes also wondered about the New Dawn Fiber's chain-link fencing. Shannon explained to him that the commission approved a wood shadowbox fence and that is what is being installed.

Item 7. ADJOURN

Meeting was adjourned at 6:34 p.m.

The next regular meeting of the Commission is scheduled for June 21, 2016 at 6 p.m. at the Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers.

Minutes prepared by Jaime Blackburn, Secretary of Planning & Zoning Commission.

PLANNING AND ZONING COMMISSION

MINUTES OF SPECIAL MEETING

June 28, 2016

6:00 p.m.

Item 1. Roll Call

PRESENT: Sandy Barnes, David Ishmael, Ken Manley, Mark Seneker, and Pat Slusher.

STAFF PRESENT: Shannon McGuire, Planning and Zoning Director, Larry Murry, Director of Codes Administration, Sharon Powell, Mayor Pro-Tem, and Shannon Stroud, Secretary.

ABSENT: Bob Gerdes and Jake Simmons.

VISITORS: No visitors.

Item 2. Approval of Minutes – May 17, 2016

Commissioner Barnes motioned to approve minutes from May 17, 2016 and Commissioner Manley seconded. Motion carried.

Item 3. Case No. PP-16-001 & FP-16-001 – Preliminary & Final Plat Application, Gary and Kim Sanson

Shannon McGuire, Planning and Zoning Administrator briefed the commission. The Preliminary and Final Plat application is for the property located at 1232 Milwaukee Street and the adjacent vacant property. The applicants would like to “square up” the lot that the existing home sits on and make two 100’ x 100’ lots for future residential homes along Milwaukee Street. The remaining vacant property would be donated to the city for future park use. Staff consulted other city departments and determined the current zoning district is appropriate for the use, there would be no adverse impact to the surrounding properties, and it would not violate any city ordinances. Letters were sent to property owners within 200 feet and a legal notice was published. Only one concern was voiced, by the property owner that borders the southwest corner of the property; adding an impervious surface might cause additional storm water runoff onto his property. His concerns were eliminated when it was explained that the proposed new lots and future park will be on the opposite side of his property. Staff warrants recommendation by the Planning & Zoning Commission, and upon approval, will make the request to City Council on July 5, 2016.

Item 4. Discussion items- Training- Intro to the Planning Commission: Part One video at Fire Training room, June 16, 2016 at 4pm.

Shannon McGuire requested feedback of the PowerPoint presentation on the Introduction to the Planning Commission: Part One Video. Commission Members thought it was a lot of information introduced in a very short time frame and it pertained to very large cities. Commissioners would like to see it broken down into individualized sessions and asked for a training that pertains to a city of our size. Commissioners reminded McGuire to send the PowerPoint out to all members. McGuire will also look for additional training pertaining to the Commissioners requests.

Item 5. COMMENTS FROM VISITORS

No comments.

Item 6. COMMENTS FROM COMMISSIONERS

No comments.

Item 7. ADJOURN

Meeting adjourned at 6:19 p.m.

The next regular meeting of the Commission is scheduled for July 19, 2016 at 6 p.m. at the Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers.

Minutes prepared by Shannon Stroud, Secretary of Planning & Zoning Commission.

PLANNING AND ZONING COMMISSION

MINUTES OF MEETING

August 16, 2016

6:01 p.m.

Item 1. Roll Call

PRESENT: Bob Gerdes, Pat Slusher, and David Ishmael.

STAFF PRESENT: Shannon McGuire, Planning and Zoning Director, Larry Murry, Building Official Sharon Powell, Mayor Pro Tem and Jaime Blackburn, secretary.

ABSENT: Mark Seneker, Kenny Manley, Jake Simmons, and Sandy Barnes.

VISITORS: Sonya Morgan

Item 2. Approval of Minutes – June 28, 2016

No quorum present.

