



PLANNING & ZONING COMMISSION

Regular Meeting Agenda

CITY OF PARKVILLE, MISSOURI

Tuesday, December 13, 2022 5:30 PM

City Hall Board Room

1. Call to Order

2. Roll Call

3. General Business

- A. Approval of the December 13, 2022, regular meeting agenda.
- B. Approve the minutes for the November 8, 2022, regular meeting

4. Unfinished Business

- A. Application for Minor Site Plan for an existing building conversion/addition at 12 E 1st St, generally located at the NW corner of 1st Street & East Street. (Case No. PZ22-36); *Chris Jimenez, Clockwork, Applicant.*

5. Public Hearing

- A. An application for a Conditional Use Permit (CUP) to allow a Lodging – Short-Term Rental use at 804 Main St. in Parkville, MO, in the “R-4” Mixed-Density Residential District on parcel no. 20-7.0-35-100-016-001.000 (0.27 acres, more or less), generally located near the northwest corner of the intersection of N Main St. and W 8th St. (Case No. PZ22-41); *Taryn Byron, Applicant.*
- B. An Application for a Conditional Use Permit (CUP) to allow a Lodging – Short-Term Rental use at 500 East St. in Parkville, MO, in the “R-4” Mixed-Density Residential District on parcel no. 20-7.0-35-100-026-003.000 (0.15 acres, more or less), generally located at the northwest corner of the intersection of Missouri Hwy 9 and E 5th St. (Case No. PZ22-40); *Annette Hagen, Applicant.*
- C. An application for a Conditional Use Permit (CUP) to allow a Lodging – Short-Term Rental use at 107 W 12th St. in Parkville, MO, in the “R-4” Mixed-Density Residential District on parcel no. 20-7.0-35-100-004-011.000 (0.07 acres, more or less), generally located near the southwest corner of the intersection of W 12th St. and NW Elm St. (Case No. PZ22-42); *Greenfield Enterprises, LLC, Applicant.*
- D. An application for a Conditional Use Permit (CUP) to allow a Lodging – Short-Term Rental use at 826 East St. in Parkville, MO, in the “R-4” Mixed-Density Residential District on parcel no. 20-7.0-35-100-009-001.000 (0.12 acres, more or less), generally located near the southwest corner of the intersection of W 12th St. and Missouri Hwy 9. (Case No. PZ22-43); *Greenfield Enterprises, LLC, Applicant.*

- E. A request for text amendment to Parkville Municipal Code, Title IV – Development Code, Section 405.030 Standards Applicable to All Districts, Subsection B. Exceptions and Supplemental Standards, to create provisions for accessory buildings related to large lots. (Case No. PZ22-39); *City of Parkville, Applicant*.

6. Regular Business

- A. An Application for a Major Site Plan for Scooters Coffee at 9107 NW 45 Highway. (Case No. PZ22-04); *John Kozel, Java Investment, LLC*.

7. Other Business

- A. Upcoming meetings & dates of importance:
- Board of Aldermen Meetings: Tuesday, December 20, 2022 and January 3, 2023 at 7:00 p.m.
 - Board of Zoning Adjustments Meeting: TBA 2023
 - Planning & Zoning Commission Regular Meeting: Tuesday, January 10, 2023 at 5:30 p.m.

8. Adjournment

**Minutes of the
Planning & Zoning Commission Regular Meeting
City of Parkville, Missouri**
Tuesday, November 8, 2022 5:30 PM
City Hall Board Room
City Hall Board Room

1. Call to Order

Chair Wright called the meeting to order at 05:32 PM.

2. Roll Call

Commissioners Present:

Barbara Wassmer
Walt Lane
Allyson Berberich
Spencer Keese
Andrew Barchers
Gareld Butler
Michael Wright

Absent:

R. Douglas Krtek
John Delich

A quorum of the Commission was present.

Staff Present:

Stephen Lachky, Community Development Director
Brad Stanton, Planner

3. General Business

A. Approval of the November 8, 2022, regular meeting agenda.

ACTION: Allyson Berberich moved to approve the agenda, Barbara Wassmer seconded. Motion Passed: 7-0.

AYES: Michael Wright, Barbara Wassmer, Walt Lane, Allyson Berberich, Spencer Keese, Andrew Barchers, Gareld Butler

NOES: None

ABSTAIN: None

B. Approve the minutes for the October 11, 2022, regular meeting

ACTION: Barbara Wassmer moved to approve the minutes, Andrew Barchers seconded. Motion Passed: 7-0.

AYES: Michael Wright, Barbara Wassmer, Walt Lane, Allyson Berberich, Spencer Keese, Andrew Barchers, Gareld Butler

NOES: None

ABSTAIN: None

4. Unfinished Business

5. Regular Business

- A. An Application for Minor Site Plan for an existing building conversion/addition at 12 E 1st St, generally located at the NW corner of 1st Street & East Street. (Case No. PZ22-36); *Chris Jimenez, Clockwork, Applicant.*

STAFF ANALYSIS & SUMMARY

Brad Stanton, Planner, provided an overview of the application. Mr. Stanton stated that the applicant proposed to convert the existing building at 12 E 1st Street to a mixed-use restaurant and office building. The first floor would be used for a restaurant while the second floor would be constructed to house an office use. The applicant is also requesting a continuation of the legal, non-conforming drive-thru pickup window on the site. Mr. Stanton noted that typically minor site plans are approved administratively, however this site plan requires additional approval of the painted brick and the drive-thru window.

DEVELOPER'S PRESENTATION

Chris Jimenez, 205 w 112 st, kcmo, applicant - stated the purpose was a convenience pick up of marketplace items/coffee due to parking constraints on the site. Chair Wright inquired about the restaurant business plan. Mr. Jimenez stated that there would be a bistro that is a typical sit down restaurant and then a restaurant/cafe that would have a pick up window for grab and go marketplace items. Chair Wright asked if the project met the minimum parking requirement of the Code. Mr. Stanton responded that they could utilize public parking lots as shared parking lot.

BOARD DISCUSSION & ANALYSIS

Board discussion centered around the site layout as it related to the drive-thru function and the existing ATM on the site. Board members expressed concern with crossover points and counterflow traffic on the site.

MOTION

ACTION: Walt Lane moved to postpone the application, Barbara Wassmer seconded. Motion Passed: 6-1.

AYES: Michael Wright, Barbara Wassmer, Walt Lane, Spencer Keesee, Andrew Barchers, Gareld Butler

NOES: Allyson Berberich

ABSTAIN: None

6. Public Hearing

- A. An Application for Zoning Map Amendment to allow an animal care - general use for the Friends of Parkville Animal Shelter, generally located west of 9 Highway at Lakeview

Drive. (Case No. PZ22-37); *Friends of Parkville Animal Shelter, Applicant.*

STAFF ANALYSIS & SUMMARY

Brad Stanton, Planner, presented an overview of the application. The applicant is proposing to rezone 4 parcels of land from R-4 Mixed Density Residential to B-4-P Planned Business District in order to bring the animal shelter's animal care - general use into conformance. The future land use map of the Parkville 2040 Master Plan denotes the properties as medium-density residential which does not support a rezoning to B-4-P. Staff has concerns regarding noise, animal waste, visibility, traffic, and the development character of the area.

DEVELOPER'S PRESENTATION

Ashley Willingham, 3113 Eastwood Ln, Liberty, MO, stated that FOPAS was created by concerned citizens to take care of stray dogs. They are contracted to maintain stray dogs and they also take in stray cats. They have trails on their property and the undeveloped land is very hilly. She stated their current situation is a retrofitted commercial building and they would eventually like to design a building specifically for the animals. Chair Wright asked how many animals they care for now. Ms. Willingham stated that it vary, but approximately 40 dogs and 50-70 cats.

PUBLIC HEARING

Kathryn Baker, 8415 NW Vista Cir, stated she has been with the shelter the entire time and the only complaint she has heard was a mistake. She stated she lives close to the shelter and she can't hear the dogs from her house. She stated the dogs stayed inside except for walks to keep the noise down. She stated they require volunteers to pick up after the dogs and dispose of it in their own disposal.

Helen Johnson, 5345 N Merrimac Ave, KC, MO, stated that FOPAS was a community-run organization. They provided a story of FOPAS taking in elderly dogs that had been placed into a nearby kill shelter.

BOARD DISCUSSION & ANALYSIS

Commissioner Keesee stated that he was proud of the work that FOPAS does.

MOTION

ACTION: Spencer Keesee moved to approve the application, Allyson Berberich seconded. Motion Passed: 6-1.

AYES: Michael Wright, Barbara Wassmer, Walt Lane, Allyson Berberich, Spencer Keesee, Andrew Barchers

NOES: Gareld Butler

ABSTAIN: None

- B. An application for text amendment to Parkville Municipal Code, Title IV: Development Code, Section 402.010 Definitions, Subsection B. Description of Uses; and Section 405.040 Standards Applicable to Specific Uses, Subsection C. Home Occupation, to amend the existing provisions for home-based businesses to reflect Revised Statutes of Missouri (RSMo). (Case No. PZ223-38); *City of Parkville, Applicant.*

STAFF ANALYSIS & SUMMARY

Stephen Lachky, Director of Community Development, provided an overview of the

City's current home occupation regulations. Mr. Lachky stated that the State of Missouri passed restrictions on what local jurisdictions can regulate about home-based businesses. Cities cannot restrict the number of employees, the type of business, or "no impact businesses".

MOTION

ACTION: Barbara Wassmer moved to approve, Andrew Barchers seconded. Motion Passed: 7-0.

AYES: Michael Wright, Barbara Wassmer, Walt Lane, Allyson Berberich, Spencer Keese, Andrew Barchers, Gareld Butler

NOES: None

ABSTAIN: None

7. Other Business

A. Upcoming meetings & dates of importance:

- Board of Aldermen Meetings: Tuesday, November 15 and December 6 at 7:00 p.m.
- Board of Zoning Adjustments Meeting: Tuesday, November 22 at 5:30 p.m.
- Planning & Zoning Commission Regular Meeting: Tuesday, December 13 at 5:30 p.m.

Commissioner Wassmer stated that the landscaping in the park around the water towers was "lacking". Alexa Barton, City Administrator, stated that Missouri American was working to replace the fence prior to doing the landscaping plantings.

Commissioner Berberich stated she had received complaints regarding the tree clearing in Creekside near the cemetery.

8. Adjournment

Chairman Wright called further discussion. Seeing none, he called for a motion to adjourn.

Submitted by:

Stephen Lachky, AICP
Community Development Director

Date

Brad Stanton, AICP

Date

Planner



Staff Analysis

<u>Agenda Item:</u>	5.A
<u>Proposal:</u>	Application for Minor Site Plan for an existing building conversion/addition at 12 E 1 st St, generally located at the NW corner of 1 st Street & East Street.
<u>Staff Recommendation:</u>	Approval (with conditions)
<u>Case No:</u>	PZ 2022-36
<u>Applicant:</u>	Chris Jimenez, Clockwork
<u>Owners:</u>	Leon Versfeld, Versfeld Law
<u>Location:</u>	12 E 1 st St, generally located at the NW corner of 1 st Street & East Street
<u>Zoning:</u>	"OTD" Old Town District
<u>Parcel #s:</u>	Platte County parcel no. 20-7.0-35-100-035-001.000
<u>Exhibits:</u>	A. This Staff Analysis B. Application for Minor Site Plan (w/ narrative) C. Subject Property Area Map D. Final Development Plans for 12 E. 1st Street (prepared by Renaissance Infrastructure Consulting; October 7, 2022; revised November 4, 2022) E. Additional exhibits as may be presented during the meeting
<u>By Reference:</u>	A. Parkville Municipal Code, Title IV – Development Code in its entirety (https://www.ecode360.com/PA3395-DIV-05) 1. Chapter 404 Subdivision Regulations 2. Section 405.010 Zoning Districts Established 3. Section 405.020 Districts & Uses 4. Section 405.030 Standards Applicable to All Districts B. Parkville Master Plan (http://parkvillemo.gov/government/city-plans-studies/master-plan/) C. Vision Downtown Parkville (http://parkvillemo.gov/government/city-plans-studies/vision-downtown-parkville/)

Overview

The application proposes a minor site plan for an existing building located at the northwest corner of 1st Street and East Street. The building is proposed to be converted into a mixed-use office/restaurant use with a drive-thru pickup window. The project area is approximately 0.4 acres (more or less), is addressed as 12 E 1st Street, and resides within Platte County parcel no. 20-7.0-35-100-035-001.000.



Background

The subject building was originally built in approximately 1960 as a bank. The use as a bank has since ceased with Park University taking possession of the property. According to Platte County records, the existing building is approximately 6,228 sq. ft in area. The existing ATM and an access easement through the parking lot remain active on the site. The applicant proposes to repurpose the existing building into a restaurant/café with a pick up window for coffee and marketplace-type grab-and-go items. The applicant also proposes to add a second-story addition to the existing building to house an office use.

While Minor Site Plan applications are typically approved administratively by staff, this application includes painting on brick and a legal, non-conforming drive-thru window. These items require elevation of the application to the Planning & Zoning Commission and the Board of Aldermen.

Review and Analysis

The minor site plan process ensures that routine development projects meet the development and design standards of this code, and all other standards applicable to the property.

Items for Consideration:

1. Minor Site Plan
2. Painting of Brick in Downtown
3. Legal, Non-Conforming Drive Thru Window

Minor Site Plan.

The application for Minor Site Plan has been reviewed by staff for compliance with the Parkville Municipal Code. Section 403.070.B. provides the review criteria for a Minor Site Plan:

1. The site is capable of accommodating the buildings, proposed use, access and other site design elements required by this code and will not negatively impact the function and design of rights-of-way or adjacent property.

Staff response: Staff does not envision this site negatively impacting the function of adjacent rights-of-way or properties. The applicant has provided adequate drive-thru stacking to prevent spillover onto 9 Highway. The applicant has supplied on-site parking as well as utilizing shared parking throughout the downtown.

2. The design and arrangement of buildings and open spaces is consistent with good planning, landscape design and site engineering principles and practices.

Staff response: The buildings and open spaces are existing.

3. The architecture and building design uses quality materials and the style is appropriate for the context considering the proportion, massing, and scale of different elements of the building.



Architectural Renderings (submitted by Applicant)

Staff response: See above for the architectural renderings provided by the applicant. Staff feels the architecture provided is high quality and consistent with the downtown context. The architecture tastefully provides massing, materials, and proportions to provide visual interest to the building and the streetscape.

4. The overall design is compatible with the context considering the location and relationships of other buildings, open spaces, natural features or site design elements.

Staff response: Staff believes the overall design is compatible with the surrounding downtown context. The Parkville Municipal Code Section 406.010.E. provides design and performance criteria for buildings and sites in the “OTD” zoning district:

1. All buildings and sites shall promote vibrant streetscapes with active uses and attractions located in storefronts of buildings, frequent windows, and a repetitive pattern of doors which are the primary entrance.
2. ... For alterations or expansions, the materials and design should be consistent with the original building elements and characteristic of the building period, and should not cover, destroy or otherwise minimize original architectural elements.
3. As a general rule, buildings must maintain similar base courses, cornice lines and horizontal lines of windows complementary to those used in surrounding buildings.
4. Buildings must not have long, monotonous, uninterrupted walls or roof planes visible from the street or other public rights-of-way. Building walls more than fifteen (15) feet in length must include elements that add architectural interest and variety such as projections, recesses, offsets, windows, painted features or blank window openings trimmed with frames, sills or lintels.
5. Facades visible from the public right-of-way should be architecturally emphasized through the arrangement of windows, entrance treatments and details.
6. Light fixtures attached to the exterior of buildings should be compatible with the style, materials, colors and details of the building and the character of the district.
7. Walls and fences should be architecturally compatible with the style, materials and colors of the principal building on the same lot.
8. With the exception of the following, paint color is considered to be a matter of choice, and has no bearing on the preservation of structures.
 - a. Owners are encouraged to use historically appropriate colors schemes and contrasts, including use of primary building colors with trim, doors, awnings and other accents in complimentary colors.
 - c. Original materials such as brick and stone that are traditionally left unpainted shall only be painted when already painted prior to the effective date of Ordinance No. 2815 (June 16, 2015), or when expressly approved by the Planning and Zoning Commission, as necessary, to unify disparate parts of a building that have been altered or expanded over time, or as an approved mural.

5. Whether any additional site-specific conditions are necessary to meet the intent of the zoning district or the intent and design objectives of any of the applicable development standards.

Staff response: See: painting of brick in downtown and legal, non-conforming drive thru window.

Painting of Brick in Downtown.

The applicant proposes painting the existing painted brick façade to ensure uniformity of exterior color across the site. Due to the historic nature of Downtown Parkville, scrutiny can be applied to the painting of traditionally unpainted materials such as brick or stone. Staff reserves the decision on the appropriateness of the proposed paint to the Planning & Zoning Commission.

Legal, Non-Conforming Drive Thru Window.

The applicant proposes utilizing a drive-thru window for the marketplace food service. Drive-thru restaurant uses are not allowed in the “OTD” Old Town District zoning district. The existing building, a former bank, utilized a drive-thru window for banking transactions. The applicant

proposes to use the existing status of the drive-thru window as a legal, nonconforming use on the property, to allow for the drive-thru food pick up window.

The applicant has provided a site plan showing appropriate stacking spaces for the drive-thru function. Staff recommends approval of the legal, non-conforming drive-thru window.

Staff Conclusion and Recommendation

Staff concludes that the proposed site plan meets the criteria for the approval of a minor site plan, the painting of brick is appropriate, and the legal, nonconforming drive thru window should be allowed to stay. Staff recommends approval of the minor site plan for 12 E 1st St, subject to the following conditions:

1. Approval is based on the representations of the drawings presented as part of this application and does not waive any requirement or development standard contained within the Municipal Code.
2. All signage requires an approved Sign Permit.
3. Trash pickup and delivery vehicles shall be scheduled outside of peak hours.
4. Site signage (e.g. "Do not block") and parking lot markings shall be provided to ensure ATM drive thru traffic does not impede the food pickup window drive thru traffic.
5. Any other conditions the Planning and Zoning Commission determines are necessary.

It should be noted that the recommendation contained in this report is made without knowledge of facts, comments or any additional information which may be presented during the meeting. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Minor Site Plan, supporting information, associated exhibits, factors discussed above and any testimony presented during the meeting, the Planning and Zoning Commission should recommend approval (with or without conditions), denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the application will be forward to the Board of Aldermen on November 15, 2022 for final action.

Note: Approval of a minor site plan and fulfillment of staff conditions shall authorize the applicant to apply for a building permit and other applicable permits. The Community Development Director may approve minor amendments to approved minor site plan without the refile of a new application, but in no event shall the Director approve any change that does not qualify for an administrative adjustment, or any change that is different from any condition of approval of the minor site plan. An approved minor site plan shall expire and be of no further effect if an application for building permit for one (1) or more buildings shown on the site plan is not filed within two (2) years of approval. The Community Development Director may grant an extension for up to one (1) additional year.

End of Memorandum

<u>/s/ Brad Stanton</u>	<u>11-7-2022</u>
Brad Stanton, AICP	Date
Planner	

NOT FOR CONSTRUCTION

12 E. 1st Street

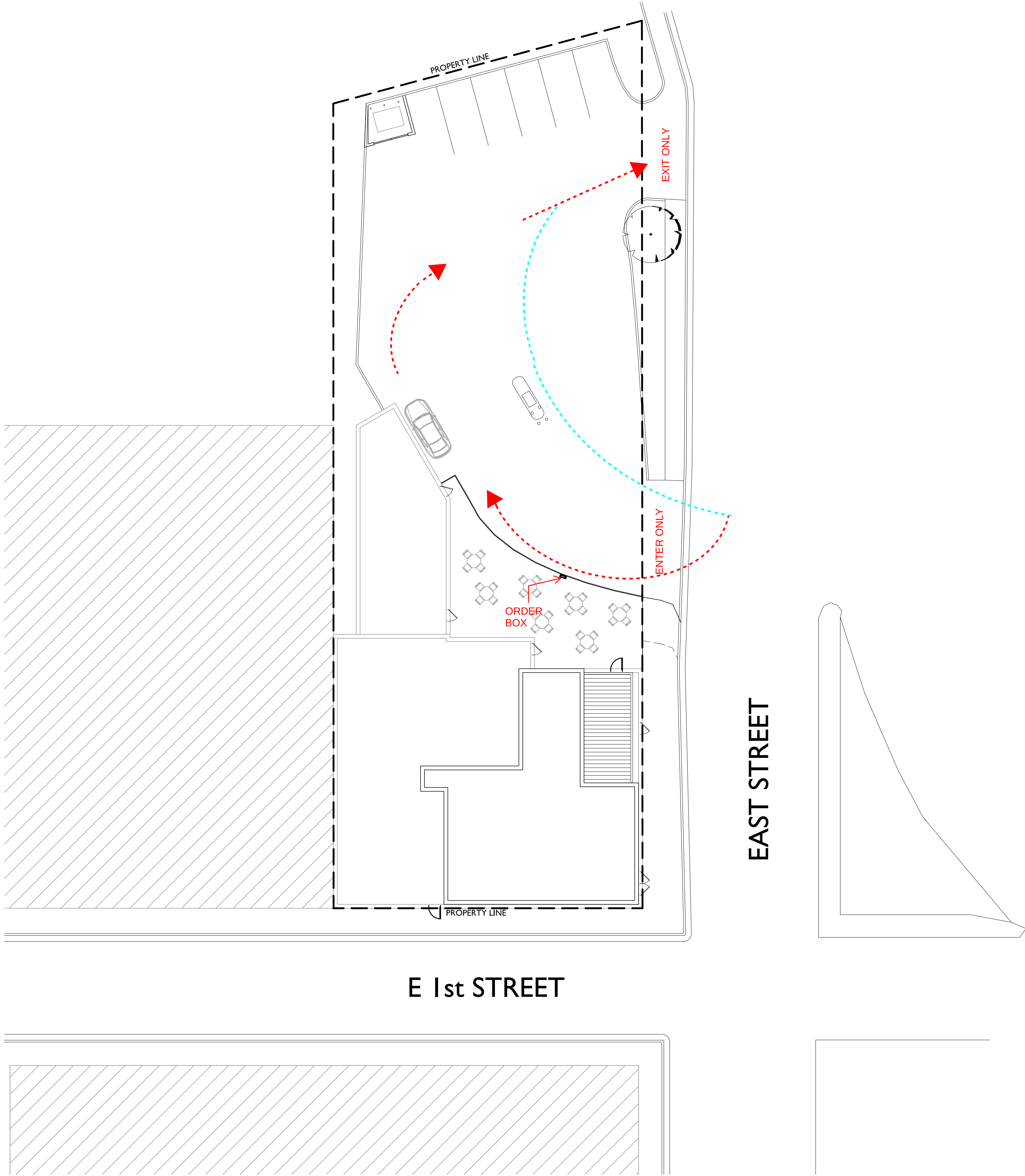
12 E 1st Street
Parkville, MO 64152

rev	issue	date
	Minor Site Plan	10.07.2022

22.05. 12 E IST

AS001

SITE PLAN



01

Architectural Site Plan - A
Scale 1/16" = 1'-0"



NOT FOR CONSTRUCTION

12 E. 1st Street

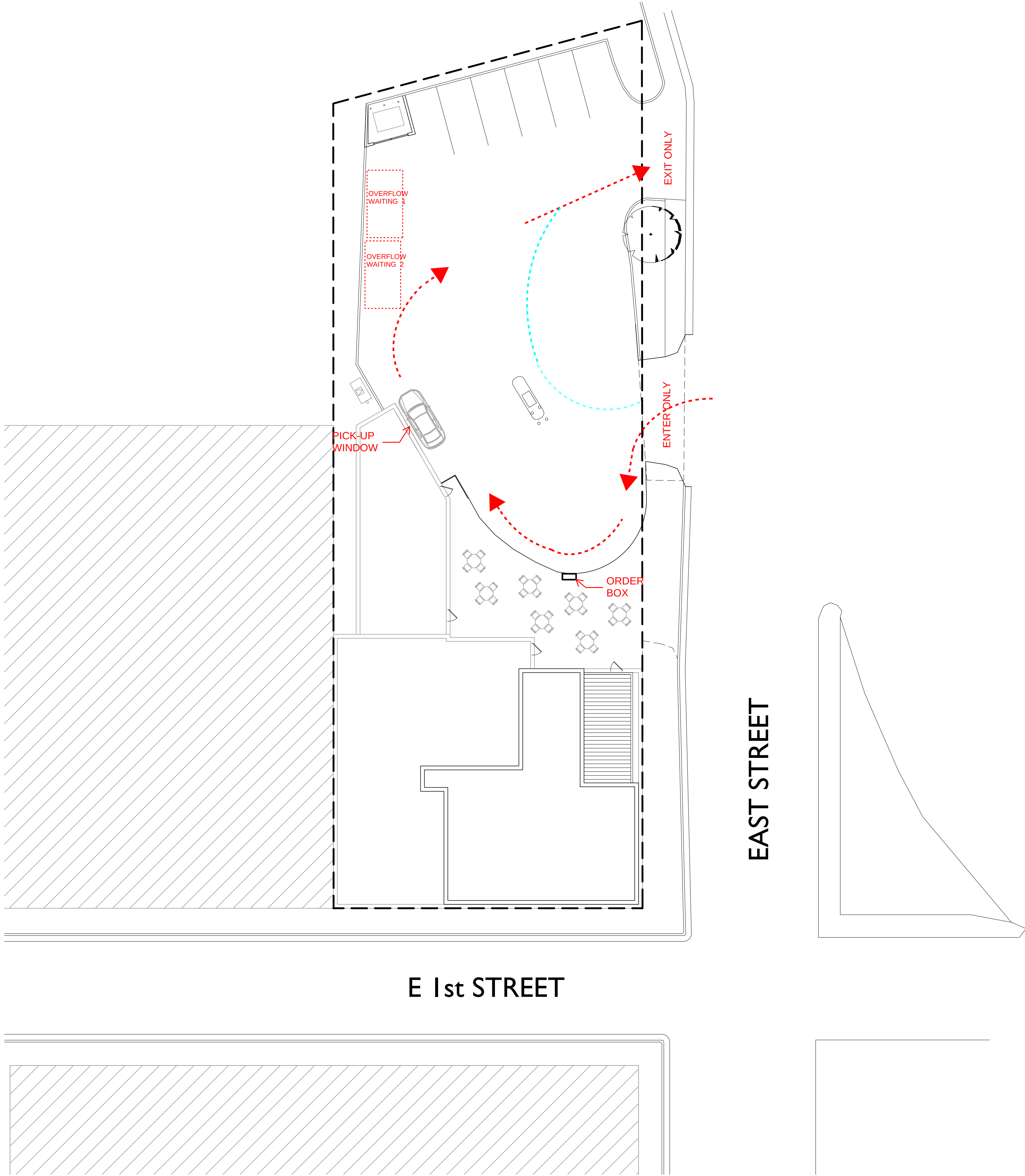
12 E 1st Street
Parkville, MO 64152

rev	issue	date
	Minor Site Plan	10.07.2022

22.05. 12 E IST

AS001

SITE PLAN



NOT FOR CONSTRUCTION

12 E. 1st Street

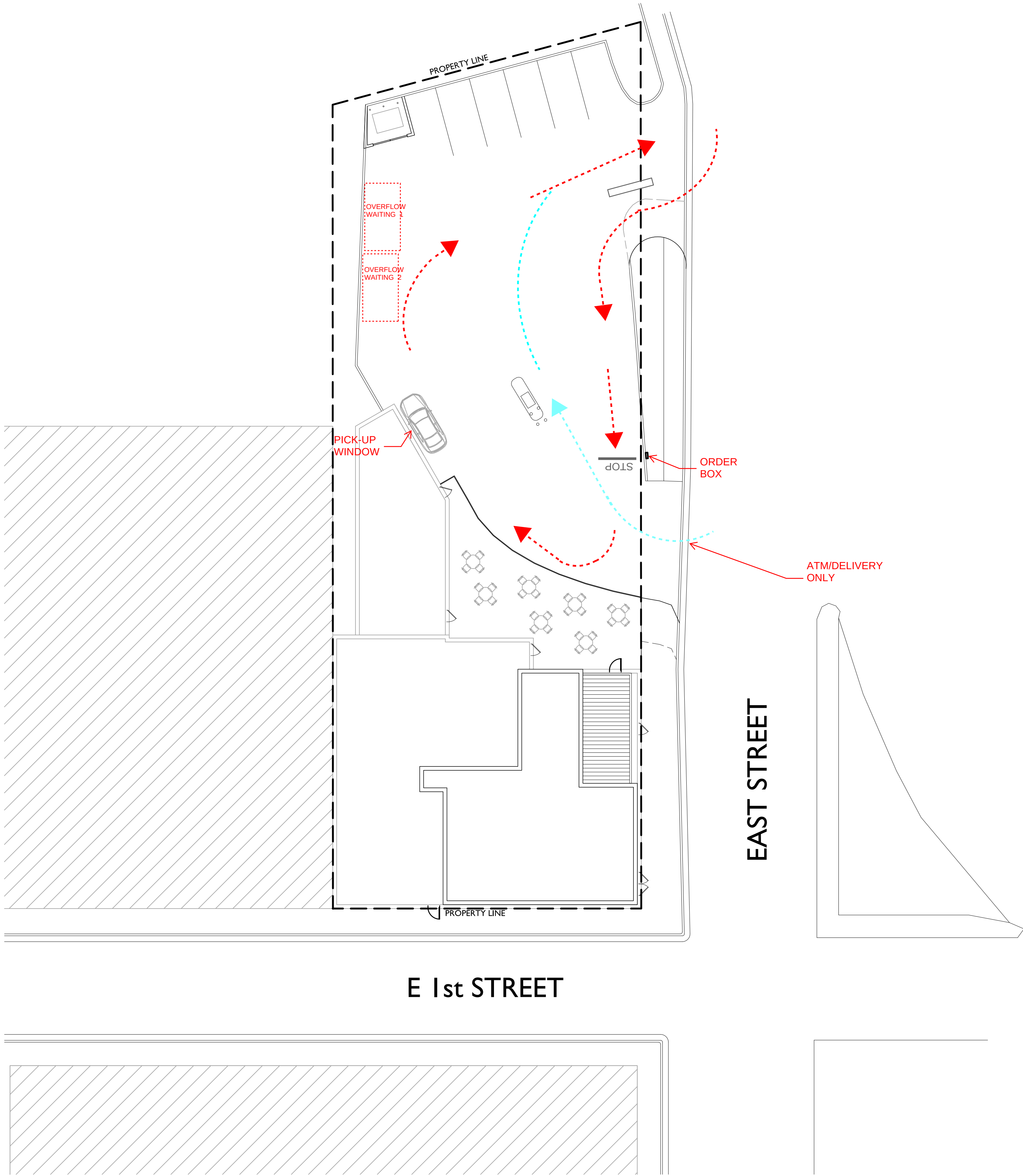
12 E 1st Street
Parkville, MO 64152

rev	issue	date
	Minor Site Plan	10.07.2022

22.05. 12 E IST

AS001

SITE PLAN























Staff Analysis

<u>Agenda Item:</u>	5.A
<u>Proposal:</u>	An application for a Conditional Use Permit (CUP) to allow a <i>Lodging – Short-Term Rental</i> use at 804 Main St. in Parkville, MO, in the “R-4” Mixed-Density Residential District on parcel no. 20-7.0-35-100-016-001.000 (0.27 acres, more or less), generally located near the northwest corner of the intersection of N Main St. and W 8 th St.
<u>Case No:</u>	PZ 2022-41
<u>Applicant:</u>	Taryn Byron
<u>Owners:</u>	Taryn Byron
<u>Location</u>	804 Main St.; generally located near the northwest corner of the intersection of N Main St. and W 8 th St.
<u>Zoning:</u>	“R-4” Mixed-Density Residential
<u>Parcel #:</u>	#20-7.0-35-100-016-001.000
<u>Exhibits:</u>	A. This Staff Analysis B. Application for Conditional Use Permit 1. Completed application form 2. Narrative attachments C. Subject Area Property Map D. Photos of subject property E. Ordinance No. 3129 – An ordinance approving an Application for Conditional Use Permit to allow a short-term rental use at 804 Main Street. F. Additional exhibits as may be presented at the public hearing
<u>By Reference:</u>	A. Parkville Municipal Code, Title IV – Development Code in its entirety (http://parkvillemo.gov/download/ZoningCodeUpdate_FinalDraft.pdf) 1. Section 403.050 Conditional Use Permit 2. Section 405.050 Conditional Uses B. Parkville Master Plan (http://parkvillemo.gov/departments/community-development-department/master-plan/) C. Ordinance No. 3087 (adopted September 7, 2021) – An ordinance amending Parkville Municipal Code, Sections 402.010, 405.020 and 405.040 to create provisions and guidelines for short-term residential dwelling rentals.

