



City of Grain Valley
Planning & Zoning Commission
Meeting Minutes
Regular Meeting

4/14/2021
Page 1 of 7

ITEM I: CALL TO ORDER

- The Planning & Zoning Commission of the City of Grain Valley, Missouri, met in Regular Session on April 14, 2021 via video conference of the Commissioners because of the social distancing order due to the COVID-19 pandemic.
- The meeting was called to order at 6:33 PM by Chair Craig Shelton.

ITEM II: WELCOME NEW MEMBER: JIM HOFSTETTER

- Chair Shelton welcomed Commissioner Hofstetter to the Commission and asked if he wanted to tell the Commission about himself. Commissioner Hofstetter introduced himself and talked about his family, his love for the Iowa Hawkeyes and how is enjoying retirement from teaching. The Commission members welcomed him.

ITEM III: ROLL CALL

- *Present: Scott Shafer*
- *Present: Jim Hofstetter*
- *Present: Craig Shelton*
- *Present: Debbie Saffell*
- *Present: Justin Tyson*
- *Present: Bob Headley (BOA Liaison)*
- *Absent: Kevin Browning*
- *Absent: Elijah Greene*
- ***There was a quorum.***

ITEM IV: APPROVAL OF MINUTES

- Commissioner Tyson motioned to approve the minutes from the March 10, 2021 regular meeting. Commissioner Shafer second the motion. The Commission approved the minutes by a vote of 5 to 0.

Commissioners Present

Craig Shelton
Jim Hofstetter
Scott Shafer
Justin Tyson
Debbie Saffell
Bob Headley (BOA Liaison)

Commissioners Absent

Elijah Greene
Kevin Browning

Staff Officials Present

Mark Trosen – CD Director
Dick Tuttle, PE – City Engineer



City of Grain Valley
Planning & Zoning Commission
Meeting Minutes
Regular Meeting

4/14/2021
Page 2 of 7

ITEM V: PUBLIC HEARINGS

1. **CREEKSIDE VILLAS-REZONING/PRELIMINARY DEVELOPMENT PLAN**

Jeff Handy is requesting a change of zoning on approximately 3.15 acres from District C-1 (Central Business District) to R-3p (Multi-Family Residential District – Planned Overlay District). The proposed development will consist of 26 multi-family residential units. The development site is generally located west of Sni-A-Bar Parkway on the north side of Sni-A-Bar Blvd. and is legally described as Lots 1 – 8, Creekside Landing, a subdivision in Grain Valley.

- Director Trosen reviewed the Staff Report and commented that when the Preliminary Development Plan is revised to address staff comments 2,3,5,6,7 and 8, then Staff would support and recommend approval of the rezoning and preliminary development plan for the Creekside Villas.
- Commissioner Tyson asked the applicant, Jeff Handy, if he disagreed with any of the comments made by Mark. Mr. Handy responded that he was fine with the comments.
- Commissioner Shafer asked if the adjoining homeowners have been notified. Mr. Trosen responded that that property owners within 185 feet of the proposed development were sent a letter 15 days in advance of the public hearing and that Staff has not had any calls regarding the development.
- Chair Shelton asked if Mr. Handy would like to address the Commission.
- Mr. Handy introduced himself and said that he has been a builder in Grain Valley for about 20 years. He said that Mark has gone through the development and that he is targeting the 55 and plus age group, 2 bedrooms, one bath, one level, brick exterior, maintenance free.
- Mr. Handy said that these would be like the structures along Willow Drive.
- Commissioner Shafer asked are you targeting 55 or will it be 55 and older? Mr. Handy said that he wants 55 and older and that the rent will be around \$1250 per month.
- Commissioner Tyson asked if Mr, Handy would be open to making that official that it would only be 55 and older residents. Mr. Handy said that he would be open to that. Commissioner Tyson asked Director Trosen if that is something the Commission needs to do. Director Trosen stated that the Commission can make that a condition on the approval of the Preliminary Development Plan for the Villas.
- Commissioner Shafer stated that he is concerned about parking on the street. There are currently no signs posted for “No Parking” on either side of the street. There was

Commissioners Present

Craig Shelton
Jim Hofstetter
Scott Shafer
Justin Tyson
Debbie Saffell
Bob Headley (BOA Liaison)

Commissioners Absent

Elijah Greene
Kevin Browning

Staff Officials Present

Mark Trosen – CD Director
Dick Tuttle, PE – City Engineer



City of Grain Valley
Planning & Zoning Commission
Meeting Minutes
Regular Meeting

4/14/2021
Page 3 of 7

discussion regarding the process and about either being proactive or reactive. City Engineer Tuttle explained that a request must be submitted in writing. Once received, this request is reviewed using the Manual on Uniform Traffic Control Devices. If warranted by the manual to be signed, a recommendation is made to the Board of Aldermen which must be approved by Ordinance before the new sign can be installed.