Item 3. Presentation of Community of All Ages

Sharon Powell gave a presentation about Community of All Ages to the Commission. She discussed what it meant for Excelsior Springs. The City Council is committed to become intentional in the city's approach and response to the anticipated increase of older adults. They also recognize the millennial generation, which outnumbers the Baby Boomers by several million, will also age. Fortunately, baby boomers and millennials share similar preferences such as housing, transportation, and walkable neighborhoods/cities. This means Excelsior Springs is preparing our city not only for boomers as they age, but as a city that our millennial residents may choose to remain throughout their lifespan.

Sharon stated they are planning on giving this presentation to several clubs and organizations in the month of September. They want to get the word out on making this a community that everyone of all ages are getting something out of their community.

Discussed a survey that will be going out in the near future to help with finding the needs of all ages in the community.

Item 4. Discussion-Master Plan/Zoning Code Update RFQ

Shannon McGuire asked the commission if they had time to take a look at the RFQ for the Master Plan/Zoning Code update. It went live and he stated he has had several calls on it and he thinks we will get some good responses.

Item 5. COMMENTS FROM VISITORS

No comments.

Item 6. COMMENTS FROM COMMISSIONERS

No comments.

Item 7. ADJOURN

Meeting was adjourned at 6:32 p.m.

The next regular meeting of the Commission is scheduled for September 20, 2016 at 6 p.m. at the Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers.

Minutes prepared by Jaime Blackburn, Secretary of Planning & Zoning Commission.

PLANNING AND ZONING COMMISSION

MINUTES OF MEETING

September 20, 2016

5:59 p.m.

Item 1. Roll Call

PRESENT: Pat Slusher, Bob Gerdes, Kenny Manley, David Ishmael, Jake Simmons and Sandy Barnes.

STAFF PRESENT: Larry Murry, Director of Codes Administration, Sharon Powell, Mayor Pro Tem and Jaime Blackburn, secretary.

ABSENT: Mark Seneker.

VISITORS: Chris Kimball, Sonya Morgan, Brad Eales, Ken Hamilton, Adam Horton, Kim Holiday and Greg Nehring.

Item 2. Approval of Minutes – August 16, 2016

Commissioner Ishmael made a motion to approve August 16, 2016 minutes. Commissioner Barnes seconded. Motion carried.

Item 3. Case No. PP-16-002, FP-16-002- Preliminary & Final Plat Application and RZ-16-001 Rezoning Application- Four Corners Development, LLC

Larry Murry read the staff report prepared by Shannon McGuire, Planning and Zoning Administrator. The current zoning for property is C-3, Service Business District. Proposed zoning would be CP-3, Planned Service Business District. Current land use is the property is vacant land.

The applicants are proposing to build a 36-unit multi-family affordable rental community. The development will consist of two-story apartment buildings with a mix of 2BR/2BA and 3BR/2BA units. The developers of this project are seeking funding from the Missouri Housing Development Commission.

Currently the property is zoned C-3 Service Business District. Residential uses are allowed in this Commercial Zoning District subject to conditions. Residential housing for three or more units erected, constructed or reconstructed, are limited to planned districts.

The applicant also requests review of both a preliminary and final plat for the above noted property.

All property owners within 200 feet of the applicant's property were sent a letter concerning this application and a legal notice of public hearing was published in the Excelsior Springs Standard on September 2, 2016. As of today, one comment received by Mike Sanders with MODOT. His comments were that all access to the property must be from the city streets with no direct access onto US 69 Hwy and that no drainage will be added to the highway right of way.

The rezoning request as submitted has been determined by staff to adhere to all applicable City Code regulations and is consistent with the land use of C-3/CP-3 properties. However, current Master Plan has identified this area for future low density residential use.

The preliminary and final plat as submitted have been determined by staff to adhere to all applicable City Code regulations and is consistent with land use for CP-3 zoning and all other land use considerations for development of the City.

Pending recommendation by the Planning and Zoning Commission, this request will go before the City Council on October 17, 2016.

If the Commission has any questions, the applicant is here to answer any further questions.