- D. Ordinance No. 3142 (adopted October 4, 2022) – An ordinance amending Parkville Municipal Code, Section 405.040, Subsection K. amending the existing provisions and guidelines for short-term residential dwelling rentals.
- E. Notice of Public Hearing mailed certified mail to owners within 185 ft. of the subject property
- F. Hearing notice published in The Platte County Citizen newspaper on November 23, 2022.
- G. Summary of Public Hearing posted on Parkville City webpage (<http://parkvillemo.gov/public-hearings/>)
- H. Hearing notice published on the Parkville City webpage (<http://parkvillemo.gov/government/public-hearings/>)

Comments

Received: The Community Development Department did not receive any public comments prior to the completion of this staff analysis report.

Background

Growth of third-party short-term residential dwelling rental (RDR) platforms such as Airbnb, HomeAway and VRBO (Vacation Rentals by Owner) has led to a variety of impacts on host communities and have increasingly been the subject of new regulations by cities. On September 7, 2021 the Board of Aldermen adopted Ordinance No. 3087 creating provisions and guidelines for short-term residential dwelling rentals (see Exhibit C by Reference); and on October 4, 2022 the Board of Aldermen adopted Ordinance No. 3142 amending existing provisions and guidelines for short-term residential dwelling rentals (see Exhibit D by Reference). In summary, these provisions:

1. Limit the total number of short-term RDRs to no more than four per Ward district.
2. Restrict the number of short-term RDRs to one dwelling unit per property.
3. Require owners occupy short-term RDR properties as their full-time primary residence.
4. Require short-term RDR properties have at least one dedicated parking space on-site on the subject property (shall NOT include on-street parking in public right-of-way).
5. Provide staff administrative approval authority of short-term RDR applications, provided all criteria above and requirements of Section 405.040, K. are adhered to. **For instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process in Section 403.050.**

On June 7, 2022 the Board of Aldermen adopted Ordinance No. 3129 approving a conditional use permit to allow a short-term rental use at 804 Main St. in Parkville, Missouri (Case No. PZ 2022-07), effective for six months and other conditions (see Exhibit E). At the time, the applicant was living in the main house on the property and renovating it, while at the same time renting out the accessory dwelling unit as a short-term rental. The subject property is one parcel (Platte County parcel no. 20-7.0-35-100-016-001.000) containing 0.27 acres, more or less, zoned “R-4 Mixed-Density Residential, and contains a single-family dwelling unit (2 bedroom, 1 bath) and accessory dwelling unit. The property is generally located near the northwest corner of the intersection of N Main St. and W 8th St.



Because the six-month time period for the conditional use permit expired on December 7th, applicant Taryn Bryon would like a continuation of her *Lodging – Short-Term Rental* use at 804 Main St. However, the applicant is requesting a variance or exception for the following standards:

- 1. Listing more than one dwelling unit on the subject property.**
- 2. Not occupying the property as her full-time primary residence.**

The applicant notes the property has a main building and accessory dwelling unit, each of which has their own separate entrances and dedicated on-site parking spaces (see Exhibit B.2). Staff has not received any complaints to-date regarding operation of the current Airbnb use.

CUP Matters for Consideration

Per Parkville Municipal Code, Title IV, Section 405.040, a number of standards shall apply to short-term rentals in residential zoning districts; and for instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process outlined in Section 403.050. A conditional use permit provides flexibility for different uses within a zoning district and allows the potential for additional uses. Further, due to the varying design and operational characteristics of the use or due to conditions in the area where the use is proposed, these uses may not be appropriate in that district, but require a case-specific review to determine the compatibility in a specific context and location.

This application has been reviewed against the City of Parkville's Development Code, including the applicable general requirements in Table 403-1, Section 403.010 and Section 403.050, Subsection B. Per these requirements, notice of the public hearing has been published in a newspaper in general circulation in the City, The Platte County Citizen newspaper on November 23, 2022; a sign announcing the time, place and nature of the public hearing was placed on the subject property within view from public right of way; and mailed notice via certified mail was provided to all property owners within 185 ft. of the subject properties. As of the date of the completion of this staff analysis report, the Community Development Department has not received any public comments.

General Review and Analysis

Parkville Municipal Code, Section 403.050, Subsection B. provides review criteria for how the Planning and Zoning Commission shall determine if a conditional use permit is appropriate. The following are staff's findings and conclusions.

- 1. The application furthers the intent of the proposed zoning district and does not conflict with the intent of any abutting districts, and is otherwise determined to be consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan.**

The property is located in the "R-4" Mixed-Density Residential district. This district seeks to provide residential living in a medium-density neighborhood setting and compact, walkable character; as well as primarily detached houses and integrates a range of small-scale, civic and multi-unit building types at strategic locations. Staff finds the Application for Conditional Use Permit furthers the intent of the "R-4" district by adding to the variety of existing residential dwelling unit stock and types along Main Street; and that the proposed short-term RDR use could blend in with the character of the "R-4" district.

The *Parkville 2040 Master Plan's* (adopted May 11, 2021) Future Land Use map labels the subject property as "Low-Density Residential". This proposed use provides single-family residential detached, single-family residential bi-attached, single-family residential +1 accessory dwelling unit, civic uses, schools and churches; with an ideal density between 1 to 5 dwelling units per acre, and an average density of 3 dwelling units per acre. The proposed short-term RDR use would be suited to an existing single-family residential detached dwelling unit, and wouldn't conflict with the desired uses of the "Low-Density Residential" future land use projection, or its density ranges.

2. Compliance of any proposed development with the requirements of this code.

Per Table 405-2 of the Title IV – Development Code; and Section 405.040, Subsection K., short-term RDRs can be approved administratively by staff, provided a number of provisions are met; and for instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process outlined in Section 403.050. The applicant has been successfully operating an Airbnb short-term RDR use at this location for some time — on June 7, 2022 the Board of Aldermen adopted Ordinance No. 3129 approving a conditional use permit to allow a short-term rental use at 804 Main St. in Parkville, Missouri (Case No. PZ 2022-07), effective for six months and other conditions.

Because the six-month time period for the conditional use permit expired on December 7th, applicant Taryn Bryon would like a continuation of her *Lodging – Short-Term Rental* use at 804 Main St. However, the applicant is requesting a variance or exception for the following standards:

1. Listing more than one dwelling unit on the subject property.
2. Not occupying the property as her full-time primary residence.

3. Whether any additional site-specific conditions are necessary to meet the purposes and intent of the Development Code and the intent or design objectives of any applicable subsections of the Development Code, or mitigate any other potential impacts that are specific to the proposed use.

When considering an Application for Conditional Use Permit, staff considers a variety of factors, including how the proposed use would impact the public health, safety and welfare. For short-term RDR uses, staff evaluates hours of operation, noise, odor, traffic/parking, and other potential negative impacts on adjacent properties.

With regard to 804 Main St., the existing building meets all "R-4" lot size requirements (e.g., minimum area, width, building coverage) and building standards (e.g., front-yard setbacks, side-yard setbacks, rear-yard setbacks, maximum height). As a result, staff doesn't foresee any issues pertaining to noise; and since the lodging itself would occur within the building, staff doesn't foresee any issues pertaining to odor. Section 408.030 Required Parking, Table 408-5: Required Parking requires 2 parking spaces per dwelling unit. The subject property not only has at least 2 parking spaces via a private driveway entrance off of W 8th St., but there is also 3 public parking spaces along Main St. directly adjacent to 804 Main St. Furthermore, this doesn't account for additional public parking along Main St. within 600 feet of the subject property (it should be noted that Section 408.030 Required Parking, Subsection C.4 allows public parking credit for any property within 600 ft. of public parking spaces; and this provision allows the reduction of 1 required space for every 2 public parking spaces available).



View of on-street public parking along 804 Main St.

4. **The impact on the public realm, including the design and functions of streetscapes and relationships of building and site elements to the streetscape.**
Staff finds the proposed short-term RDR use would have little-to-no impact on the public realm, specifically the design of streetscapes and site elements to the streetscape, as no changes are being proposed to the existing building itself at 804 Main St. The applicant has noted in their narrative that curb appeal is important for their RDR; thus, general upkeep will be improved, and the overall aesthetics of the building and streetscape will remain the same.
5. **The adequacy of drainage, utilities and other public facilities.**
Although the single-family detached home on the subject property was constructed in 1912, it's currently served by all required public utilities (e.g., electrical, water, sewer). There are currently no Property Maintenance Code violations on the subject property pertaining to stormwater drainage. Moreover, the Application for Conditional Use Permit does not appear to significantly impact the ability for the City or other governmental agencies to respond with public and emergency services; this includes police, fire, and the ability to maintain the peace.
6. **Compatibility with the character of the area in terms of building scale, building form, landscape and site design.**
The character of the neighborhood surrounding the subject parcel is old town / historic residential. Adjacent and surrounding property parcels are all zoned "R-4" Mixed-Density Residential. The existing building located on the subject property is compatible with the

“R-4” building typologies and character of the area in terms of building scale, form, and landscape and site design. The proposed short-term RDR use should not negatively impact the character of the surrounding area.

7. Compatibility with the area in terms of operating characteristics such as hours of operation, visible and audible impacts, traffic patterns intensity of use as proposed or foreseeable, and other potential impacts on adjacent property.

In terms of hours of operation, short-term RDR uses are not restricted to specific hours of the day or days of the week, unless dictated as a conditional of approval enabled through the discretionary review process outlined in Section 403.050. The Parkville Police Department confirmed there has not been any noise complaints received for the subject property since April 6, 2021 when the current owner acquired the property and began use of it as a short-term RDR shortly thereafter. The applicant has noted that guests will be arriving and going in similar fashion to neighboring residents. Guests are also asked to observe quiet hours and respect the atmosphere of the neighborhood. As noted in review criteria #3 above, staff doesn't foresee any issues / adverse impacts to adjacent properties pertaining to visible impacts, audible impacts, or traffic patterns.

8. Whether a limited time period for the permit is reasonable necessary to either limit the duration of the use, assess the use against changing conditions in the area, or ensure periodic reporting and on-going enforcement of the permit.

The discretionary review process outlined in Section 403.050 allows a reasonable time limit be placed on approval of the conditional use permit on a case-by-case basis. This is in order to assess the intensity and potential impacts of the use against changing conditions in the area over time. The provisions of Section 405.040, Subsection K. state that short-term RDR permits shall be reviewed and renewed by staff on an annual basis, provided all requirements of said Section are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit.

As a result, staff recommends the specific length of time for the duration of the Application for Conditional Use Permit (Case No. PZ 2022-41) be one year, with the condition that staff shall review and renew the conditional use permit on an annual basis, provided all requirements of said Section are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit.

9. The application will not prevent development and use of the neighboring property in accordance with the applicable development regulations.

Approval of the Application for Conditional Use Permit should not prevent development and use of neighboring properties in accordance with the applicable regulations of the Title IV – Development Code. The existing building on the subject property is compliant with both “R-4” lot size requirements (e.g., minimum area, width, building coverage) and building standards (e.g., front-yard setbacks, side-yard setbacks, rear-yard setbacks, maximum height).

10. The long-range plans applicable to the site and surrounding area are not negatively impacted considering the permanence of the proposed use, the permanence of existing uses in the area, and any changes in character occurring in the area.

The *Parkville 2040 Master Plan* projects “Low-Density Residential” future land use for the subject property and immediately adjacent properties. This projection provides single-family residential detached, single-family residential bi-attached, single-family residential +1 accessory dwelling unit, civic uses, schools and churches; with an ideal density between 1 to 5 dwelling units per acre, and an average density of 3 dwelling units per acre. Staff finds the proposed short-term RDR use would be complimentary to the existing single-family residential detached dwelling units; and wouldn’t negatively impact long-range plans applicable to the site and surrounding area, including the desired vision of the “Low-Density Residential” future land use or its ideal density ranges.

11. The recommendations of professional staff or other technical reviews associated with the application.

Aside from staff’s analysis and recommendations contained within the *Parkville 2040 Master Plan*, no other recommendations of professional staff or other technical reviews associated with the application are referenced.

Staff Conclusion and Recommendation

Staff concludes that: With the exceptions noted above, the application meets or exceeds the minimum applicable standards and regulations; the proposed use of *Lodging – Short-Term Rental* does not conflict with the intent of any abutting districts and can be consistent with the adopted Parkville Master Plan; the proposed use can meet the requirements of the Development Code, however the Planning and Zoning Commission must evaluate the applicant’s request for variance/exception based on the context of their application, function of the short-term RDR and location of the subject property area; the proposed use should not negatively impact the public realm, design and functions of streetscapes; existing drainage, utilities and other public facilities should be adequate for the proposed use; the existing building is compatible with the character of the area; hours of operation, visible and audible impacts and traffic patterns are compatible with the area; staff recommends a one-year time duration for the Application for Conditional Use Permit with staff review and renewal on an annual basis, provided all requirements of Section 405.040, Subsection K. are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit; the proposed use will not prevent development and use of neighboring properties; and the long-range plans to the site and surrounding area will not be negatively impacted by the proposed use.

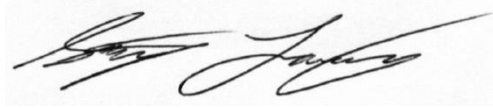
Following review, staff recommends neither approval nor denial of the Application for Conditional Use Permit for the subject property based on the merits of the application and the findings and conclusions in this report; and will defer discretion to the Planning and Zoning Commission per a roll call vote to determine if the requested variances/exceptions to provisions for short-term RDRs are appropriate given the context of the application, function of the short-term RDR and location of the subject property area.

It should be noted that the recommendation contained in this report is made without knowledge of facts, public comments or any additional information which may be presented during the public hearing. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Conditional Use Permit, supporting information, associated exhibits, factors discussed above, and any testimony presented during the public hearing, the Planning and Zoning Commission should recommend approval, approval with conditions, denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen on December 20, 2022 for final action.

End of Memorandum



11-30-2022

Stephen Lachky, AICP, CPM, CFM
Community Development Director

Date



Application #: PZ 2022-41
Date Submitted: 11/07/2022
Public Hearing: 12/13/2022
Date Approved: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Conditional Use Permit

Pre-application meeting required per Parkville Municipal Code, Title IV, Section 403.010, Subsection C

1. Applicant/Contact Information

Applicant(s)

Name: Taryn Byron
Address: 804 Main St
City, State: Parkville, Missouri
Phone: (660) 221-8234 Fax: _____
E-mail: TarynMByron@gmail.com

Engineer/Surveyor(s) preparing plans & legal desc.

Name: N/A
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

Owner(s), if different from applicant(s)

Name: N/A
Address: _____
City, State: _____
Phone: _____ Fax: _____
mail: _____

Contact Person, if different from applicant(s)

Name: N/A
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that conditional use in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) Taryn Byron

Property Owner's Signature (Required) Taryn Byron

Date: 11/7/2022

Date: 11/7/2022

2. Proposed Conditional Use (see also Checklist of required submittals)

Proposed use: Short Term Rental

Requested length of permit 1 year

Description: Short term rental property, available for rent via platforms such as AirBnb & VRBO

Proposed days and hours of operation: 24 hrs, 7 days a week

3. Property Information (see also Checklist of required submittals)

Property address / general location: 804 Main St, Parkville, MO 64152

Parcel ID Number: 20-7.0-35-100-016-001.000

Zoning: "R-4" Mixed-Density Residential

Present use of the property: Short-term rental

Length of use (or vacancy): I've owned the property since 3/31/21

4. Neighboring land uses and zoning

Describe the existing land use and zoning on the surrounding properties:

Existing Land Use

North: Multi-Family Residential

South: Multi-Family Residential

East: Single Family Residential

West: Single Family Residential

Existing Zoning

North: "R-4" Mixed-Density Residential

South: "R-4" Mixed-Density Residential

East: "R-4" Mixed-Density Residential

West: "R-4" Mixed-Density Residential

Attach a narrative addressing:

1. How the application furthers the intent of the proposed zoning district and does not conflict with the intent of any abutting districts, and is otherwise determined to be consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan.
2. Compliance of any proposed development with the requirements of this code.
3. Whether any additional site-specific conditions are necessary to meet the purposes and intent of this code and the intent or design objectives of any applicable subsections of this code, or mitigate any other potential impacts that are specific to the proposed use.
4. The impact on the public realm, including the design and functions of streetscapes and relationships of building and site elements to the streetscape.
5. The adequacy of drainage, utilities and other public facilities.
6. Compatibility with the character of the area in terms of building scale, building form, landscape and site design.
7. Compatibility with the area in terms of operating characteristics such as hours of operation, visible and audible impacts, traffic patterns, intensity of use as proposed or foreseeable, and other potential impacts on adjacent property.
8. Whether a limited time period for the permit is reasonable necessary to either limit the duration of the use, assess the use against changing conditions in the area, or ensure periodic reporting and on-going enforcement of the permit.
9. How the application will not prevent development and use of the neighboring property in accordance with the applicable development regulations.
10. How the long range plans applicable to the site and surrounding area are not negatively impacted considering the permanence of the proposed use, the permanence of existing uses in the area, and any changes in character occurring in the area.
11. Any other information relevant to the application.

5. Checklist of required submittals

- ☒ Completed application, including all required details and supporting data.
- ☒ Nonrefundable application fee of \$300.00. Separately, the applicant will be billed to recover costs for required publication, posted and mailed notice per Parkville Municipal Code, Title IV, Section 403.010, Subsection E.
- ☒ Complete written and graphical legal description of subject property in paper and electronic formats, an area map showing the subject property and surrounding major features including roads.
- ☐ Three (3) copies 24" x 36" size, or larger sets, and one (1) electronic set (PDF format) of the site plan showing property boundaries, existing and proposed topography, structures, parking utilities, landscaping, signage, facades and other site features related to the proposed CUP.
- ☒ Authorized signature of the applicant and property owner.

For Office Use Only

Application accepted as complete by: Stephen Lachky, Community Development Director 11/10/2022
 Name/Title Date

Application fee payment: Check # 1131 Amount \$ 300.00
 Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____
 Conditions if any: _____

Board of Aldermen Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____
 Conditions if any: _____

Conditional Use Permit Narrative

804 Main St
Parkville, MO 64152
Owner: Taryn Byron

1. How the application furthers the intent of the proposed zoning district and does not conflict with the intent of any abutting districts, and is otherwise determined to be consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan. The proposed zoning district is Lodging - Short-Term Rental and the abutting districts are Mixed-Density Residential. The property will be available for rent through AirBnb & VRBO. The use as a short-term rental falls in line with the expected use of Lodging - Short-Term Rental as defined in Parkville Municipal Code Section 402.010: The rental of a property, a dwelling unit, or portion thereof, conducted on a third-party platform or network that facilitates the listing, marketing, or rental of short-term rentals. This use will not conflict with the day to day use or development of the adjacent district.

2. Compliance of any proposed development with the requirements of this code.

The short-term rental will meet all requirements of Parkville Municipal Code Section 405.040 with the exception of the following:

1. No more than four (4) short-term RDR uses present in the respective Ward district. - I'm unsure the number of approved short-term RDR uses present in Ward 1.
2. Short-term RDR use is restricted to one dwelling unit on the subject property. - I would like to request short-term RDR use for two dwelling units on the property. The size and layout of the property lends itself to adequately operate as two separate units. They would have separate entrances and appropriate amenities for each unit. I'm happy to answer any questions regarding this request.
3. Subject property is owner-occupied as their full-time residence. - I do not occupy this property, but I am actively involved in the hosting and maintenance of the property. I live nearby and am at the property multiple times a week. I have given the neighbors my direct contact information in case any concerns arise. I have also attached guest reviews to demonstrate my active involvement in hosting.

3. Whether any additional site-specific conditions are necessary to meet the purposes and intent of this code and the intent or design objectives of any applicable subsections of this code, or mitigate any other potential impacts that are specific to the proposed use.

There are no additional requirements necessary to meet this code.

4. The impact on the public realm, including the design and functions of streetscapes and relationships of building and site elements to the streetscape.

The impact on the public realm is positive. As a short-term rental, curb appeal is important. The overall aesthetic of the building and streetscape will remain the same, but general upkeep of the property will be improved.

5. The adequacy of drainage, utilities and other public facilities.

There will be no change in drainage, utilities, and other public facilities.

6. Compatibility with the character of the area in terms of building scale, building form, landscape and site design.

There will be no change in building scale, building form, or landscape and site design.

7. Compatibility with the area in terms of operating characteristics such as hours of operation, visible and audible impacts, traffic patterns, intensity of use as proposed or foreseeable, and other potential impacts on adjacent property.

The operating characteristics of a short-term rental are compatible with mixed-density residential. Guests will be coming and going in similar fashion to neighboring residents. Guests are also asked to observe quiet hours and respect the atmosphere of the neighborhood. Parking will be accommodated through both on-site parking and street parking, but will not impact neighboring residents.

8. Whether a limited time period for the permit is reasonably necessary to either limit the duration of the use, assess the use against changing conditions in the area, or ensure periodic reporting and ongoing enforcement of the permit.

The condition of this area as a Multi-Density Residential district is long-standing, therefore there should be no need to assess the use against this aspect. Provided all other code requirements are met, I see no need to limit duration of use or ensure reporting. That being said, I'm unfamiliar with typical Conditional Use Permit durations and am open to having a conversation on this topic.

9. How the application will not prevent development and use of the neighboring property in accordance with the applicable development regulations.

The use of this property as a short term rental should not have any impact on the development of adjacent properties.

10. How the long range plans applicable to the site and surrounding area are not negatively impacted considering the permanence of the proposed use, the permanence of existing uses in the area, and any changes in character occurring in the area.

The use of this property as a short-term rental will not change the character or the surrounding neighborhood. It will provide lodging for visitors to the historic downtown Parkville area.

11. Any other information relevant to the application

Thank you for considering this Conditional Use Permit. A short-term rental at this location will add value to the community by providing safe, comfortable, clean, & affordable accommodations for visitors to our area. I have a good track record of reviews from guests and have had no complaints from neighbors. Please let me know if I can provide any additional information.



Aerial Map



Facade of House

Reviews



Dale

November 2022

Great location for us. We really enjoyed the feel of an older home yet with great decor and care. Taryn was great in communication with us and double checked with us on the number of stairs. We appreciated the extra effort at clarity. We would definitely stay there again if in the area!



Melissa

October 2022

Wonderful and thoughtful host! The rental is decorated so cute and is located in a lovely, quiet neighborhood. I'll be traveling to KC several times over the next two years and I really hope this space is available for every trip.



Alexandra

October 2022

We had a wonderful time at Taryn's place. The location was great, it is about 15/20 minutes outside of the city. Parkville is a cute, quiet town. There is a nice main street near by with coffee shops, restaurants, etc. Check in was easy. The place was very roomy and comfortable. We especially loved the bathroom with the big shower and tub. The house itself is so pretty and historic, it sits on top of a hill looking over all the other historic houses and small church across the street. We kept commenting that we felt like we were in a fall Hallmark movie (we visited in mid-October). Parking was easy and there was always enough spaces open. We would definitely stay here again.



Kelly

October 2022

I can honestly say I can't imagine ever having a better Airbnb experience than the one my kids and I had at Taryn's space. It was exactly what we were looking for and exactly as described and pictured. Immaculately clean and beautifully decorated. A short (less than 5 minutes) and beautiful walk to downtown Parkville with all its fun shops and restaurants was the perfect vibe to match the place. Taryn's initial message with all the needed information made check in flawless and she was quick to answer any questions we had. She went out of her way to make our stay memorable and we felt at home there. I literally wanted to buy the place. We will be back! Thank you Taryn!



Vanessa

October 2022

Love the place! Decoration is beautiful and Taryn is a great host!



Danny

October 2022

Taryn was a great host. Communication was always very quick and the place was very clean. The attention to detail made it a great stay, as well as the charm of the town.



Chastity

October 2022

We loved our stay at Taryn's Airbnb. I would highly recommend this place, it was peaceful, quiet and close to the cute little downtown Parkville area.



Linda

October 2022

My husband and I took a spur of the moment trip to Kansas City, and we were fortunate enough to get this quiet, extremely clean place the day before our trip. We had a great time exploring Kansas City and were grateful to come home to quiet where we could regroup. Check-in was easy, and Taryn was exceptional in her response to any question or need I had. I would highly recommend staying there!



Robert

September 2022

Great location if you like being close to downtown Parkville, excellent host, overall good experience.



Jill

August 2022

Taryns house exceeded our expectations. It was spotlessly clean, like not a hair or spec of dirt on the baseboards clean. It is right off the cute little downtown Parkville and we walked there several times for coffee or lunch. She has the basics provided in the kitchen for simple meals. Be aware there is no dishwasher so be prepared to step back in time and get those hands soapy.

Her taste is impeccable, she created such an updated look mixed with lots of true vintage charm. Beds were comfortable with very nice bedding. Tv in the king room and living room with streaming access. Shower is new, clean and a great shower stream. Overall great for two adults and two kids.



Pedro

August 2022

Amazing place to stay a couple nights to relax! 5 ★ place and 5 ★ host! Would definitely book again!



Bobbie

July 2022

We enjoyed our stay!



Susan

July 2022

Taryn was a great host, extremely responsive. We loved the location, close to everything. It was quiet, the beds were awesome. Don't hesitate to book this!



Simone

July 2022

We had a nice stay at Taryn's place. Downtown Parkville is adorable. We were there during the Fourth of July and able to enjoy the parade that was basically right outside our door. Our kids loved catching lightning bugs in the evenings. This is a nice space and nicely decorated.



Lucas

June 2022

Amazing place to stay for our wedding night, Taryn went above and beyond to accommodate us.



Jana

June 2022

Super sweet place to get away to. Host was very quick to respond to my questions. Loved that it was located within walking distance to the main street area. Beds were very comfortable and cozy. Decor was stylish and modern. Overall, great experience!



Andrea

June 2022

This place was perfect for me and my son while we were in Parkville for a baseball tournament. I loved that we were close enough to downtown that I could walk there for coffee in the mornings. The beds were comfy, the space was cute and clean, and the neighborhood was quiet.



Cadry

May 2022

Taryn's place is so cute, clean, and beautifully decorated. Taryn was super responsive whenever we needed something. The private free parking was a nice bonus!

It has close proximity to downtown Parkville. We enjoyed walking down to Jennifer's for a glass of wine, walking along the river, and the Saturday farmers market. It was just 20 minutes to anywhere we wanted to go in Kansas City. A nice quiet home base.



Deb

April 2022

Taryn was very helpful and accommodating. Great to work with! And a lovely location.



Tami

April 2022

Lovely lovely place lots of room great value. Would not hesitate to stay again. Taryn was very responsive to my questions and was a perfect host 😊



Haley

March 2022

Taryn's place was a lovely stay! Very welcoming and cute! Taryn was very quick to respond when we needed help checking in and was very helpful! We enjoyed being close to downtown KC, yet getting to be in a small town. We loved walking to the shops and restaurants in Parkville. Fun place to stay!



Dana

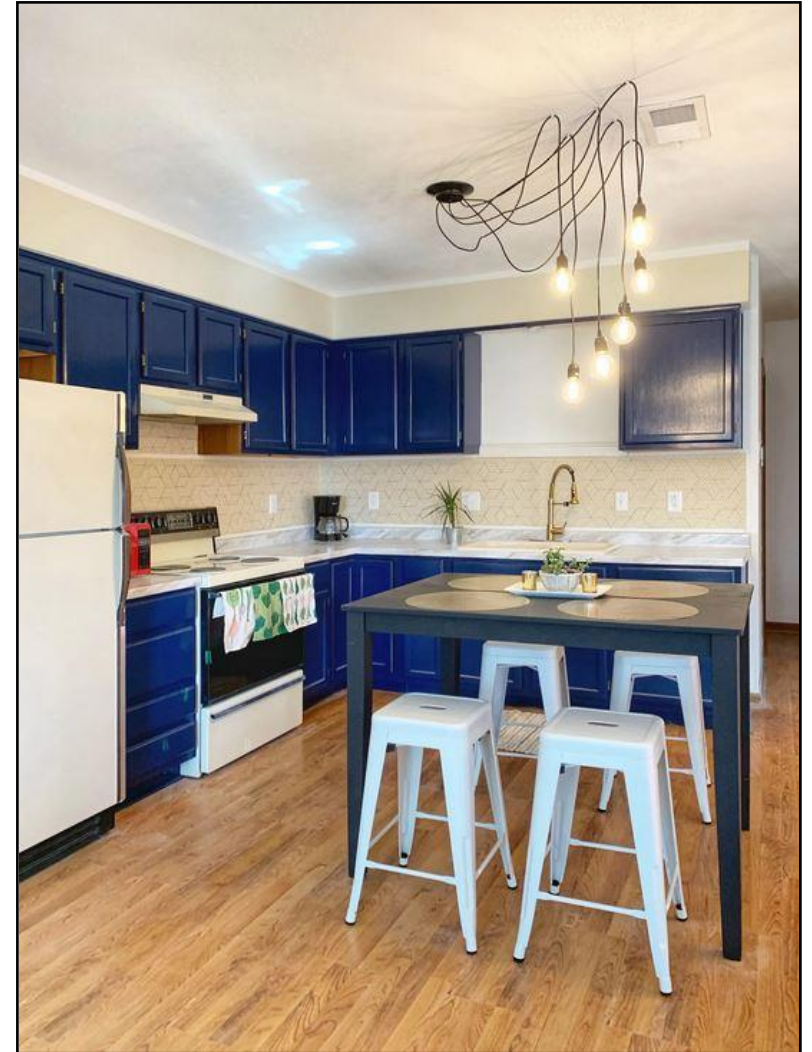
March 2022

Fantastic place and host! The place was super clean and cute. Parkville is an adorable little town outside of KC too...check out the downtown stores! I had a few changes during this trip. For one, we had a death in the family and I asked Taryn if I could shift days if the place was available. She was more than kind to make that work if needed. Also, the day I was suppose to leave was calling for 4-8" of snow in KC. So I asked for one more night stay if it was available. It was so I got snowed in an extra day. Taryn communicated super well and was very friendly. I will keep this place in mind when and if I get to KC again!

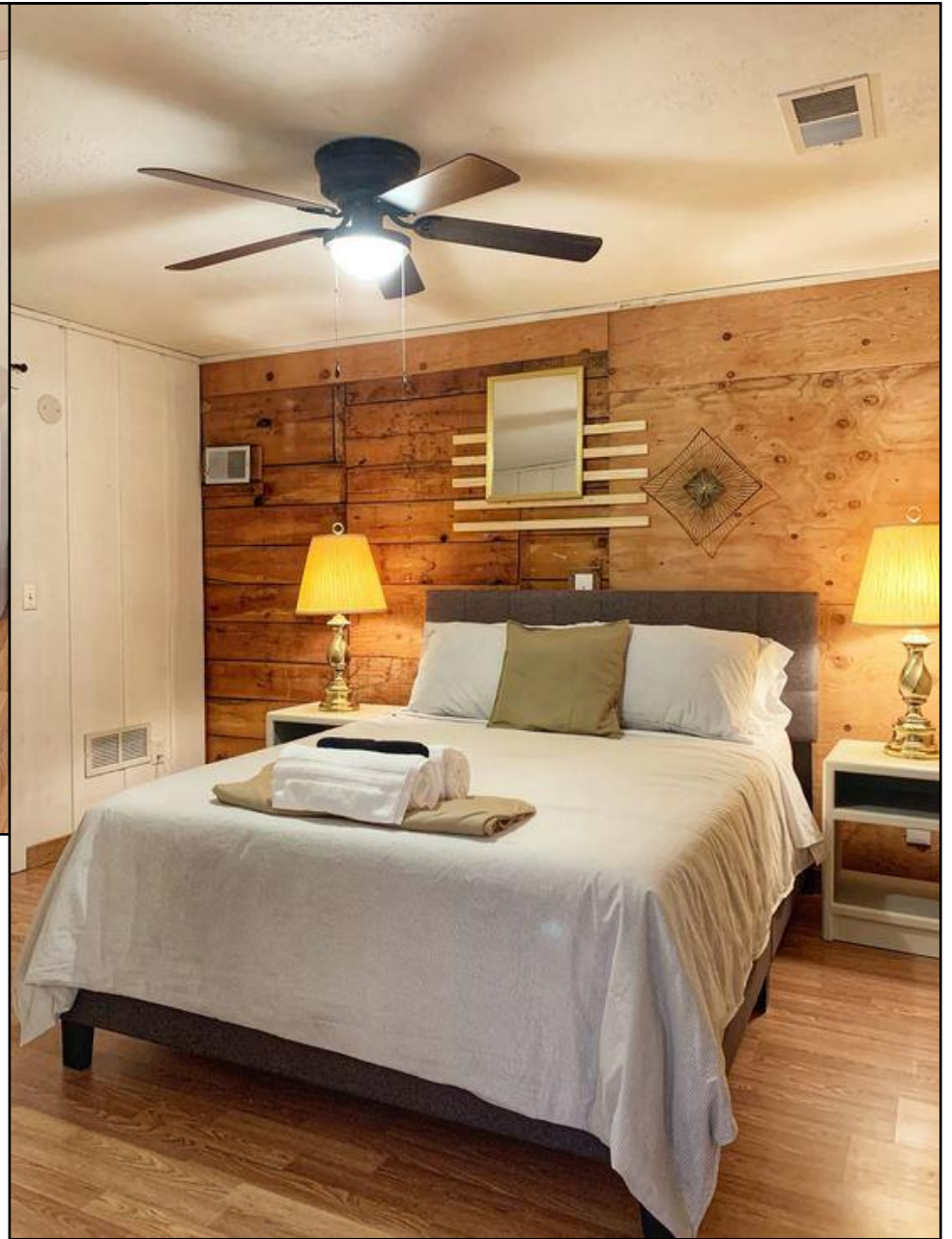


Exterior photos of
804 Main St.

