



**PLANNING & ZONING COMMISSION  
REGULAR MEETING AGENDA**

***July 10, 2024, at 6:30 P.M.***

***OPEN TO THE PUBLIC***

***Located in Grain Valley City Hall – Council Chambers  
711 Main Street – Grain Valley, Missouri***

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**ITEM I: CALL TO ORDER**

**ITEM II: ROLL CALL**

**ITEM III: PLEDGE OF ALLEGIANCE**

**ITEM IV: APPROVAL OF MINUTES**

- June 12, 2024 Regular Meeting

**ITEM V: CITIZEN PARTICIPATION**

- Citizens are asked to please limit their comments to two (2) minutes.

**ITEM VI: PUBLIC HEARING**

**ITEM VII: ACTION ITEMS**

- 1) AMEND SECTION 400.290 (OFF-STREET PARKING AND LOADING REGULATIONS) ALLOWING PARKING IN THE REAR. VOTE NEEDED TO DIRECT STAFF TO ADVERTISE PUBLIC HEARING.

**ITEM VIII: PREVIOUS BUSINESS**

- None

**ITEM IX: NEW BUSINESS**

- None
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**ITEM X: ADJOURNMENT**

**PLEASE NOTE**

*The next scheduled meeting, if needed, of the City of Grain Valley Planning & Zoning Commission will take place on August 14, 2024, at 6:30 pm.*

PEOPLE REQUIRING ACCOMMODATION TO ATTEND AND PARTICIPATE IN THE MEETING SHOULD CONTACT THE CITY CLERK AT 816-847-6210 AT LEAST 48 HOURS BEFORE THE MEETING. UPON REQUEST, THE MINUTES FROM THIS MEETING CAN BE MADE AVAILABLE BY CALLING 816-847-6210.





# City of Grain Valley

## Planning & Zoning Commission

### Meeting Minutes

### *Regular Meeting*

6/12/2024  
Page 1 of 8

#### **ITEM I: CALL TO ORDER**

- The Planning & Zoning Commission of the City of Grain Valley, Missouri, met in Regular Session on June 12, 2024, in the Council Chambers at City Hall.
- The meeting was called to order at 6:30 PM by Chair Craig Shelton.

#### **ITEM II: ROLL CALL**

- *Present: Scott Shafer*
- *Present: Debbie Saffell*
- *Present: Craig Shelton*
- *Present: Chris Bamman*
- *Present: Elijah Greene*
- *Present: Justin Tyson*
- *Present: Bob Headley*
- *Present: Rick Knox (BOA Liaison)*
- ***There was a quorum.***

#### **ITEM III: PLEDGE OF ALLEGIANCE**

#### **ITEM IV: APPROVAL OF MINUTES**

- Commissioner Saffell noted on page 5 in the second bullet on bottom of page, there was an "l" left off her last name. Director Trosen said he would correct that error. Commissioner Tyson motioned to approve amended minutes from the June 12, 2024 meeting. Commissioner Bamman seconded the motion. The motion was approved by a vote of 7 to 0.

#### **ITEM V: CITIZEN PARTICIPATION**

- None

#### **ITEM VI: PUBLIC HEARINGS**

- None

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#### **Commissioners Present**

Craig Shelton  
Scott Shafer  
Chris Bamman  
Debbie Saffell  
Justin Tyson  
Elijah Greene  
Bob Headley  
Rick Knox BOA Liaison

#### **Commissioners Absent**

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#### **Staff Officials Present**