Chairman Gerdes wanted the applicant to explain what multi-family affordable housing will be for the community.

Adam Horton, Four Corners Development, LLC, said it's an application through Missouri Housing Development Commission for tax credits which allows equity into project and keeps rents low. You do have to be income qualified. He said they did a lot of market research and identified 1400 households in this market area in income range of \$18,000 to \$44,000 per year. This is the targeted income range they are targeting for these apartments. Excelsior Springs is a location in need of affordable housing for families. As part of tax credits from Missouri Housing development Commission we are required to keep rents low and targeted income brackets of 50% of families average income and the rent will be somewhere between \$450 to \$550 per month per unit. There is a 15-year compliance period, so for 15 years we have to keep the project in the program, keep the rent affordable and must meet annual compliance with Missouri Housing Development Commission to inspect every year to review the project and do an inspection to make sure it is maintained, if not, they will lose accreditation for 10 years but it rolls off after 15 years and must be well-maintained. He stated even though it's not zoned multi-family today, you can look around the area and it fits in with what is around the property and makes it an ideal spot for an apartment complex.

Commissioner Simmons wondered what developers plan was at the end of the 15 year period, will it continue to keep the complex in the program.

Adam Horton stated after the 15-year you can take it out of the program or you can leave it in the program. At that point you can reevaluate and can apply for additional tax credits for small renovation for new carpeting, appliances, etc.

Tri-County Mental Health will have four units with this development. They already serve a big part of this community.

Kim Holiday with Four Corners Development, LLC stated all residents must re-qualify every year to maintain the income guidelines and if they graduate out of guidelines, they lose the property. It's a stepping stone in helping people that may be on hard times. The typical resident will stay in the program 3-5 years. The one thing that they know children have to have a stable environment to succeed and those are the kind of things that communities embrace to help young children finish high school so they can be active residents of any society.

Chairman Gerdes asked if senior citizens were eligible for the housing.

Adam said there are no age restrictions. He also stated that the Villas Downtown have 100 households on the waiting list. This is a huge need in this community.

Commissioner Simmons wanted to know if they have developed anything in the surrounding area.

Adam said they just broke ground two months ago on the north side of Richmond, MO.

Commissioner Barnes asked about being tied to Tri-County and are these family units, what kind of residents are they looking for, this is close to a middle school and high school and this is a great concern to her. What type of mental clients are they placing there and are there any perimeters Tri-County is looking at?

Adam Horton said affordable housing and mental health raise red flags. You cannot say you only have certain types of mental illnesses to live in the complex but they have to meet regular compliance and Tri-County has to be involved with those tenants. We are not trying to create problems with Tri-County tenants.

Commissioner Barnes wanted to know if there was a limit on how many can live in one unit.

Mr. Horton said only one family or one individual can live in a unit, if they put more than that then the tenant would lose occupancy.

Commissioner Simmons asked again if it could grow to more than four units at the complex.

Mr. Horton said there will only be four units.

Sharon Powell, Mayor Pro-Tem, wanted to know if the development has done a traffic study. You are adding up to 72 cars on a street that has a brand new community center, a high school and two churches.

Adam Horton said they have not done an official traffic study, but if that's what you would like done then they will do a traffic study.

Commissioner Simmons wondered what the development's time frame for breaking ground.

Mr. Horton stated they are looking at leasing apartments by June-July 2018.

Chairman Gerdes said if P&Z approves this, the commission would like to see a traffic study done before you in front of the City Council.

Commissioner Ishmael stated his comment was only an observation but using existing access to the property with no additional access off of Tiger Drive could compound a parking issue.

Mr. Horton said if the board recommends us getting an additional traffic study for City Council then they will get that done.

Ken Hamilton, owner of the property, spoke to the commission and gave some history on past projects.

Commissioner Slusher asked if the affordable housing was only based on income.

Mr. Horton stated income based only, background checks, income verifications, and proof of who you are.

