



RAYMORE PLANNING AND ZONING COMMISSION AGENDA

Tuesday December 3, 2019 - 7:00 p.m.

City Hall Council Chambers
100 Municipal Circle
Raymore, Missouri 64083

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Personal Appearances - None
5. Consent Agenda
 - a. Approval of Minutes from November 19, 2019 meeting
6. Unfinished Business - None
7. New Business
 - a. Case #19026 - Westgate Final Plat
8. City Council Report
9. Staff Report
10. Public Comment
11. Commission Member Comment
12. Adjournment

Any person requiring special accommodations (i.e. qualified interpreter, large print, hearing assistance) in order to attend this meeting, please notify the City Clerk at (816) 331-0488 no later than forty-eight (48) hours prior to the scheduled commencement of the meeting.

Meeting Procedures

The following rules of conduct apply:

1. Public can only speak during the meeting under the following circumstances:
 - a. The citizen has made a formal request to the Development Services Department to make a personal appearance before the Planning Commission;
or,
 - b. A public hearing has been called by the Chairman and the Chairman has asked if anyone from the public has comments on the application being considered;
or
 - c. A citizen may speak under Public Comment at the end of the meeting.
2. If you wish to speak to the Planning Commission, please proceed to the podium and state your name and address. Spelling of your last name would be appreciated.
3. Please turn off (or place on silent) any pagers or cellular phones.
4. Please no talking on phones or with another person in the audience during the meeting.
5. Please no public displays, such as clapping, cheering, or comments when another person is speaking.
6. While you may not agree with what an individual is saying to the Planning Commission, please treat everyone with courtesy and respect during the meeting.

Every application before the Planning Commission will be reviewed as follows:

1. Chairman will read the case number from the agenda that is to be considered.
2. Applicant will present their request to the Planning Commission.
3. Staff will provide a staff report.
4. If the application requires a public hearing, Chairman will open the hearing and invite anyone to speak on the request.
5. Chairman will close the public hearing.
6. Planning Commission members can discuss the request amongst themselves, ask questions of the applicant or staff, and may respond to a question asked from the public.
7. Planning Commission members will vote on the request.

THE **PLANNING AND ZONING COMMISSION** OF THE CITY OF RAYMORE, MISSOURI, MET IN REGULAR SESSION **TUESDAY, NOVEMBER 19, 2019**, IN THE COUNCIL CHAMBERS OF CITY HALL, 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI WITH THE FOLLOWING COMMISSION MEMBERS PRESENT: CHAIRMAN WILLIAM FAULKNER, KELLY FIZER, JIM PETERMANN, MARIO URQUILLA, MELODIE ARMSTRONG, CALVIN ACKLIN, MATTHEW WIGGINS AND MAYOR KRIS TURNBOW. ABSENT WAS ERIC BOWIE. ALSO PRESENT WERE DEVELOPMENT SERVICES DIRECTOR JIM CADORET, ASSISTANT PUBLIC WORKS DIRECTOR GREG ROKOS, AND CITY ATTORNEY REPRESENTATIVE ZACH ENTERLINE.

1. **Call to Order** – Chairman Faulkner called the meeting to order at 7:00 p.m.
2. **Pledge of Allegiance**
3. **Roll Call** – Roll was taken and Chairman Faulkner declared a quorum present to conduct business.
4. **Personal Appearances** – None
5. **Consent Agenda**
 - a. **Approval of the minutes of the October 15, 2019 meeting.**
 - b. **Case #19011 - Edgewater at Creekmoor Seventh Final Plat**

Motion by Commissioner Urquilla, Seconded by Commissioner Petermann, to approve the consent agenda with the meeting minutes as corrected.

Vote on Motion:

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Armstrong	Aye
Commissioner Bowie	Absent
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

Motion passed 8-0-0.

6. **Unfinished Business - None**
7. **New Business -**

A. Election of Officers

Chairman Faulkner reviewed the three offices of the Commission to be elected.

Motion by Commissioner Urquilla, Seconded by Commissioner Wiggins, to nominate Commissioner Faulkner as Chairman, Commissioner Fizer as Vice-Chairman, and Commissioner Petermann as Secretary.