Mark Trosen – CD Director  
Dick Tuttle – City Engineer



# City of Grain Valley

## Planning & Zoning Commission

### Meeting Minutes

### *Regular Meeting*

6/12/2024  
Page 2 of 8

#### ITEM VII: ACTION ITEMS

1. **FY2025-2029 Capital Improvement Plan** – Capital improvements planning is the multi-year scheduling of large-scale capital improvements and major purchases. The CIP is a public information document to advise residents and property owners on how the city plans to address significant capital needs over the next five years. The CIP is a flexible planning tool and not a financial, static, budget.
  - City Engineer Dick Tuttle presented the FY2025-2029 Capital Improvement Plan in a powerpoint presentation.
  - Commissioner Bamman asked how do you cross Eagles Parkway with a trail. City Engineer Tuttle responded that there are two options: 1) at-grade crossing on the street with the use of pedestrian warning lights and signs to stop traffic or, 2) build the trail under the bridge along the side of the creek.
  - Chair Shelton asked looking at the trail system there are several projects that have not been completed. He asked when will we have a loop system with the trails. City Engineer Tuttle responded that once the Buckner Tarsney trail south of Blue Branch is built and you build the trail section along Sni-A-Bar to traffic circle and then widen sidewalk to trail width from traffic circle to trail head then you will have a southern loop. The next loop will occur when Eagles Parkway trail is built from Main to Blue Branch Creek bridge on Eagles Parkway. This will create a second loop involving the Blue Branch trail. On the north side, as development is occurring along Buckner Tarsney Road, the developer is constructing a trail section. Eventually this trail section along Buckner Tarsney Road will intersect with Duncan Road which will then connect to the trail along Dillingham. We would like to see this trail continue along Duncan Road and intersect with trails in Blue Springs.
  - Chair Shelton said with his first year in t-ball he's had the opportunity to visit Monkey Mountain Park and noticed that there is not enough parking and residents were frustrated especially when people park on the entry drive and side of drive. He asked if there were any plans to widen the drive or create a separate entrance and exit. Tuttle responded no

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#### Commissioners Present

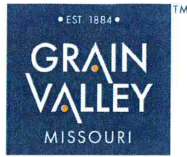
Craig Shelton  
Scott Shafer  
Chris Bamman  
Debbie Saffell  
Justin Tyson  
Elijah Greene  
Bob Headley  
Rick Knox BOA Liaison

#### Commissioners Absent

#### Staff Officials Present

Mark Trosen – CD Director  
Dick Tuttle – City Engineer





# City of Grain Valley

## Planning & Zoning Commission

### Meeting Minutes

### *Regular Meeting*

6/12/2024  
Page 3 of 8

from the plans that he received from the Parks Department. He said that he would pass Shelton's concern to the Parks Director Shannon Davies.

- Chair Shelton asked if Front Street is a open ditch street. Tuttle responded yes and therefore, the project will widen the pavement, add curb and gutter with an underground drainage system, a new water main for fire protection and sidewalk.
- Referring to PW-4A, Alderman Knox asked between Cannon and Harris that section of Gregg does not exist. The right-of-way for a street is in place but when the project is closer to construction the city may decide not to extend Gregg as a through street.
- Commissioner Bamman asked when we do tower design is it comprehensive? Tuttle explained that the tank is typically a design build by the tank company. Chair Shelton said where the current tanks are located. Tuttle said the current tower is the orange strip tank and the new tank would go beside the existing tank on the same site. Tuttle stated that we have a water tank at Minter and Ryan to serve the south end of town and there are two ground storage tanks at the Public Works Maintenance facility.
- Commissioner Headley asked why are we spending the \$400,000 for design? Tuttle responded that we are paying for the study to determine the size of tank, the water lines going in and out of tank and the height of the tank.
- Commissioner Tyson said that some of the earlier roads built in the city had a minimum thickness and didn't hold up very well. What are we doing to fix these roads? Tuttle said when needed we do a deep patch before the road is milled and overlaid. He said the last time we tried to do a deep patch was on Tisha Lane. However, the city was mainly mud so we had to do a complete reconstruction of the street.
- Commissioner Saffell asked on PW-31 where it includes Woodbury Lane, why don't we wait until construction is done and the big trucks don't drive over them. Tuttle said that this is the Woodbury that is east of Main and ends in a cul-de-sac north of Price Chopper.
- Chair Shelton asked if there will be turning lanes at all points of the Kirby Road and Eagles Parkway intersection. City Engineer Tuttle responded yes and even have a turn lane on the high school driveway. Commissioner Bamman asked if this project encroaches on the fire department property and the house at the northeast corner. Tuttle said we would need additional right-of-way on fire department property, but they have already agreed to donate the property. We will not need property from the residential property.

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#### Commissioners Present

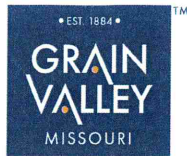
Craig Shelton  
Scott Shafer  
Chris Bamman  
Debbie Saffell  
Justin Tyson  
Elijah Greene  
Bob Headley  
Rick Knox BOA Liaison

#### Commissioners Absent

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#### Staff Officials Present

