

THE **PLANNING AND ZONING COMMISSION** OF THE CITY OF RAYMORE, MISSOURI, MET IN VIRTUAL SESSION **TUESDAY, FEBRUARY 16, 2021**, IN HARRELSON HALL AT CENTERVIEW, 227 MUNICIPAL CIRCLE, RAYMORE, MISSOURI WITH CHAIRMAN MATTHEW WIGGINS, CITY PLANNER KATIE JARDIEU, DEVELOPMENT SERVICES DIRECTOR JIM CADORET, AND PUBLIC WORKS DIRECTOR MIKE KRASS PRESENT. THE FOLLOWING COMMISSIONERS WERE PRESENT VIA ZOOM VIDEO CONFERENCE: WILLIAM FAULKNER, KELLY FIZER, JEREMY MANSUR, TOM ENGERT, JIM PETERMANN, MARIO URQUILLA (ARRIVED AT 7:31PM), AND ERIC BOWIE. MAYOR TURNBOW WAS ABSENT.

1. **Call to Order** – Chairman Wiggins called the meeting to order at 7:00 p.m.
2. **Pledge of Allegiance**
3. **Roll Call** – Roll was taken and Chairman Wiggins declared a quorum present to conduct business.
4. **Personal Appearances** – None
5. **Consent Agenda**
  - a. **Approval of the minutes of the January 5, 2021 meeting.**

**Motion by Commissioner Faulkner, Seconded by Commissioner Mansur, to approve the minutes.**

**Roll Call Vote on Motion:**

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

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

**6. Unfinished Business - None**

**7. New Business -**

- a. **Case #20029 - Alexander Creek Phase 4 - Preliminary Plat (*public hearing*)**

**Chairman Wiggins opened the public hearing at 7:03 p.m.**

Mr. Tyler Sallee with Sallee Homes, Inc., gave an overview of phase 4 expansion of the Alexander Creek Subdivision, proposing 55 lots to the north of Alexander Creek Drive.

City Planner Katie Jardieu gave an overview of the staff report, highlighting that the phase 4 expansion will have the same lot standards as phases 1-3 of Alexander Creek. The current pedestrian trail in the rear of lots 74-82 will be removed due to erosion of the stream bank and proximity to existing homes. In lieu of the trail, a sidewalk connection will be made in the drainage tract between lots 73 and 74. The developer is proposing to construct a shade structure with sidewalk

connections on Tract A. Based upon 55 dwelling units, a total of 2.904 acres of parkland is required to be dedicated. The developer is providing fee-in-lieu of parkland dedication. No signs are approved with this site plan.

**Chairman Wiggins opened the meeting for public comments at 7:14 p.m.**

Brent Davis, 1923 Creekview Ln., president of the HOA in Alexander Creek, had several questions.

Q - What is the size of the pavilion in Tract A, and when will we know? They'd like a pavilion large enough to hold 1/4th of their community population.

*A - Mr. Sallee responded that when the final stage of designs are completed, the tract will be able to be sized and graded. Before finalizing, the plans will be run by the HOA.*

Q - There are three parking spaces off of the main drive coming in, one handicap and two regular. This doesn't give us enough parking space for the pavilion, since not everyone can walk down there. The concern is that firetrucks and ambulances might not be able to make it down the road if cars are parked along the road.

*A - Mr. Sallee responded that on Alexander Creek Drive, there are 3 total spaces, and the thought is that the northwest part of that tract doesn't have any houses facing it, so there could be some additional street parking around there without restricting traffic on Alexander Creek Drive. It should be possible to add one or two more spaces. I'll look at that with the engineers.*

Q - Is the city getting any amenities for community improvements, and would the pavilion be considered public use, or as an amenity the developer would get?

*A - City Planner Katie Jardieu responded that the sidewalks are public, and part of the trail was public, but since it is being removed due to erosion, it is no longer public. Mr. Sallee will be giving a fee-in-lieu instead of donating part of the land to the City of Raymore for public use. Amenities he's providing is the amount of open space he has, and the open space structure. Development Services Director Jim Cadoret confirmed that the pavilion would not be public use, it would be an amenity for the subdivision residents to use.*

Q - Is the pavilion getting electricity and water?