Vote on Motion:

Chairman Faulkner	Aye
Commissioner Wiggins	Aye

Commissioner Armstrong	Aye
Commissioner Bowie	Absent
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

Motion passed 8-0-0.

B. 2020 Meeting Calendar

Development Services Director Jim Cadoret presented the proposed meeting calendar for the Commission for 2020.

Motion by Commissioner Wiggins, Seconded by Commissioner Urquilla, to approve the 2020 meeting calendar for the Planning and Zoning Commission as presented.

Vote on Motion:

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Armstrong	Aye
Commissioner Bowie	Absent
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

Motion passed 8-0-0

C. Case #19024 - 6th Amendment to the Creekmoor Memorandum of Understanding (public hearing)

Steve Warger, with Renaissance Infrastructure Consulting, representing Cooper Land Development Inc., presented the request.

Mr. Warger indicated the request is to amend the current Preliminary Plan for the Creekmoor Subdivision by removing an area of two-family designation and replacing it with a single-family designation. The area is located along Madison Street in the southeast corner of the subdivision.

Mr. Warger stated the proposal would be smaller sized single-family lots. The idea would be to reduce the price-point of the homes. Cooper Land Development would build the infrastructure. The first phase will have approximately 40 lots.

Commissioner Urquilla asked if the change of land use designation was the idea of Cooper Land Development or Summit Custom Homes.

Mr. Warger stated it was a combination of both. Summit Homes believes there is a demand for this product.

Jim Cadoret presented the staff report.

Mr. Cadoret stated an amendment to the Creekmoor Preliminary Plan and Memorandum of Understanding requires a public hearing and he entered into the record the notice of publication in The Journal newspaper, the Unified Development Code, the Growth Management Plan, the Staff Report and the proposed 6th Amendment to the MOU.

Mr. Cadoret stated there are three specific changes proposed to the MOU. First, the request would modify the Preliminary Development Plan dated 6/2/2006 by removing the two-family dwelling unit land use designation for 17.5 acres located on the west side of Madison Street, south of the maintenance building for Creekmoor, and replacing it with a single-family dwelling unit designation. Second, the amendment would modify the proposed land use summary table for the subdivision. Third, the amendment establishes a new Exhibit H Page 2 in the MOU by providing development standards for single-family dwelling units on Gallery style lots, which is the lot style proposed for the 17.5 acre phase in Creekmoor.

Mr. Cadoret indicated there have been five previous amendments to the Creekmoor MOU, with two amendments removing other multiple and two-family land use areas initially proposed in Creekmoor.

Mr. Cadoret indicated staff has submitted proposed findings of fact for the application and staff recommends the Commission accept the staff proposed findings of fact and forward the request to the City Council with a recommendation for approval.

Chairman Faulkner opened the public hearing at 7:19 p.m.

There were no public comments.

Chairman Faulkner closed the public hearing at 7:19 p.m.

Commissioner Wiggins asked staff if in the future Cooper Land Development could request a change in the land use designation for the remaining areas on the Creekmoor Preliminary Plan designated for two-family units.

Mr. Cadoret said a request could be submitted that would follow the same public hearing review process.

Commissioner Wiggins asked if there was any requirement to include a certain percentage of two-family units.

Mr. Cadoret indicated there is no requirement to maintain any two-family dwelling unit areas.

Commissioner Wiggins asked if the proposed homes were to be sold as owner occupied units similar to other phases of Creekmoor.

Mr. Cadoret stated that is the intent of Cooper Land Development and Summit Homes.

Mr. Warger concurred these would be sold as owner occupied units.

Commissioner Urquilla indicated that with the access road off of Madison Street is changing slightly and asked if that would have any impact on the land use to the south.

Mr. Cadoret stated nothing changes other than the requested land use. The land use to the south is a single-family home on acreage.

Chairman Faulkner asked if the subject area were zoned R-2 would both single-family and two-family homes be permitted.

Mr. Cadoret indicated that R-2 would allow either single or two-family homes.

Chairman Faulkner asked if Cooper Land Development could build single-family homes if they choose to in the subject area.

Mr. Cadoret indicated they could not without amending the Preliminary Plan to designate the area for single-family, which is the basis of the request now before the Commission.

Motion by Commissioner Urquilla, Seconded by Commissioner Wiggins, to accept the staff proposed findings of fact and forward case #19024, 6th Amendment to the Creekmoor Memorandum of Understanding, to the City Council with a recommendation for approval.

