



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

8/10/2022
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ITEM I: CALL TO ORDER

- The Planning & Zoning Commission of the City of Grain Valley, Missouri, met in Regular Session on August 10, 2022 in the Council Chambers at City Hall.

- The meeting was called to order at 6:33 PM by Vice Chairman Justin Tyson.

ITEM II: ROLL CALL

- *Present: Jim Hofstetter*
- *Present: Justin Tyson*
- *Present: Craig Shelton (Arrived at 6:40PM)*
- *Present: Debbie Saffell*
- *Present: Scott Shafer*
- *Absent: Elijah Greene*
- *Absent: Kevin Browning*
- *Present: Rick Knox (BOA Liaison)*
- ***There was a quorum.***

ITEM III: PLEDGE OF ALLEGIANCE

ITEM IV: APPROVAL OF MINUTES

- Commissioner Saffell commented in the June 8th minutes that a correction was needed in the Roll Call to show that Alderman Rick Knox was Absent instead of Present at the June 8th meeting.
- Commissioner Hofstetter motioned to approve the amended minutes from the June 8, 2022 regular meeting. Commissioner Shafer second the motion. The Commission approved the minutes as amended by a vote of 4 to 0.

ITEM V: PUBLIC HEARINGS

- **None**

ITEM VI: ACTION ITEMS

Commissioners Present

Craig Shelton
Debbie Saffell
Justin Tyson
Jim Hofstetter
Scott Shafer
Rick Knox BOA Liaison

Commissioners Absent

Kevin Browning
Elijah Greene

Staff Officials Present

Mark Trosen – CD Director
Dick Tuttle – City Engineer
Rich Wood – City Attorney



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- 1. Final Plat Approval – Eagle Ridge Estates 6th Plat – Requesting final plat approval for 40 single family residential lots on approximately 8.93 acres. The plat is located south of Woodbury and east of NW Hilltop Lane and NW Highview Drive.
• Director Trosen presented the Staff Report. Staff recommends approval of the Final Plat.
• Commissioner Shafer made a motion to recommend approval of the final plat to the Board of Aldermen. Commissioner Hofstetter second the motion. The Commission approved the motion by a vote of 4 to 0.

ITEM VII: PREVIOUS BUSINESS

- Chair Shelton arrived at the meeting. The Commission agreed that Planning and Zoning Commission Rules would be tabled until after the new business items are discussed.

ITEM VIII: NEW BUSINESS

- 1. The following items are for Discussion:
a. Review Parking Requirements for Multi-family Residences.
• Director Trosen reviewed the Memorandum to the Commission and the research in comparing the City ordinance to other community regulations. The City’s parking requirements are remarkably similar to other communities and more stringent in many comparisons. Therefore, if any amendment would be necessary, maybe adding a partial space per unit for visitor parking could be a consideration.
• City Engineer Tuttle reviewed the Lofts at Old Town Market Place development based on the number of one bedroom, two bedroom and three bedroom units, our city parking regulations would require 323 spaces. With the City of Lee’s Summit regulations, the development would only have required to provide 315.5 spaces, Blue Springs regulations would require 231 spaces, Overland Park regulations would require 275 spaces and Lenexa would require 308 spaces. In reviewing the Lofts at Creekside Landing, where all 110 units are 2 bedrooms, our city requires 220 spaces, and the developer is providing 255 spaces. Blue Springs, Lee’s Summit, and Lenexa, all would require 220 spaces while Overland Park would only require 198 parking spaces.
• Commissioner Shafer said I don’t see a reason why we change anything. Staff has done the research and we are above other cities in the surrounding area. I think we leave it

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alone.

- Commissioner Saffell said that she likes the visitor parking. If you ever have to go visit an elderly parent and everyone is home, then there is no parking available for visitors.
- Commissioner Tyson said that typically developers exceed the parking requirements. Tyson said we exceed the requirements of other cities especially Lenexa that is experiencing higher density multi-family than we are. We should just leave it alone.
- Director Trosen said that he will report back to Mayor Todd and the Board of Aldermen that the Commission discussed this issue, reviewed other communities' requirements and that the consensus of the Commission was to leave the parking regulations for multi-family the same.
- Attorney Wood stated that it is possible that the Board may ask Staff to proceed with the process to amend the ordinance which would refer it back to the Planning and Zoning Commission for a public hearing and then a formal recommendation to the BOA.

b. Allow only six-foot privacy fence along Collector and Arterial Streets in side and rear yards.