*A - Mr. Sallee responded that yes, the pavilion will have electricity and water.*

**Chairman Wiggins closed the public hearing at 7:20 p.m.**

Commissioner Faulkner stated that there was a discrepancy on page 10 of Staff Report regarding the lots affected by the removal of the pedestrian trail. The report should read that the pedestrian trail will be removed from the rear of lots 74-82, as opposed to the 74-89 stated. Commissioner Faulkner also identified a minor discrepancy in the signature page of the MOU.

Mr. Cadoret indicated that staff noted the changes will be made to the documents before presentation to the City Council.

Commissioner Bowie asked for clarification on the parkland dedication requirement.

Ms. Jardieu indicated that City Code requires parkland to be dedicated as part of new subdivision development. The calculation is based upon the number of dwelling units multiplied by 2.64 (the number of individuals per dwelling unit as calculated by the U.S. Census Bureau for Raymore), multiplied by .02 (20 acres of parkland for every 1,000 residents). The Park Board then determines if

land is to be dedicated or a fee-in-lieu payment is to be made. For this subdivision the Park Board determined that the fee-in-lieu payment is appropriate.

Commissioner Fizer asked for clarification on the cul-de-sac design included on several pages of the preliminary plat plans.

Ms. Jardieu clarified that the City is allowing a modified design due to the impacts that the tear-drop design would have on the depth of the lots. The project engineer worked with Public Works Director Mike Krass on the modified design. The applicant was not asked to revise every page of the plans for the Commission meeting.

**Motion by Commissioner Faulkner, Seconded by Commissioner Mansur, to accept staff proposed findings of fact and recommend approval of case #20029 Alexander Creek Phase 4 Preliminary Plat to the City Council subject to the two conditions recommended by staff, as well as the additional condition that the minor wording changes in the staff report and MOU as discussed by the Commission be corrected and consistent.**

**Roll Call Vote on Motion:**

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

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

Commissioner Urquilla joined the meeting at 7:31pm.

**8. City Council Report**

Mr. Cadoret provided the council with a report of no development applications considered at the February 8th meeting, so no report at this time.

**9. Staff Report**

Ms. Jardieu proposed to cancel the March 2nd meeting. Compass Health building is expected to be finished in the coming weeks. Scooter's Coffee is expected to open in March. Community America Credit Union in the Willowind shopping center has been issued a building permit. On page 10 in the Raymore Review, the Universal Design House is under construction and will be wrapping up soon. We will be back in the Council Chambers in March in person, and the dividers will remain up.

Chairman Wiggins approved the March 2nd meeting cancellation, and confirmed the scheduling of the March 16th meeting back at City Hall.

**10. Public Comment**

No public comment.

## 11. Commission Member Comment

Commissioner Bowie liked the setup of online meetings, thanked staff, and wished everyone stays safe.

Commissioner Engert thanked everyone for the opportunity to be an active member, and thanked the staff.

Commissioner Urquilla apologized for his tardiness, and thanked the staff.

Commissioner Petermann thanked the staff and Mr. Krass.

Commissioner Fizer is looking forward to meeting in person again.

Commissioner Faulkner thanked Chairman Wiggins for managing the online meeting, and thanked the staff.

Commissioner Mansur thanked the staff and welcomed Commissioner Engert.

Chairman Wiggins thanked everyone, and wished everyone stays safe.

Mr. Cadoret introduced everyone to the new administrative assistant, Emily Jordan.

## 12. Adjournment

**Motion by Commissioner Mansur, Seconded by Commissioner Faulkner, to adjourn the February 16, 2021 Planning and Zoning Commission meeting.**

### Roll Call Vote on Motion:

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

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

The February 16, 2021 meeting adjourned at 7:40 p.m.

Respectfully submitted,

Emily Jordan