Mark Trosen – CD Director  
Dick Tuttle – City Engineer



# City of Grain Valley

## Planning & Zoning Commission

### Meeting Minutes

### *Regular Meeting*

6/12/2024  
Page 4 of 8

- City Engineer Tuttle said that the trail project on Eagles Parkway will widen the existing 5-foot sidewalk to a ten-foot trail.
- Chair Shelton asked what is the future land use that is including the NE sewer interceptor project. Tuttle responded that the future land use map in the City Comprehensive Plan shows this area as high density along Buckner Tarsney and medium density around Duncan and Seymour and low density north of Duncan around Sweeney Road.
- City Engineer discussed the vehicle replacement program for each department over the next 5 years.
- Commissioner Greene asked if there has been discussion to improve Jefferson Street. Tuttle said that he has been trying to get MoDOT to approve the road for the last 4 years. Tuttle stated that he got the road added to the MARC Connect 2050 long-range plan. These are the steps necessary to get funding. Tuttle has told MoDOT that Jefferson Street should be included in the I-70 Improvements. Tuttle said that we only have been able to get MoDOT to repair the street in certain areas.
- Commissioner Greene said regarding PW-42, would it be possible to do a traffic experiment and make that a four-way red flashing light so that all traffic would need to stop? He said that he feels that it is very dangerous when you are trying to make a right-hand turn with traffic heading southbound on Buckner Tarsney. Commissioner Greene said there are four-way stop signs at Pink Hill Road and that seems to work. Tuttle responded there is more traffic at the Duncan intersection because of the neighborhoods in the area. Tuttle said that is an option we can discuss with MoDOT since it is a MoDOT road and MoDOT signal.
- Commissioner Bamman made a motion to accept the FY2025-2029 CIP as proposed. Commissioner Tyson seconded the motion. The Commission voted 7 to 0 to approve the motion.

#### **ITEM VIII: PREVIOUS BUSINESS**

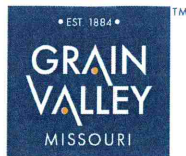
1. **Discussion to amend Section 400.290 (Off-Street Parking and Loading Regulations) allowing parking in the rear yard with conditions.**
  - Director Trosen provided an overview of the revised amendment options and reviewed the comments that were made at the last meeting that was discussed. He said option 1

**Commissioners Present**  
Craig Shelton  
Scott Shafer  
Chris Bamman  
Debbie Saffell  
Justin Tyson  
Elijah Greene  
Bob Headley  
Rick Knox BOA Liaison

**Commissioners Absent**

**Staff Officials Present**  
Mark Trosen – CD Director  
Dick Tuttle – City Engineer





# City of Grain Valley

## Planning & Zoning Commission

### Meeting Minutes

### *Regular Meeting*

6/12/2024  
Page 5 of 8

was revised to exempt those residences that have a rear yard garage entry with a concrete driveway. He also said that paragraph four was deleted, and no more than 2 items were now included in paragraph 3. Option 2 was prepared, as a result of a comment, to try and keep it simple by only allowing two items to park in the rear yard on the grass. Option 3 is the standard for the concrete pad in case the Commission wanted to add to Option 1.

- Commissioner Bamman asked if you don't have the guidance that is in Option 3, can you enforce it? Director Trosen responded that without the standard then Staff would have to observe the concrete pad deteriorating to gravel before a property owner would be in violation of the amendment.
- Commissioner Shafer asked in regard to zoning districts, is the Agricultural District still in it? Trosen responded that it is, "properties zoned District A that are less than 5 acres in area".
- Commissioner Shafer said we are making it more complicated than we need to. Just allow no more two items in the rear yard on grass and not allow automobiles and trucks. Allow a trailer as long it is empty. He disagrees with requiring the concrete pad. We are making it harder than we need to.
- Commissioner Tyson asked what would it look like if you do not allow anything to be parked in the back yard unless you apply for a permit. There is a permit process where you send letters to surrounding property owners notifying them that someone wants to park the camper in the back yard. If someone responds and objects, then you can not park in back yard. If no one responds negatively, then you get a permit to park in the back yard. From a staff perspective, would that make it easier or complicate it?
- Trosen said that you could amend the Conditional Use Permit section in the Zoning Regulations to stipulate that if you want to park items in back yard then you must apply for a conditional use permit. There would be a public hearing before the Planning and Zoning Commission and then another public hearing before the Board of Aldermen. The property owners within 185 feet would be notified of the hearing. If approved, the permit can stipulate conditions, such as requiring screening for the item and a time limit on the permit.
- Commissioner Tyson said he thinks this would be a fair basis but would like to hear from other Commissioners.
- Commissioner Saffell said that if we address this on a case by case then for us who have

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#### Commissioners Present

Craig Shelton  
Scott Shafer  
Chris Bamman  
Debbie Saffell  
Justin Tyson  
Elijah Greene  
Bob Headley  
Rick Knox BOA Liaison

#### Commissioners Absent

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#### Staff Officials Present

Mark Trosen – CD Director  
Dick Tuttle – City Engineer



# City of Grain Valley

## Planning & Zoning Commission

### Meeting Minutes

### *Regular Meeting*

6/12/2024  
Page 6 of 8

spent considerable time discussing this and we are no longer on the Commission and the future Commissioners can consider this topic differently. It is harder to change the ordinance versus the subjectivity and bias on a case-by-case basis.