- Director Trosen presented the memorandum and showed photos that illustrated the differences in fences like chain link fences, picket fences and the height of fences between four feet and six feet.
- Commissioner Tyson said that the point of this amendment is to have conformity in the fences along major streets and try and get rid of the chain links as fences are replaced to the same height and privacy fences. Tyson said that we are not requiring people to tear down their fences but that when they are replacing their fence then they would need to comply if this amendment is approved. This does not apply if you repair your fence.
- Commissioner Hofstetter said that he heard that if you stain a fence that you are required to maintain the stain of the fence by city ordinance. Is that true? Director Trosen stated that he is not aware of that requirement.
- Commissioner Saffell asked if there is a concern with the fence boards running either horizontal or vertical and what about the design. Tyson responded that the idea is to have the conformity on the height of the fence.
- Commissioner Shafer asked what the Commissioners thought was to have a public hearing on this issue. There was discussion that the process to amend the ordinance would include a public hearing before the Commission. Staff would do their best to

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inform the public through the City’s social media outlets of the public hearing and the proposed amendment.

- Alderman Knox asked is the intent to have six-foot wood fences along Sni-A-Bar Blvd. and then all the other yards could have chain link fences. Commissioner Tyson responded yes, that would box in the yard along the major street.
- Commissioner Tyson made a motion to proceed with a public hearing at the September 14th meeting on the height and material of a privacy fence along collector and arterial streets. Commissioner Saffell second the motion. The Commission approved the motion by a vote of 5 to 0.

c. Allow Parking in Front of New Buildings South of Harris Street in Downtown Overlay Zone or Transition Overlay Zone.

- Trosen reviewed the proposed amendment to Section 400.460 to change the parking regulations in the downtown overlay district. He said that the amendment would be an exception that would apply to the Transition Zone or that portion of the Downtown Zone which lies south of Harris Street and allow parking lots for buildings to be in the front instead of the side or rear yards of buildings.
- Trosen said that the city owns three vacant lots on the east side of Main south of Harris Street and that they would like to sell the lots. The developments to the north and to the south have the parking in front of the buildings.
- Attorney Wood said that this would also apply to the green area, Transition Overlay Zone.
- Chair Shelton asked why we are considering this. Trosen said because the city wants to sell the lots and match the surrounding development. Shelton asked why is this in the ordinance?
- Commissioner Saffell responded to encourage people to come downtown and walk around.
- Alderman Knox said the Downtown Overlay District has been around 20 years.
- Attorney Wood said this amendment change was at the direction of the Board.
- Commissioner Shafer made a motion to proceed with a public hearing at the September 14th meeting to amend Section 400.460 to change the parking regulations in the Downtown Overlay District and allow parking lot in front of buildings south of Harris in Downtown District. Commissioner Tyson second the motion. The Commission

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approved the motion by a vote of 5 to 0.

Chair Shelton stated that we are going back to Item VIII, Previous Business to discuss again the Planning and Zoning Commission Rules.

- Attorney Wood stated that at the last meeting he made a presentation regarding the rules and the content of the set of exhibits that consists of Sunshine Law, social media, procedures to disclose potential conflicts, rules of order and rules of conduct. He said the resolution also includes an attendance policy that if a member misses more than three meetings in a twelve-month period, the Chair of the Commission shall communicate to the Mayor in writing to request the Mayor institute proceedings to remove the member. He said that he walked the Commission through the resolution and that it was tabled at the last meeting.
- Commissioner Tyson asked is that excused or just absences. Wood said just absences. He said that when it is moved up the Mayor, the Mayor can then decide based on the reason if the Mayor or Board should proceed with the removal.
- There was additional discussion regarding the number of absences and excused versus unexcused absences.
- Commissioner Hofstetter Made a motion to approve Resolution 2022-04 adopting rules for the transaction of business by the Planning and Zoning Commission. Commissioner Shafer second the motion. The Commission approved the motion by a vote of 5 to 0.

ITEM IX: ADJOURNMENT

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

-The Regular Meeting Adjourned at 7:30 PM-

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