Vote on Motion:

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Armstrong	Aye
Commissioner Bowie	Absent
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

Motion passed 8-0-0.

8. City Council Report

Mr. Enterline provided a review of the October 28, 2019 Council meeting.

9. Staff Report

Mr. Cadoret provided an overview of the upcoming cases to be considered by the Commission.

Assistant Public Works Director Greg Rokos provided an update on the status of the installation of a culvert to allow Bristol Drive in the Brookside subdivision to be completed.

10. Public Comment

No public comment.

11. Commission Member Comment

Mayor Turnbow provided an update on activities that have occurred within the community, including the MoDOT proposed improvements along 58 Highway at Prairie Lane and Ward Road.

Commissioner Fizer reminded Commissioners of the Mayor's Tree Lighting event scheduled for Nov. 26.

Commissioners thanked staff for its work.

12. Adjournment

Motion by Commissioner Urquilla, Seconded by Commissioner Wiggins, to adjourn the November 19, 2019 Planning and Zoning Commission meeting.

Vote on Motion:

Chairman Faulkner	Aye
Commissioner Wiggins	Aye
Commissioner Armstrong	Aye
Commissioner Bowie	Absent
Commissioner Acklin	Aye
Commissioner Fizer	Aye
Commissioner Petermann	Aye
Commissioner Urquilla	Aye
Mayor Turnbow	Aye

Motion passed 8-0-0.

The November 19, 2019 meeting adjourned at 7:38 p.m.

Respectfully submitted,

Jim Cadoret

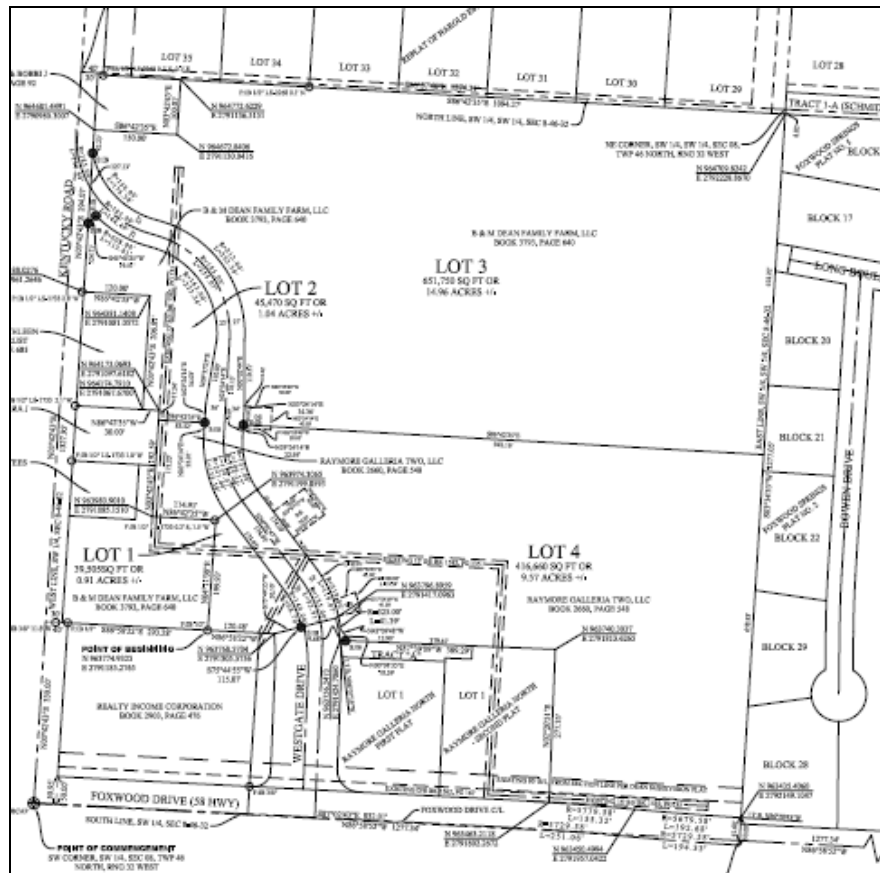


To: Planning and Zoning Commission
From: City Staff
Date: December 3, 2019
Re: Case #19026 - Westgate Final Plat