- Chair Shelton is concerned that we will have several public hearings and be debating if this RV or that RV is leaking and if there is a need for a concrete pad on this case but not on this case. He is concerned that Option 1 has become hard to understand. He said he wants something easy to understand and simple.
- Commissioner Tyson said that the whole point of this is to protect our home values and ensure that someone does not park cars, trucks, trailers, boats and campers in the backyard. Tyson said I think we have gotten to much into the weeds.
- Commissioner Saffell said an issue with the permit process is if the property changes hands, the responsibility and enforcement is now on the city instead on the homeowner. If a resident complains, you can enforce the ordinance versus if you have a permit, then how many staff members have to touch that.
- Chair Shelton said that we have heard concerns from how many items are parked in the backyard and then environmental concerns of certain vehicles leaking gas or oil into the grass in the backyard. Director Trosen agreed but we are trying to establish a mid-point regarding what we would allow. At this time, the ordinance currently allows an unlimited number of items to be parked in the backyard to a proposed amendment that would state no more than two items.
- Alderman Knox said so you are going to make someone go through all the hoops and meetings for a conditional use permit to park a sea doo in their backyard. That will add a considerable amount of work to staff. If you borrow a friend's trailer to haul lumber for a new deck. You park the trailer in the backyard. Are you going to require them to get a conditional use permit for a short term. When you put it in ordinance, you have to enforce it regardless the time period.
- Alderman Knox said no cars, no trucks, one RV and another item, boat, trailer, etc. should be clear in ordinance and if a resident has a neighbor that has more than 2 items in backyard then it becomes a code issue and enforceable by Staff.
- Commissioner Shafer said that is why we need to keep it simple. We are overthinking this to death.
- Chair Shelton said that during the previous public hearing and discussions, he heard two

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#### Commissioners Present

Craig Shelton  
Scott Shafer  
Chris Bamman  
Debbie Saffell  
Justin Tyson  
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Rick Knox BOA Liaison

#### Commissioners Absent

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#### Staff Officials Present

Mark Trosen – CD Director  
Dick Tuttle – City Engineer



# City of Grain Valley

## Planning & Zoning Commission

### Meeting Minutes

### *Regular Meeting*

6/12/2024  
Page 7 of 8

items; no parking on the grass and not as many recreational vehicles being parked in the backyard. We need to keep it simple that no parking on the grass and limit the types of items on a lot and parked on concrete surface.

- Commissioner Shafer doesn't understand why you can't park in the grass in your backyard and why we are stuck on having a concrete pad.
- Alderman Knox said to make it simple, no motorized vehicles and no more than two trailers, boats, campers, can be parked in backyard on grass. You could also regulate the length of campers, no more than 30 feet long.
- Director Trosen commented that Option 2 is basically saying what you want when you remove automobiles, trucks and recreational vehicles and limit the length of fifth wheels and campers to 30 feet.
- Commissioner Tyson asked what do you do about boats? From environmental standpoint, you want to limit fuel or oil leakage. What is a good number for length of boat?
- Alderman Knox responded 24 feet, boat length.
- Director Trosen said that we have basically gone from allowing everything in the backyard to no automobiles, trucks and recreational vehicles and then limiting to no more than two trailers, boats, campers, etc. He said he would not recommend lengths and keep it simple.
- The Commission reached a consensus to only allow two items to be parked in the rear yard and prohibiting cars, trucks and recreational vehicles to be parked in the rear yard.
- Chair Shelton said that we should have a new draft amendment and review under action items at the July meeting.