Commissioner Ishmael approved the rezoning, preliminary and final plats. Commissioner Manley seconded. Motion carried. 5 Ayes and 1 Nay.

Item 4. Discussion-Master Plan/Zoning Code Update RFQ

Deadline for RFQ is September 26, 2016.

Item 5. COMMENTS FROM VISITORS

Chris Kimball was present to tell the commission about his plans to put in a winery/event center at 2001 St. Louis Ave and wanted to introduce himself.

Item 6. COMMENTS FROM COMMISSIONERS

No comments.

Item 7. ADJOURN

Meeting was adjourned at 6:25 p.m.

The next Special meeting of the Commission is scheduled for October 13, 2016 at 6 p.m. at the Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers.

Minutes prepared by Jaime Blackburn, Secretary of Planning & Zoning Commission.

PLANNING AND ZONING COMMISSION

MINUTES OF MEETING

October 13, 2016

6:00 p.m.

Item 1. Roll Call

PRESENT: Pat Slusher, Mark Seneker, Kenny Manley, David Ishmael, Jake Simmons and Sandy Barnes.

STAFF PRESENT: Larry Murry, Director of Codes Administration, and Jaime Blackburn, secretary.

ABSENT: Bob Gerdes

VISITORS: Lyndsey Baxter, DEP; Zack and Chris Baldwin.

Item 2. Approval of Minutes – September 20, 2016

Commissioner Ishmael made a motion to approve September 20, 2016 minutes. Commissioner Simmons seconded. Motion carried.

Item 3. COMMENTS OF VISITORS:

No comments.

Item 4. Case No. SUP-16-002- Special Use Permit to operate a tattoo establishment, 106 E Broadway:

Larry Murry presented Special Use Permit to the commission. The property is zoned C-2. The tattoo parlor will operate 12:00pm-8:00pm.

Staff is recommending the Planning and Zoning Commission approves the application for a Special Use Permit subject to the conditions of State license requirements and ordinance changes.

Zack Baldwin was present to answer any questions from the Commissioners. Commissioners asked why the special use was every two years. This is how all special use permits are handled. Commissioner Manley wanted to know a little background on the applicant. He is from Liberty, Missouri. He has always been into art. In college, he got hooked on drawing and has worked at a tattoo shop in Liberty, Missouri. Now, he is pursuing his dream and opening up his own tattoo shop. He has many family ties to Excelsior Springs.

Commissioner Simmons asked what his vision was for the shop. As of right now, Zack stated he will be doing tattoos by appointment only. He will have most of his artwork on the walls and in portfolios.

Commissioner Barnes had a couple of questions for the applicant. She wondered what his vision was for signage on the store front. He plans to put the shop's name on the window, which is Ink Style Studio. He is into very classy art and he gave pricing to her. He let the commission know that his tattoo shop is not a hangout place and will be very classy.

Commissioner Slusher brought up the new ordinance where it states no minors under the age of 18 can get tattoos without parental consent. Commissioner Slusher asked what his policy on this matter. Zack stated that he does not do any tattoos on anyone under the age of 18 years old.

Commissioner Simmons asked if he planned on expanding his operation. Zack stated if business is good then he will most definitely hire a licensed artist.

Commissioner Barnes asked if he does piercing or branding like it states in the ordinance. Zack does not own piercing equipment and he does not do branding.

Commissioner Seneker asked for a roll call vote. Special Use Permit passed, 6 Ayes and 0 Nays.

Item 5. Discussion-Master Plan/Zoning Code update

The city received nine RFQs for master plan. They have not been opened yet. They are in the City Manager's office.

Item 6. COMMENTS FROM COMMISSIONERS

No comments.

Item 7. ADJOURN

Meeting was adjourned at 6:17 p.m.

The next Special meeting of the Commission is scheduled for November 15, 2016 at 6 p.m. at the Hall of Waters, 201 East Broadway, Excelsior Springs, Missouri, in the Council Chambers.

Minutes prepared by Jaime Blackburn, Secretary of Planning & Zoning Commission.