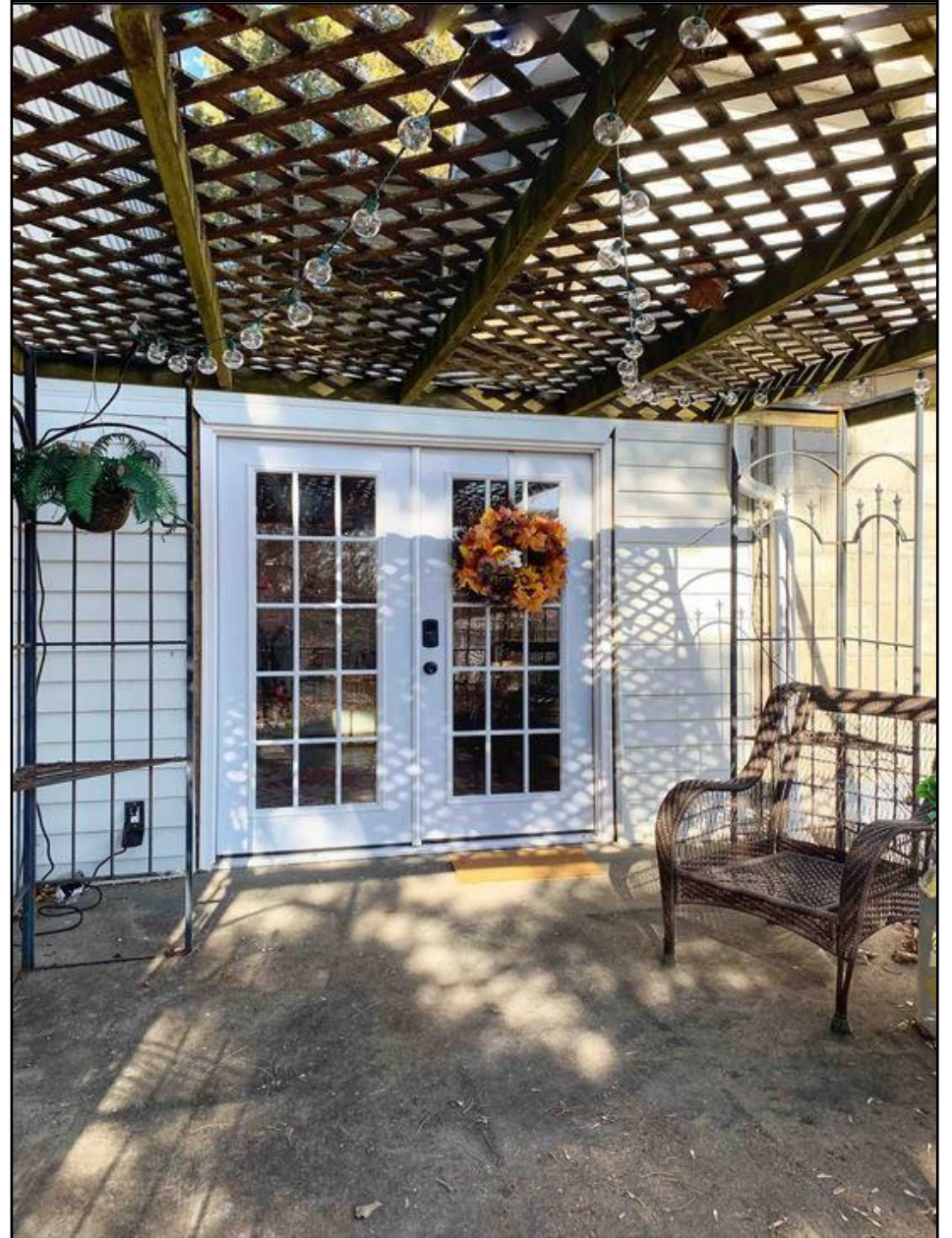




Interior photos of
804 Main St.







AN ORDINANCE APPROVING AN APPLICATION FOR CONDITIONAL USE PERMIT TO ALLOW A LODGING – SHORT-TERM RENTAL USE AT 804 MAIN STREET

WHEREAS, the growth of third-party short-term residential dwelling rental (RDR) platforms such as Airbnb, HomeAway and VRBO (Vacation Rentals by Owner) has led to a variety of impacts on host communities and have increasingly been the subject of new regulations by cities; and

WHEREAS, per the request of the Board of Aldermen, staff explored adopting regulations for short-term RDRs in Parkville by researching issues raised including City permitting, Homeowner Association (HOA) regulations, time duration, guest policies, on-site regulation, and enforcement; and

WHEREAS, on between 2019 and 2021 the City of Parkville held a total of nine meetings / public forums — a special workshop, two public hearings at regular meetings of the Planning and Zoning Commission, and six regular meetings of the Board of Aldermen — to discuss provisions for short-term RDRs and codifying such standards; and

WHEREAS, on September 7, 2021 the Board of Aldermen adopted Ordinance No. 3087 creating provisions and guidelines for short-term residential dwelling rentals; and

WHEREAS, applicant Taryn Klein submitted an Application for Conditional Use permit to allow a *Lodging – Short-Term Rental* use at 804 Main St. in Parkville, Missouri (Case No. PZ 2022-07); and

WHEREAS, the subject property contains one parcel (Platte County parcel no. 20-7.0-35-100-016-001.000) containing 0.27 acres, more or less, is generally located near the northwest corner of the intersection of N Main St. and W 8th St; and the owner has been successfully operating an Airbnb short-term RDR use at this location for some time, and would like to be compliant with City of Parkville regulations via approval of an Application for Conditional Use Permit; and

WHEREAS, Parkville Municipal Code Section 405.050 permits *Lodging – Short-Term Rental* uses via the conditional use permit process outlined in Section 403.050; and

WHEREAS, notice of a public hearing to be held before the Planning and Zoning Commission was published, mailed and posted in accordance with Parkville Municipal Code Title IV – Development Code, Section 403.010; and

WHEREAS, City staff reviewed the application according to Parkville Municipal Code Title IV – Development Code, Section 403.050 and determined their findings and conclusions; and

WHEREAS, on May 10, 2022, the Parkville Planning and Zoning Commission held a public hearing to consider the Application for Conditional Use Permit and recommended approval of the application by a vote of 5 to 0, subject to conditions; and

WHEREAS, the Board of Aldermen concurs with staff's conclusions and the recommendation by the Planning and Zoning Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

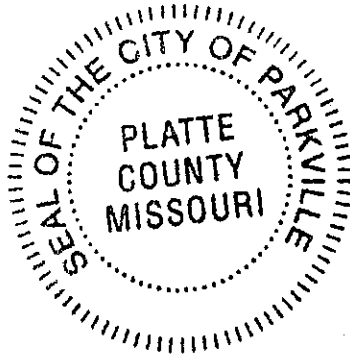
SECTION 1. The Application for a Conditional Use Permit to allow a *Lodging – Short-Term Rental* use at 804 Main St. in Parkville, Missouri (Case No. PZ 2022-07) is hereby approved, subject to conditions:

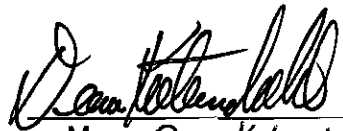
- Snow removal of the private driveway shall be taken care of by guests of the short-term rental unit.
- The Conditional Use Permit shall not be transferrable to a different property owner.

SECTION 2. The Conditional Use Permit shall be effective for six months from the effective date.

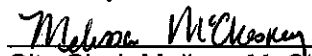
SECTION 3. This ordinance shall be effective immediately upon its passage.

PASSED and APPROVED this 7th day of June 2022.




Mayor Dean Katerndahl

ATTESTED:


City Clerk Melissa McChesney



Staff Analysis

<u>Agenda Item:</u>	5.B
<u>Proposal:</u>	An application for a Conditional Use Permit (CUP) to allow a <i>Lodging – Short-Term Rental</i> use at 500 East St. in Parkville, MO, in the “R-4” Mixed-Density Residential District on parcel no. 20-7.0-35-100-026-003.000 (0.15 acres, more or less), generally located at the northwest corner of the intersection of Missouri Hwy 9 and E 5 th St.
<u>Case No:</u>	PZ 2022-40
<u>Applicant:</u>	Annette Lou Hagen
<u>Owners:</u>	Annette Lou Hagen
<u>Location</u>	500 East St.; generally located at the northwest corner of the intersection of Missouri Hwy 9 and E 5 th St.
<u>Zoning:</u>	“R-4” Mixed-Density Residential
<u>Parcel #:</u>	#20-7.0-35-100-026-003.000
<u>Exhibits:</u>	A. This Staff Analysis B. Application for Conditional Use Permit C. Subject Area Property Map D. Ordinance No. 3129 – An ordinance approving an Application for Conditional Use Permit to allow a short-term rental use at 500 East Street. E. Additional exhibits as may be presented at the public hearing
<u>By Reference:</u>	A. Parkville Municipal Code, Title IV – Development Code in its entirety (http://parkvillemo.gov/download/ZoningCodeUpdate_FinalDraft.pdf) 1. Section 403.050 Conditional Use Permit 2. Section 405.050 Conditional Uses 3. Parkville Master Plan (http://parkvillemo.gov/departments/community-development-department/master-plan/) 4. Ordinance No. 3087 (adopted September 7, 2021) – An ordinance amending Parkville Municipal Code, Sections 402.010, 405.020 and 405.040 to create provisions and guidelines for short-term residential dwelling rentals. 5. Ordinance No. 3142 (adopted October 4, 2022) – An ordinance amending Parkville Municipal Code, Section 405.040, Subsection

- K. amending the existing provisions and guidelines for short-term residential dwelling rentals.
6. Notice of Public Hearing mailed certified mail to owners within 185 ft. of the subject property
7. Hearing notice published in The Platte County Citizen newspaper on November 23, 2022.
8. Summary of Public Hearing posted on Parkville City webpage (<http://parkvillemo.gov/public-hearings/>)
9. Hearing notice published on the Parkville City webpage (<http://parkvillemo.gov/government/public-hearings/>)

Comments

Received: The Community Development Department did not receive any public comments prior to the completion of this staff analysis report.

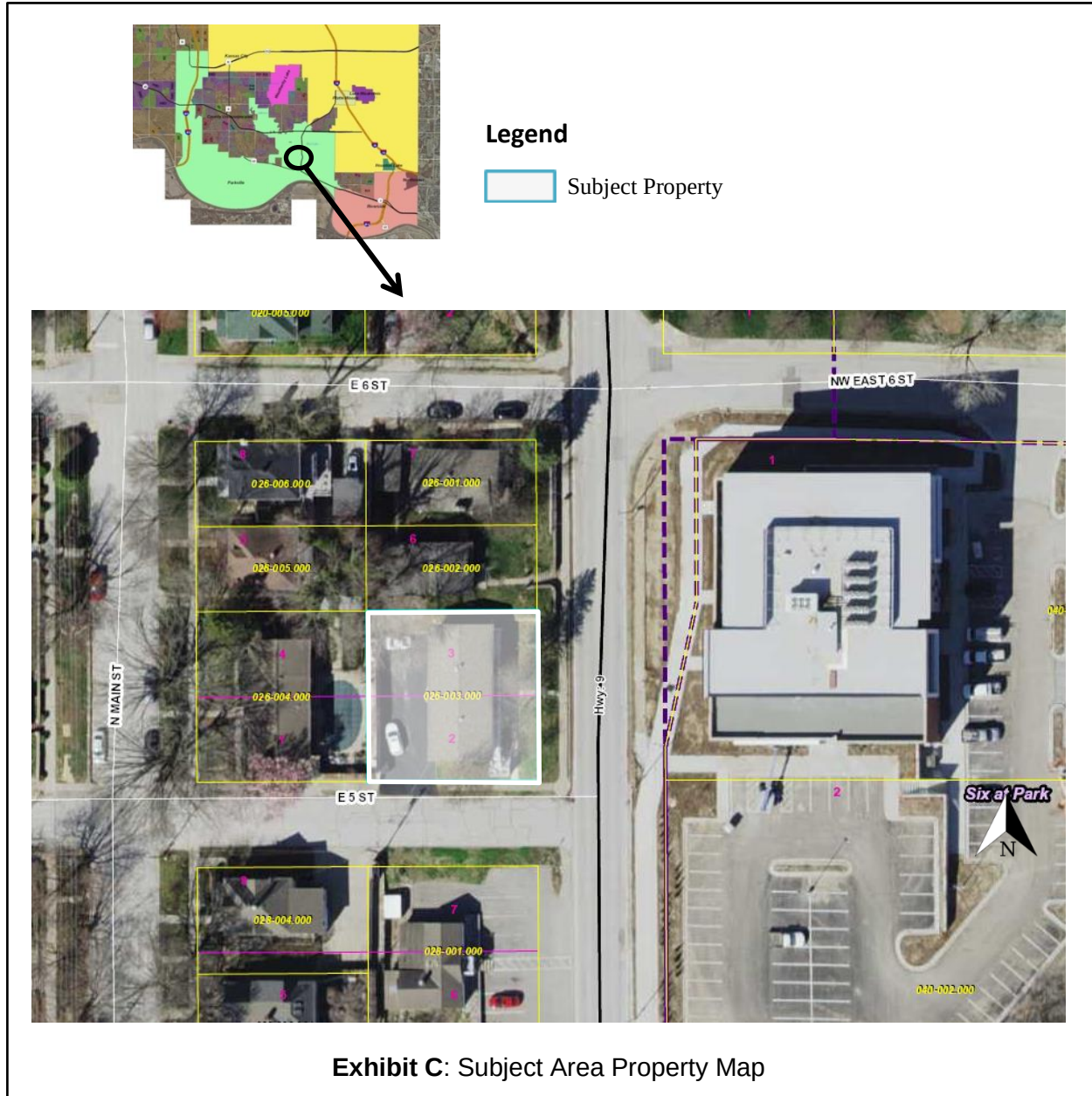
Background

Growth of third-party short-term residential dwelling rental (RDR) platforms such as Airbnb, HomeAway and VRBO (Vacation Rentals by Owner) has led to a variety of impacts on host communities and have increasingly been the subject of new regulations by cities. On September 7, 2021 the Board of Aldermen adopted Ordinance No. 3087 creating provisions and guidelines for short-term residential dwelling rentals (see Exhibit C by Reference); and on October 4, 2022 the Board of Aldermen adopted Ordinance No. 3142 amending existing provisions and guidelines for short-term residential dwelling rentals (see Exhibit D by Reference). In summary, these provisions:

1. Limit the total number of short-term RDRs to no more than four per Ward district.
2. Restrict the number of short-term RDRs to one dwelling unit per property.
3. Require owners occupy short-term RDR properties as their full-time primary residence.
4. Require short-term RDR properties have at least one dedicated parking space on-site on the subject property (shall NOT include on-street parking in public right-of-way).
5. Provide staff administrative approval authority of short-term RDR applications, provided all criteria above and requirements of Section 405.040, K. are adhered to. **For instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process in Section 403.050.**

Overview

On June 7, 2022 the Board of Aldermen adopted Ordinance No. 3131 approving a conditional use permit to allow a short-term rental use at 500 East St. in Parkville, Missouri (Case No. PZ 2022-13), effective for six months and other conditions (see Exhibit E). The subject property is one parcel (Platte County parcel no. 20-7.0-35-100-026-003.000), containing 0.15 acres, more or less, zoned "R-4" Mixed-Density Residential, and contains a four-plex dwelling unit (8 bedrooms) with private parking for six motor vehicles as well as public parking along W 5th St.). The property is generally located at the northwest corner of the intersection of Missouri Hwy 9 and E 5th St.



Because the six-month time period for the conditional use permit expired on December 7th, applicant Annette Hagen would like a continuation of her *Lodging – Short-Term Rental* use at 500 East St. However, the applicant has to request a variance or exception for the following standard:

- 1. Not occupying the property as her full-time primary residence.**
- 2. Not having at least one dedicated parking space on-site on the subject property.**

The owner acquired the subject property in 1999 and has successfully been renting out the units via long-term leases to tenants. In November 2021 one of the tenants moved out, and the owner transitioned that unit to a short-term RDR use. Staff has not received any complaints to-date regarding operation of the current Airbnb use.

CUP Matters for Consideration

Per Parkville Municipal Code, Title IV, Section 405.040, a number of standards shall apply to short-term rentals in residential zoning districts; and for instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process outlined in Section 403.050. A conditional use permit provides flexibility for different uses within a zoning district and allows the potential for additional uses. Further, due to the varying design and operational characteristics of the use or due to conditions in the area where the use is proposed, these uses may not be appropriate in that district, but require a case-specific review to determine the compatibility in a specific context and location.

This application has been reviewed against the City of Parkville's Development Code, including the applicable general requirements in Table 403-1, Section 403.010 and Section 403.050, Subsection B. Per these requirements, notice of the public hearing has been published in a newspaper in general circulation in the City, The Platte County Citizen newspaper on November 23, 2022; a sign announcing the time, place and nature of the public hearing was placed on the subject property within view from public right of way; and mailed notice via certified mail was provided to all property owners within 185 ft. of the subject properties. As of the date of the completion of this staff analysis report, the Community Development Department has not received any public comments.

General Review and Analysis

Parkville Municipal Code, Section 403.050, Subsection B. provides review criteria for how the Planning and Zoning Commission shall determine if a conditional use permit is appropriate. The following are staff's findings and conclusions.

- 1. The application furthers the intent of the proposed zoning district and does not conflict with the intent of any abutting districts, and is otherwise determined to be consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan.**

The property is located in the "R-4" Mixed-Density Residential district. This district seeks to provide residential living in a medium-density neighborhood setting and compact, walkable character; as well as primarily detached houses and integrates a range of small-scale, civic and multi-unit building types at strategic locations. Staff finds the Application for Conditional Use Permit furthers the intent of the "R-4" district by adding to the variety of existing residential dwelling unit stock and types along East Street; and that the proposed short-term RDR use could blend in with the character of the "R-4" district.

The *Parkville 2040 Master Plan's* (adopted May 11, 2021) Future Land Use map labels the subject property as "Downtown Mixed-Use". This projected use is a special mixed-use district for downtown Parkville, and provides retail and office on first-floor and residential uses on the second or third stories; with an ideal floor-to-area ration (FAR) of 0.75 for retail / office uses, and an ideal density of 8 dwelling units per acre. The proposed short-term RDR use would be suited within an existing multi-family residential 4-plex rental units (four single-family rental units), and wouldn't conflict with the desired uses of the "Downtown Mixed-Use" future land use projection or its density ranges, other than the fact the first-floor of the building is residential uses.

2. Compliance of any proposed development with the requirements of this code.

Per Table 405-2 of the Title IV – Development Code, *Lodging – Short-Term Rental* uses are permitted in residential zoning districts, including the "R-4" Mixed-Density Residential district, via a conditional use permit via a conditional use permit enabled through the discretionary review process outlined in Section 403.050. The applicant has been successfully operating one of the four residential dwelling units as an Airbnb short-term use since November 2021, and would eventually like to transition her other units to the same use. As a result, the owner would like to be compliant with City of Parkville regulations via approval of an Application for Conditional Use Permit. No changes would be needed to the existing building in order to accommodate the proposed use.

Per Table 405-2 of the Title IV – Development Code; and Section 405.040, Subsection K., short-term RDRs can be approved administratively by staff, provided a number of provisions are met; and for instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process outlined in Section 403.050. The applicant has been successfully operating an Airbnb short-term RDR use at this location for some time — on June 7, 2022 the Board of Aldermen adopted Ordinance No. 3131 approving a conditional use permit to allow a short-term rental use at 500 East St. in Parkville, Missouri (Case No. PZ 2022-13), effective for six months and other conditions.

Because the six-month time period for the conditional use permit expired on December 7th, applicant Annette Hagen would like a continuation of her *Lodging – Short-Term Rental* use at 500 East St. However, the applicant is requesting a variance or exception for the following standards:

1. Not occupying the property as her full-time primary residence.
2. Not having at least one dedicated parking space on-site on the subject property.

3. Whether any additional site-specific conditions are necessary to meet the purposes and intent of the Development Code and the intent or design objectives of any applicable subsections of the Development Code, or mitigate any other potential impacts that are specific to the proposed use.

When considering an Application for Conditional Use Permit, staff considers a variety of factors, including how the proposed use would impact the public health, safety and welfare. For short-term RDR uses, staff evaluates hours of operation, noise, odor, traffic/parking, and other potential negative impacts on adjacent properties.

With regard to 500 East St., the existing building meets all "R-4" lot size requirements (e.g., minimum area, width, building coverage) and building standards (e.g., front-yard

setbacks, side-yard setbacks, rear-yard setbacks, maximum height). As a result, staff doesn't foresee any issues pertaining to noise; and since the lodging itself would occur within the building, staff doesn't foresee any issues pertaining to odor. Section 408.030 Required Parking, Table 408-5: Required Parking requires 2 parking spaces per dwelling unit. The subject property has a rear parking lot that can accommodate approximately 6 motor vehicles; nevertheless, there is also 2 public parking spaces along E 5th St. directly adjacent to 500 East St. Furthermore, this doesn't account for additional public parking within 600 feet of the subject property, including the City's public parking lot at the southern end of 603 East St. which contains 16 public parking spaces (it should be noted that Section 408.030 Required Parking, Subsection C.4 allows public parking credit for any property within 600 ft. of public parking spaces; and this provision allows the reduction of 1 required space for every 2 public parking spaces available). The owner has indicated that tenants renting out the dwelling units at 500 East St. have not had any issues in terms of adequate parking available.



View of 500 East St. (looking towards the west) from Missouri Hwy 9



View of private parking lot at 500 East St.



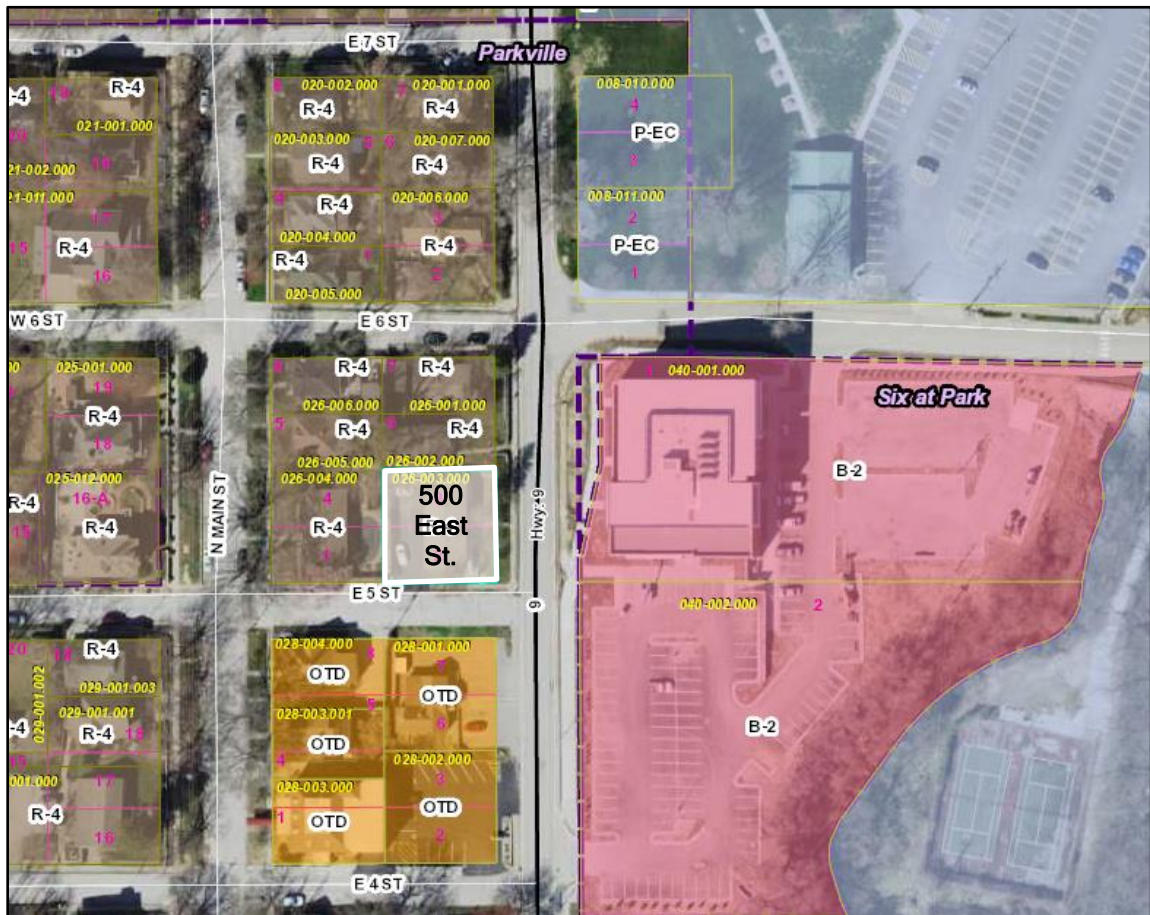
View of on-street public parking along W 5th St.



View towards public parking lot spaces at 603 East St.

4. **The impact on the public realm, including the design and functions of streetscapes and relationships of building and site elements to the streetscape.**
Staff finds the proposed short-term RDR use would have little-to-no impact on the public realm, specifically the design of streetscapes and site elements to the streetscape, as no changes are being proposed to the existing building itself at 500 East St. It should be noted that the Six At Park Class-A commercial office building directly across the street at 603 East St. has several *Lodging – Short-Term Rental* dwelling units available for rent.
5. **The adequacy of drainage, utilities and other public facilities.**
Although the multi-family residential 4-plex building on the subject property was constructed in 1968, it's currently served by all required public utilities (e.g., electrical, water, sewer). There are currently no Property Maintenance Code violations on the subject property pertaining to stormwater drainage. Moreover, the Application for Conditional Use Permit does not appear to significantly impact the ability for the City or other governmental agencies to respond with public and emergency services; this includes police, fire, and the ability to maintain the peace.
6. **Compatibility with the character of the area in terms of building scale, building form, landscape and site design.**
The character of the neighborhood surrounding the subject parcel is old town / historic residential, old town district commercial, business commercial and Park University campus. Adjacent and surrounding property parcels to the north and west are all zoned "R-4" Mixed-Density Residential, parcels to the south are zoned "OTD" Old Town

District, parcels to the east are zoned “B-2-P” General Business District, and parcels to the northeast are zoned “P-EC” Planned Educational Campus District. The existing building located on the subject property is compatible with the “R-4” building typologies and character of the area in terms of building scale, form, and landscape and site design. The proposed short-term RDR use should not negatively impact the character of the surrounding area, as their uses are generally higher-intensity commercial business uses, all of which permit *Lodging – Short-Term Rental* uses by-right without needing to obtain a conditional use permit.



Aerial view of property parcels and their respective zoning district designations

7. Compatibility with the area in terms of operating characteristics such as hours of operation, visible and audible impacts, traffic patterns intensity of use as proposed or foreseeable, and other potential impacts on adjacent property.

In terms of hours of operation, short-term RDR uses are not restricted to specific hours of the day or days of the week, unless dictated as a conditional of approval enabled through the discretionary review process outlined in Section 403.050. The Parkville Police Department confirmed the subject property had one minor noise complaint in 2008, but there has not been any noise complaints received for the subject property since November 2021 when the owner transitioned the use of one of her units to a short-term RDR. The applicant has noted that guests will be arriving and going in similar fashion to neighboring residents. As noted in review criteria #3 above, staff doesn't foresee any issues / adverse impacts to adjacent properties pertaining to visible impacts,

audible impacts, or traffic patterns. It should be noted that the Six At Park Class-A commercial office building directly across the street at 603 East St. has several *Lodging – Short-Term Rental* dwelling units available for rent.

8. Whether a limited time period for the permit is reasonable necessary to either limit the duration of the use, assess the use against changing conditions in the area, or ensure periodic reporting and on-going enforcement of the permit.

The discretionary review process outlined in Section 403.050 allows a reasonable time limit be placed on approval of the conditional use permit on a case-by-case basis. This is in order to assess the intensity and potential impacts of the use against changing conditions in the area over time. The provisions of Section 405.040, Subsection K. state that short-term RDR permits shall be reviewed and renewed by staff on an annual basis, provided all requirements of said Section are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit.

As a result, staff recommends the specific length of time for the duration of the Application for Conditional Use Permit (Case No. PZ 2022-40) be one year, with the condition that staff shall review and renew the conditional use permit on an annual basis, provided all requirements of said Section are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit.

9. The application will not prevent development and use of the neighboring property in accordance with the applicable development regulations.

Approval of the Application for Conditional Use Permit should not prevent development and use of neighboring properties in accordance with the applicable regulations of the Title IV – Development Code. The existing building on the subject property is compliant with both “R-4” lot size requirements (e.g., minimum area, width, building coverage) and building standards (e.g., front-yard setbacks, side-yard setbacks, rear-yard setbacks, maximum height).

10. The long-range plans applicable to the site and surrounding area are not negatively impacted considering the permanence of the proposed use, the permanence of existing uses in the area, and any changes in character occurring in the area.

The *Parkville 2040 Master Plan* projects “Downtown Mixed-Use” future land use for the subject property and immediately adjacent properties. This projected use is a special mixed-use district for downtown Parkville, and provides retail and office on first-floor and residential uses on the second or third stories; with an ideal floor-to-area ration (FAR) of 0.75 for retail / office uses, and an ideal density of 8 dwelling units per acre. Staff finds the proposed short-term RDR use would be complimentary to the existing multi-family residential 4-plex rental units (four single-family rental units); and wouldn’t negatively impact long-range plans applicable to the site and surrounding area, including the desired vision of the “Downtown Mixed-Use” future land use or its ideal density ranges.

11. The recommendations of professional staff or other technical reviews associated with the application.

Aside from staff’s analysis and recommendations contained within the *Parkville 2040 Master Plan*, no other recommendations of professional staff or other technical reviews associated with the application are referenced.

Staff Conclusion and Recommendation

Staff concludes that: With the exceptions noted above, the application meets or exceeds the minimum applicable standards and regulations; the proposed use of *Lodging – Short-Term Rental* does not conflict with the intent of any abutting districts and can be consistent with the adopted Parkville Master Plan; the proposed use can meet the requirements of the Development Code, however the Planning and Zoning Commission must evaluate the applicant's request for variance/exception based on the context of their application, function of the short-term RDR and location of the subject property area; the proposed use should not negatively impact the public realm, design and functions of streetscapes; existing drainage, utilities and other public facilities should be adequate for the proposed use; the existing building is compatible with the character of the area; hours of operation, visible and audible impacts and traffic patterns are compatible with the area; staff recommends a one-year time duration for the Application for Conditional Use Permit with staff review and renewal on an annual basis, provided all requirements of Section 405.040, Subsection K. are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit; the proposed use will not prevent development and use of neighboring properties; and the long-range plans to the site and surrounding area will not be negatively impacted by the proposed use.

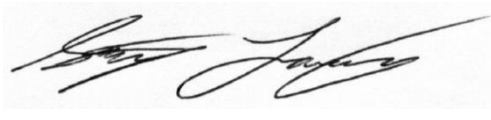
Following review, staff recommends neither approval nor denial of the Application for Conditional Use Permit for the subject property based on the merits of the application and the findings and conclusions in this report; and will defer discretion to the Planning and Zoning Commission per a roll call vote to determine if the requested variances/exceptions to provisions for short-term RDRs are appropriate given the context of the application, function of the short-term RDR and location of the subject property area.

It should be noted that the recommendation contained in this report is made without knowledge of facts, public comments or any additional information which may be presented during the public hearing. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Conditional Use Permit, supporting information, associated exhibits, factors discussed above, and any testimony presented during the public hearing, the Planning and Zoning Commission should recommend approval, approval with conditions, denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen on December 20, 2022 for final action.