GENERAL INFORMATION

Applicant: City of Raymore
 100 Municipal Circle
 Raymore, MO 64083

Property Location: North of 58 Highway, East of Kentucky Road

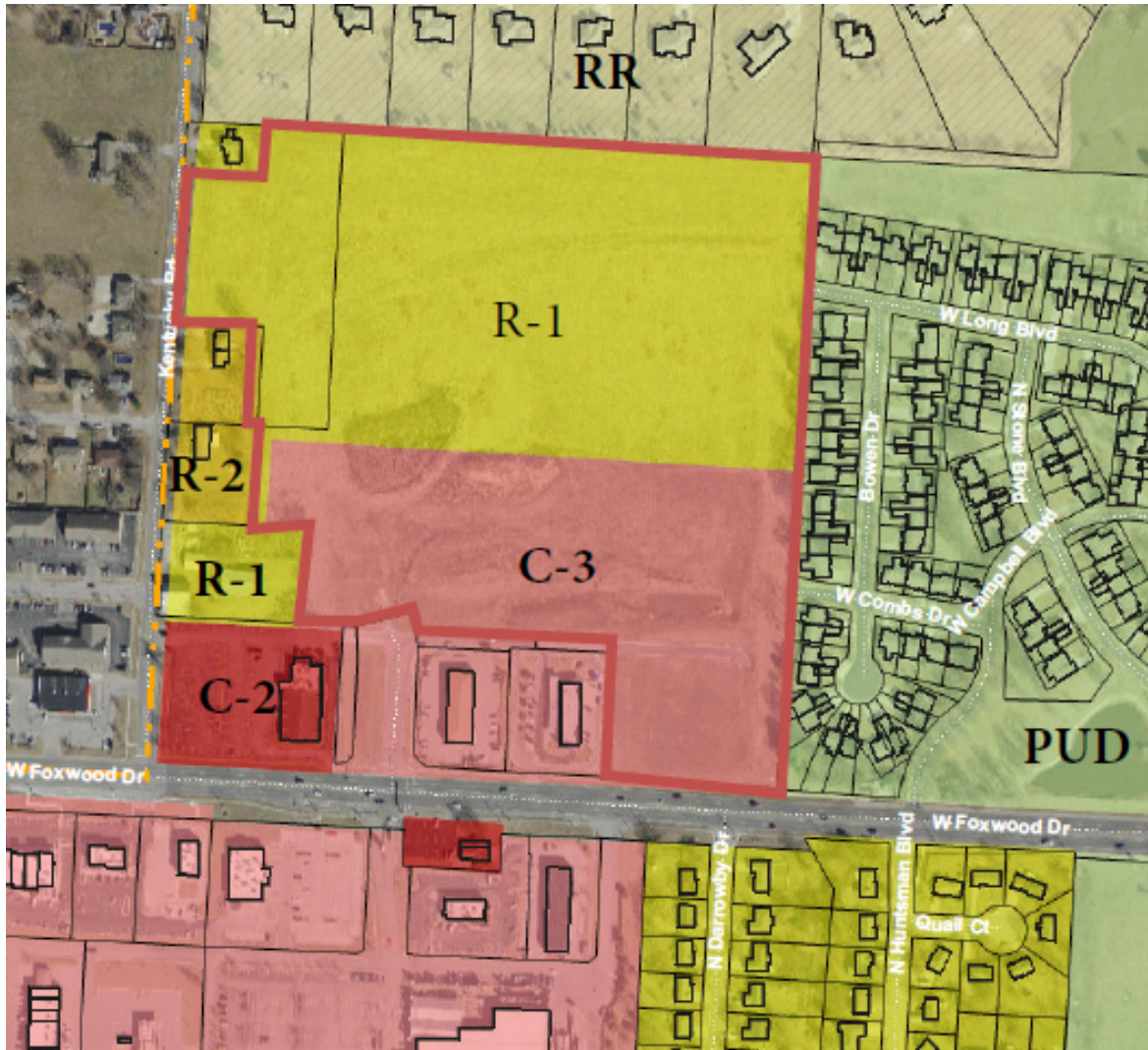


2018 Aerial Photograph:



Existing Zoning:

