

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.