End of Memorandum



11-30-2022

Stephen Lachky, AICP, CPM, CFM
Community Development Director

Date



Application #: PZ 2022-40
Date Submitted: 11-11-22
Public Hearing: 12-13-22
Date Approved: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

Application for Conditional Use Permit

Pre-application meeting required per Parkville Municipal Code, Title IV, Section 403.010, Subsection C

1. Applicant/Contact Information

Applicant(s)

Name: Annette Hagen
Address: 500 EAST STREET
City, State: Parkville, Mo, 64152
Phone: 816-536-5336 Fax: _____
E-mail: ahagen1003@gmail.com

Engineer/Surveyor(s) preparing plans & legal desc.

Name: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

Owner(s), if different from applicant(s)

Name: _____
Address: Same
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

Contact Person, if different from applicant(s)

Name: _____
Address: _____
City, State: _____
Phone: _____ Fax: _____
E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that conditional use in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) Annette Hagen Date: 11-12-22

Property Owner's Signature (Required) Annette Hagen Date: 11-12-22

2. Proposed Conditional Use (see also Checklist of required submittals)

Proposed use: Airbnb (Short Term Rental) Requested length of permit _____

Description: _____

Proposed days and hours of operation: _____

3. Property Information (see also Checklist of required submittals)

Property address / general location: 500 East Street, Parkville, Mo. 64152

Parcel ID Number: _____

Zoning: R-4 Mixed-Density Residential

Present use of the property: Airbnb

Length of use (or vacancy): _____

4. Neighboring land uses and zoning

Describe the existing land use and zoning on the surrounding properties:

Existing Land UseExisting Zoning

North:

North:

South:

South:

East:

East:

West:

West:

Attach a narrative addressing:

1. How the application furthers the intent of the proposed zoning district and does not conflict with the intent of any abutting districts, and is otherwise determined to be consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan.
2. Compliance of any proposed development with the requirements of this code.
3. Whether any additional site-specific conditions are necessary to meet the purposes and intent of this code and the intent or design objectives of any applicable subsections of this code, or mitigate any other potential impacts that are specific to the proposed use.
4. The impact on the public realm, including the design and functions of streetscapes and relationships of building and site elements to the streetscape.
5. The adequacy of drainage, utilities and other public facilities.
6. Compatibility with the character of the area in terms of building scale, building form, landscape and site design.
7. Compatibility with the area in terms of operating characteristics such as hours of operation, visible and audible impacts, traffic patterns, intensity of use as proposed or foreseeable, and other potential impacts on adjacent property.
8. Whether a limited time period for the permit is reasonable necessary to either limit the duration of the use, assess the use against changing conditions in the area, or ensure periodic reporting and on-going enforcement of the permit.
9. How the application will not prevent development and use of the neighboring property in accordance with the applicable development regulations.
10. How the long range plans applicable to the site and surrounding area are not negatively impacted considering the permanence of the proposed use, the permanence of existing uses in the area, and any changes in character occurring in the area.
11. Any other information relevant to the application.

5. Checklist of required submittals

- ☒ Completed application, including all required details and supporting data.
- ☐ Nonrefundable application fee of \$300.00. Separately, the applicant will be billed to recover costs for required publication, posted and mailed notice per Parkville Municipal Code, Title IV, Section 403.010, Subsection E. *send \$300 Fee*
- ☐ Complete written and graphical legal description of subject property in paper and electronic formats, an area map showing the subject property and surrounding major features including roads.
- ☐ Three (3) copies 24" x 36" size, or larger sets, and one (1) electronic set (PDF format) of the site plan showing property boundaries, existing and proposed topography, structures, parking utilities, landscaping, signage, facades and other site features related to the proposed CUP.
- ☒ Authorized signature of the applicant and property owner.

For Office Use OnlyApplication accepted as complete by: Stephen Lachty, Community Development Director 11-11-22
Name/Title Date

Application fee payment: Check # _____ Amount \$ _____

Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

Board of Aldermen Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

AN ORDINANCE APPROVING AN APPLICATION FOR CONDITIONAL USE PERMIT TO ALLOW A LODGING – SHORT-TERM RENTAL USE AT 500 EAST STREET

WHEREAS, the growth of third-party short-term residential dwelling rental (RDR) platforms such as Airbnb, HomeAway and VRBO (Vacation Rentals by Owner) has led to a variety of impacts on host communities and have increasingly been the subject of new regulations by cities; and

WHEREAS, per the request of the Board of Aldermen, staff explored adopting regulations for short-term RDRs in Parkville by researching issues raised including City permitting, Homeowner Association (HOA) regulations, time duration, guest policies, on-site regulation, and enforcement; and

WHEREAS, on between 2019 and 2021 the City of Parkville held a total of nine meetings / public forums — a special workshop, two public hearings at regular meetings of the Planning and Zoning Commission, and six regular meetings of the Board of Aldermen — to discuss provisions for short-term RDRs and codifying such standards; and

WHEREAS, on September 7, 2021 the Board of Aldermen adopted Ordinance No. 3087 creating provisions and guidelines for short-term residential dwelling rentals; and

WHEREAS, applicant Annette Hagen submitted an Application for Conditional Use permit to allow a *Lodging – Short-Term Rental* use at 500 East St. in Parkville, Missouri (Case No. PZ 2022-13); and

WHEREAS, the subject property contains one parcel (Platte County parcel no. 20-7.0-35-100-026-003.000) containing 0.15 acres, more or less, is generally located at the northwest corner of the intersection of Missouri Hwy 9 and E 5th St.; and the owner has been successfully operating an Airbnb short-term RDR use at this location for some time, and would like to be compliant with City of Parkville regulations via approval of an Application for Conditional Use Permit; and

WHEREAS, Parkville Municipal Code Section 405.050 permits *Lodging – Short-Term Rental* uses via the conditional use permit process outlined in Section 403.050; and

WHEREAS, notice of a public hearing to be held before the Planning and Zoning Commission was published, mailed and posted in accordance with Parkville Municipal Code Title IV – Development Code, Section 403.010; and

WHEREAS, City staff reviewed the application according to Parkville Municipal Code Title IV – Development Code, Section 403.050 and determined their findings and conclusions; and

WHEREAS, on May 10, 2022, the Parkville Planning and Zoning Commission held a public hearing to consider the Application for Conditional Use Permit and recommended approval of the application by a vote of 5 to 0, subject to conditions; and

WHEREAS, the Board of Aldermen concurs with staff's conclusions and the recommendation by the Planning and Zoning Commission.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

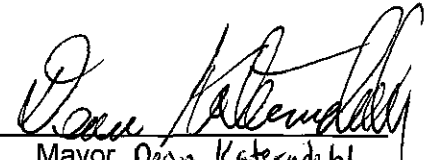
SECTION 1. The Application for a Conditional Use Permit to allow a *Lodging – Short-Term Rental* use at 500 East St. in Parkville, Missouri (Case No. PZ 2022-13) is hereby approved, subject to conditions:

- The Lodging – Short-Term Rental use shall be restricted to one of the four dwelling units.

SECTION 2. The Conditional Use Permit shall be effective for six months from the effective date.

SECTION 3. This ordinance shall be effective immediately upon its passage.

PASSED and APPROVED this 7th day of June 2022.


Mayor Dean Katerndahl

ATTESTED:


City Clerk Melissa McChesney





Staff Analysis

<u>Agenda Item:</u>	5.C
<u>Proposal:</u>	An application for a Conditional Use Permit (CUP) to allow a <i>Lodging – Short-Term Rental</i> use at 107 W 12 th St. in Parkville, MO, in the “R-4” Mixed-Density Residential District on parcel no. 20-7.0-35-100-004-011.000 (0.07 acres, more or less), generally located near the southwest corner of the intersection of W 12 th St. and NW Elm St.
<u>Case No:</u>	PZ 2022-42
<u>Applicant:</u>	Greenfield Enterprises, LLC
<u>Owners:</u>	Heather and Troy Greenfield
<u>Location</u>	107 W 12 th St.; generally located near the southwest corner of the intersection of W 12 th St. and NW Elm St.
<u>Zoning:</u>	“R-4” Mixed-Density Residential
<u>Parcel #:</u>	#20-7.0-35-100-004-011.000
<u>Exhibits:</u>	A. This Staff Analysis B. Application for Conditional Use Permit C. Subject Area Property Map D. Photos of subject property E. Additional exhibits as may be presented at the public hearing
<u>By Reference:</u>	A. Parkville Municipal Code, Title IV – Development Code in its entirety (http://parkvillemo.gov/download/ZoningCodeUpdate_FinalDraft.pdf) 1. Section 403.050 Conditional Use Permit 2. Section 405.050 Conditional Uses B. Parkville Master Plan (http://parkvillemo.gov/departments/community-development-department/master-plan/) C. Ordinance No. 3087 (adopted September 7, 2021) – An ordinance amending Parkville Municipal Code, Sections 402.010, 405.020 and 405.040 to create provisions and guidelines for short-term residential dwelling rentals. D. Ordinance No. 3142 (adopted October 4, 2022) – An ordinance amending Parkville Municipal Code, Section 405.040, Subsection K. amending the existing provisions and guidelines for short-term residential dwelling rentals. E. Notice of Public Hearing mailed certified mail to owners within 185 ft. of the subject property

- F. Hearing notice published in The Platte County Citizen newspaper on November 23, 2022.
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Comments

Received: The Community Development Department did not receive any public comments prior to the completion of this staff analysis report.

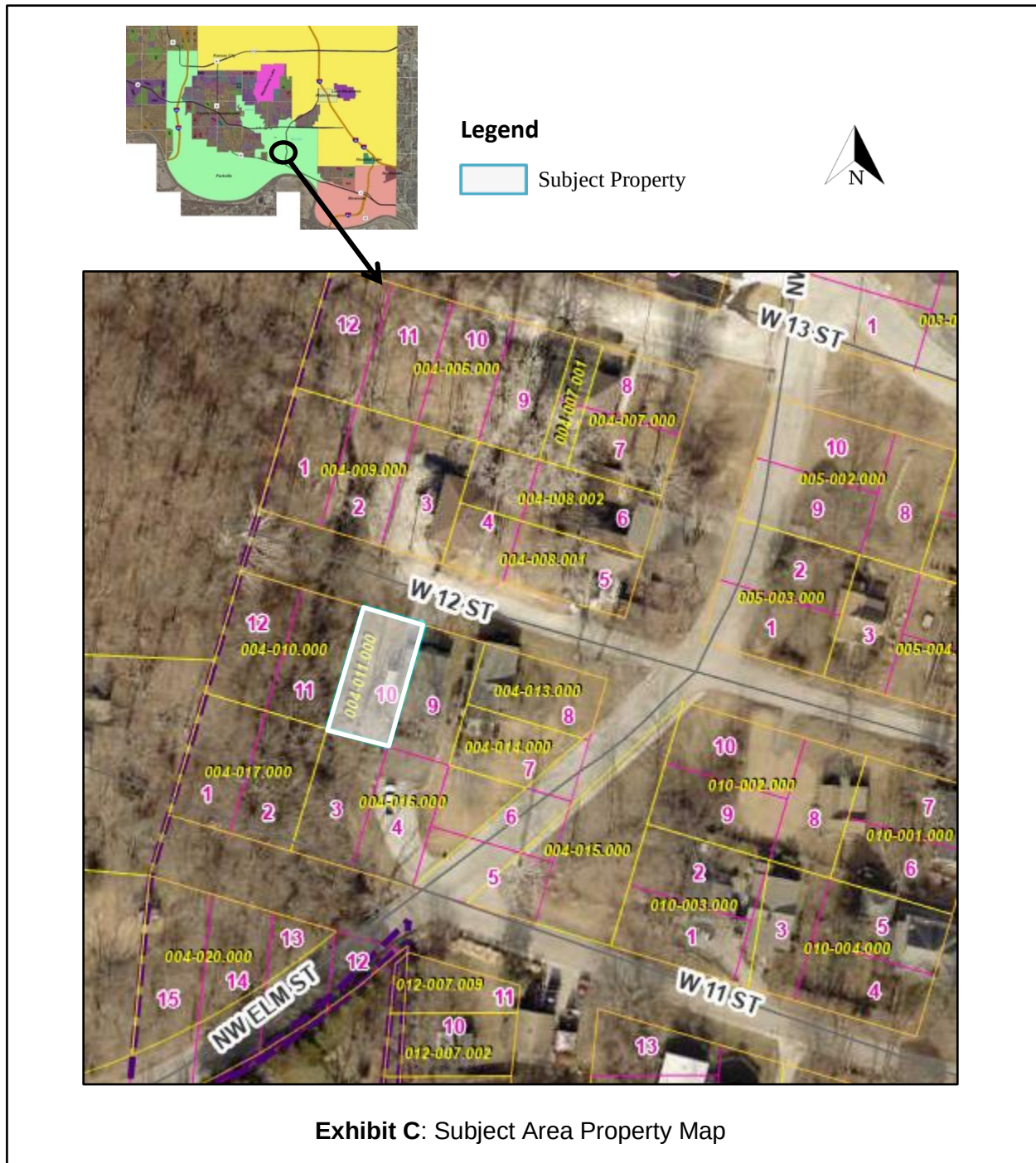
Background

Growth of third-party short-term residential dwelling rental (RDR) platforms such as Airbnb, HomeAway and VRBO (Vacation Rentals by Owner) has led to a variety of impacts on host communities and have increasingly been the subject of new regulations by cities. On September 7, 2021 the Board of Aldermen adopted Ordinance No. 3087 creating provisions and guidelines for short-term residential dwelling rentals (see Exhibit C by Reference); and on October 4, 2022 the Board of Aldermen adopted Ordinance No. 3142 amending existing provisions and guidelines for short-term residential dwelling rentals (see Exhibit D by Reference). In summary, these provisions:

1. Limit the total number of short-term RDRs to no more than four per Ward district.
2. Restrict the number of short-term RDRs to one dwelling unit per property.
3. Require owners occupy short-term RDR properties as their full-time primary residence.
4. Require short-term RDR properties have at least one dedicated parking space on-site on the subject property (shall NOT include on-street parking in public right-of-way).
5. Provide staff administrative approval authority of short-term RDR applications, provided all criteria above and requirements of Section 405.040, K. are adhered to. **For instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process in Section 403.050.**

Overview

The applicant proposes to operate a *Lodging – Short-Term Rental* use in the “R-4” Mixed-Density Residential district at 107 W 12th St., Parkville, MO 64152. The subject property contains one parcel (Platte County parcel no. 20-7.0-35-100-004-011.000) containing 0.07 acres, more or less. The property is generally located near the southwest corner of the intersection of W 12th St. and NW Elm St. The owner has been successfully operating an Airbnb short-term RDR use at this location for some time, and would like to be compliant with City of Parkville regulations via approval of an Application for Conditional Use Permit.



The applicant is requesting a variance or exception for the following standards:

1. **Not occupying the property as their full-time primary residence.**
2. **The total number of short-term rentals in residential districts being more than four per Ward district (as they've also submitted a subsequent Application for Conditional Use Permit — Case No. PZ 2022-43 — for a short-term RDR at 826 East St.**

Staff has not received any complaints to-date regarding operation of the current Airbnb use.

CUP Matters for Consideration

Per Parkville Municipal Code, Title IV, Section 405.040, a number of standards shall apply to short-term rentals in residential zoning districts; and for instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process outlined in Section 403.050. A conditional use permit provides flexibility for different uses within a zoning district and allows the potential for additional uses. Further, due to the varying design and operational characteristics of the use or due to conditions in the area where the use is proposed, these uses may not be appropriate in that district, but require a case-specific review to determine the compatibility in a specific context and location.

This application has been reviewed against the City of Parkville's Development Code, including the applicable general requirements in Table 403-1, Section 403.010 and Section 403.050, Subsection B. Per these requirements, notice of the public hearing has been published in a newspaper in general circulation in the City, The Platte County Citizen newspaper on November 23, 2022; a sign announcing the time, place and nature of the public hearing was placed on the subject property within view from public right of way; and mailed notice via certified mail was provided to all property owners within 185 ft. of the subject properties. As of the date of the completion of this staff analysis report, the Community Development Department has not received any public comments.

General Review and Analysis

Parkville Municipal Code, Section 403.050, Subsection B. provides review criteria for how the Planning and Zoning Commission shall determine if a conditional use permit is appropriate. The following are staff's findings and conclusions.

1. **The application furthers the intent of the proposed zoning district and does not conflict with the intent of any abutting districts, and is otherwise determined to be consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan.**

The property is located in the "R-4" Mixed-Density Residential district. This district seeks to provide residential living in a medium-density neighborhood setting and compact, walkable character; as well as primarily detached houses and integrates a range of small-scale, civic and multi-unit building types at strategic locations. Staff finds the Application for Conditional Use Permit furthers the intent of the "R-4" district by adding to the variety of existing residential dwelling unit stock and types along W 12th Street; and that the proposed short-term RDR use could blend in with the character of the "R-4" district.

The *Parkville 2040 Master Plan's* (adopted May 11, 2021) Future Land Use map labels the subject property as "Low-Density Residential". This proposed use provides single-family residential detached, single-family residential bi-attached, single-family residential

+1 accessory dwelling unit, civic uses, schools and churches; with an ideal density between 1 to 5 dwelling units per acre, and an average density of 3 dwelling units per acre. The proposed short-term RDR use would be suited to an existing single-family residential detached dwelling unit, and wouldn't conflict with the desired uses of the "Low-Density Residential" future land use projection, or its density ranges.

2. Compliance of any proposed development with the requirements of this code.

Per Table 405-2 of the Title IV – Development Code; and Section 405.040, Subsection K., short-term RDRs can be approved administratively by staff, provided a number of provisions are met; and for instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process outlined in Section 403.050. The applicant has been successfully operating an Airbnb short-term RDR use at this location for since July 2021 and would like to become compliant with City of Parkville regulations via approval of an Application for Conditional Use Permit. However, the applicant is requesting a variance or exception for the following standards:

1. Not occupying the property as their full-time primary residence.
2. The total number of short-term rentals in residential districts being more than four per Ward district (as they've also submitted a subsequent Application for Conditional Use Permit — Case No. PZ 2022-43 — for a short-term RDR at 826 East St.

3. Whether any additional site-specific conditions are necessary to meet the purposes and intent of the Development Code and the intent or design objectives of any applicable subsections of the Development Code, or mitigate any other potential impacts that are specific to the proposed use.

When considering an Application for Conditional Use Permit, staff considers a variety of factors, including how the proposed use would impact the public health, safety and welfare. For short-term RDR uses, staff evaluates hours of operation, noise, odor, traffic/parking, and other potential negative impacts on adjacent properties.

With regard to 107 W 12th St., the existing building is currently legally-nonconforming to both the "R-4" lot size requirements (e.g., minimum area, width, building coverage) as it's a 40 ft. by 80 ft. lot; and building standards (e.g., front-yard setbacks, side-yard setbacks, rear-yard setbacks, maximum height) as the rear-yard setback is currently 10 ft., whereas the "R-4" district requires a 25 ft. rear-yard setback. The Title IV – Development Code defines "nonconforming structures" as, *Structures that were legally constructed prior to the adoption or amendment of this code, but which could not be constructed under the current terms of this Code and may continue to exist subject to the following:*

1. *Rehabilitation or expansion of the structure that increases the degree of non-conformity is prohibited. Other rehabilitation or expansions may occur, provided that they comply with all other requirements of this code, are not detrimental to the purposes, intent and objectives of the standards, and do not negatively impact development in conformance with this code on adjacent property.*
2. *If destroyed by fire, natural disaster, accident, or any other cause by less than fifty percent (50%) of its fair market value, the structure may be restored to its original condition if the restoration is started within one (1) year. If destroyed by*

fifty percent (50%) or more of the fair market value, or if not restored within one (1) year, then the right to maintain the non-conformance shall terminate.

3. *If the structure is determined obsolete or substandard by virtue of any applicable code beyond this Title, and the cost of improvement or restoration is fifty percent (50%) or more of the fair market value of the structure, then the right to maintain the non-conformance shall terminate.*

It should be noted that ALL other detached single-family homes the 47th Block of W 12th St. — as well as dozens of residential properties throughout the Old Town Residential neighborhoods north of the downtown — are currently legally nonconforming, as many of these lots were platted in the late 1800s a grid-like fashion as 40 ft. X 80 ft. lots (3,200 sq. ft.). For reference, the smallest configuration of lot size area permitted in the “R-4” district is 3,500 sq. ft.; and the subject property of 504 East St. is a 40 ft. X 80 ft. lot (3,200 sq. ft.). It should be noted that the existing building was constructed in 1981.

While the existing building on the property meets the “R-4” district’s front-yard setback standards and 5 ft. side-yard setback standards, it does not meet the 25 ft. rear-yard setback standard. Despite this, staff doesn’t foresee any issues pertaining to noise; and since the lodging itself would occur within the building, staff doesn’t foresee any issues pertaining to odor. Section 408.030 Required Parking, Table 408-5: Required Parking requires 2 parking spaces per dwelling unit, and the subject property has a private driveway which can accommodate two motor vehicles.



View of 107 W 12th St. (looking towards southwest) from W 12th St.

- 4. The impact on the public realm, including the design and functions of streetscapes and relationships of building and site elements to the streetscape.**
Staff finds the proposed short-term RDR use would have little-to-no impact on the public realm, specifically the design of streetscapes and site elements to the streetscape, as no changes are being proposed to the existing building itself at 107 W 12th St.
- 5. The adequacy of drainage, utilities and other public facilities.**
The single-family detached home on the subject property was constructed in 1981 and is currently served by all required public utilities (e.g., electrical, water, sewer). There are currently no Property Maintenance Code violations on the subject property pertaining to stormwater drainage. Moreover, the Application for Conditional Use Permit does not appear to significantly impact the ability for the City or other governmental agencies to respond with public and emergency services; this includes police, fire, and the ability to maintain the peace.
- 6. Compatibility with the character of the area in terms of building scale, building form, landscape and site design.**
The character of the neighborhood surrounding the subject parcel is old town / historic residential. Adjacent and surrounding property parcels are all zoned “R-4” Mixed-Density Residential. As noted in review criteria #3 above, the existing building on the subject property is currently a legally non-conforming structure in terms of building scale & form with the “R-4” district’s Detached Home building typologies. However, the existing building is compatible with the character of the area in terms of landscape and site design. The proposed short-term RDR use should not negatively impact the character of the surrounding area.
- 7. Compatibility with the area in terms of operating characteristics such as hours of operation, visible and audible impacts, traffic patterns intensity of use as proposed or foreseeable, and other potential impacts on adjacent property.**
In terms of hours of operation, short-term RDR uses are not restricted to specific hours of the day or days of the week, unless dictated as a conditional of approval enabled through the discretionary review process outlined in Section 403.050. Staff has not received any noise complaints for the subject property since July 2021 when the current owner acquired the property and began use of it as a short-term RDR shortly thereafter. The applicant has noted that guests will be arriving and going in similar fashion to neighboring residents. As noted in review criteria #3 above, staff doesn’t foresee any issues / adverse impacts to adjacent properties pertaining to visible impacts, audible impacts, or traffic patterns.
- 8. Whether a limited time period for the permit is reasonable necessary to either limit the duration of the use, assess the use against changing conditions in the area, or ensure periodic reporting and on-going enforcement of the permit.**
The discretionary review process outlined in Section 403.050 allows a reasonable time limit be placed on approval of the conditional use permit on a case-by-case basis. This is in order to assess the intensity and potential impacts of the use against changing conditions in the area over time. The provisions of Section 405.040, Subsection K. state that short-term RDR permits shall be reviewed and renewed by staff on an annual basis, provided all requirements of said Section are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit.

As a result, staff recommends the specific length of time for the duration of the Application for Conditional Use Permit (Case No. PZ 2022-42) be one year, with the condition that staff shall review and renew the conditional use permit on an annual basis, provided all requirements of said Section are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit.

9. The application will not prevent development and use of the neighboring property in accordance with the applicable development regulations.

Approval of the Application for Conditional Use Permit should not prevent development and use of neighboring properties in accordance with the applicable regulations of the Title IV – Development Code. While the existing building on the subject property is legally non-conforming in terms of the “R-4” minimum lot size requirements and “R-4” rear-yard setback building standards, it’s compliant with the front-yard and side-yard setback standards. See review criteria #3 above for more detail.

10. The long-range plans applicable to the site and surrounding area are not negatively impacted considering the permanence of the proposed use, the permanence of existing uses in the area, and any changes in character occurring in the area.

The *Parkville 2040 Master Plan* projects “Low-Density Residential” future land use for the subject property and immediately adjacent properties. This projection provides single-family residential detached, single-family residential bi-attached, single-family residential +1 accessory dwelling unit, civic uses, schools and churches; with an ideal density between 1 to 5 dwelling units per acre, and an average density of 3 dwelling units per acre. Staff finds the proposed short-term RDR use would be complimentary to the existing single-family residential detached dwelling units; and wouldn’t negatively impact long-range plans applicable to the site and surrounding area, including the desired vision of the “Low-Density Residential” future land use or its ideal density ranges.

11. The recommendations of professional staff or other technical reviews associated with the application.

Aside from staff’s analysis and recommendations contained within the *Parkville 2040 Master Plan*, no other recommendations of professional staff or other technical reviews associated with the application are referenced.

Staff Conclusion and Recommendation

Staff concludes that: With the exceptions noted above, the application meets or exceeds the minimum applicable standards and regulations; the proposed use of *Lodging – Short-Term Rental* does not conflict with the intent of any abutting districts and can be consistent with the adopted Parkville Master Plan; the proposed use can meet the requirements of the Development Code, however the Planning and Zoning Commission must evaluate the applicant’s request for variance/exception based on the context of their application, function of the short-term RDR and location of the subject property area; the proposed use should not negatively impact the public realm, design and functions of streetscapes; existing drainage, utilities and other public facilities should be adequate for the proposed use; the existing building is compatible with the character of the area; hours of operation, visible and audible impacts and traffic patterns are compatible with the area; staff recommends a one-year time duration for the Application for Conditional Use Permit with staff review and renewal on an annual basis, provided all requirements of Section 405.040, Subsection K. are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community

Development Director to revoke said permit; the proposed use will not prevent development and use of neighboring properties; and the long-range plans to the site and surrounding area will not be negatively impacted by the proposed use.

Following review, staff recommends neither approval nor denial of the Application for Conditional Use Permit for the subject property based on the merits of the application and the findings and conclusions in this report; and will defer discretion to the Planning and Zoning Commission per a roll call vote to determine if the requested variances/exceptions to provisions for short-term RDRs are appropriate given the context of the application, function of the short-term RDR and location of the subject property area.

It should be noted that the recommendation contained in this report is made without knowledge of facts, public comments or any additional information which may be presented during the public hearing. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Conditional Use Permit, supporting information, associated exhibits, factors discussed above, and any testimony presented during the public hearing, the Planning and Zoning Commission should recommend approval, approval with conditions, denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen on December 20, 2022 for final action.

End of Memorandum



11-30-2022

Stephen Lachky, AICP, CPM, CFM
Community Development Director

Date

Application #: PZ 2022-42Date Submitted: 11/7/2022Public Hearing: 12/13/2022

Date Approved: _____

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0015

Application for Conditional Use Permit

Pre-application meeting required per Parkville Municipal Code, Title IV, Section 403.010, Subsection C

1. Applicant/Contact Information**Applicant(s)**Name: Greenfield EnterprisesAddress: 5920 N Cosby AveCity, State: Kennett MOPhone: 816-536-7041 Fax: 641-51E-mail: h_greenfield@sbcglobal.net**Engineer/Surveyor(s) preparing plans & legal desc.**

Name: _____

Address: _____

City, State: _____

Phone: _____ Fax: _____

E-mail: _____

Owner(s), if different from applicant(s)Name: Heather + Troy Greenfield

Address: _____

City, State: _____

Phone: _____ Fax: _____

E-mail: _____

Contact Person, if different from applicant(s)Name: Same

Address: _____

City, State: _____

Phone: _____ Fax: _____

E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that conditional use in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) Heather Greenfield Date: Nov 6, 2022**Property Owner's Signature (Required)** Heather Greenfield Date: Nov 6, 2022**2. Proposed Conditional Use (see also Checklist of required submittals)**Proposed use: Short term rental Requested length of permit _____

Description: _____

Proposed days and hours of operation: 24 year hour 365 days**3. Property Information (see also Checklist of required submittals)**Property address / general location: 107 W 12th StreetParcel ID Number: 20-7.0-35-100-004-01-000 Zoning: _____Present use of the property: Short term rentalLength of use (or vacancy): July 2021 - present

4. Neighboring land uses and zoning

Describe the existing land use and zoning on the surrounding properties:

<u>Existing Land Use</u>	<u>Existing Zoning</u>
North:	North:
South:	South:
East:	East:
West:	West:

Attach a narrative addressing:

- How the application furthers the intent of the proposed zoning district and does not conflict with the intent of any abutting districts, and is otherwise determined to be consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan.
- Compliance of any proposed development with the requirements of this code.
- Whether any additional site-specific conditions are necessary to meet the purposes and intent of this code and the intent or design objectives of any applicable subsections of this code, or mitigate any other potential impacts that are specific to the proposed use.
- The impact on the public realm, including the design and functions of streetscapes and relationships of building and site elements to the streetscape.
- The adequacy of drainage, utilities and other public facilities.
- Compatibility with the character of the area in terms of building scale, building form, landscape and site design.
- Compatibility with the area in terms of operating characteristics such as hours of operation, visible and audible impacts, traffic patterns, intensity of use as proposed or foreseeable, and other potential impacts on adjacent property.
- Whether a limited time period for the permit is reasonable necessary to either limit the duration of the use, assess the use against changing conditions in the area, or ensure periodic reporting and on-going enforcement of the permit.
- How the application will not prevent development and use of the neighboring property in accordance with the applicable development regulations.
- How the long range plans applicable to the site and surrounding area are not negatively impacted considering the permanence of the proposed use, the permanence of existing uses in the area, and any changes in character occurring in the area.
- Any other information relevant to the application

5. Checklist of required submittals

- ☐ Completed application, including all required details and supporting data.
- ☐ Nonrefundable application fee of \$300.00. Separately, the applicant will be billed to recover costs for required publication, posted and mailed notice per Parkville Municipal Code, Title IV, Section 403.010, Subsection E.
- ☐ Complete written and graphical legal description of subject property in paper and electronic formats, an area map showing the subject property and surrounding major features including roads.
- ☐ Three (3) copies 24" x 36" size, or larger sets, and one (1) electronic set (PDF format) of the site plan showing property boundaries, existing and proposed topography, structures, parking utilities, landscaping, signage, facades and other site features related to the proposed CUP.
- ☐ Authorized signature of the applicant and property owner.

