

PLANNING AND ZONING COMMISSION

MINUTES OF MEETING

January 24, 2017

6:00 p.m.

Item 1. Roll Call

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

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

ABSENT: Sandy Barnes.

VISITORS: No visitors.

Item 2. Approval of Minutes – October 13, 2016

Commissioner Simmons made a motion to approve October 13, 2016 minutes. Commissioner Ishmael seconded. Motion carried.

Item 3. COMMENTS OF VISITORS:

No comments.

Item 4. Discussion: Commission 2017 Goals:

Commissioner Simmons suggested the city take a look at the city website. We need to go through it and make sure it is user friendly. He suggested making all the forms available online and also make it easy for builders or citizens to fill out forms and send them electronically.

Larry Murry stated that the Community Development department is working on getting a software program this year. They have asked for one the last three years and there was not enough in the budget to get one. The program would make it easier to track inspections, schedule and builders/citizen would have access to fill out forms and send them electronically.

Chairman Gerdes asked if the city has discussed selling off any vacant lots and vacant houses acquired at county tax sales. Larry Murry stated there was an ad in the newspaper starting this week with 10 properties for sale. Last year there were 12 properties. We are starting to work on getting all of them back on the tax roll.

Commissioner Manley asked about the different zoning like unified planning the board discussed in the past. Larry Murry stated he is not sure where we are with it and needs to have that conversation with Molly McGovern, City Manager. As of right now he is not sure if the city is changing the Master Plan. It is on the list of items to discuss with the new city manager. Commissioner Simmons also mentioned that Molly brings a lot of knowledge to the city in grant writing and a lot of different assets that she is going to bring to the community. Larry mentioned that a lot of other communities use the

unified development.

Larry stated that we still need to tweak the commercial zoning like building design. Example two metal buildings in Truman Commons on Vintage.

Commissioner Simmons asked what our policy on broken signage, peeling paint on commercial buildings. Larry said this would fall under property maintenance.

Commissioner Simmons asked who was in charge of our entry signs into the community. Larry said city manager and public works. Simmons thinks we need to think about redesigning the entry signs into town would bring the essence that we are looking for in our community.

Larry handed out an ordinance change on recreational vehicles, boats and trailers storage. He asked the commission to review the changes and come back next month with any questions or concerns. Chairman Gerdes wondered how we know an RV has been parked at a residence for more than the allotted time. Larry stated we watch the property. We do not hand out violations after it has been there for a day. If we get a complaint or it has been parked there for several days then we issue a courtesy letter and next a violation.

Larry stated we want to change the carport ordinance and would like to have the commission's feedback on changes. Right now there are no restrictions on carports. We would like to see the ordinance changed to add value to the property. Maybe suggest in residential districts that a detached carport must be designed or constructed with materials, roof pitch and colors compatible to the main structure on the property. Commissioner Ishmael stated even if the eaves on the carport have the same drip line matching the house then that goes a long way with the appearance of a carport. Chairman Gerdes asked Larry if there are certain things the city would like to see in the carport ordinance. Larry said we would like to see carports built to match the main structure on a property. This will look nicer and add value to the home. The City of Kearney has a good ordinance for carports. Commissioner Slusher thinks it's good to have rules but not too strict to where people don't want to build in your community and common sense needs to play a role with the ordinance changes.

Commissioner Simmons mentioned people are wanting to move to rural areas. They can get more for their money here, lower taxes, and great schools. We have a lot to offer.

Item 5. COMMENTS FROM COMMISSIONERS

At the next meeting city staff will have some specific items laid out for the new carport ordinance. Larry asked the commission to read over the changes to recreational vehicles, trailers and boats storage in residential districts and be prepared to vote and send it to council.

Item 7. ADJOURN

Commissioner Simmons made a motion to adjourn. Commissioner Manley seconded. Motion carried. Meeting was adjourned at 6:49 p.m.

The next meeting of the Commission is scheduled for February 21, 2017 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 21, 2017

6:00 p.m.

Item 1. Roll Call

PRESENT: Bob Gerdes, Steve Marriott, David Ishmael and Sandy Barnes.

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

ABSENT: Pat Slusher, Kenny Manley, Jake Simmons, and Sharon Powell, Mayor Pro-Tem.

VISITORS: No visitors.

Item 2. Approval of Minutes – January 24, 2017

There was not a quorum to approve January Minutes. Sandy Barnes and Steve Marriott were not present at January meeting.

Item 3. COMMENTS OF VISITORS:

No comments.

Item 4. ORDINANCE UPDATE: Section 400-Recreational Vehicles and Trailers

Larry Murry read the staff report to the commission stating the recreational vehicles in several code sections are inconsistent or incomplete and make it difficult to enforce the code and for residents to know where they can be stored on the property.

Chairman Gerdes asked if a resident can only have one vehicle per family. So does that mean you can only have one vehicle?

Larry stated the city usually allows both a vehicle and a boat, camper or trailer. If you had three RVs then that could be a problem because you probably would not have enough area to store it all.

Chairman Gerdes then said so providing that both are stored correctly then it's ok.

Larry said yes. If it's behind the building line and property lines. It must be stored on a surface of some kind. We have other ordinances to enforce if you are using it a lot and rutting up your yard and would probably have to put some type of hard surface in but most cases it's parked all year long and only moves 1-2 times per year. We don't want to punish them by making them add a driveway.