- Chair Shelton asked about item 2 and the name of the road and if we are confident that it is the Blvd. Director Trosen is confident that the City is correct that it is a Blvd.
- Chair Shelton asked Mr. Handy if there will be a master meter or individual water meters. Mr. Handy responded that there will be individual water meters for each unit.
- Commissioner Tyson asked regarding comment 8, is the drawing showing trees or shrubs and is there any problem moving them back. Mr. Handy said that they are showing trees. City Engineer Tuttle said that we do not want trees or shrubs near water lines in case the mains need to be repaired and dug up.
- Commissioner Shafer said that we often hear complaints from neighbors on new development on lighting. Mr. Handy responded that it will be a private drive in the back, and he will put lighting along the buildings and not rely on street lighting. Mr. Handy will be installing lights within the development.
- Commissioner Tyson asked what the plan for screening on the north side adjacent to the existing duplexes. Mr. Handy responded that the City wanted a 6-foot-tall privacy fence that could be wood or vinyl.
- Chair Shelton asked what you own adjacent to this development. Mr. Handy said that he owned the duplexes north and west.
- Commissioner Saffell asked about the trash enclosures and noticed that there were four within the development area. Mr. Handy responded that there are covered front porches and an outside closet and trash company would pick it up there. Mr. Handy said it would not be necessary to have four.
- Commissioner Shafer asked about the number of rental properties versus the number of owner-occupied properties in the community. He said that when he was on the Board, they discussed staying around 22%. He asked Director Trosen to share the information on where the City stands regarding other surrounding communities. Director Trosen provided the information to the Commission.
- Chair Shelton asked if there were any citizens wanting to ask any questions. Seeing none.

Commissioners Present

Craig Shelton
Jim Hofstetter
Scott Shafer
Justin Tyson
Debbie Saffell
Bob Headley (BOA Liaison)

Commissioners Absent

Elijah Greene
Kevin Browning

Staff Officials Present

Mark Trosen – CD Director
Dick Tuttle, PE – City Engineer



City of Grain Valley
Planning & Zoning Commission
Meeting Minutes
Regular Meeting

4/14/2021
Page 4 of 7

- Commissioner Shafer made a motion to close the public hearing. Commissioner Tyson second the motion. The Commission voted 5 to 0 to approve the motion.
2. **CREEKSIDE COMMONS—AMENDMENT TO COMPREHESIVE PLAN FUTURE LAND USE MAP** - Jeff Handy is requesting an amendment to the City’s Comprehensive Plan Future Land Use Map pertaining to a 5.48-acre tract of land that is generally west of Sni-A-Bar Parkway and south of Sni-A-Bar Blvd. The land use map currently illustrates this tract as Recreation/Open Space and the request is to change it to Multi-Family.
- Director Trosen reviewed the Staff Report and stated that the Staff recommends approval to amend the Preferred Land Use Map in the City’s Comprehensive Plan from Open Space/Recreation to Multi-Family.
 - Commissioner Tyson asked if this backed up to the trail system. Director Trosen responded no. The trail master plan shows the trail will be on the south side of the creek and will not be adjacent to this development.
 - Commissioner Tyson asked if Mr. Handy has done any compaction testing since this area is fill. Mr. Handy responded no. He will do that later.
 - Commissioner Tyson asked if the design would be the same as on the other side of the road. Mr. Handy said yes.
 - Commissioner Tyson asked if he was ok with putting a 55 and plus restriction on that. Mr. Handy said yes.
 - Chair Shelton said it is nice to see this development instead of the vacant ground.
 - Chair Shelton asked if any citizens have showed up during the zoom meeting to discuss this amendment. Seeing none.
 - Commissioner Shafer made a motion to close the public hearing. Commissioner Tyson second the motion. The Commission voted 5 to 0 to close the public hearing on the amendment to the Comprehensive Plan Future Land Use Map.
3. **CREEKSIDE COMMONS—REZONING/PRELIMINARY DEVELOPMENT PLAN**
Jeff Handy is requesting a change of zoning on approximately 5.48 acres from District A (Agricultural District) to R-3p (Multi-Family Residential District – Planned Overlay District). The proposed development will consist of 35 multi-family residential units. The

Commissioners Present

Craig Shelton
Jim Hofstetter
Scott Shafer
Justin Tyson
Debbie Saffell
Bob Headley (BOA Liaison)

Commissioners Absent

Elijah Greene
Kevin Browning

Staff Officials Present

Mark Trosen – CD Director
Dick Tuttle, PE – City Engineer



City of Grain Valley
Planning & Zoning Commission
Meeting Minutes
Regular Meeting

4/14/2021
Page 5 of 7

development site is generally located west of Sni-A-Bar Parkway and south of Sni-A-Bar Blvd. and is part of the southeast quarter of Section 33, Township 49, Range 30.