“C-3” Regional Commercial
“R-1” Single-Family Residential



Existing Surrounding Zoning:

North: “RR” Rural Residential
South: “C-3” Regional Commercial
East: “PUD” Planned Unit Development
West: “R-1” Single-Family Residential
“R-2” Single and Two-Family Residential

Existing Surrounding Uses:

North: Single Family Residential
South: Commercial
East: Multiple-Family Residential
West: Single and Two-Family Residential

Total Tract Size: 27.83 acres

Total Number of Lots: 4 Lots

Growth Management Plan: The Future Land Use Plan Map contained in the Growth Management Plan identifies the southern half of the plat as Commercial and the northern half of the plat as Low-Density Residential.

Major Street Plan: The Major Thoroughfare Plan Map classifies 58 Highway as a Major Arterial and Kentucky Road as a Minor Arterial.

Advertisement: City Ordinance does not require advertisement for Final Plats.

Public Hearing: City Ordinance does not require a public hearing for Final Plats

PROPOSAL

Outline of Requested Action: The applicant seeks to obtain approval for Westgate Final Plat.

City Ordinance Requirements: In order for the applicant to accomplish the aforementioned action they must meet the provisions of the Unified Development Code. Chapter 470 of the Unified Development Code outlines the requirements and actions that need to be taken in order to final plat property, specifically, Section 470.130.

PREVIOUS ACTIONS ON OR NEAR THE PROPERTY

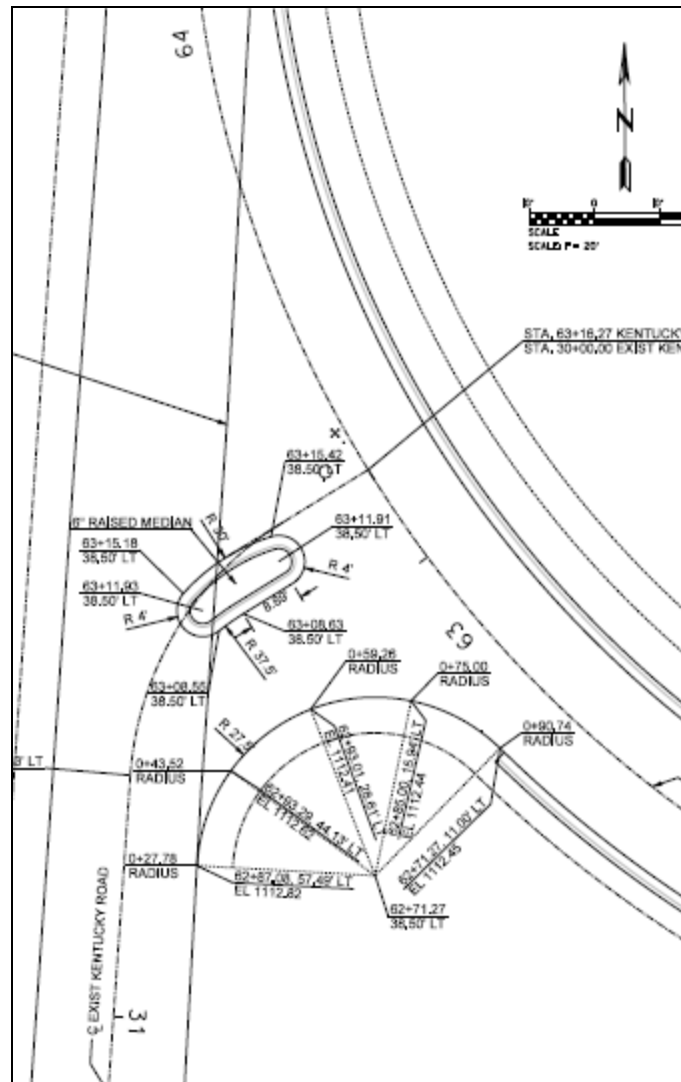
1. The Raymore Galleria North Preliminary Plat was approved by City Council on June 28, 2010.
2. The Raymore Galleria North First Final Plat was approved by City Council on November 8, 2010.
3. The Raymore Galleria North Second Final Plat was approved by City Council on February 12, 2013.

ENGINEERING DIVISION COMMENTS

In its attached memorandum, the Engineering Division indicated the proposed final plat complies with the design standards of the City of Raymore and recommends approval of the final plat.

