

THE **PLANNING AND ZONING COMMISSION** OF THE CITY OF RAYMORE, MISSOURI, MET IN REGULAR SESSION **TUESDAY, NOVEMBER 17, 2020**, IN HARRELSON HALL AT CENTERVIEW, 227 MUNICIPAL CIRCLE, RAYMORE, MISSOURI WITH THE FOLLOWING COMMISSION MEMBERS PRESENT: CHAIRMAN WILLIAM FAULKNER, MATTHEW WIGGINS, JEREMY MANSUR, JIM PETERMANN, MARIO URQUILLA, CALVIN ACKLIN, ERIC BOWIE (arrived at 7:20 p.m.) AND MAYOR KRIS TURNBOW. COMMISSIONER KELLY FIZER WAS ABSENT. ALSO PRESENT WAS CITY PLANNER KATIE JARDIEU, DEVELOPMENT SERVICES DIRECTOR JIM CADORET, AND CITY ATTORNEY JONATHAN ZERR.

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 20, 2020 meeting.**

**Motion by Commissioner Urquilla, Seconded by Mayor Turnbow, to approve the consent agenda.**

**Vote on Motion:**

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

**Motion passed 7-0-0.**

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

**a. Election of Officers**

Chairman Faulkner nominated Commissioner Wiggins to be the new chairman of the Commission and Commissioner Fizer to be reelected as Vice Chair and Commissioner Petermann as Secretary. Commissioner Wiggins and Commissioner Petermann accepted the nominations. Katie Jardieu, City Planner, stated that Commissioner Fizer had emailed saying she would accept the nomination if nominated for Vice Chair again. No further discussion or nominations were made.

**Motion by Chairman Faulkner, Seconded by Mayor Turnbow, to approve the new slate of officers.**

**Vote on Motion:**

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

**Motion passed 7-0-0.**

Commissioner Faulkner passed the gavel to the new Chairman to continue the meeting.

**b. 2021 Meeting Calendar**

Ms. Jardieu presented the 2021 meeting calendar. Chairman Wiggins asked if there were any questions or discussion.

**Motion by Commissioner Urquilla, Seconded by Commissioner Petermann, to approve the 2021 Meeting Calendar.**

**Vote on Motion:**

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

**Motion passed 7-0-0.**

**c. Case #20022 - Community America Credit Union - Site Plan**

Ms. Jardieu gave an overview of the staff report, highlighting the easements between this lot and Willowind Square allowing access between the sites. Both easement documents have been recorded with Cass County. Ms. Jardieu also stated that sidewalks will be installed from Foxridge Drive to the front door of the building as well as along Peace Drive. The only trees to be removed are 2 that will allow a curb cut off of Peace Drive for access to the site.

Ms. Jardieu stated that staff recommends the Planning and Zoning Commission accept the staff proposed findings of fact and accept case #20022 - Community America Credit Union - Site Plan with the twelve conditions of approval.

*Commissioner Bowie arrived at 7:20 p.m.*

Andy Meyer, of Gastinger Walker, spoke on behalf of the applicant that the credit union was excited to be here. The ATM component allows guests to utilize both an ATM and speak with a physical person if needed. He also stated they accepted the conditions of approval.

Chairman Wiggins asked if there were any questions or discussion. Commissioner Urquilla asked if the lobby would be open and the number of jobs this branch would create. Mr. Meyer stated the lobby would be open and this branch would create about 5 jobs. Chairman Wiggins then pointed to the landscape plan. He stated that hedge maple trees are not typically the best trees and that the female Kentucky Coffee tree has poisonous pods. Mr. Meyer stated he would work with staff to get the right trees planted as well as a male Kentucky Coffee tree.

**Motion by Commissioner Bowie, Seconded by Mayor Turnbow, to accept staff proposed findings of fact and approve case #20022 Community America Credit Union Site Plan, subject to the twelve conditions of approval recommended by staff.**

**Vote on Motion:**

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

**Motion passed 7-0-1.**

**d. Training**

Mr. Zerr provided training regarding the Sunflower Law, ethics and procedures of the Planning Commission.

**8. City Council Report**

City Attorney Jonathan Zerr provided a review of the Council meeting from October 26th meeting:

- First Reading of North Cass Plaza Preliminary Plat and Final Plat which was approved.
- 11/9 Meeting: the second and final reading of North Cass Plaza Preliminary Plat and Final plat which were approved as well as the 33rd UDC Amendment.

**9. Staff Report**

Ms. Jardieu stated the staff report was in the Commissioners packets. One meeting date to note was that on December 15th the Planning Commission would be presented the new Strategic Plan initiative for their input and feedback.

**10. Public Comment**

No public comment.

## 11. Commission Member Comment

Commissioner Bowie thanked the staff.

Commissioner Acklin thanked the staff and congratulated Chairman Wiggins on his new position.

Commissioner Urquilla thanked Attorney Zerr and staff.

Commissioner Petermann thanked the staff and congratulated Chairman Wiggins on his new position..

Mayor Turnbow thanked the staff and Commissioner Faulkner for his many years of service to the board and congratulated Wiggins on his new position.

Commissioner Faulkner thanked the staff and thanked Chairman Wiggins for stepping up to become the new Chairman of the Planning Commission.

Commissioner Wiggins thanked everyone.

## 12. Adjournment

**Motion by Commissioner Faulkner, Seconded by Commissioner Urquilla, to adjourn the November 17, 2020 Planning and Zoning Commission meeting.**

### Vote on Motion:

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

**Motion passed 8-0-0.**

The December 17, 2020 meeting adjourned at 8:30 p.m.

Respectfully submitted,

Katie Jardieu