#### ITEM IX: NEW BUSINESS

##### 1) Election of Officers

- **Chairperson**
  - **Vice Chairperson**
  - **Secretary**
- Commissioner Bamman made a motion that the Officers remain the same; Craig Shelton as Chair, Justin Tyson as Vice Chair and Debbie Saffell as Secretary. Commissioner

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#### Commissioners Present

Craig Shelton  
Scott Shafer  
Chris Bamman  
Debbie Saffell  
Justin Tyson  
Elijah Greene  
Bob Headley  
Rick Knox BOA Liaison

#### Commissioners Absent

#### Staff Officials Present

Mark Trosen – CD Director  
Dick Tuttle – City Engineer





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

**6/12/2024**  
*Page 8 of 8*

Shafer second the motion. The motion was approved by a vote of 7 to 0.

**ITEM X: COMMENTS**

- Commissioner Saffell stated that since the Police Department has moved, is it possible that we can have a Police Officer present at meetings? Director Trosen said that he will make that request.
- Commissioner Saffell asked when we make a motion, can we do a roll call for the yeas and nays? Chair Shelton said that if he hears a nay then have a roll call to determine who made that vote. Alderman Knox said that BOA only does a roll call on ordinances. Commissioner Saffell said that we don't need to do it for adjournment or approval of minutes but anytime there is a vote after a public hearing.
- Commissioner Shafer commented on the skeletons that people have in their yard and could those be prohibited to a time period and then be removed. Alderman Knox said that if it is an issue than citizens should bring to the Board of Alderman and voice their complaint and determine how to move forward. The Commission agreed that they didn't want to open this can of worms and regulate yard art.

**ITEM X: ADJOURNMENT**

- Commissioner Tyson made a motion to adjourn the meeting. Commissioner Headley second the motion. The Commission approved the motion by a vote of 7 to 0.

***-The Regular Meeting Adjourned at 8:50 PM-***

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**Commissioners Present**

Craig Shelton  
Scott Shafer  
Chris Bamman  
Debbie Saffell  
Justin Tyson  
Elijah Greene  
Bob Headley  
Rick Knox BOA Liaison

**Commissioners Absent**

**Staff Officials Present**

Mark Trosen – CD Director  
Dick Tuttle – City Engineer

Current Ordinance – Section 400.290 Off-Street Parking and Loading Regulations

*2. Schedule of off-street parking.*

f. Parking of automobiles, trucks, boats, trailers, recreational vehicles, lawnmowers, tractors, or any other motorized vehicles is not permitted on unimproved surfaces in front, and side areas of property in commercial, industrial, and residential areas under two (2) acres per parcel throughout the City.

Exception: Properties with existing gravel driveways and/or gravel parking areas in the side yard, provided they are properly maintained.

**Option 1 - Revised with comments from Commission meeting on June 12, 2024**

**Delete the entire section f. above and replace with the following:**

f. 1) Parking of automobiles, trucks, boats, trailers, **all-terrain vehicles, campers,** recreational vehicles, lawnmowers, tractors, or any other motorized vehicles is not permitted on unimproved surfaces in front, and side areas of property in commercial, industrial, and residential areas under two (2) acres per parcel throughout the City.

Exception: Properties with existing gravel driveways and/or gravel parking areas in the side yard, provided they are properly maintained.

2) **No more than two (2) of the following items are allowed to park in the rear yard on property occupied with a residence in zoning Districts A (that property is less than 5 acres in area), R-1, R-1A, R-1B and R-1C:**

- **boat under the length of 24 feet,**
- **unloaded utility trailer,**
- **all-terrain vehicle,**
- **non- motorized camper under the length of 30 feet (includes fifth wheel trailer, bumper pull trailer, hybrid trailer, pop up camper and teardrop trailer), and**
- **lawnmower.**

**Automobiles, trucks, recreational vehicles (RV) or any other motorized vehicles are not allowed to park in the rear yard except when a residence has a rear yard garage entry with a concrete driveway.**

**Option 2 – Allow automobiles, trucks and recreational vehicles (RV) to be parked in rear yard and no limitation on the lengths for boats and campers.**

f. 1) Parking of automobiles, trucks, boats, trailers, all-terrain vehicles, campers, recreational vehicles, lawnmowers, tractors, or any other motorized vehicles is not permitted on unimproved surfaces in front, and side areas of property in commercial, industrial, and residential areas under two (2) acres per parcel throughout the City.

Exception: Properties with existing gravel driveways and/or gravel parking areas in the side yard, provided they are properly maintained.

2) No more than two (2) automobiles, trucks, boats, trailers, all-terrain vehicles, campers, recreational vehicles (RV), lawnmowers, tractors, or any other motorized vehicles are allowed to park in the rear yard on property occupied with a residence in zoning Districts A that property is less than 5 acres in area, R-1, R-1A, R-1B and R-1C.