STAFF COMMENTS

1. The purpose of the final plat is to establish the necessary right-of-way for Westgate Drive. Westgate Drive is a proposed roadway segment that was included as part of the 2016 General Obligation Bond election.
2. The right-of-way, and associated roadway, were designed to have minimal impact on the existing farm pond and existing residential properties to the west.
3. Width of the roadway will transition from twenty-six feet at the north to forty-feet wide at the south where the new road will connect with the existing pavement.
4. Northbound traffic on existing Kentucky Road will be stopped at its intersection with Westgate Drive. A small island will be installed in the existing pavement area to direct northbound traffic on existing Kentucky Road.



5. Southbound traffic on existing Kentucky Road will be able to continue south onto the existing Kentucky Road or travel unstopped onto Westgate Drive.
6. Sidewalk and trail segments along Westgate Drive will be installed at the time adjacent lots are developed..
7. Engineering plans for Westgate Drive have been approved by the Engineering Division.
8. Recording of the final plat will formally dedicate the right-of-way to the City of Raymore.
9. Temporary construction easements, not illustrated on the final plat drawing, will be necessary to construct the roadway.
10. The existing road pavement to the west of Firestone will be widened to allow for a dedicated right-turn lane, dedicated through lane, and a dedicated left-turn lane for southbound traffic.

STAFF PROPOSED FINDINGS OF FACT

Section 470.130 of the Unified Development Code states that the Planning and Zoning Commission will recommend approval and the City Council will approve the final plat if it finds the final plat:

1. **is substantially the same as the approved preliminary plat;**

The final plat is substantially the same as the Preliminary Plat. Westgate Drive is in the general location identified for the roadway on the Transportation Plan.

2. **complies with all conditions, restrictions and requirements of this Code and of all other applicable ordinances and design standards of the City; and;**

The proposed final plat does comply with all conditions, restrictions and requirements of the Unified Development Code and all other applicable ordinances and design standards for the City.

3. **complies with any condition that may have been attached to the approval of the preliminary plat.**

There were no conditions attached to the approval of the Preliminary Plat.

REVIEW OF INFORMATION AND SCHEDULE

<u>Action</u>	<u>Planning Commission</u>	<u>City Council 1st</u>	<u>City Council 2nd</u>
Review	December 3, 2019	December 9, 2019	December 23, 2019

STAFF RECOMMENDATION

Staff recommends that the Planning and Zoning Commission accept the staff proposed findings of fact and forward Case #19026, Westgate Final Plat, to the City Council with a recommendation for approval.

Memorandum

TO: Planning and Zoning Commission
FROM: Greg Rokos, Assistant Director of Public Works - Engineering
DATE: 11/26/19
RE: Final Plat - Westgate Drive Plat

The Public Works and Engineering Department has reviewed the Final Plat application for Westgate Plat.

The plat contains the necessary right-of-way to construct the new Westgate Drive. Westgate Drive will connect the entrance from Lowes to Kentucky Road. The only utility will be the storm drainage. From our review, we have determined that the plat complies with the standards adopted by the City of Raymore.

Staff recommends approval of this application.