For Office Use OnlyApplication accepted as complete by: Stephen Lachky, Community Dev Director

Name/Title

11/17/2022

Date

Application fee payment: Check # 99001 Amount \$ 300.00

Final reimbursable costs paid (if applicable). Date of Action: _____

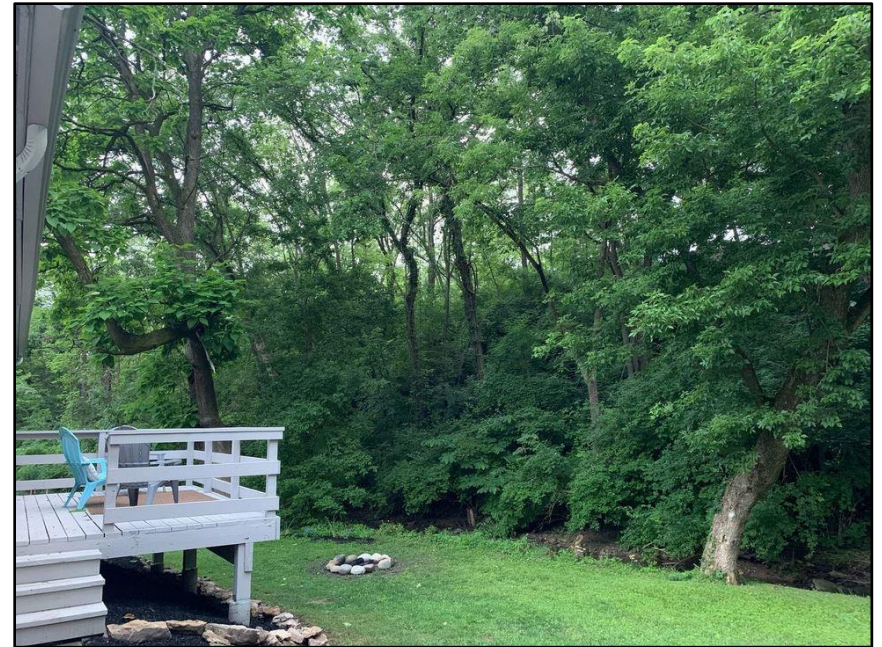
Planning Commission Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

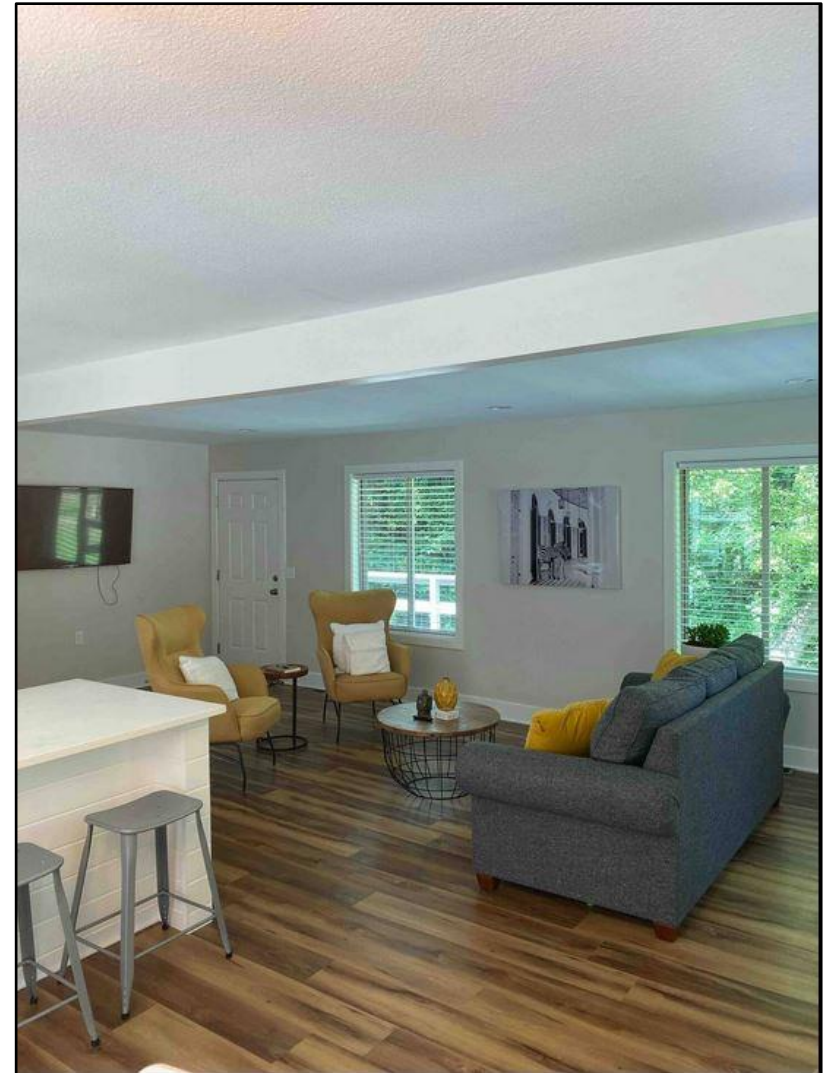
Conditions if any: _____

Board of Aldermen Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

Exterior photos of
107 W 12th St.





Interior photos of
107 W 12th St.





Staff Analysis

<u>Agenda Item:</u>	5.D
<u>Proposal:</u>	An application for a Conditional Use Permit (CUP) to allow a <i>Lodging – Short-Term Rental</i> use at 826 East St. in Parkville, MO, in the “R-4” Mixed-Density Residential District on parcel no. 20-7.0-35-100-009-001.000 (0.12 acres, more or less), generally located near the southwest corner of the intersection of W 12 th St. and Missouri Hwy 9.
<u>Case No:</u>	PZ 2022-43
<u>Applicant:</u>	Greenfield Enterprises, LLC
<u>Owners:</u>	Heather and Troy Greenfield
<u>Location</u>	826 East St.; generally located near the southwest corner of the intersection of W 12 th St. and Missouri Hwy 9.
<u>Zoning:</u>	“R-4” Mixed-Density Residential
<u>Parcel #:</u>	#20-7.0-35-100-009-001.000
<u>Exhibits:</u>	A. This Staff Analysis B. Application for Conditional Use Permit C. Subject Area Property Map D. Photos of subject property E. Additional exhibits as may be presented at the public hearing
<u>By Reference:</u>	A. Parkville Municipal Code, Title IV – Development Code in its entirety (http://parkvillemo.gov/download/ZoningCodeUpdate_FinalDraft.pdf) 1. Section 403.050 Conditional Use Permit 2. Section 405.050 Conditional Uses B. Parkville Master Plan (http://parkvillemo.gov/departments/community-development-department/master-plan/) C. Ordinance No. 3087 (adopted September 7, 2021) – An ordinance amending Parkville Municipal Code, Sections 402.010, 405.020 and 405.040 to create provisions and guidelines for short-term residential dwelling rentals. D. Ordinance No. 3142 (adopted October 4, 2022) – An ordinance amending Parkville Municipal Code, Section 405.040, Subsection K. amending the existing provisions and guidelines for short-term residential dwelling rentals. E. Notice of Public Hearing mailed certified mail to owners within 185 ft. of the subject property

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Comments

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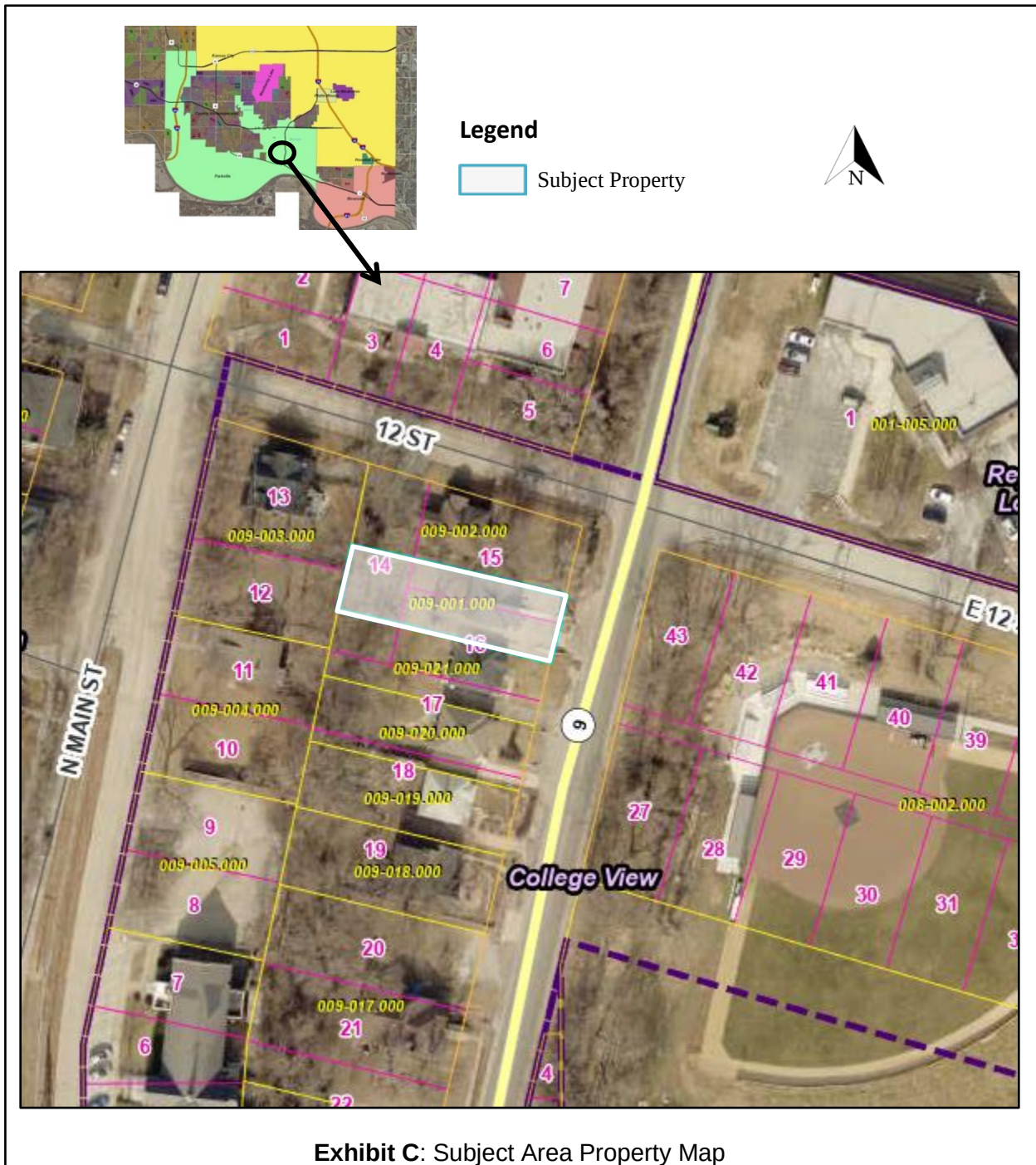
Background

Growth of third-party short-term residential dwelling rental (RDR) platforms such as Airbnb, HomeAway and VRBO (Vacation Rentals by Owner) has led to a variety of impacts on host communities and have increasingly been the subject of new regulations by cities. On September 7, 2021 the Board of Aldermen adopted Ordinance No. 3087 creating provisions and guidelines for short-term residential dwelling rentals (see Exhibit C by Reference); and on October 4, 2022 the Board of Aldermen adopted Ordinance No. 3142 amending existing provisions and guidelines for short-term residential dwelling rentals (see Exhibit D by Reference). In summary, these provisions:

1. Limit the total number of short-term RDRs to no more than four per Ward district.
2. Restrict the number of short-term RDRs to one dwelling unit per property.
3. Require owners occupy short-term RDR properties as their full-time primary residence.
4. Require short-term RDR properties have at least one dedicated parking space on-site on the subject property (shall NOT include on-street parking in public right-of-way).
5. Provide staff administrative approval authority of short-term RDR applications, provided all criteria above and requirements of Section 405.040, K. are adhered to. **For instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process in Section 403.050.**

Overview

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The applicant is requesting a variance or exception for the following standards:

1. **Not occupying the property as their full-time primary residence.**
2. **The total number of short-term rentals in residential districts being more than four per Ward district (as they've also submitted a subsequent Application for Conditional Use Permit — Case No. PZ 2022-42 — for a short-term RDR at 107 W 12th St.**

Staff has not received any complaints to-date regarding operation of the current Airbnb use.

CUP Matters for Consideration

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This application has been reviewed against the City of Parkville's Development Code, including the applicable general requirements in Table 403-1, Section 403.010 and Section 403.050, Subsection B. Per these requirements, notice of the public hearing has been published in a newspaper in general circulation in the City, The Platte County Citizen newspaper on November 23, 2022; a sign announcing the time, place and nature of the public hearing was placed on the subject property within view from public right of way; and mailed notice via certified mail was provided to all property owners within 185 ft. of the subject properties. As of the date of the completion of this staff analysis report, the Community Development Department has not received any public comments.

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1. **The application furthers the intent of the proposed zoning district and does not conflict with the intent of any abutting districts, and is otherwise determined to be consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan.**

The property is located in the "R-4" Mixed-Density Residential district. This district seeks to provide residential living in a medium-density neighborhood setting and compact, walkable character; as well as primarily detached houses and integrates a range of small-scale, civic and multi-unit building types at strategic locations. Staff finds the Application for Conditional Use Permit furthers the intent of the "R-4" district by adding to the variety of existing residential dwelling unit stock and types along East Street; and that the proposed short-term RDR use could blend in with the character of the "R-4" district.

The *Parkville 2040 Master Plan's* (adopted May 11, 2021) Future Land Use map labels the subject property as "Low-Density Residential". This proposed use provides single-family residential detached, single-family residential bi-attached, single-family residential

+1 accessory dwelling unit, civic uses, schools and churches; with an ideal density between 1 to 5 dwelling units per acre, and an average density of 3 dwelling units per acre. The proposed short-term RDR use would be suited to an existing single-family residential detached dwelling unit, and wouldn't conflict with the desired uses of the "Low-Density Residential" future land use projection, or its density ranges.

2. Compliance of any proposed development with the requirements of this code.

Per Table 405-2 of the Title IV – Development Code; and Section 405.040, Subsection K., short-term RDRs can be approved administratively by staff, provided a number of provisions are met; and for instances where a variance or exception is requested, applicants will need to obtain a conditional use permit subject to the City's discretionary review process outlined in Section 403.050. The applicant has been successfully operating an Airbnb short-term RDR use at this location for since December 2021 and would like to become compliant with City of Parkville regulations via approval of an Application for Conditional Use Permit. However, the applicant is requesting a variance or exception for the following standards:

1. Not occupying the property as their full-time primary residence.
2. The total number of short-term rentals in residential districts being more than four per Ward district (as they've also submitted a subsequent Application for Conditional Use Permit — Case No. PZ 2022-42 — for a short-term RDR at 107 W 12th St.

3. Whether any additional site-specific conditions are necessary to meet the purposes and intent of the Development Code and the intent or design objectives of any applicable subsections of the Development Code, or mitigate any other potential impacts that are specific to the proposed use.

When considering an Application for Conditional Use Permit, staff considers a variety of factors, including how the proposed use would impact the public health, safety and welfare. For short-term RDR uses, staff evaluates hours of operation, noise, odor, traffic/parking, and other potential negative impacts on adjacent properties.

With regard to 826 East St., the existing building is currently legally-nonconforming to the "R-4" building standards (e.g., front-yard setbacks, side-yard setbacks, rear-yard setbacks, maximum height) as the side-yard setback is currently 0 ft., whereas the "R-4" district requires a 5 ft. side-yard setback. The Title IV – Development Code defines "nonconforming structures" as, *Structures that were legally constructed prior to the adoption or amendment of this code, but which could not be constructed under the current terms of this Code and may continue to exist subject to the following:*

1. *Rehabilitation or expansion of the structure that increases the degree of non-conformity is prohibited. Other rehabilitation or expansions may occur, provided that they comply with all other requirements of this code, are not detrimental to the purposes, intent and objectives of the standards, and do not negatively impact development in conformance with this code on adjacent property.*
2. *If destroyed by fire, natural disaster, accident, or any other cause by less than fifty percent (50%) of its fair market value, the structure may be restored to its original condition if the restoration is started within one (1) year. If destroyed by fifty percent (50%) or more of the fair market value, or if not restored within one (1) year, then the right to maintain the non-conformance shall terminate.*

3. *If the structure is determined obsolete or substandard by virtue of any applicable code beyond this Title, and the cost of improvement or restoration is fifty percent (50%) or more of the fair market value of the structure, then the right to maintain the non-conformance shall terminate.*

It should be noted that the majority of detached single-family homes along East St. — as well as dozens of residential properties throughout the Old Town Residential neighborhoods north of the downtown — are currently legally nonconforming, as many of these lots were platted in the late 1800s a grid-like fashion as 40 ft. X 80 ft. lots (3,200 sq. ft.) and have 0 ft. front, side or rear-yard setbacks as a result. It should be noted that the existing building was constructed in 1935.

While the existing building on the property meets the “R-4” district’s front-yard setback standards 25 ft. rear-yard setback standards, it does not meet the 5 ft. side-yard setback standard. Despite this, staff doesn’t foresee any issues pertaining to noise; and since the lodging itself would occur within the building, staff doesn’t foresee any issues pertaining to odor. Section 408.030 Required Parking, Table 408-5: Required Parking requires 2 parking spaces per dwelling unit. It should be noted that the subject property fronts East Street / Missouri Highway 9; however, the subject property has a private driveway which can only accommodate one motor vehicle. Despite this, staff believes this number should be sufficient for the proposed short-term RDR use.



View of 826 East St. (looking towards west) from MO-9 Highway.



View of 826 East St. (looking towards southwest) from W 12th St.

4. **The impact on the public realm, including the design and functions of streetscapes and relationships of building and site elements to the streetscape.**
Staff finds the proposed short-term RDR use would have little-to-no impact on the public realm, specifically the design of streetscapes and site elements to the streetscape, as no changes are being proposed to the existing building itself at 826 East St.
5. **The adequacy of drainage, utilities and other public facilities.**
While the single-family detached home on the subject property was constructed in 1935, it's currently served by all required public utilities (e.g., electrical, water, sewer). There are currently no Property Maintenance Code violations on the subject property pertaining to stormwater drainage. Moreover, the Application for Conditional Use Permit does not appear to significantly impact the ability for the City or other governmental agencies to respond with public and emergency services; this includes police, fire, and the ability to maintain the peace.
6. **Compatibility with the character of the area in terms of building scale, building form, landscape and site design.**
The character of the neighborhood surrounding the subject parcel is old town / historic residential. Adjacent and surrounding property parcels are all zoned "R-4" Mixed-Density Residential. As noted in review criteria #3 above, the existing building on the subject property is currently a legally non-conforming structure in terms of building scale & form with the "R-4" district's Detached Home building typologies. However, the existing

building is compatible with the character of the area in terms of landscape and site design. The proposed short-term RDR use should not negatively impact the character of the surrounding area.

7. Compatibility with the area in terms of operating characteristics such as hours of operation, visible and audible impacts, traffic patterns intensity of use as proposed or foreseeable, and other potential impacts on adjacent property.

In terms of hours of operation, short-term RDR uses are not restricted to specific hours of the day or days of the week, unless dictated as a conditional of approval enabled through the discretionary review process outlined in Section 403.050. Staff has not received any noise complaints for the subject property since December 2021 when the current owner acquired the property and began use of it as a short-term RDR shortly thereafter. The applicant has noted that guests will be arriving and going in similar fashion to neighboring residents. As noted in review criteria #3 above, staff doesn't foresee any issues / adverse impacts to adjacent properties pertaining to visible impacts, audible impacts, or traffic patterns.

8. Whether a limited time period for the permit is reasonable necessary to either limit the duration of the use, assess the use against changing conditions in the area, or ensure periodic reporting and on-going enforcement of the permit.

The discretionary review process outlined in Section 403.050 allows a reasonable time limit be placed on approval of the conditional use permit on a case-by-case basis. This is in order to assess the intensity and potential impacts of the use against changing conditions in the area over time. The provisions of Section 405.040, Subsection K. state that short-term RDR permits shall be reviewed and renewed by staff on an annual basis, provided all requirements of said Section are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit.

As a result, staff recommends the specific length of time for the duration of the Application for Conditional Use Permit (Case No. PZ 2022-43) be one year, with the condition that staff shall review and renew the conditional use permit on an annual basis, provided all requirements of said Section are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit.

9. The application will not prevent development and use of the neighboring property in accordance with the applicable development regulations.

Approval of the Application for Conditional Use Permit should not prevent development and use of neighboring properties in accordance with the applicable regulations of the Title IV – Development Code. While the existing building on the subject property is legally non-conforming in terms of the “R-4” side-yard setback building standards, it's compliant with the front-yard and rear-yard setback standards. See review criteria #3 above for more detail.

10. The long-range plans applicable to the site and surrounding area are not negatively impacted considering the permanence of the proposed use, the permanence of existing uses in the area, and any changes in character occurring in the area.

The *Parkville 2040 Master Plan* projects “Low-Density Residential” future land use for the subject property an immediately adjacent properties. This projection provides single-

family residential detached, single-family residential bi-attached, single-family residential +1 accessory dwelling unit, civic uses, schools and churches; with an ideal density between 1 to 5 dwelling units per acre, and an average density of 3 dwelling units per acre. Staff finds the proposed short-term RDR use would be complimentary to the existing single-family residential detached dwelling units; and wouldn't negatively impact long-range plans applicable to the site and surrounding area, including the desired vision of the "Low-Density Residential" future land use or its ideal density ranges.

11. The recommendations of professional staff or other technical reviews associated with the application.

Aside from staff's analysis and recommendations contained within the *Parkville 2040 Master Plan*, no other recommendations of professional staff or other technical reviews associated with the application are referenced.

Staff Conclusion and Recommendation

Staff concludes that: With the exceptions noted above, the application meets or exceeds the minimum applicable standards and regulations; the proposed use of *Lodging – Short-Term Rental* does not conflict with the intent of any abutting districts and can be consistent with the adopted Parkville Master Plan; the proposed use can meet the requirements of the Development Code, however the Planning and Zoning Commission must evaluate the applicant's request for variance/exception based on the context of their application, function of the short-term RDR and location of the subject property area; the proposed use should not negatively impact the public realm, design and functions of streetscapes; existing drainage, utilities and other public facilities should be adequate for the proposed use; the existing building is compatible with the character of the area; hours of operation, visible and audible impacts and traffic patterns are compatible with the area; staff recommends a one-year time duration for the Application for Conditional Use Permit with staff review and renewal on an annual basis, provided all requirements of Section 405.040, Subsection K. are still adhered to, and provided there are no major issues, complaints or violations which would warrant the Community Development Director to revoke said permit; the proposed use will not prevent development and use of neighboring properties; and the long-range plans to the site and surrounding area will not be negatively impacted by the proposed use.

Following review, staff recommends neither approval nor denial of the Application for Conditional Use Permit for the subject property based on the merits of the application and the findings and conclusions in this report; and will defer discretion to the Planning and Zoning Commission per a roll call vote to determine if the requested variances/exceptions to provisions for short-term RDRs are appropriate given the context of the application, function of the short-term RDR and location of the subject property area.

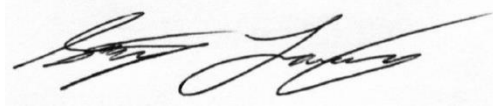
It should be noted that the recommendation contained in this report is made without knowledge of facts, public comments or any additional information which may be presented during the public hearing. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Conditional Use Permit, supporting information, associated exhibits, factors discussed above, and any testimony presented during the public hearing, the Planning and Zoning Commission should recommend approval, approval with

conditions, denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen on December 20, 2022 for final action.

End of Memorandum



11-30-2022

Stephen Lachky, AICP, CPM, CFM
Community Development Director

Date

Application #: PZ 2022-43Date Submitted: 11/7/2022Public Hearing: 12/13/2022

Date Approved: _____

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Application for Conditional Use Permit

Pre-application meeting required per Parkville Municipal Code, Title IV, Section 403.010, Subsection C

1. Applicant/Contact Information

Applicant(s)

Name: Troy & Heather GreenfieldAddress: Greenfield EnterprisesCity, State: 5920 N Cosby AvePhone: KC MO 64151E-mail: 816-536-7061

Engineer/Surveyor(s) preparing plans & legal desc.

Name: _____

Address: _____

City, State: _____

Phone: _____ Fax: _____

E-mail: _____

Owner(s), if different from applicant(s)

Name: _____

Address: _____

City, State: _____

Phone: _____ Fax: _____

E-mail: _____

Contact Person, if different from applicant(s)

Name: _____

Address: _____

City, State: _____

Phone: _____ Fax: _____

E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that conditional use in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required)

Heather GreenfieldDate: Nov 6, 2022

Property Owner's Signature (Required)

Heather GreenfieldDate: Nov 6, 2022**2. Proposed Conditional Use (see also Checklist of required submittals)**Proposed use: Short term rental Requested length of permit _____

Description: _____

Proposed days and hours of operation: 24 hours - 7 day week**3. Property Information (see also Checklist of required submittals)**Property address / general location: 826 East Street Parkville MO

Parcel ID Number: _____ Zoning: _____

Present use of the property: Short term rentalLength of use (or vacancy): December 2021 - present

4. Neighboring land uses and zoning

Describe the existing land use and zoning on the surrounding properties:

Existing Land UseExisting Zoning

North:

North:

South:

South:

East:

East:

West:

West:

Attach a narrative addressing:

1. How the application furthers the intent of the proposed zoning district and does not conflict with the intent of any abutting districts, and is otherwise determined to be consistent with the Master Plan and any official plan or program developed under the guidance of the Master Plan.
2. Compliance of any proposed development with the requirements of this code.
3. Whether any additional site-specific conditions are necessary to meet the purposes and intent of this code and the intent or design objectives of any applicable subsections of this code, or mitigate any other potential impacts that are specific to the proposed use.
4. The impact on the public realm, including the design and functions of streetscapes and relationships of building and site elements to the streetscape.
5. The adequacy of drainage, utilities and other public facilities.
6. Compatibility with the character of the area in terms of building scale, building form, landscape and site design.
7. Compatibility with the area in terms of operating characteristics such as hours of operation, visible and audible impacts, traffic patterns, intensity of use as proposed or foreseeable, and other potential impacts on adjacent property.
8. Whether a limited time period for the permit is reasonable necessary to either limit the duration of the use, assess the use against changing conditions in the area, or ensure periodic reporting and on-going enforcement of the permit.
9. How the application will not prevent development and use of the neighboring property in accordance with the applicable development regulations.
10. How the long range plans applicable to the site and surrounding area are not negatively impacted considering the permanence of the proposed use, the permanence of existing uses in the area, and any changes in character occurring in the area.
11. Any other information relevant to the application.

5. Checklist of required submittals

- ☐ Completed application, including all required details and supporting data.
- ☐ Nonrefundable application fee of \$300.00. Separately, the applicant will be billed to recover costs for required publication, posted and mailed notice per Parkville Municipal Code, Title IV, Section 403.010, Subsection E.
- ☐ Complete written and graphical legal description of subject property in paper and electronic formats, an area map showing the subject property and surrounding major features including roads.
- ☐ Three (3) copies 24" x 36" size, or larger sets, and one (1) electronic set (PDF format) of the site plan showing property boundaries, existing and proposed topography, structures, parking utilities, landscaping, signage, facades and other site features related to the proposed CUP.
- ☐ Authorized signature of the applicant and property owner.

For Office Use OnlyApplication accepted as complete by: Stephan Lachy, Community Dev Director 11/17/2022
Name/Title DateApplication fee payment: Check # 99001 Amount \$ 300.00

Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

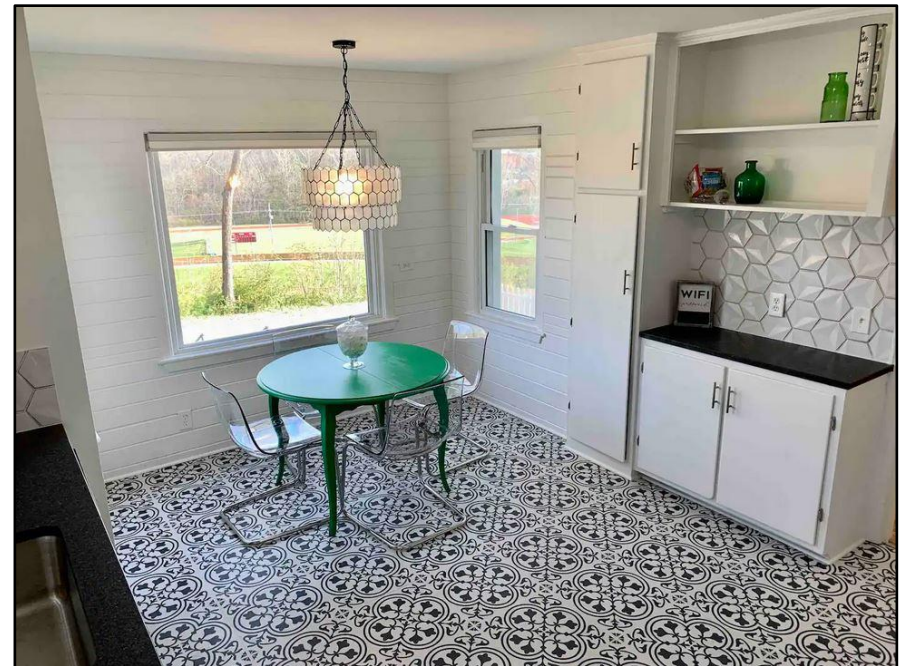
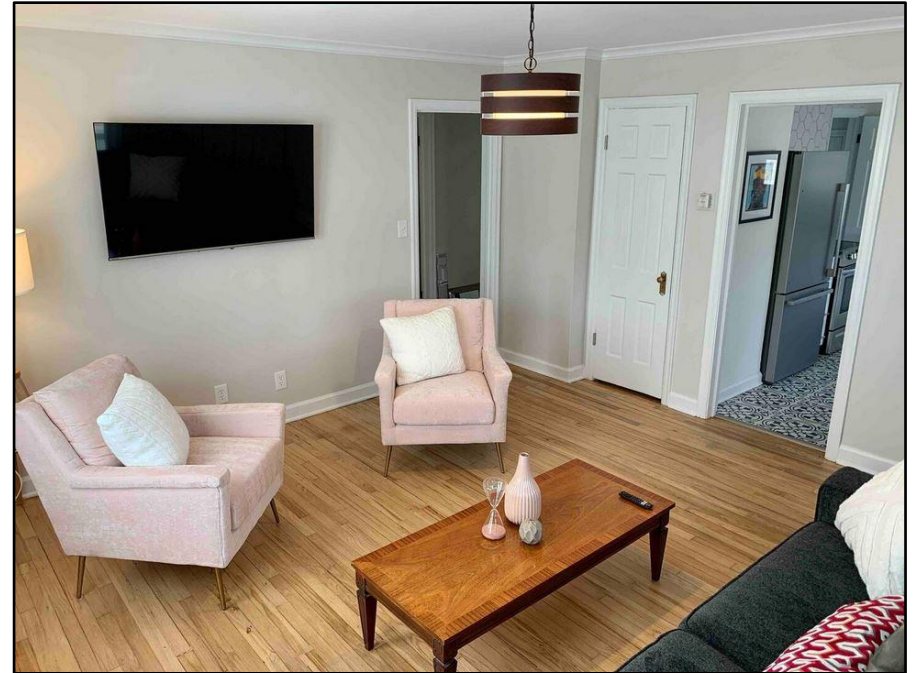
Board of Aldermen Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____



Exterior photos of
826 East St.

Interior photos of
826 East St.







Staff Analysis

<u>Agenda Item:</u>	5.A
<u>Proposal:</u>	Request for text amendment to Parkville Municipal Code, Title IV – Development Code, Section 405.030 Standards Applicable to All Districts, Subsection B. Exceptions and Supplemental Standards, to create provisions for accessory buildings related to large lots.
<u>Staff Recommendation:</u>	Approval
<u>Case No:</u>	PZ 2022-39
<u>Applicant:</u>	City of Parkville
<u>Pre-Application Conference Mtg:</u>	N/A
<u>Exhibits:</u>	A. This Staff Analysis B. Application for Text Amendment C. Proposed Text Amendment to Section 405.030 Standards Applicable to All Districts, Subsection B. Exceptions and Supplemental Standards D. Additional exhibits as may be presented during the meeting
<u>By Reference:</u>	A. Parkville Municipal Code, Title IV- Development Code in its entirety 1. Section 405.030 Standards Applicable to All Districts B. Notification of Public Hearing (published in The Platte County Citizen newspaper on November 23, 2022
<u>Comments Received:</u>	No written comments have been received by the Community Development Department as of the completion of this staff analysis on December 2, 2022.

Background

The City of Parkville's Title IV - Development Code defines *Accessory Building* as a subordinate building or a portion of the main building, the use of which is clearly incidental to or customarily found in connection with, and (except as otherwise provided in this Title) located on the same lot as the main building or principal use of the land. These buildings are typically 1-2 car detached garages or buildings for general storage; and it should be noted that an *Accessory Building* is different than an *Accessory Dwelling*.

Currently, the development code only allows one (1) such building per lot, and they are restricted to a maximum size of 576 sq. ft. The intention of these provisions is to maintain the character of residential lots in neighborhoods such as the Old Town Residential area north of the downtown (It should be noted that this area of the community has smaller lot sizes, as the original lots platted by Park College in the 20th Century were 40 ft. X 80 ft. lots). However, the City's provisions don't take into account residential or agricultural land uses in western Parkville, which are commonly parcels greater than 5 acres in size (which the Development Code classifies as *Rural Parcels*).

Over the years, the City has received Applications for Building Permits on *Rural Parcels* for the construction of large storage barns greater than 576 sq. ft. in size. To-date, the Community Development Department has been able to issue building permits for such applications as the properties have retained their Unincorporated Platte County "AG" Agricultural District zoning classification or similar Rural residential zoning classification upon annexation into City of Parkville municipal limits; and said zoning doesn't restrict the number, size or height of said accessory buildings (it only limits them per the setback requirements).

Recently, the City received an Application for Building Permit on a *Rural Parcel* in western Parkville for an accessory storage building greater than 576 sq. ft. The City required the property to rezone to the City's "R-1" Single-Family Residential zoning district in 2016 in order to construct a new single-family home on the property; as a result, the property owner is restricted to the current maximum size requirement of accessory buildings in Section 405.030. Because staff feels the existing provisions of Section 405.030 don't take into account *Rural Parcels*, nor feel the Application for Building Permit poses a negative impact to the health, safety or general welfare to the community, staff proposes the creation of provisions for accessory buildings with relationship to large lots.

Proposed Text Amendment

Staff researched provisions for accessory buildings with relationship to large lots for communities around the Northland and worked with the City's legal counsel, Lauber Municipal Law, LLC, to prepare the proposed text amendment to Section 405.030 (see Exhibit C).