- Director Trosen reviewed the Staff Report and when the Preliminary Development Plan is revised to include comments 1, 2,3,4,5,6,8,9,10 and 11, then Staff would recommend approval of the rezoning and preliminary development plan for the Creekside Commons.
- Commissioner Tyson asked regarding comment 3 what is the setback. Mr. Earl Hacker, applicant's representative, said that the front yard is 25 feet.
- Commissioner Tyson said regarding item 9 what is the width of the sidewalk. City Engineer Tuttle said 5 feet. Mr. Hacker said they did plan the sidewalk into the setback being proposed.
- Commissioner Tyson asked what is behind building 13. Director Trosen responded that it is the wetland area owned by the Habitat-Missouri LLC.
- Chair Shelton asked Mr. Handy what the difference is between a Common and a Villa. Mr. Handy said there were two applications, the structures are the same, building materials are the same.
- Chair Shelton asked on the sidewalk on Willow Drive is not connected to the south. Mr. Handy said he would extend the sidewalks on either side of Willow Drive to connect to new sidewalk with the Creekside Commons.
- Commissioner Tyson asked if there would be a clubhouse. Mr. Handy said no, not at this time.
- Commissioner Shafer made a motion to close the public hearing. Commissioner Hofstetter second the motion. The Commission voted 5 to 0 to close the public hearing on the rezoning and preliminary development plan for the Creekside Commons.

ITEM VI: ACTION ITEMS

1. **CREEKSIDE VILLAS-REZONING/PRELIMINARY DEVELOPMENT PLAN**
Jeff Handy is requesting a change of zoning on approximately 3.15 acres from District C-1 (Central Business District) to R-3p (Multi-Family Residential District – Planned Overlay District). The proposed development will consist of 26 multi-family residential units. The development site is generally located west of Sni-A-Bar Parkway on the north side of Sni-A-Bar Blvd. and is legally described as Lots 1 – 8, Creekside Landing, a subdivision in Grain Valley.

Commissioners Present

Craig Shelton
Jim Hofstetter
Scott Shafer
Justin Tyson
Debbie Saffell
Bob Headley (BOA Liaison)

Commissioners Absent

Elijah Greene
Kevin Browning

Staff Officials Present

Mark Trosen – CD Director
Dick Tuttle, PE – City Engineer



City of Grain Valley
Planning & Zoning Commission
Meeting Minutes
Regular Meeting

4/14/2021
Page 6 of 7

- Commissioner Saffell stated that a condition should be made that deed restriction be added that would require residents to be 55 years of age or older.
 - Commissioner Tyson made a motion to recommend approval on the rezoning and the preliminary development plan for Creekside Villas with Staff recommendation of 2,3,5,6,7 and 8, accept the 25-foot building line setback and add a deed restriction of a 55 and older community. Commissioner Shafer second the motion. The Commission voted 5 to 0 to approve the motion.
2. **CREEKSIDE COMMONS-AMENDMENT TO COMPREHESIVE PLAN FUTURE LAND USE MAP** - Jeff Handy is requesting an amendment to the City's Comprehensive Plan Future Land Use Map pertaining to a 5.48-acre tract of land that is generally west of Sni-A-Bar Parkway and south of Sni-A-Bar Blvd. The land use map currently illustrates this tract as Recreation/Open Space and the request is to change it to Multi-Family.
- Commissioner Shafer made a motion to amend the Comprehensive Plan as requested. Commissioner Saffell second the motion. The Commission voted 5 to 0 to approve the motion.
3. **CREEKSIDE COMMONS-REZONING/PRELIMINARY DEVELOPMENT PLAN**
Jeff Handy is requesting a change of zoning on approximately 5.48 acres from District A (Agricultural District) to R-3p (Multi-Family Residential District – Planned Overlay District). The proposed development will consist of 35 multi-family residential units. The development site is generally located west of Sni-A-Bar Parkway and south of Sni-A-Bar Blvd. and is part of the southeast quarter of Section 33, Township 49, Range 30.
- Commissioner Shafer made a motion to pass it. Commissioner Shafer withdrew his motion.
 - Commissioner Tyson made a motion to recommend approval on the rezoning and the preliminary development plan for Creekside Commons with Staff recommendations on 1,2,3,4,5,6,8,9,10, and 11, accept the 25-foot building line setback, accept the setback for building number 13 and add a deed restriction of a 55 and older community. Commissioner Saffell second the motion. The Commission voted 5 to 0 to approve the motion.

Commissioners Present

Craig Shelton
Jim Hofstetter
Scott Shafer
Justin Tyson
Debbie Saffell
Bob Headley (BOA Liaison)

Commissioners Absent

Elijah Greene
Kevin Browning

Staff Officials Present

Mark Trosen – CD Director
Dick Tuttle, PE – City Engineer



City of Grain Valley
Planning & Zoning Commission
Meeting Minutes
Regular Meeting

4/14/2021
Page 7 of 7

ITEM VII: PREVIOUS BUSINESS

- None

ITEM VIII: NEW BUSINESS

- None

ITEM IX: ADJOURNMENT

- Commissioner Shafer made a motion to adjourn the meeting. Commissioner Tyson second the motion. The Commission approved the motion by a vote of 5 to 0.

-The Regular Meeting Adjourned at 8:06 PM-

Commissioners Present

Craig Shelton
Jim Hofstetter
Scott Shafer
Justin Tyson
Debbie Saffell
Bob Headley (BOA Liaison)

Commissioners Absent

Elijah Greene
Kevin Browning

Staff Officials Present

Mark Trosen – CD Director
Dick Tuttle, PE – City Engineer