MONTHLY REPORT OCTOBER 2019

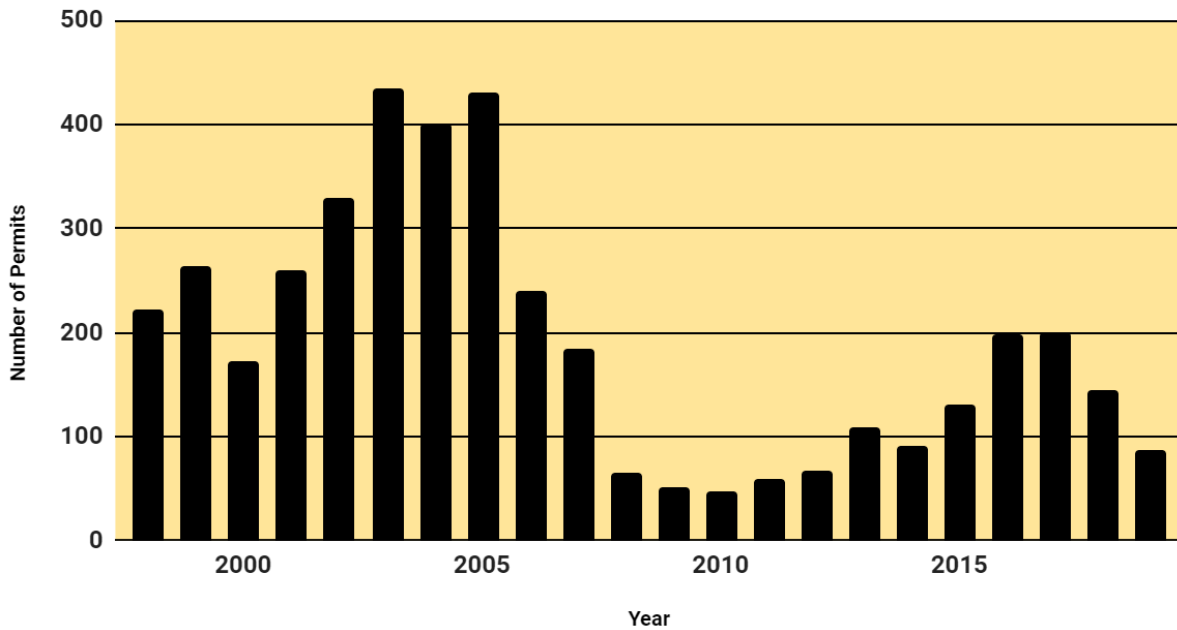
Building Permit Activity

Type of Permit	Oct 2019	2019 YTD	2018 YTD	2018 Total
Detached Single-Family Residential	8	88	135	153
Attached Single-Family Residential	0	26	44	44
Multi-Family Residential	0	0	0	0
Miscellaneous Residential (deck; roof)	62	642	521	604
Commercial - New, Additions, Alterations	0	17	16	17
Sign Permits	6	44	42	63
Inspections	Oct 2019	2019 YTD	2018 YTD	2018 Total
Total # of Inspections	365	3,253	5,120	5,947
Valuation	Oct 2019	2019 YTD	2018 YTD	2018 Total
Total Residential Permit Valuation	\$2,473,300	\$28,467,200	\$37,824,200	\$41,964,900
Total Commercial Permit Valuation	\$0	\$1,801,300	\$5,218,050	\$5,222,550

Additional Building Activity:

- Construction continues on the new self-storage facility at 308 E. Walnut Street.
- A Certificate of Occupancy was issued for the expansion to Benton House of Raymore
- Building Plan review commenced on The Lofts at Fox Ridge apartment community

Single Family Building Permits



Code Enforcement Activity

Code Activity	Oct 2019	2019 YTD	2018 YTD	2018 Total
Code Enforcement Cases Opened	63	566	419	461
<i>Notices Mailed</i>				
-Tall Grass/Weeds	7	135	147	147
- Inoperable Vehicles	19	99	48	54
- Junk/Trash/Debris in Yard	23	130	86	96
- Object placed in right-of-way	0	14	19	26
- Parking of vehicles in front yard	1	12	32	36
- Exterior home maintenance	6	31	29	35
- Other (trash at curb early; signs; etc)	0	2	35	38
Properties mowed by City Contractor	7	71	51	56
Abatement of violations (silt fence repaired; trees removed; stagnant pools emptied; debris removed)	0	8	0	0
Signs in right-of-way removed	62	305	406	473
Violations abated by Code Officer	7	101	54	60

Development Activity

Current Projects

- Conway Place Rezoning and Preliminary Development Plan (currently on hold)
- Foxridge Business Park Final Plat (southwest corner of 58 Hwy & Fox Ridge Drive)
- HyVee Fast & Fresh store site plan
- Edgewater at Creekmoor 7th Final Plat
- The Venue of The Good Ranch (204 attached single-family units on Dean at North Cass Parkway)
- Compass Health Site Plan, east of Sunset Lane, north of 58 Highway (currently on hold)

	As of Oct 31, 2019	As of Oct 31, 2018	As of Oct 31, 2017
Homes currently under construction	146	205	269
Total number of Undeveloped Lots Available (site ready for issuance of a permit for a new home)	349	423	442
Total number of dwelling units in City	8,641	8,447	8.142

Actions of Boards, Commission, and City Council

City Council

October 14, 2019

- Approved on 2nd reading the grant of rights to a City Access Easement for Realty Income Properties (access to the China Star site off relocated Kentucky Road)
- Approved on 1st reading of the vacation of four temporary street right-of-way easements no longer needed in the Cunningham at Creekmoor subdivision.