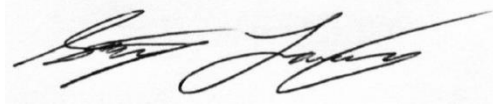
Staff Conclusion and Recommendation

Staff recommends approval of the proposed text amendment to Parkville Municipal Code, Title IV – Development Code, Section 405.030 Standards Applicable to All Districts, Subsection B. Exceptions and Supplemental Standards, to create provisions for large lot detached buildings. Consideration of a text amendment requires a public hearing. Required public hearing notices were published and no comments have been received as of the date of this staff analysis report. It should be noted that the recommendation contained in this report is made without knowledge of any facts and testimony which may be presented during the public hearing, and that the conclusions herein are subject to change as a result of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Text Amendment, supporting information, associated exhibits, factors discussed above and any testimony presented during the public hearing, the Planning and Zoning Commission should recommend approval (with or without conditions), denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning and Zoning Commission's action will be forwarded to the Board of Aldermen on December 20, 2022 for final action.

End of Memorandum



12-02-2022

Stephen Lachky, AICP, CPM, CFM
Community Development Director

Date



Application #: _____
Date Submitted: _____
Public Hearing: _____
Date Approved: _____

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Application for Text Amendment

Applicable to Chapters, Sections and Subsections within Parkville Municipal Code Title IV Development Code

1. Applicant / Contact Information

Applicant(s)

Name: Alexa Barton
Address: 8880 Clark Ave
City, State: Parkville, MO
Phone: (816) 741-7676 Fax: (816) 741-1300
E-mail: abarton@parkvillemo.gov

Primary Contact(s), if different from applicant(s)

Name: Stephen Lachky
Address: 8880 Clark Ave
City, State: Parkville, MO
Phone: (816) 741-7676 Fax: (816) 741-1300
E-mail: slachky@parkvillemo.gov

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that all text amendments are subject to statutory requirements and the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) _____ **Date:** 11/04/22

2. Proposed Text Amendment

The following information may be submitted on a separate sheet if necessary.

Amendment proposed to (Chapter, Section and Subsection number): Title IV: Development Code

Section / Subsection Title: Section 405.050 Standards Applicable to All Districts, Subsection B. Exceptions and Supplemental Standards

Existing text:

See attached

Proposed text:

See attached

Reason for amendment:

See attached

3. Potential benefits / effects

Generally, amendments are evaluated based on whether their benefit will likely outweigh any potential pitfalls, and their ability to implement community goals and objectives and improve the existing code. Describe below or on a separate sheet potential benefits and effects of the proposed amendment.

General benefits to property and residents in the City of Parkville (i.e., does the amendment make the code conform more closely with the City's Master Plan; improve public health, safety or general welfare; clarify or better implement the intent of the Code; or other):

See attached

General effects to property and residents in the City of Parkville:

See attached

4. Checklist of required submittals

- ☒ Completed application, including all required details and supporting data.
- ☐ Nonrefundable application fee of \$300.00. Separately, the applicant will be billed to recover costs for required publication notice per Parkville Municipal Code Title IV, Section 403.010, Subsection E.

For City Use Only

Application accepted as complete by: _____
Name/Title _____ Date _____

Application fee payment by _____ ☐ Check # _____ ☐ M.O. _____ ☐ Cash

Accepted by: _____
Name/Title _____ Date _____

☐ Hearing notice published in: _____ Date of publication: _____

☐ Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

Board of Aldermen Action: ☐ Approved ☐ Approved with Conditions ☐ Denied Date of Action: _____

Conditions if any: _____

405.030 Standards Applicable to All Districts

B. Exceptions and Supplemental Standards.

3. *Accessory Buildings.* Accessory buildings shall be permitted in association with and on the same lot as a principal building, and are subject to the following additional limitations.
 - a. *Generally.* All accessory buildings shall be at least 10 feet from the principal building.
 - b. *Small Sheds.* Accessory buildings 120 square feet and less and less than 12 feet tall shall be limited to one per lot, located behind the rear building line of the principal building, and be no closer than five feet from the rear or side property line.
 - c. *Detached Building.* Accessory buildings over 120 square feet shall meet the following:
 - (1) No more than one per lot.
 - (2) Located behind the front building line.
 - (3) Be at least five feet from the rear or three feet from the side lot line, except that any accessory building providing garage access off a rear alley may be located within three feet of the rear lot line. On any rear lot line abutting a street detached buildings over 120 square feet shall meet the required rear yard setback.
 - (4) Be no more than one and one-half stories, or no higher than the principal building, whichever is less. However, any portion of an accessory building facade that is more than 15' high, such as a dormer, gable or similar facade component, shall be at least 10' from any lot line.
 - (5) Be limited to no more than 35% of the rear yard, or 576 square feet, whichever is less.
 - (6) Be constructed with materials, architectural details and style, and roof forms that are compatible with the principal structure.
 - (7) Detached buildings may be attached to the principle building by a breezeway or roofed structure provided it remains entirely open except for support columns.
 - d. *Large Lot Detached Buildings.* Accessory buildings on properties five acres or greater in size shall meet the following requirements:
 - (1) Shall not be restricted to the maximum number, size or height regulations prescribed in this chapter.
 - (2) Shall meet the setback requirements of their respective zoning district if larger than 576 square feet.



Staff Analysis

<u>Agenda Item:</u>	6.A
<u>Proposal:</u>	Application for Major Site Plan for Scooter's Coffee at 9107 NW 45 Highway, generally located at the southwest corner of 45 Hwy and Lewis St in Parkville, MO 64152.
<u>Staff Recommendation:</u>	Approval (with conditions)
<u>Case No:</u>	PZ 2022-04
<u>Applicant:</u>	John Kozel, Java Investments
<u>Owners:</u>	Dale Brouk, River North Holding Co., LLC
<u>Location:</u>	9107 NW 45 Highway, generally located at the southwest corner of 45 Hwy and Lewis St.
<u>Zoning:</u>	"B-4-P" Planned Business District
<u>Parcel #s:</u>	Platte County parcel no. 20-7.0-26-100-006-005.000
<u>Exhibits:</u>	A. This Staff Analysis B. Application for Major Site Plan C. Subject Property Area Map D. Major Site Plan Submittal for Scooter's Coffee (prepared by Warman Architecture + Design; dated November 4, 2022) E. Additional exhibits as may be presented during the meeting
<u>By Reference:</u>	A. Parkville Municipal Code, Title IV – Development Code in its entirety (https://www.ecode360.com/PA3395-DIV-05) 1. Chapter 404 Subdivision Regulations 2. Section 405.010 Zoning Districts Established 3. Section 405.020 Districts & Uses 4. Section 405.030 Standards Applicable to All Districts 5. Appendix B. Great Trees for the Kansas City Region B. Parkville Master Plan (http://parkvillemo.gov/government/city-plans-studies/master-plan/) C. Highway 45 Corridor Plan (http://parkvillemo.gov/download/Highway45CorridorPlan.pdf) D. Stormwater Memo (prepared by PEI; dated November 3, 2022)

Overview

The application proposes a major site plan for Scooter's Coffee, a drive-thru coffee kiosk located at the southwest corner of the intersection of 45 Hwy and Lewis St. The proposed one-story, drive-thru restaurant is 664 sq. ft. The project area is approximately 0.30 acres (more or less) of the platted Lot 1, Parkville Commons 4th Plat, addressed as 9107 NW Highway 45, and is located within Platte County parcel no. 20-7.0-26-100-006-005.000.

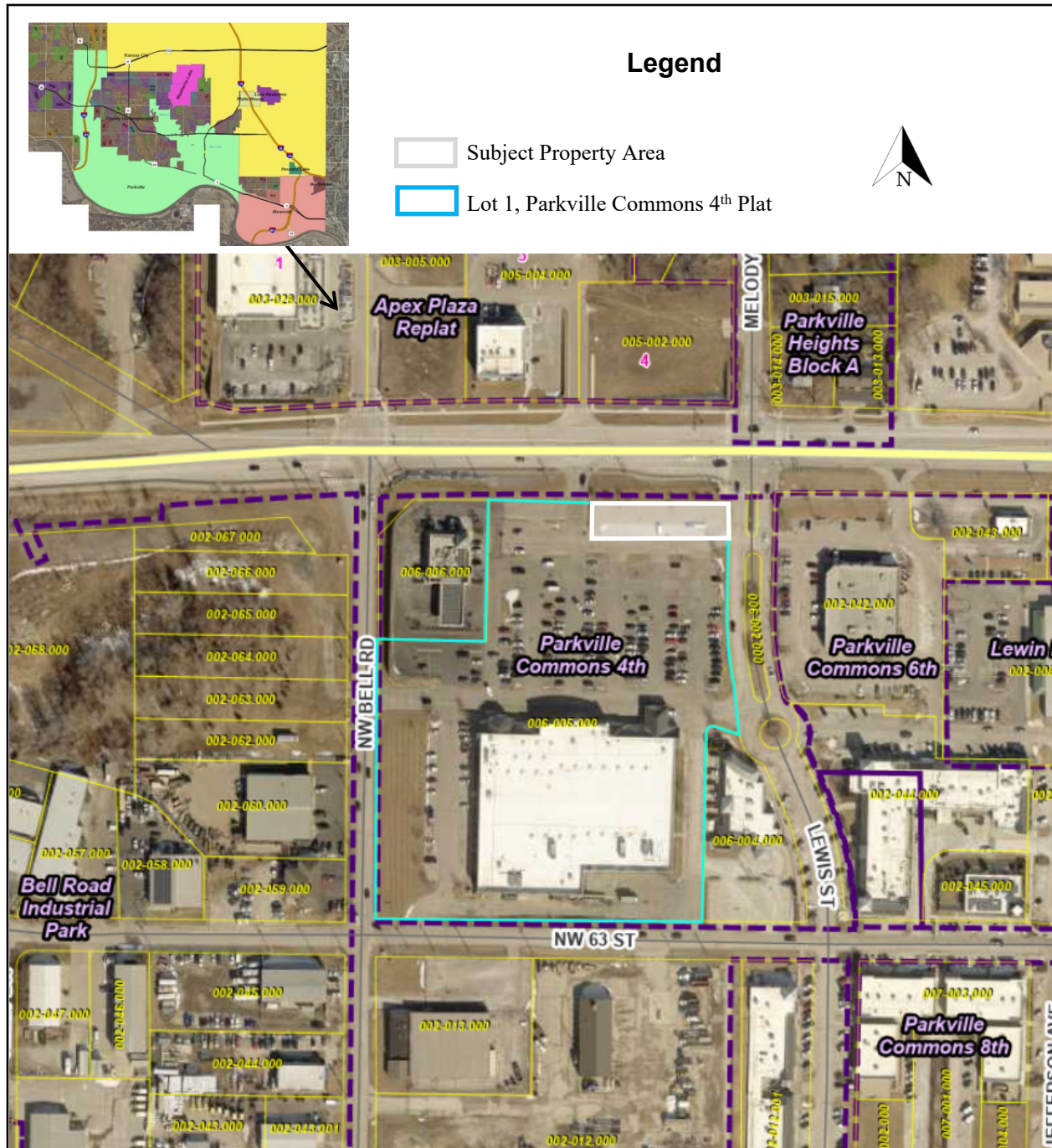


Exhibit C: Subject Property Area Map

Background

The applicant is requesting to construct a Scooter's Coffee drive-thru kiosk on a lease area that is currently being used as a parking lot for the Price Chopper addressed at 9107 NW 45 Highway.

On March 11, 2003, the Parkville Planning & Zoning Commission recommended approval of rezoning property to B-4-P for the Parkville Commons development. On March 11, 2003, the Parkville Planning & Zoning Commission approved the preliminary plat of Parkville Commons. On November 12, 2003, the Parkville Planning & Zoning Commission recommended approval of the Parkville Commons 4th Plat. On November 18, 2003, the Parkville Board of Aldermen approved Ordinance No. 2103 approving the final plat of Parkville Commons, 4th Plat which includes the subject property, part of Lot 1.

Review and Analysis

The major site plan process coordinates development projects with the public realm and with adjacent sites, and specifically demonstrates how new projects meet development and design standards of this code regarding compatible arrangement of buildings, pedestrian and vehicle access, site design, lighting and landscaping. Parkville Municipal Code, Section 403.060, Subsection B. provides criteria for how the Planning and Zoning Commission shall determine if a major site plan is appropriate. The following are staff's findings and conclusions for the major site plan (Case No. PZ 2022-04).

1. In general, any site plan in compliance with all requirements of this code shall be approved.

Staff concludes the site plan conforms to use allowances permitted in the "B-4-P" Planned Business District. In addition, with exceptions noted below, the site plan is in compliance with the City's subdivision regulations (i.e., block and lot arrangement), site and landscape design standards (i.e., planting requirements, buffer/screening requirements, outdoor lighting, and stormwater management), and access and parking regulations (i.e., access and circulation standards, required parking counts, and parking specifications).

2. In making a determination of compliance, or for site plans accompanying any discretionary review or administrative relief, the review body shall consider whether:

- a. **The site is capable of accommodating the buildings, proposed use, access and other site design elements required by this code and will not negatively impact the function and design of rights-of-way or adjacent property.**

"B-4-P" Height, Area and Bulk Standards (Section 405.030.A.)

The subject property is currently zoned "B-4-P" Planned Business District. Development standards for the "B-4-P" Planned Business District are set by the master planned development process as established in Section 403.040 of the Municipal Code. Staff, by convention, uses the height, area, and bulk standards of the "B-2" General Business District as a guide for site plans within the "B-4-P" zoning district. Table 1 below shows the Code requirements and site plan proposal. With exceptions noted, staff finds that the proposed site plan meets the Code requirements for height, area, and bulk standards.

Table 1. Height, Area, and Bulk Standards

	Code	Proposed
Lot Size		
Area (sq. ft.)	7,500	13,068
Width (ft.)	60	201
Depth (ft.)	100	65
Building Standards		
Front Setback (ft.)	25	16*
Side Setback (ft.)	20	>20
Rear Setback (ft.)	20	30
Height (ft./stories)	45 / 3	19 / 1
Footprint (sq. ft.)		664

“B-4-P” Use Standards (Section 405.020)

The proposed *Restaurant – Drive-through* use is allowed by right in the “B-4-P” Planned Business District. *Restaurant – Drive-through* uses are “a food and beverage retail use where a portion of a facility relates to dispensing products or services to patrons who remain in vehicles; may include a window, driving lane, outside menu boards, and other interior or exterior features and equipment dedicated for this purpose.”

Access (Section 408.020)

Access is provided to the site through existing internal access drives for the development.

Parking Requirements (Section 408.030)

Section 408.030 requires twelve (12) parking spaces for every 1000 sq. ft. of building plus one (1) space for every employee. The applicant can meet this criteria through proposed and existing parking. Additionally, guests will only be served via drive-thru, negating the need for guest parking on site.

Table 2. Parking Requirements

	Code Requirement	Proposed	Difference	Shared
12 stalls per 1,000 sq. ft.; plus 1 stall per employee	8 stalls	5 stall on site	-3 stalls	>3 stalls

Additionally, drive-thru uses are required 5 car-lengths of stacking spaces for the drive-through service area. The applicant has met this requirement.

Parking Layout Design (Section 408.050)

The parking stall dimensions detailed on the major site plan (see Exhibit D) are 90-degree stalls measuring 18 ft. length by 9 ft. width, with an aisle width of 33 ft. This

does not meet the parking layout design requirements of Table 408-10: Parking Dimensions. Staff feels the reduction in stall length is appropriate in this instance given the drive-thru nature of the use.

Table 3. Parking Design

90-degree	Code	Proposed
Width	9.0	9.0
Depth	18.5	18.0
Aisle Width	26	33

Signage (Section 409)

The applicant has noted proposed signage. **All proposed signage will require approval of an Application for Sign Permit in accordance with the City's "B-4-P" Planned Business District signage standards for size, height and area allowance as listed on Table 409-2: Sign Allowances.**

Outdoor Lighting (Section 407.040)

The applicant has included photometric site lighting plan (see Exhibit D). The outdoor light fixtures meet the mounting, height, shielding, and design and performance criteria per Section 407.040 Outdoor Lighting of the City's Title IV – Development Code.

- b. The design and arrangement of buildings and open spaces is consistent with good planning, landscape design and site engineering principles and practices.**

Building Location

The building is arranged on the property to provide enough space for traffic through the site and ample stacking spaces for a drive-through restaurant use.

Landscape Design (Section 407.020)

The applicant has submitted a landscape plan per the requirements of Section 407.020. The applicant has only provided three (3) of five (5) required street trees. Staff finds this appropriate considering the adjacency to MoDOT right-of-way (Highway 45) and the reuse of an existing site.

Table 4. Landscape Design

Code	Requirement	Calculation	Required	Provided
Street Trees	1 large tree for every 40 feet of frontage	201	5	3
Foundation Planting	Continuous shrub massing along 75% of all non-paved building frontages		Yes	Yes
Parking Lot Planting	1 shrub for every 10 linear feet of perimeter landscape buffer	70 feet	7	10
Buffers	N/A			
Open Space	N/A			

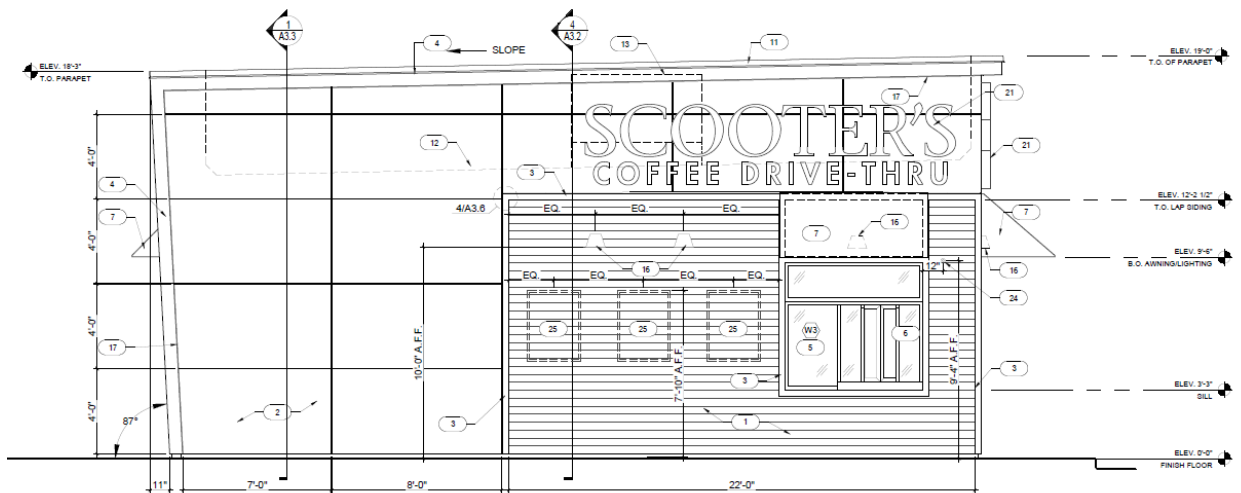
Stormwater Management (Section 407.050)

Per our Development Code requirements, the Public Works Department can require a Stormwater Management Analysis study be submitted for review and approval. The Applicant has provided a Stormwater Memo that has been reviewed by City Staff.

- c. The architecture and building design uses quality materials and the style is appropriate for the context considering the proportion, massing, and scale of different elements of the building.

Architectural Design, Materials and Style

The architectural design of the proposed restaurant is similar to other Scooter's Coffee branded kiosks that can be found in the Kansas City Metro area. The exterior is proposed to be generally a grey Hardie plank and panel appearance with dark grey and black accents. This design is consistent with the existing commercial developments in the corridor.



View from 45 Highway (Submitted by Applicant)

Proportion, Massing and Scale

In terms of proportion, massing and scale, the proposed 664 sq. ft. restaurant building is appropriate considering the context of the subject property, adjacent development, and allowances per the "B-4-P" General Business District.

- d. The overall design is compatible to the context considering the location and relationships of other buildings, open spaces, natural features or site design elements.

Location Compatibility

The subject property lies in an area of the Highway 45 corridor that is highly developed and includes many corporate-branded buildings. The proposed site plan reuses and underutilized portion of an existing parking lot.

Open Spaces and Natural Features

The subject property and the surrounding area are highly developed with few natural features.

- e. **Whether any additional site-specific conditions are necessary to meet the intent of the zoning district or the intent and design objectives of any of the applicable development standards.**

As detailed in the in the review criteria above, with exceptions noted, the site plan will meet all of the applicable “B-4-P” requirements of the Development Code.

3. **The application meets the criteria for all other reviews needed to build the project as proposed.**

Staff finds the application able to meet the criteria for all other reviews needed to build the project.

4. **The recommendations of professional staff**

Staff recommends approval of the application as presented, with the conditions noted below.

Staff Conclusion and Recommendation

Staff concludes that the proposed site plan: Conforms to the applicable requirements of the Development Code, including those of the “B-4-P” Planned Business District; the site is capable of accommodating the buildings, proposed use, access and other site elements required by the Development Code and will not negatively impact the function and design of rights-of-way or adjacent property; the design and arrangement of buildings and open spaces is consistent with good planning and site engineering principles and practices; the architecture and building uses quality materials and the style is appropriate for the context considering the proportion, massing, and scale of different elements of the building; the overall design is compatible to the context considering the location and relationships of other buildings, open spaces, natural features or site design elements; the application meets the criteria for all other reviews needed to build the project as proposed; and can meet the recommendations of professional staff. Staff recommends approval of the major site plan for Scooter’s Coffee, subject to the following conditions:

1. Approval is based on the representations of the drawings presented as part of this application and does not waive any requirement or development standard contained within the Municipal Code.
2. All signage requires an approved Sign Permit.
3. Any other conditions the Planning and Zoning Commission determines are necessary.

It should be noted that the recommendation contained in this report is made without knowledge of facts, comments or any additional information which may be presented during the meeting. For that reason, the conclusions herein are subject to change as a result of evaluating additional information; additionally, staff reserves the right to modify or confirm the conclusions and recommendations herein based on consideration of any additional information that may be presented.

Necessary Action

Following consideration of the Application for Major Site Plan, supporting information, associated exhibits, factors discussed above and any testimony presented during the meeting, the Planning and Zoning Commission should recommend approval (with or without conditions),

denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning and Zoning Commission's action will serve as the final action.

Note: Approval of a major site plan and fulfillment of staff conditions shall authorize the applicant to apply for a building permit and other applicable permits. The Community Development Director may approve minor amendments to approved major site plan without the refiling of a new application, but in no event shall the Director approve any change that does not qualify for an administrative adjustment, or any change that is different from any condition of approval of the major site plan. An approved major site plan shall expire and be of no further effect if an application for building permit for one (1) or more buildings shown on the site plan is not filed within two (2) years of approval. The Planning and Zoning Commission may grant an extension for up to one (1) additional year.

End of Memorandum

/s/ Brad Stanton
Brad Stanton, AICP
Planner

12-09-2022
Date



Application #: _____
Date Submitted: _____
Public Hearing: _____
Date Approved: _____

CITY OF PARKVILLE • 8990 Clark Avenue • Parkville, MO 64162 • (816) 741-7676 • FAX (816) 741-0015

Application for Major Site Plan

Pre-application meeting required per Parkville Municipal Code, Title IV, Section 403.010, Subsection C.

1. Applicant/Contact Information

Applicant(s)

Name: John Kozel
Company: Java Investments, LLC
Address: PO Box 23263
City, State: Overland Park, KS
Phone: (402) 490-9103 Fax: _____
E-mail: john@javainv.com

Engineer/Surveyor(s) preparing plans & legal desc.

Name: JUDD CLAUSSEN PE
Company: PHELPS ENGINEERING
Address: 1270 N. WINCHESTER
City, State: OLATHE, KS 66061
Phone: (913) 393-1155 Fax: _____
E-mail: JCLAUSSEN@PHELPS ENGINEERING.COM

Owner(s), if different from applicant

Name: DALE W. BROOK
Company: REVER NORTH HOLDING CO, LLC
Address: 6325 LEWIS ST, SUITE 116
City, State: PARKVILLE, MO 64152
Phone: 816-509-7754 Fax: 816-741-1467
E-mail: DALE@GLOCHMOM.COM

Contact Person, if different from applicant

Name: KATHLEEN KARMAN (ARCHITECT)
Company: [K] KARMAN ARCHITECTURE
Address: 1735 SHULT
City, State: LLC MO 64116
Phone: (816) 474-2233 Fax: _____
E-mail: KATHY@KKARMAN.COM

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that development in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) J C Kozel, Managing Partner Date: 11-2-22

Property Owner's Signature (Required) Dale W. Brook Date: 11-2-22

2. Property Information

Zoning district: B-4-P
Property address and general location: 9033 NW 45 HWY
Legal description (may be attached): _____

Description of proposed use(s): _____

Gross acreage of lot: .3 ACRES (LEASED) Net acreage of lot: _____

Open space acreage: _____ Lot coverage: _____

Is proposal an alteration to an existing building or new construction? ☐ alteration ☒ new construction

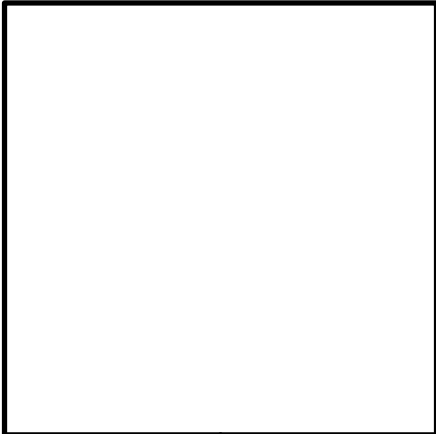
Last modified January 2020

Major Site Plan Submittal Java Investments, LLC

Scooter's Coffee Drive-Thru Kiosk
9033 NW MO 45 Hwy
Parkville, MO

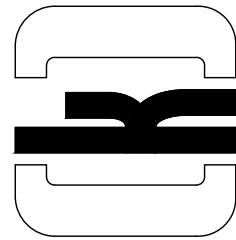
DRAWING INDEX

TITLE	SHEET NO	REV
OVERALL SITE PLAN	C0	
DEMOLITION PLAN	C1	-
SITE PLAN	C2	-
GRADING PLAN	C3	-
UTILITY PLAN	C4	-
EROSION CONTROL PLAN	C5	-
EROSION CONTROL DETAILS	C5.1	-
PAVEMENT DETAILS	C6	-
PAVEMENT DETAILS	C6.1	-
SANITARY & WATER DETAILS	C6.2	-
LANDSCAPE PLAN	LS-1	-
SITE PHOTOMETRIC PLAN	PH1.0	-
EQUIPMENT PLAN & SCHEDULE	A1.2A	-
EXTERIOR ELEVATIONS	A2.1	-
EXTERIOR ELEVATIONS	A2.2	-



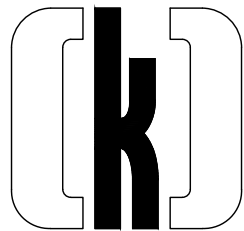
WARMAN ARCHITECTURE+DESIGN

1735 SWIFT AVE.
NORTH KANSAS CITY, MISSOURI 64116
V. 816.474.2233 F. 816.474.1051



Site Plan Submittal
November 4, 2022

Java Investments, LLC - Scooter's Coffee Drive-Thru Kiosk - 9033 NW MO 45 Hwy, Parkville, MO - KWAD 5882-22

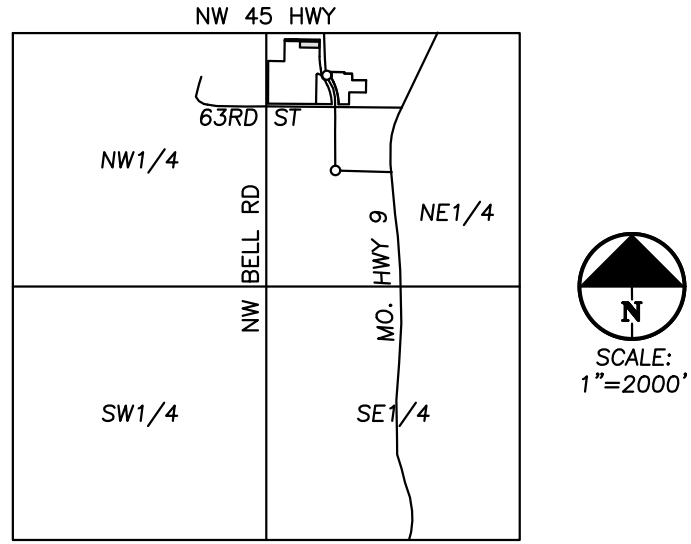


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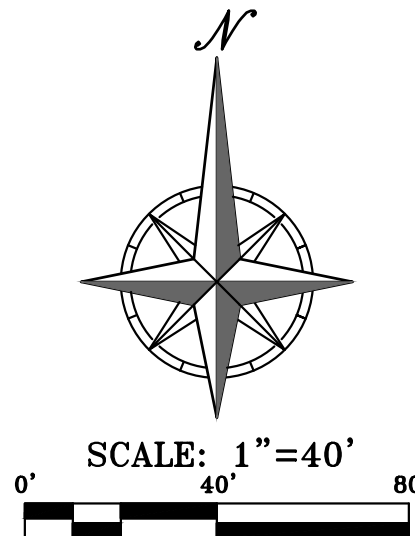
\\PHELPS-SERVER\Projects\220187\Drawings\Site Plans\OVERALL SITE.dwg Lysbeth1 Nov 03, 2022 - 10:38pm Donald Finn



	INDEX
C1	DEMOLITION PLAN
C2	SITE PLAN
C3	GRADING PLAN
C4	UTILITY PLAN
C5	EROSION CONTROL PLANS
C5.1	EROSION CONTROL DETAILS
C6.0-C6.2	STANDARD DETAILS



VICINITY MAP
SEC. 26-51-34



PROJECT NO.	220187	No.	Date	Revisions:	By	App.
DATE: 11-03-22	DRAWN: AEB					
CHECKED: DAF	APPROVED: JDC					
CORPORATE DATE OF AUTHORIZATION						
LAND SURVEYING - LS-82						
ENGINEERING - E-361						
CERTIFICATE OF AUTHORIZATION						
LAND SURVEYING-200701028						
ENGINEERING-220700028						

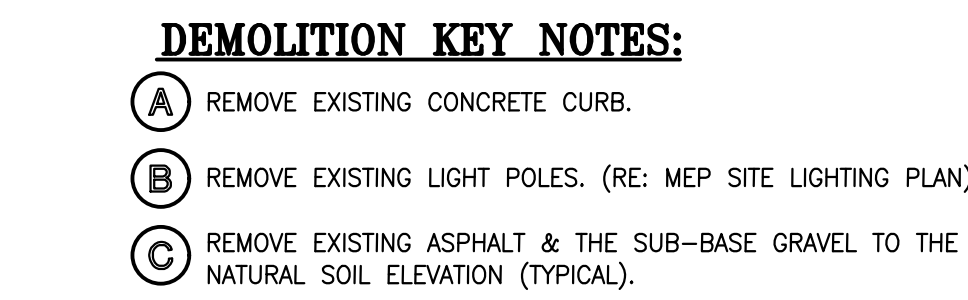
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C0

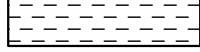
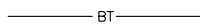
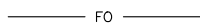
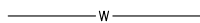
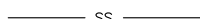
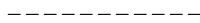
OVERALL SITE PLAN
SCOOTER'S DRIVE THRU KIOSK
9033 NW MO-45 HWY
PARKVILLE, MO 64152



PHELPS ENGINEERING, INC.
1270 N. Winchester
Olathe, Kansas 66061
(913) 393-1155
Fax (913) 393-1165
www.phelpsengineering.com

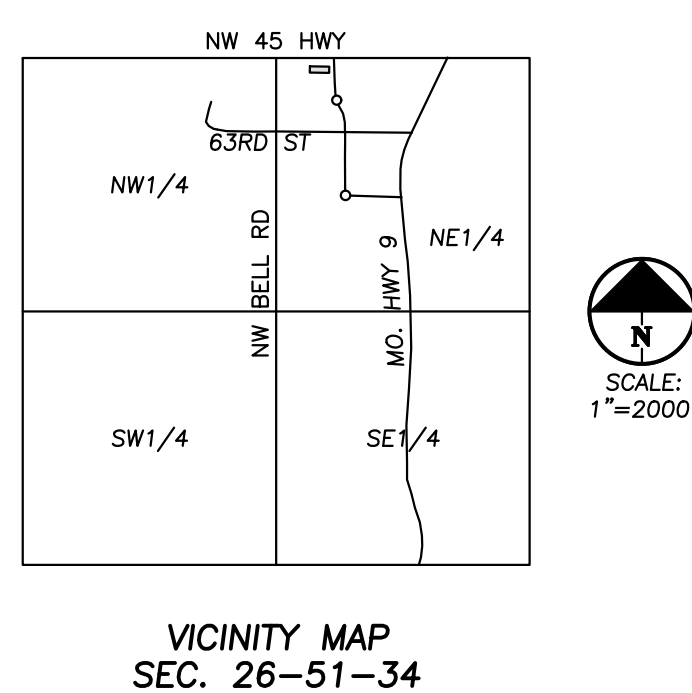
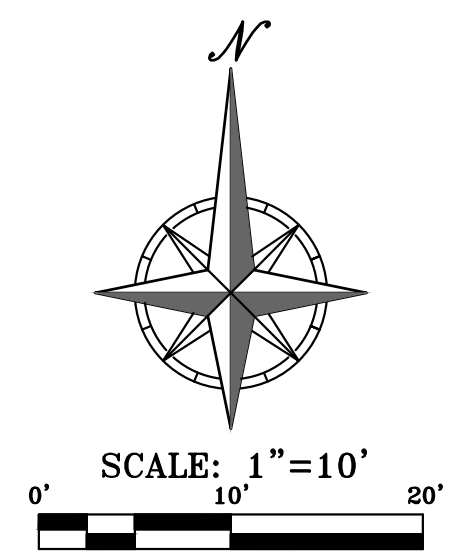
PLANNING
ENGINEERING
IMPLEMENTATION



	PROPERTY LINE
	LOT LINE
	RIGHT-OF-WAY
	REMOVE EXISTING CURB & GUTTER
	EXISTING BUILDING TO BE REMOVED
	EXISTING ASPHALT PAVEMENT TO BE REMOVED
	EXISTING CONCRETE PAVEMENT/SIDEWALK TO BE REMOVED
	EXISTING GRAVEL TO BE REMOVED
	EXISTING TREE TO REMAIN
	REMOVE TREE
	EXISTING BURIED TELEPHONE
	EXISTING CABLE TELEVISION LINE
	EXISTING FIBER OPTIC LINE
	EXISTING WATER LINE
	EXISTING GAS LINE
	EXISTING BURIED ELECTRIC
	EXISTING OVERHEAD POWER LINE
	EXISTING SANITARY SEWER
	EXISTING STORM SEWER
	EXISTING FIRE HYDRANT
	EXISTING LIGHT POLE
	EXISTING CHAIN LINK FENCE

DEMOLITION NOTES:

1. THE CONTRACTOR IS RESPONSIBLE FOR THE DEMOLITION, REMOVAL, AND DISPOSAL (IN A LOCATION APPROVED BY ALL GOVERNING AUTHORITIES) ALL CURBS, PARKING, DRIVES, DRAINAGE STRUCTURES, UTILITIES, ETC., SUCH THAT THE IMPROVEMENTS SHOWN ON THE REMAINING PLANS CAN BE CONSTRUCTED. ALL FACILITIES TO BE REMOVED SHALL BE UNDERCUT TO SUITABLE MATERIAL AND BROUGHT TO GRADE WITH SUITABLE COMPACTED FILL MATERIAL.
2. THE CONTRACTOR IS RESPONSIBLE FOR REMOVING ALL DEBRIS FROM THE SITE AND DISPOSING THE DEBRIS IN A LAWFUL MANNER. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL PERMITS REQUIRED FOR DEMOLITION AND DISPOSAL.
3. DAMAGE TO ALL EXISTING CONDITIONS TO REMAIN WILL BE REPLACED AT CONTRACTOR'S EXPENSE.
4. CONTRACTOR MUST COORDINATE WITH OWNER PRIOR TO ANY CONSTRUCTION TO ESTABLISH CUSTOMER ACCESS AND TRAFFIC FLOW DURING ALL PHASES.
5. REFER TO THE BUILDING PLANS FOR SITE LIGHTING ELECTRICAL MODIFICATIONS (IF ANY) TO THE EXISTING SYSTEM.