Commissioner Barnes asked what if someone has two campers then would they be grandfathered.

Larry said the city looks at it as long as they have the land to store two campers but most do not.

Chairman Gerdes asked what other cities ordinances are on recreational vehicles and asked if we are like other towns.

Larry said yes.

Commissioner Ishmael asked what if someone has a 16ft trailer they use for a business.

Larry said code reads 8ft but we look at it as if its stored properly and none of the neighbors are complaining then we don't say a word to the owner. Only time the city might sticker it is if it's on the street unhooked from the truck for 2, 3 or maybe a week and it's blocking the mailbox or there are complaints. Every circumstance is different.

Commissioner Barnes still wondered how the city notifies the owners.

Larry stated the city has already sent out 50-60 courtesy letters in the past few months notifying them if they are in violation. Then if they do not move the recreational vehicle then they will get a Notice of Violation. The city tries to talk to them in person and if we cannot reach them then we send a courtesy letter out letting them know the city code they are violating, if we get no response then a violation could happen.

Commissioner Marriott said he can speak for Larry that the code enforcement officer are not looking for things to enforce, it's just if they have a complaint on it.

Commissioner Marriott approved the recreational vehicle changes to the ordinance. Commissioner Ishmael seconded. Motion carried.

Item 5. COMMENTS FROM COMMISSIONERS

Commissioner Barnes asked about the carport ordinance they had been working on.

Larry said the commission needs to put together something for City Council work session as a discussion item and then bring it back to P&Z.

Item 7. ADJOURN

Commissioner Simmons made a motion to adjourn. Commissioner Manley seconded. Motion carried. Meeting was adjourned at 6:49 p.m.

The next meeting of the Commission is scheduled for April 18, 2017 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

September 19, 2017

6:00 p.m.

Item 1. Roll Call

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

STAFF PRESENT: Doug Hermes, Planning & Zoning Consultant, Sonya Morgan, councilperson liaison and Jaime Blackburn, secretary.

ABSENT: Steve Marriott

VISITORS: No visitors.

Item 2. Approval of Minutes – January 24, 2017 and March 21, 2017:

Commissioner Manley made a motion to approve January 24, 2017 minutes. Commissioner Simmons seconded. Motion carried.

Commissioner Slusher made a motion to approve March 21, 2017 minutes. Commissioner Barnes seconded. Motion carried.

Item 3. COMMENTS OF VISITORS:

No comments.

Item 4. Case No. PP-17-001, FP-17-001- Preliminary Plat & Final Plat Application for City of Excelsior Springs, Golf Links:

Doug Hermes presented the combined preliminary and final plat application for the City of Excelsior Springs. This is a one lot subdivision around the existing golf course clubhouse site. The purpose is to allow for the demolish of the current golf course building and the construction of the new building. The site is currently served by an eight inch waterline along East Golf Hill Drive. Sanitary sewer service will be provided through appropriate public system extensions associated with a planned, city initiated residential subdivision to the west. Stormwater management will not be impacted as the amount of impervious service will be decreased with the project.

This is a relatively simple and straightforward application. Both the preliminary and final plats appear to satisfy the minimum design standards and improvement requirements of the Subdivision Regulations.

City staff recommends approval of the application.

Commissioner Barnes asked if the rebuild of the clubhouse will be about the same size as the current building. Councilperson Morgan stated it is close to the same footprint as the current building. The cabin that has been protected all these years will also be retained on the infrastructure. Commissioner Barnes asked what the people will do that are visiting the course while it's under construction. Councilperson Morgan stated that they have

moved to the airport temporarily while construction is being done. Visitors will start their games on a different hole. The restaurant will be working out of the airport as well as the clubhouse. Commissioner Simmons stated they already have it moved and are operating out of the airport now. Barnes asked how long the construction will last. Morgan stated they are hoping to have the new facility open by April 2018. They are removing the asbestos material now and will start demo soon.

Commissioner Ishmael asked if the log cabin was historically protected or just desirable to the finished. Councilperson Morgan stated what they are trying to do is to make this a destination restaurant and are going to leave the cabin exposed on all four sides. Right now you can only see the interior of the cabin and looks like all the exterior walls have been well preserved but we will not know until we start the demo. Commissioner Simmons thinks it is an asset to preserve the cabin and stated our golf course is like the third oldest course this side of Mississippi. Morgan thought it could be and at one time we were the only 36-hole course. We could place it on the Historic Register if we decided to and there is a lot of deep history on this site.

Commissioner Simmons made a motion to approve the preliminary and final plat for Golf Links. Commissioner Ishmael seconded. Motion carried.

Item 5. COMMENTS FROM COMMISSIONERS

Doug Hermes, introduced himself to the commission. Doug worked for the City of Liberty for 12 years as Planner/Community Development Director. He is now a consultant for MARC (Mid-America Regional Council) statewide network of all 19 regional councils. He covers the entire state of Missouri dealing with a lot of state and federal programs that are administered at the regional level. In his spare time, he is able to provide services to communities. He has known Molly McGovern for quite some time. He is very happy to be here to help out the community.

Item 7. ADJOURN

Meeting was adjourned at 6:11 p.m.

The next meeting of the Commission is scheduled for October 17, 2017 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.