October 28, 2019

- Approved on 2nd reading of the vacation of four temporary street right-of-way easements no longer needed in the Cunningham at Creekmoor subdivision.
- Reappointed Eric Bowie and Calvin Acklin to the Planning and Zoning Commission
- Approved on 1st reading the rezoning of 3.8 acres located at the southeast corner of Grant Drive and Adams Street from "C-2" General Commercial to "R-3B" Apartment Community District

Planning and Zoning Commission

October 15, 2019

- Recommended approval of the rezoning of 3.8 acres located at the southeast corner of Grant Drive and Adams Street from "C-2" General Commercial to "R-3B" Apartment Community District

Upcoming Meetings – November & December

December 3, 2019 Planning and Zoning Commission

- Westgate Final Plat

December 9, 2019 City Council

- 2nd reading - Rezoning of 136 acres located south of North Cass Parkway, east of Interstate 49, from "BP" Business Park District to "PUD" Planned Unit Development District
- 2nd reading - Chapter 100 request - Raymore Industrial Development
- 2nd reading - Chapter 100 request - The Venue of The Good Ranch
- 2nd reading - Edgewater at Creekmoor Seventh Final Plat
- 1st reading - Fox Ridge Business Park Lot 1 Final Plat
- 1st reading - Westgate Final Plat

December 17, 2019 Planning and Zoning Commission

- Fox Ridge Business Park Lot 1 Final Plat
- HyVee Fast & Fresh store site plan
- Impact Fieldhouse, 500 S. Lincoln Avenue, Conditional Use Permit - Outdoor Recreation (public hearing)
- Compass Health Site Plan

December 23, 2019 City Council

- 2nd reading - Fox Ridge Business Park Lot 1 Final Plat
- 2nd reading - Westgate Final Plat

Department Activities

- Director Jim Cadoret attended the annual conference of the Missouri Economic Development Financing Association in Kansas City.
- Building Official Jon Woerner continued his review of Building construction plans for The Lofts at Fox Ridge apartments.
- Director Jim Cadoret participated in the Raymore-Peculiar School District Facility Planning Committee meeting.
- Associate Planner David Gress participated in the Mid-America Regional Council Solid Waste Management District Board meeting.
- Building Official Jon Woerner met with the Building Code Task Force created to assist in the review of the 2018 International Building Codes for possible adoption by the City.
- Director Jim Cadoret participated in an American Planning Association webinar on "Having a Better Planning Commission Meeting."

- Building Official Jon Woerner attended the Fall 2019 Educational Seminar hosted by the Missouri Association of Code Administrators.
- Building Official Jon Woerner met with the Building Code Task Force created to assist in the review of the 2018 International Building Codes for possible adoption by the City.
- Director Jim Cadoret met with Janet Ady, Ady Advantage, to plan for her Economic Development 101 course she will present at the Nov. 4 joint work session of the City Council, Planning and Zoning Commission, and TIF Commission. The work session is to be held at Centerview beginning at 6:00 p.m.
- Director Jim Cadoret and Economic Development Director David Gress participated in the quarterly Cass County Economic/Community Development Lead meeting of Economic Development Directors.
- Director Jim Cadoret participated in a Fair Housing Accessibility webinar.
- Director Jim Cadoret and Economic Development Director David Gress participated in the monthly meeting of the Cass County Non-Profits.

GIS Activities

- Coordination for update of feature content and base mapping for subscriber services (Jungle Lasers, E911, etc)
- Backup/Administration of geospatial databases (null records in multiple SDE tables)
- QA/QC of operational datasets (Snow routes, street signs, etc)
- Assignment of unique street addresses as required (dwellings, utilities, etc)
- Submission for 2020 Census New Construction Program
- Land/asset information and geospatial data requests (public, consultants, etc)
- Update of cartographic maps as required
- Printer servicing/supplies
- Modification of local & hosted web mapping services as required
- Design of geoprocessing models for managing versioned environment(s)