LEASE AREA:

ALL THAT PART OF LOT 1, PARKVILLE COMMONS, FOURTH PLAT, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI, BEING DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 1; THENCE S0117°46'W, ALONG THE EAST LINE OF SAID LOT 1, A DISTANCE OF 17.94 FEET; THENCE N89°00'52"W, A DISTANCE OF 15.00 FEET TO THE POINT OF BEGINNING OF THE TRACT OF LAND TO BE HEREIN DESCRIBED; THENCE S0117°16"W, A DISTANCE OF 65.00 FEET; THENCE N89°00'52"W, A DISTANCE OF 201.00 FEET; THENCE N0117°46'W, A DISTANCE OF 65.00 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF HIGHWAY 45; THENCE S89°00'52"E, ALONG SAID SOUTH RIGHT-OF-WAY LINE, A DISTANCE OF 201.00 FEET TO THE POINT OF BEGINNING.

GROSS AREA = 10.30 ACRES / ±13,065 SQ.FT.

PHELPS ENGINEERING, INC.
1270 N. Winchester
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PLANNING
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IMPLEMENTATION

DEMOLITION PLAN
SCOOTER'S DRIVE THRU KIOSK
9033 NW MO-45 HWY
PARKVILLE, MO 64152

PROJECT NO.	No.	Date	Revisions:	By	App.
220187					
DATE: 11-04-72					
DRAWN: AEB					
CHECKED: DAF					
APPROVED: JDC					
DESIGNATION OF AUTHORIZATION					
CLASS: 66					
ISS-66					
ENGINEERING "E-3F"					
DATE OF AUTHORIZATION					
11-04-72					
DATE: 11-04-72					
ISS-66					
ENGINEERING "E-3F"					
DATE OF AUTHORIZATION					
11-04-72					

SHEET
C1



Know what's below.
Call before you dig.

FLOOD NOTE:

ACCORDING TO THE FLOOD INSURANCE RATE MAP OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY, COMMUNITY-PANEL NUMBER 2916SC03830, EFFECTIVE DATE: APRIL 2, 2015, THE SUBJECT PROPERTY IS IN ZONEX, AND AREA OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN.

UTILITY NOTES:

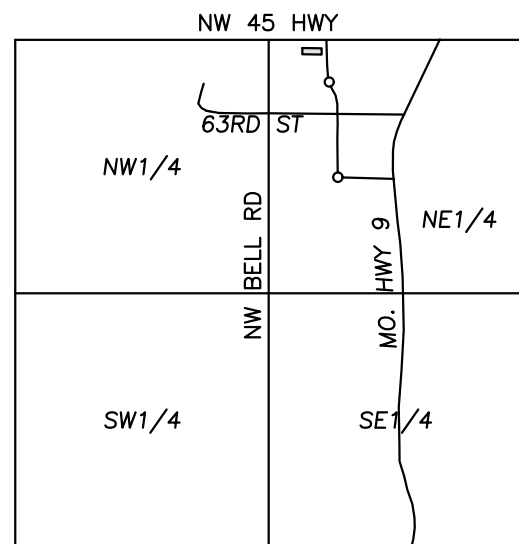
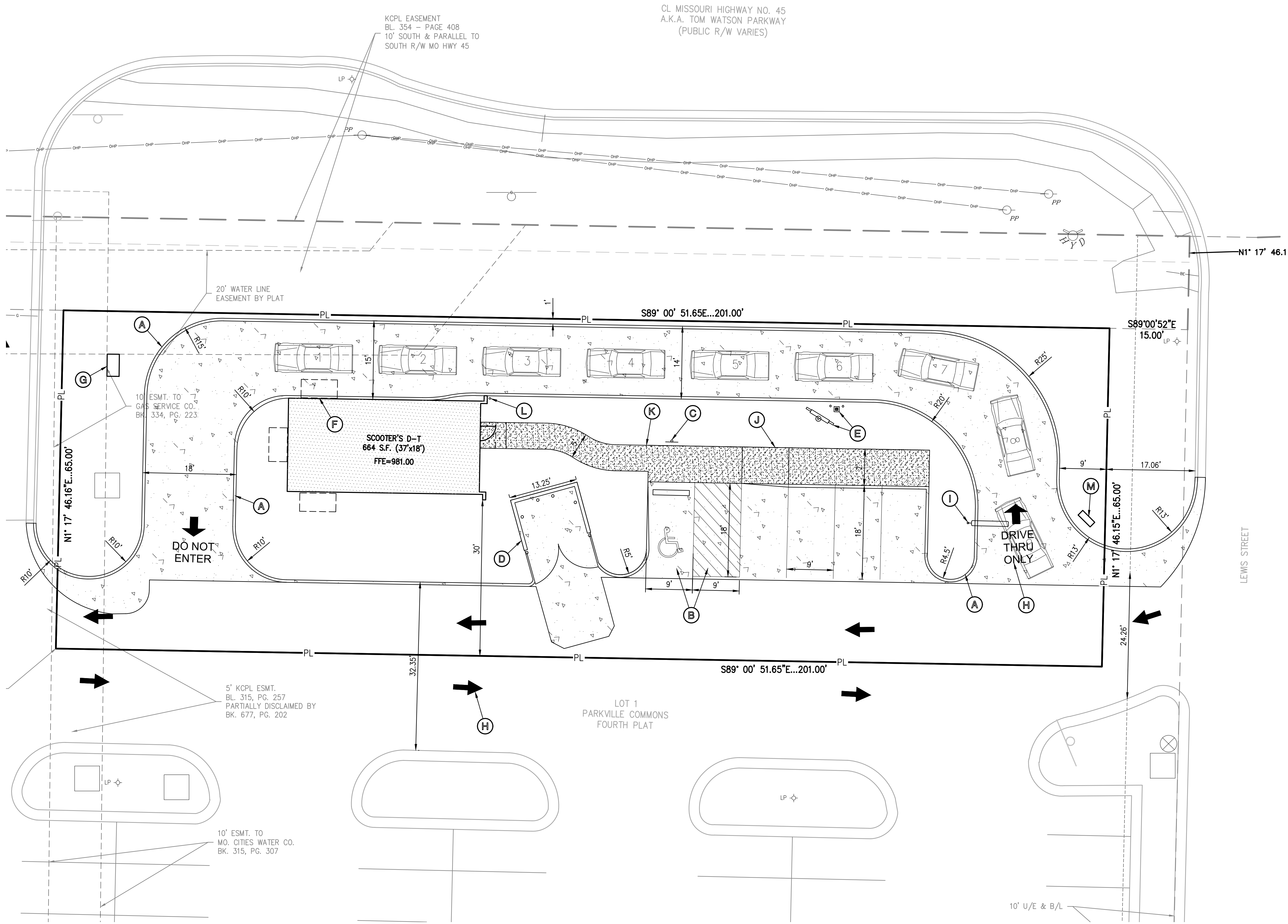
VISUAL INDICATIONS OF UTILITIES ARE AS SHOWN. UNDERGROUND LOCATIONS SHOWN, AS FURNISHED BY THEIR LESSORS, ARE APPROXIMATE AND SHOULD BE VERIFIED IN THE FIELD AT THE TIME OF CONSTRUCTION. FOR ACTUAL FIELD LOCATIONS OF UNDERGROUND UTILITIES CALL 811.

BUILDING & LOT DATA

Site Area	13,065 S.F./0.30 Ac.
Zoning	B-4-P
Proposed Building (1 Story)	664 S.F.
Floor Area Ratio (FAR)	0.050811

PARKING SUMMARY

Proposed Parking	
Standard Parking Provided	4 Spaces
Handicap Accessible Parking Spaces Provided	1 Spaces
Total Parking Provided	5 Spaces
Required Accessible Stalls:	
Total Stalls	1-25 Spaces
Handicap Parking Required:	1 Spaces



VICINITY MAP
SEC. 26-51-34

LEGEND

— PL —	PROPERTY LINE
— LL —	LOT LINE
— R/W —	RIGHT-OF-WAY
6" CURB	6" CURB
[Pattern]	PROPOSED BUILDING
[Pattern]	CONCRETE PAVEMENT
[Pattern]	CONCRETE SIDEWALK

SITE PLAN NOTES:

- All construction materials and procedures on this project shall conform to the latest revision of the following governing requirements, incorporated herein by reference:
A) City ordinances & O.S.H.A. Regulations.
B) The City's Technical Specifications and Municipal Code.
C) All construction shall follow the City Design and Construction Manual as adopted by Ordinance 5813. Where discrepancies exist between these plans and the Design and Construction Manual, the Design and Construction Manual shall prevail.
- The contractor shall have one (1) signed copy of the plans (approved by the City) and one (1) copy of the appropriate Design and Construction Standards and Specifications at the job site at all times.
- The contractor will be responsible for securing all permits, bonds and insurance required by the contract documents by the City and all other governing agencies (including local, county, state and federal authorities) having jurisdiction over the work proposed by these construction documents. The cost for all permits, bonds and insurance shall be the contractor's responsibility and shall be included in the bid for the work.
- The contractor is responsible for coordination of his and his sub-contractor's work. The contractor shall assume all responsibility for protecting and maintaining his work during the construction period and between the various trades/sub-contractors constructing the work.
- The demolition and removal(or relocation) of existing pavement, curbs, structures, utilities, and all other features necessary to construct the proposed improvements, shall be performed by the contractor. All waste material removed during construction shall be disposed off the project site. The contractor shall be responsible for all permits for hauling and disposing of waste material. The disposal of waste material shall be in accordance with all local, state and federal regulations.
- Contractor shall be responsible for all relocations, including but not limited to, all utilities, storm drainage, sanitary sewer services, signs, traffic signals & poles, etc. as required. All work shall be in accordance with governing authorities specifications and shall be approved by such. All cost shall be included in base bid.
- All existing utilities indicated on the drawings are according to the best information available to the Engineer; however, all utilities actually existing may not be shown. The contractor shall be responsible for contacting all utility companies for an exact field location of each utility prior to any construction. All underground utilities shall be protected at the contractor's expense. All utilities, shown and unshown, damaged through the negligence of the contractor shall be repaired or replaced by the contractor at his expense.
- The contractor will be responsible for all damage to existing utilities, pavement, fences, structures and other features not designated for removal. The contractor shall repair all damages at his expense.
- The contractor shall verify the flow lines of all existing storm or sanitary sewer connections and utility crossings prior to the start of construction. Notify the engineer of any discrepancies.
- SAFETY NOTICE TO CONTRACTOR:** In accordance with generally accepted construction practices, the contractor shall be solely and completely responsible for conditions of the job site, including safety of all persons and property during performance of the work. This requirement will apply continuously and not be limited to normal working hours. Any construction observation by the engineer of the contractor's performance is not intended to include review of the adequacy of the contractor's safety measures, in, on or near the construction site.
- All site concrete (curbs, pavements, sidewalks, etc.) shall meet Kansas City Materials Metro Board (KCMRB) mix design specifications for 4,000 p.s.i. air entrained concrete. APWA detail references are provided for all geometrical and other design information.
- Refer to the building plans for site lighting electrical requirements, including conduits, pole bases, pull boxes, etc.

SITE DIMENSION NOTES:

- BUILDING TIES SHOWN ARE TO THE OUTSIDE FACE OF PROPOSED WALLS. THE SUBCONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR SPECIFIC DIMENSIONS AND LAYOUT INFORMATION FOR THE BUILDINGS.
- ALL DIMENSIONS SHOWN FOR THE PARKING LOT AND CURBS ARE MEASURED FORM BACK OF CURB TO BACK OF CURB.

PAVEMENT MARKING AND SIGNAGE NOTES:

- PARKING STALL MARKING STRIPES SHALL BE FOUR INCH (4") WIDE WHITE STRIPES. DIRECTIONAL ARROW AND HANDICAP STALL MARKINGS SHALL BE FURNISHED AT LOCATIONS SHOWN ON PLANS.
- HANDICAP PAVEMENT MARKINGS AND SIGNS SHALL CONFORM TO ALL FEDERAL (AMERICANS WITH DISABILITIES ACT) AND STATE LAWS AND REGULATIONS.
- TRAFFIC CONTROL DEVICES AND PAVEMENT MARKINGS SHALL CONFORM TO THE REQUIREMENTS OF THE "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES".
- STOP SIGNS SHALL BE PROVIDED AT ALL LOCATIONS AS SHOWN ON PLANS AND SHALL CONFORM TO THE "MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES". SIGNS SHALL BE 18" X 12", 18 GAUGE STEEL AND SHALL BE ENGINEER GRADE REFLECTIVE.
- TRAFFIC CONTROL AND PAVEMENT MARKINGS SHALL BE PAINTED WITH A WHITE SHERWIN WILLIAMS S-W TRAFFIC MARKING SERIES 8-2812 OR APPROVED EQUAL. THE PAVEMENT MARKING SHALL BE APPLIED IN ACCORDANCE WITH MANUFACTURERS RECOMMENDATIONS. APPLY ON A CLEAN, DRY SURFACE AND AT A SURFACE TEMPERATURE OF NOT LESS THAN 70°F AND THE AMBIENT AIR TEMPERATURE SHALL NOT BE LESS THAN 60°F AND RISING. TWO COATS SHALL BE APPLIED.

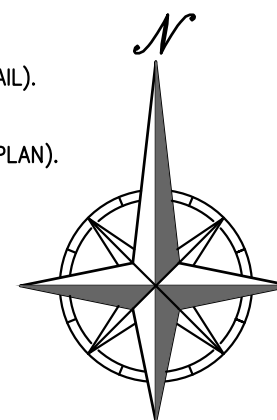
LEASE AREA:

ALL THAT PART OF LOT 1, PARKVILLE COMMONS, FOURTH PLAT, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI, BEING DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 1; THENCE S01°17'46"W, ALONG THE EAST LINE OF SAID LOT 1, A DISTANCE OF 17.94 FEET; THENCE N89°00'52"W, A DISTANCE OF 15.00 FEET TO THE POINT OF BEGINNING OF THE TRACT OF LAND TO BE HEREIN DESCRIBED; THENCE S01°17'16"W, A DISTANCE OF 65.00 FEET; THENCE N89°00'52"W, A DISTANCE OF 201.00 FEET; THENCE N01°17'46", A DISTANCE OF 65.00 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY LINE OF HIGHWAY 45; THENCE S89°00'52"E ALONG SAID SOUTH RIGHT-OF-WAY LINE, A DISTANCE OF 201.00 FEET TO THE POINT OF BEGINNING.

GROSS AREA = ±0.30 ACRES / ±13,065 SQ.FT.

SITE KEY NOTES:

- CONSTRUCT PRIVATE 6" CONCRETE CURB (TYPICAL).
- CONSTRUCT ACCESSIBLE PARKING SPACE. INSTALL MARKINGS PER STANDARD DETAIL.
- INSTALL VAN ACCESSIBLE PARKING SIGN (1 TOTAL).
- INSTALL TRASH ENCLOSURE (RE: ARCH PLANS).
- MENU BOARD & INTERCOM PEDESTAL (RE: ARCH PLANS)
- PICK-UP WINDOW (RE: ARCH PLANS)
- INSTALL MONUMENT SIGN (RE: ARCH PLANS).
- INSTALL PAVEMENT MARKINGS (TYPICAL).
- HEIGHT CLEARANCE BAR (RE: ARCH PLANS).
- CONSTRUCT PRIVATE CONCRETE SIDEWALK (TYPICAL)
- CONSTRUCT PRIVATE CONCRETE ACCESSIBLE SIDEWALK CURB RAMP (OMIT DETECTABLE WARNING).
- INSTALL CONCRETE FILLED PIPE BOLLARD (RE: SHT. C7.1 FOR DETAIL).
- INSTALL DIRECTIONAL SIGNAGE (REFER TO SITE SPECIFIC SIGNAGE PLAN).



SCALE: 1"=10'
0' 10' 20'

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SITE PLAN
SCOOTER'S DRIVE THRU KIOSK
9033 NW MO-45 HWY
PARKVILLE, MO 64152

SHEET

C2

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Know what's below.
Call before you dig.

UTILITY NOTES:
VISUAL INDICATIONS OF UTILITIES ARE AS SHOWN.
UNDERGROUND LOCATIONS SHOWN, AS FURNISHED BY THEIR
LESSORS, ARE APPROXIMATE AND SHOULD BE VERIFIED IN
THE FIELD AT THE TIME OF CONSTRUCTION. FOR ACTUAL
FIELD LOCATIONS OF UNDERGROUND UTILITIES CALL 811.

FLOOD NOTE:

ACCORDING TO THE FLOOD INSURANCE RATE MAP OF THE FEDERAL EMERGENCY MANAGEMENT AGENCY,
COMMUNITY-PANEL NUMBER 29165C03830, EFFECTIVE DATE: APRIL 2, 2015, THE SUBJECT PROPERTY IS IN
ZONE X, AND AREA OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN.

BENCHMARK:

THE FOLLOWING STANDARD MONUMENTATION HAS BEEN SET AT THE NOTED LOCATION UNLESS INDICATED
OTHERWISE ON THIS DRAWING.

SEMI-PERMANENT MONUMENTATION:

CHISELED CROSS AT ALL CORNERS MARKED "1/4"

1/2" IRON BAR WITH PLASTIC CAP STAMPED "LS-2007000089" SET AT ALL CORNERS MARKED

PERMANENT MONUMENTATION:

1/2" IRON BAR WITH ALUMINUM CAP STAMPED "LS-2007000089" SET AT ALL CORNERS MARKED

CL. MISSOURI HIGHWAY NO. 45
A.K.A. TOM WATSON PARKWAY
(PUBLIC R/W VARIES)

KCPL EASEMENT
BL. 354 - PAGE 408
10' SOUTH & PARALLEL TO
SOUTH R/W MO HWY 45

GAS MARKER

ADDITIONAL RIGHT-OF-WAY
BOOK 1151 - PAGES 280 & 281

SCOOTER'S D-T
664 S.F. (37'x18')
FFE=981.00

DO NOT
ENTER

DRIVE
THRU
ONLY

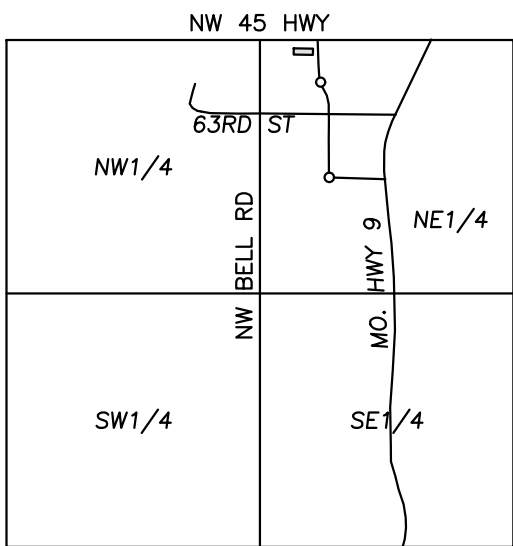
5' KCPL ESMT.
BL. 315, PG. 257
PARTIALLY DISCLAIMED BY
BK. 677, PG. 202

SITE GRADING NOTES:

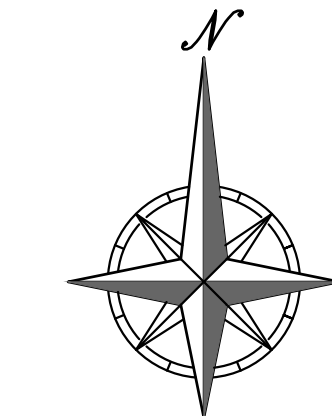
1. CONTOURS AND ELEVATIONS: Existing and proposed contours are shown on plans at one foot (1') contour intervals, unless otherwise noted, proposed contours and elevations shown represent approximate finish grade. Contractor shall hold down subgrades to allow for pavement and sub-base thicknesses.
2. If the contractor does not accept existing topography as shown on the plans, without exception, he shall have made at his expense, a topographic survey by a registered land surveyor and submit it to the owner for review.
3. CLEARING AND GRUBBING: Prior to beginning preparation of subgrade, all areas under pavements or building shall be stripped of all topsoil, vegetation, large rock fragments (greater than 6 inches in any dimension) and any other deleterious material. The actual stripping depth should be based on visual examination during construction and the results of proof-rolling operations. The root systems of all trees (not designated to remain) shall be removed in their entirety. Stripping materials shall not be incorporated into structural fills.
4. TOPSOIL STRIPPING: Prior to the start of site grading, the contractor shall strip all topsoil from areas to be graded, and stockpiled at a location on or adjacent to the site as directed by the owner. At completion of grading operations and related construction, the contractor will be responsible for redistribution of topsoil over all areas disturbed by the construction activities. Topsoil shall be placed to a minimum depth of six inches (6") and in accordance with specifications for landscaping. At that time, and prior to the installation of landscaping or irrigation, all topsoil graded areas shall be visually inspected and accepted by the owner and ITL.
5. Contractor shall adjust and/or cut existing pavement as necessary to assure a smooth fit and continuous grade. Contractor shall assure positive drainage away from buildings for all natural and paved areas.
6. SUBGRADE PREPARATION: Prior to placement of new fill material, the existing subgrade shall be proofrolled and approved under the direction of the Geotechnical Engineer or his representative.
7. PROOFROLLING: Subsequent to completion of stripping and over-excavation, all building and pavement areas to receive engineered fill should be systematically proof-rolled using a tandem axle dump truck loaded to approximately 20,000 pounds per axle. Also, any finished subgrade areas to receive paving shall be proof-rolled within 48 hours of paving. Unsuitable soils that are detected and that can not be recompacted should be over-excavated and replaced with controlled structural fill.
8. EARTHWORK:
 - A) GEOTECHNICAL: All earthwork shall conform to the recommendations of the Geotechnical report. Said report and its recommendations are herein incorporated into the project requirements by reference. Prior to beginning construction, the contractor shall obtain a copy of and become familiar with the geotechnical report. Unless specifically noted on the plans, the recommendations in the geotechnical report are hereby incorporated into the project requirements and specifications.
 - B) SURFACE WATER: Surface water shall be intercepted and diverted during the placement of fill.
 - C) FILLS: All fills shall be considered controlled or structural fill and shall be free of vegetation, organic matter, topsoil and debris. In areas where the thickness of the engineered fill is greater than five feet building and pavement construction should not commence until so authorized by the on-site geotechnical engineer to allow for consolidation.
 - D) BUILDING SUBGRADE: As specified in the Geotechnical Engineering Report, the upper section of building subgrade shall consist of Low Volume Change (LVC) material defined as approved, compacted granular fill or low to moderate plasticity cohesive soil materials stabilized with Class C Flyash. Granular fill shall consist of compacted granular materials with a maximum particle size of two (2) inches or less, such as limestone screenings. Refer to geotechnical report for complete requirements.
 - E) EXISTING SLOPES: Where fill material is to be placed on existing slopes greater than 5:1 (horizontal to vertical), existing slope shall be benched providing a minimum vertical face of twelve inches (12"). The benches should be cut wide enough to accommodate the compaction equipment. Fill material shall be placed and compacted in horizontal lifts not exceeding nine inches (9") (loose lift measurement), unless otherwise approved by the Geotechnical Engineer.
 - F) COMPACTION REQUIREMENTS: The upper 9 inches of pavement subgrade areas shall be compacted to a minimum density of ninety five percent (95%) of the material's maximum dry density as determined by ASTM D698 (standard proctor compaction). The moisture content at the time of placement and compaction shall within a range of 0% below to 4% above optimum moisture content as defined by the standard proctor compaction procedure. The moisture contents shall be maintained within this range until completion of the work. Where compaction of earth fill by a large roller is impractical or undesirable, the earth fill shall be hand compacted with small vibrating rollers or mechanical tampers.
9. All cut or fill slopes shall be 3:1 or flatter. All asphalt parking areas shall be a minimum of 1% slope but not more than 5% slope unless otherwise noted. All pavements within ADA parking areas shall not exceed 2% total slope. All grades around building shall be held down 6" from finish floor and slope away another 6" in 10 feet. Contractor shall notify engineer prior to final subgrade construction of any areas not within this slope requirement.
10. TESTING AND INSPECTION: Owner's Independent Testing Laboratory (ITL) shall make tests of earthwork during construction and observe the placement of fills and other work performed on this project to verify that work has been completed in accordance with Geotechnical Engineering Report, Project Specifications and within industry standards. The ITL will be selected by the owner and the cost of testing will be the owner's responsibility.
11. CLASSIFICATION: All excavation shall be considered unclassified. No separate or additional payments shall be made for rock excavation.
12. PERMANENT RESTORATION: All areas disturbed by earthwork operations shall be sodded, unless shown otherwise by the landscaping plan or erosion control plan.
13. UTILITIES: The contractor is specifically cautioned that the location and/or elevation of existing utilities as shown on these plans is based on records of the various utility companies, and where possible, measurements taken in the field. The information is not to be relied on as being exact or complete. The contractor must call the appropriate utility companies at least 48 hours before any excavation to request exact field location of utilities. It shall be the responsibility of the contractor to relocate all existing utilities which conflict with the proposed improvements shown on the plans.
14. LAND DISTURBANCE: The contractor shall adhere to all terms & conditions as outlined in the EPA or applicable state N.P.D.E.S. permit for storm water discharge associated with construction activities. Refer to project S.W.P.P.P. requirements.

LEGEND

- PL PROPERTY LINE
- LL LOT LINE
- R/W RIGHT-OF-WAY
- 2' CURB & GUTTER
- EXISTING CONTOURS
- PROPOSED CONTOURS
- PROPOSED SPOT ELEVATION
- LG LIP OF GUTTER
- TC TOP OF CURB
- SW SIDEWALK
- ME MATCH EXISTING
- HP HIGH POINT
- LP LOW POINT
- P TOP OF PAVEMENT
- TE TOP OF STRUCTURE
- GR GROUND ELEVATION
- BS BOTTOM OF STEPS
- TS TOP OF STEPS
- BW BOTTOM OF WALL
- TW TOP OF WALL



VICINITY MAP
SEC. 26-51-34



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PLANNING
ENGINEERING
IMPLEMENTATION



GRADING PLAN
SCOOTER'S DRIVE THRU KIOSK
9033 NW MO-45 HWY
PARKVILLE, MO 64152

PROJECT NO.	220187	No.	Date	Revisions:	By	App.
DATE	11-03-22	DRAWN	AEB			
CHECKED	DAF	APPROVED	JDC			
CERTIFICATE OF AUTHORIZATION						
LAND SURVEYING - LS-82						
ENGINEERING - E-361						
CERTIFICATE OF AUTHORIZATION						
LAND SURVEYING-2007001028						
ENGINEERING-2007000089						

SHEET

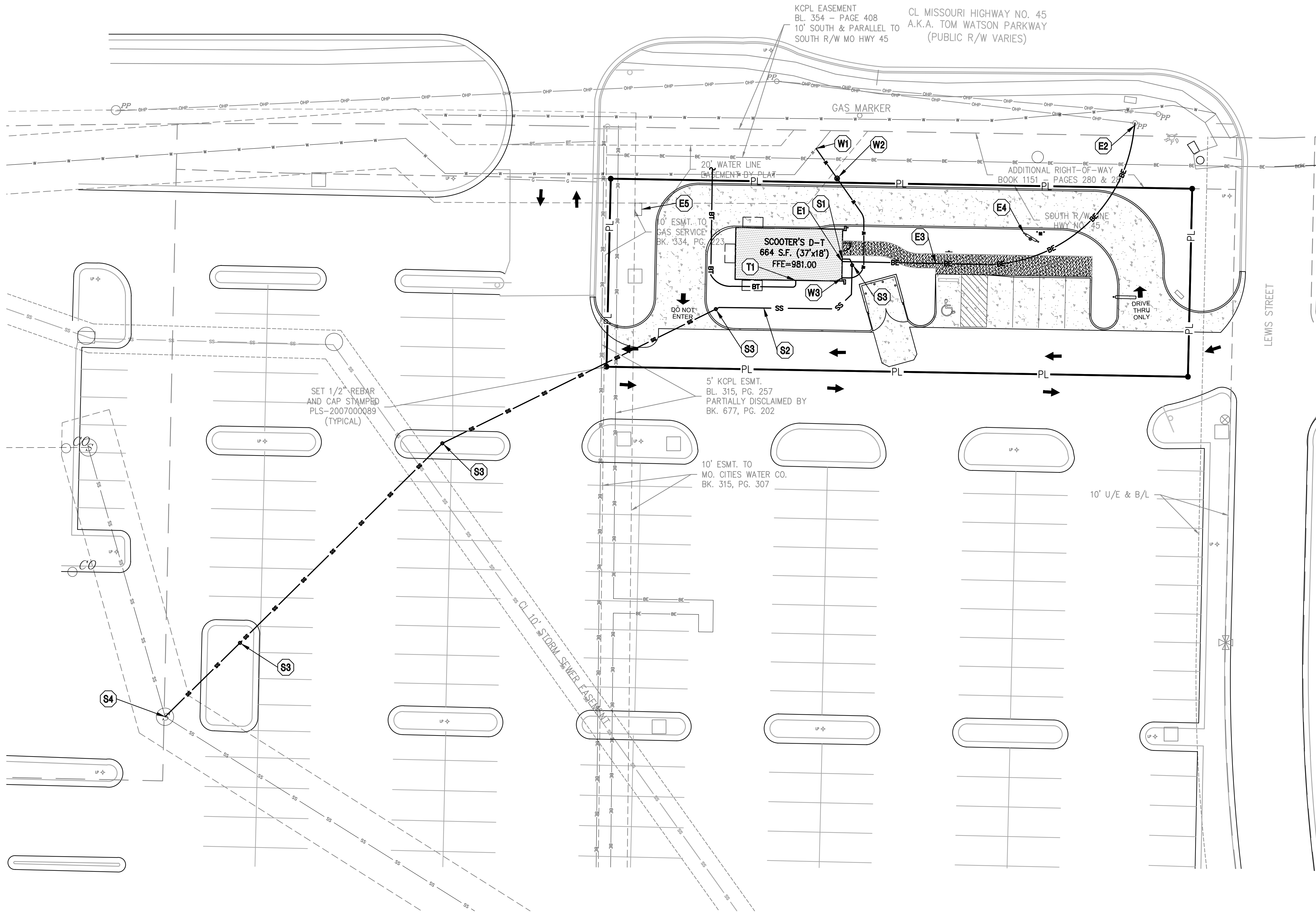
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\\PHILIPS-SERVER\Projects\220187\Drawings\Site Plans\UTILITY.dwg Layout1: Now 03/2022 - 10:39pm Daniel Finn



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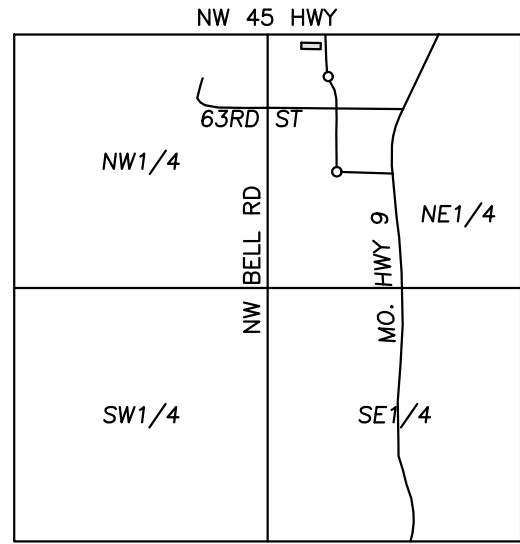
UTILITY NOTES:

- The contractor is specifically cautioned that the location and/or elevation of existing utilities as shown on these plans is based on records of the various utility companies and where possible, measurements taken in the field. The information is not to be relied on as being exact or complete. The contractor must call the appropriate utility companies at least 48 hours before any excavation to request exact field location of utilities. It shall be the responsibility of the contractor to coordinate with and relocate &/or remove all existing utilities which conflict with the proposed improvements shown on the plans.
- The construction of storm sewers on this project shall conform to the requirements of the City's Technical Specifications and Design Criteria.
- The contractor shall field verify the exact location and elevation of the existing storm sewer lines and the existing elevation at locations where the proposed storm sewer collects or releases to existing ground. If discrepancies are encountered from the information shown on the plans, the contractor shall contact the design engineer. No pipes shall be laid until direction is received from the design engineer.
- It will be the contractors responsibility to field adjust the top of all manholes and boxes as necessary to match the grade of the adjacent area. Tops of existing manholes shall be raised as necessary to be flush with proposed pavement elevations, and to be 6-inches above finished ground elevations in non-paved areas. No separate or additional compensation will be made to the contractor for making final adjustments to the manholes and boxes.
- Inlet locations, horizontal pipe information and vertical pipe information is shown to the center of the structure. Deflection angles shown for storm sewer pipes are measured from the center of curb inlets and manholes. The contractor shall adjust the horizontal location of the pipes to go to the face of the boxes. All roof drains shall be connected to storm sewer structures. Provide cleanouts on roof drain lines at 100' max. Spacing and at all bend points. Do not connect roof drains directly to storm sewer pipe.
- The contractor shall be responsible for furnishing and installing all fire and domestic water lines, meters, backflow devices, pits, valves and all other incidentals required for a complete operable fire protection and domestic water system. All costs associated with the complete water system for the buildings shall be the responsibility of the contractor. All work shall conform to the requirements of City.
- The contractor shall be responsible for furnishing and installing all sanitary sewer service lines from the buildings to the public line. All work shall conform to the requirements of the City.
- The contractor will be responsible for securing all permits, bonds and insurance required by the contract documents, City, and all other governing agencies (including local, county, state and federal authorities) having jurisdiction over the work proposed by these construction documents. The cost for all permits bonds and insurance shall be the contractors responsibility and shall be included in the bid for the work.
- By the use of these construction documents the contractor hereby agrees that he/she shall be solely responsible for the safety of the construction workers and the public. The contractor agrees to hold the engineer and owner harmless for any and all injuries, claims, losses or damages related to the project.
- The Contractor shall be responsible for furnishing all materials, tools and equipment and installation of electrical power, telephone and gas service from a point of connection from the public utility lines to the building structures. This will include all conduits, service lines, meters, concrete pads and all other incidentals required for a complete and operational system as required by the owner and the public utilities. Refer to building plans for exact tie-in locations of all utilities. Contractor shall verify connection points prior to installation of utility line.
- All fill material is to be in place, compacted, and consolidated before installation of proposed utilities. On-site geotechnical engineer shall provide written confirmation that this requirement has been met and that utilities may proceed in the fill areas. All utilities are to be placed in trench conditions.
- Contractor shall notify the utility authorities inspectors 48 hours before connecting to any existing line.
- Water lines shall be as follows (unless otherwise shown on plans):
 - Pipe sizes less than 3-inches that are installed below grade and outside building shall comply with the following:
 - Seamless Copper Tubing: Type "K" soft copper, ASTM B88.
 - Fittings: Wrought copper (95.5 Tin Antimony solder joint), ASME B 16.22.
 - Minimum trench width shall be 2 feet.
- Contractor shall maintain a minimum of 42" cover on all waterlines. All water line joints are to be mechanical joints with thrust blocking as called out in specifications and construction plans. Water mains and service lines shall be constructed in accordance to City's specifications for commercial services.
- All waterlines shall be kept min. ten (10') apart (parallel) from sanitary sewer lines or manholes. Or when crossing, an 24" vertical clearance (outside edge of pipe to outside edge of pipe) of the water line above the sewer line is required.
- Sanitary conflicts will be resolved prior to permit issuance.
- All underground storm, sanitary, water and other utility lines shall be installed, inspected and approved before backfilling. Failure to have inspection approval prior to backfill will constitute rejection of work.
- All necessary inspections and/or certifications required by codes and/or utility service companies shall be performed prior to announced building possession and the final connection of service. Contractor shall coordinate with all utility companies for installation requirements and specifications.
- Refer to building plans for site lighting electrical plan, irrigation, parking lot security system and associated conduit requirements. Coordinate with Owner that all required conduits are in place & tested prior to paving.
- When a building utility connection from site utilities leading up to the building cannot be made immediately, temporarily mark all such site utility terminations.
- Refer to the building plans for site lighting electrical requirements, including conduits, pole bases, pull boxes, etc.

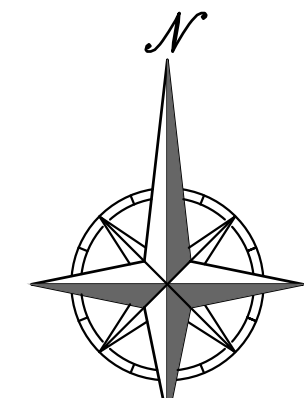
UTILITY KEY NOTES:

- E1** ELECTRIC ENTRY INTO BUILDING. FOLLOW ELECTRIC COMPANY REQUIREMENTS (RE: BUILDING ELECTRIC PLAN).
- E2** CONTRACTOR TO COORDINATE RE-USE OF EXISTING POLE MOUNTED TRANSFORMER WITH LOCAL UTILITY PROVIDER.
- E3** INSTALL PRIMARY ELECTRICAL CONDUIT. FOLLOW ELECTRIC COMPANY WORKORDER AND SPECIFICATIONS FOR PRIMARY ELECTRICAL SERVICE AND ROUTING TO POWER SOURCE.
- E4** CONTRACTOR TO COORDINATE ROUTING OF CONDUITS FOR POWER TO ORDER MENU BOARD (RE: SITE LIGHTING PLAN).
- E5** CONTRACTOR TO COORDINATE ROUTING OF CONDUITS FOR POWER TO MONUMENT SIGN (RE: SITE LIGHTING PLAN).
- T1** CONTRACTOR IS RESPONSIBLE TO COORDINATE WITH TELEPHONE COMPANY FOR THE INSTALLATION OF BURIED TELEPHONE LINES. CONTRACTOR TO PROVIDE TWO (2)-4" PVC SCH. 40 CONDUITS WITH PULL STRINGS FROM BUILDING TO FEED POINT. CONTRACTOR TO VERIFY EXACT ROUTING AND FEED POINT WITH TELEPHONE COMPANY.
- S1** CONNECT TO INTERIOR PLUMBING (RE: PLUMBING PLANS). TRANSITION FROM 4" (INTERIOR) TO 6" (EXTERIOR) AT FOUNDATION WALL. FC=981.00 FL=977.00
- S2** INSTALL 6" PVC (SDR-26) AT 1.0% MINIMUM SLOPE.
- S3** INSTALL CLEANOUT AT 100' MAXIMUM SPACING.
- S4** CORE DRILL AND CONNECT TO EXISTING PUBLIC SSMH. PROP 6" FL IN (SW)= 969.39 EX. 8" FL IN (SE)= 969.98 EX. 8" FL OUT (NW)= 969.89
- W1** CONTRACTOR TO COORDINATE 1" TAP FOR PROPOSED BUILDING DOMESTIC SERVICE. CONTACT UTILITY PROVIDER FOR TAPPING REQUIREMENTS. CONTRACTOR TO PAY ALL FEES FOR WATER MAIN TAP. OWNER WILL REIMBURSE CONTRACTOR FOR METER OR SYSTEM DEVELOPMENT FEES. CONTRACTOR TO LOCATE EXISTING PUBLIC WATER LINE PRIOR TO CONSTRUCTION AND PROVIDE LOCATION TO ENGINEER.
- W2** PROVIDE AND INSTALL 1" PRIMARY WATER METER PIT PER CITY REQUIREMENTS. CONTRACTOR TO COORDINATE AND PAY ALL FEES. ALL LABOR AND MATERIALS SHALL BE PROVIDED AND INSTALLED BY THE CONTRACTOR'S PLUMBER IN ACCORDANCE WITH CITY STANDARDS. TRANSITION FROM 1" TO 1-1/4" DOMESTIC WATER LINE 5 FEET DOWNSTREAM OF WATER METER.
- W3** 1 1/4" DOMESTIC WATERLINE ENTRY TO BUILDING. CONTRACTOR SHALL BE RESPONSIBLE FOR INSTALLING ANY APPURTENANCES ON THE DOMESTIC LINE SUCH AS BACKFLOW PREVENTION DEVICES (RE: BUILDING PLANS), GATE VALVES, REDUCERS, BENDS, TEES, ETC., WHICH MAY BE REQUIRED. CONTRACTOR TO COORDINATE WITH WATER UTILITY.

LEGEND	
— PL —	PROPERTY LINE
— LL —	LOT LINE
— R/W —	RIGHT-OF-WAY
— BE —	EXISTING BURIED ELECTRIC LINE
— OHP —	EXISTING OVERHEAD POWER LINE
— OHT —	EXISTING OVERHEAD TELEPHONE LINE
— SS —	EXISTING SANITARY SEWER LINE
— BT —	EXISTING BURIED TELEPHONE LINE
— W-6" —	EXISTING WATER LINE (& SIZE)
— DE —	PROPOSED BURIED ELECTRIC LINE
— SS —	PROPOSED SANITARY SEWER LINE
— OHP —	PROPOSED OVERHEAD POWER LINE
— BT —	PROPOSED BURIED TELEPHONE LINE
— W-6" —	PROPOSED WATER LINE (& SIZE)
— -ST- -6" —	PROPOSED ROOF DRAIN (& SIZE)



VICINITY MAP
SEC. 26-51-34



SCALE: 1"=20'
0' 20' 40'

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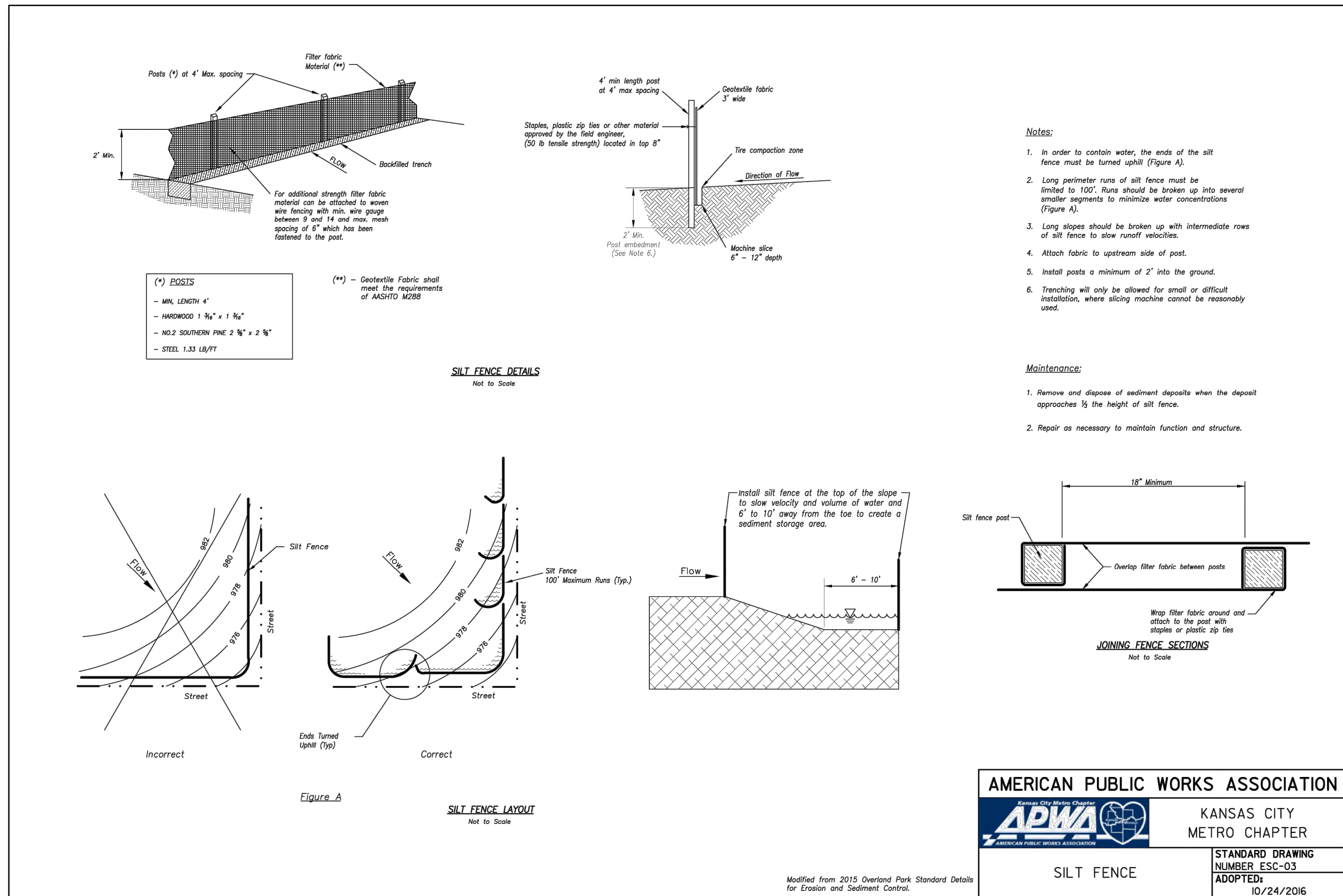
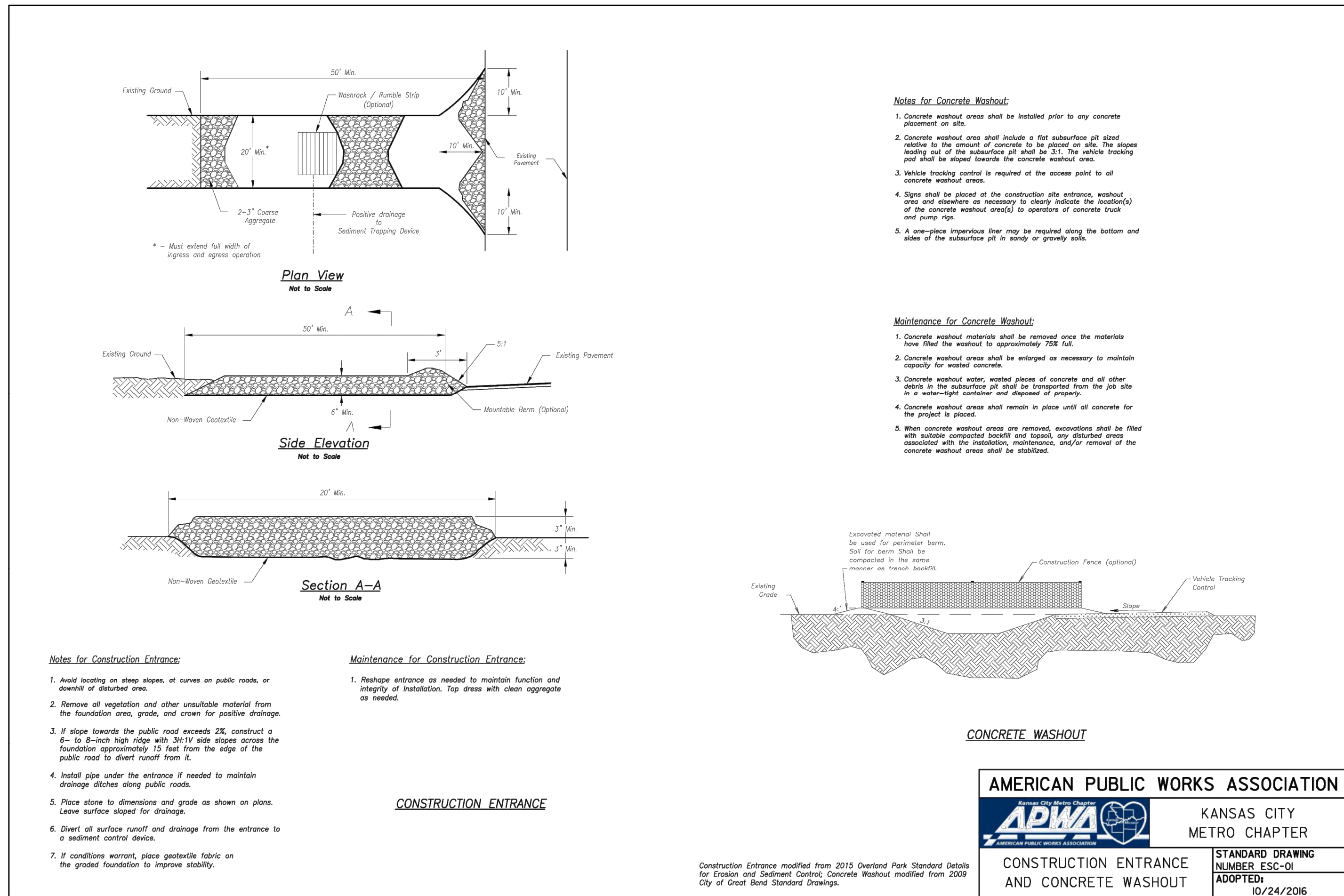


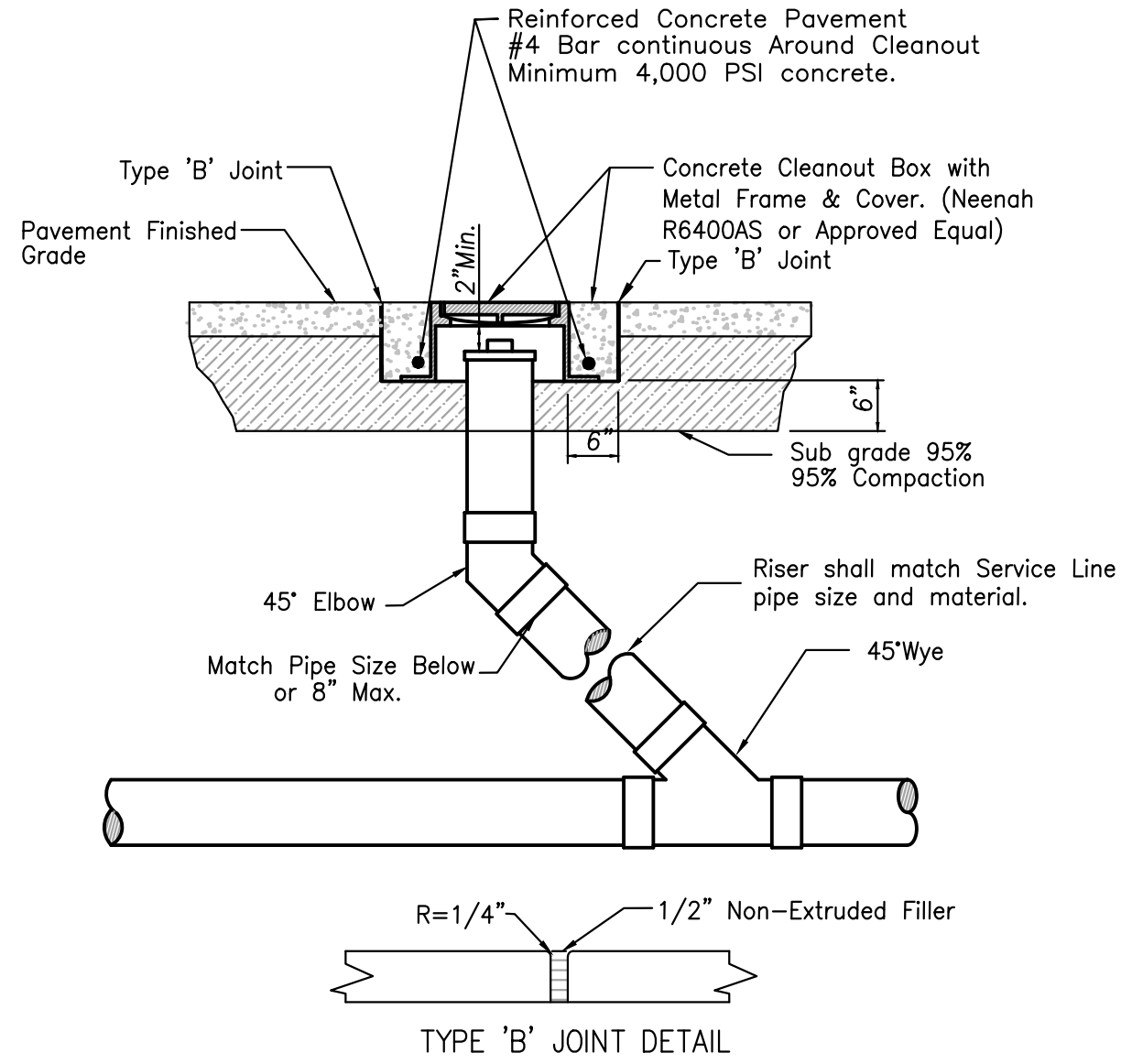
UTILITY PLAN
SCOOTER'S DRIVE THRU KIOSK
9033 NW MO-45 HWY
PARKVILLE, MO 64152

PROJECT NO.	220187	DATE	11-03-22	CHECKED	DAF	APPROVED	JDC	DATE OF AUTHORIZATION	11-03-22	DATE OF AUTHORIZATION	11-03-22	DATE OF AUTHORIZATION	11-03-22
CHECKED	DAF	APPROVED	JDC	DATE OF AUTHORIZATION	11-03-22	DATE OF AUTHORIZATION	11-03-22	DATE OF AUTHORIZATION	11-03-22	DATE OF AUTHORIZATION	11-03-22	DATE OF AUTHORIZATION	11-03-22

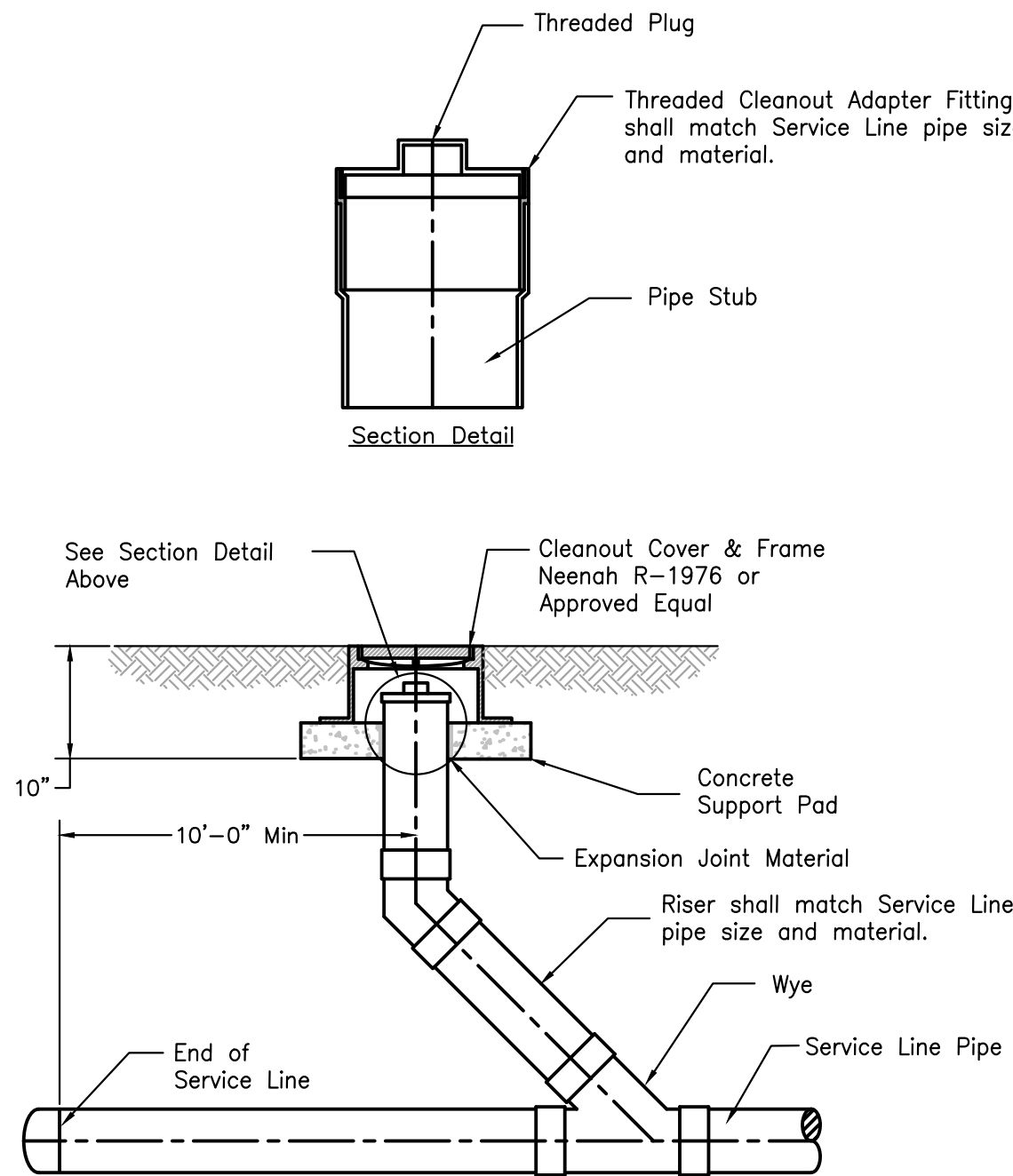
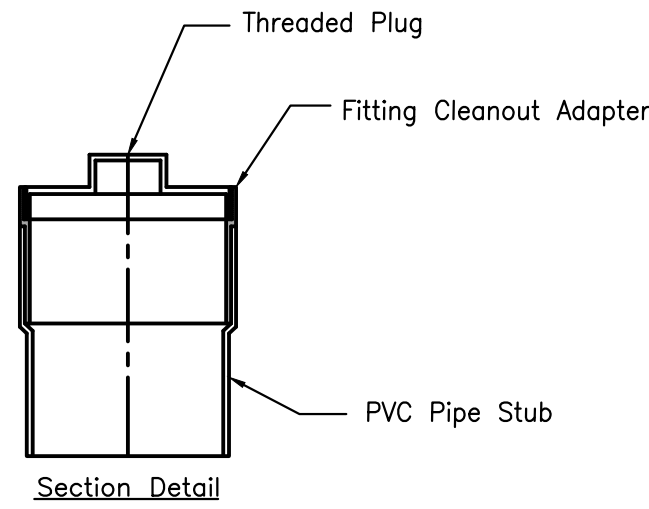
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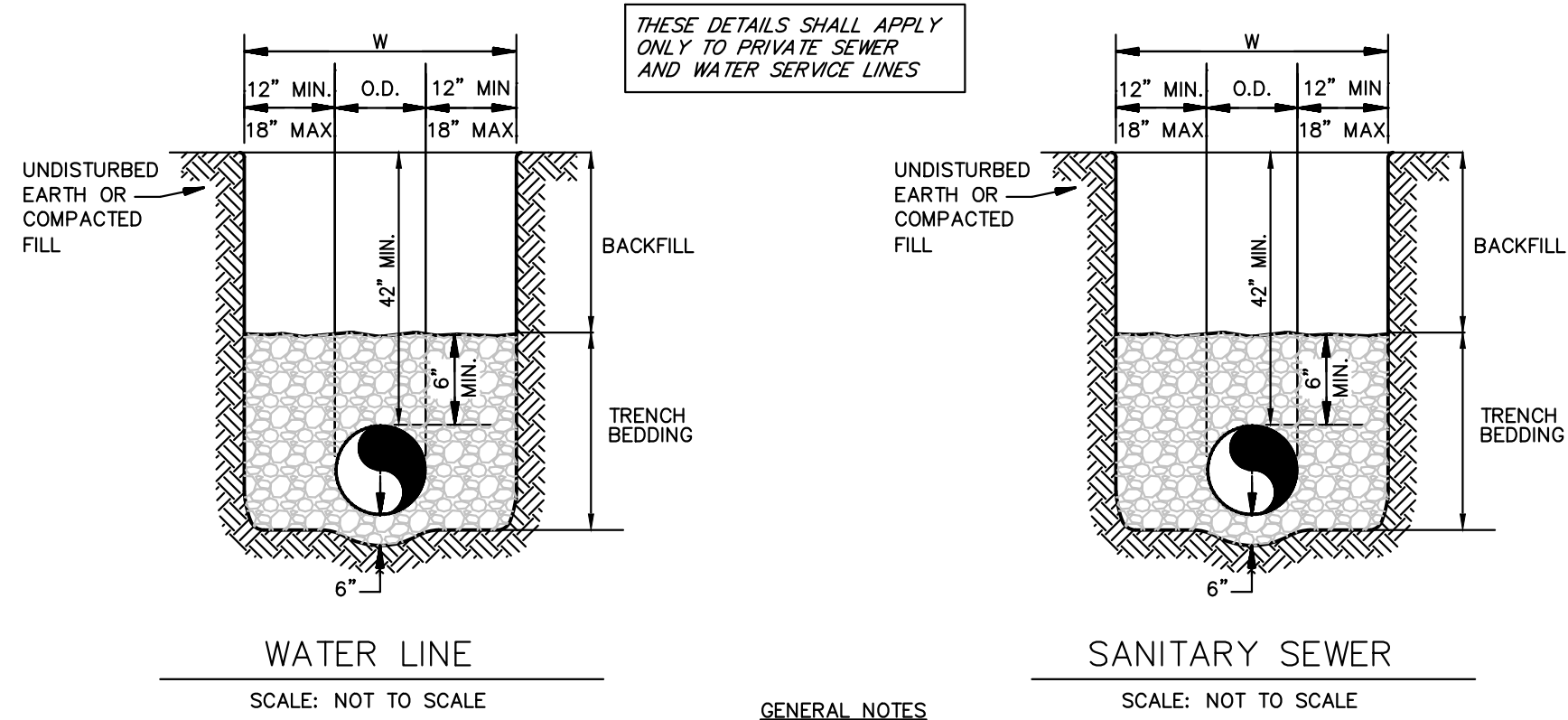




CLEANOUT IN PAVED AREAS DETAIL
SCALE: N.T.S.



CLEANOUT DETAIL (NON-PAVED AREAS)
SCALE: N.T.S.



- TRENCH BEDDING**
1. GRANULAR EMBEDMENT SHALL BE KDOT STD. SPEC. SECT. 1100, PE-2 COURSE AGGREGATE FOR CONCRETE, WASHED STONE OR GRAVEL, MEETING THE FOLLOWING CONDITIONS:

SIEVE SIZE	PERCENT RETAINED
1-INCH	0
3/4-INCH	0-20
3-INCH	40-70
No. 8	95-100
 2. TRENCH OUTLINES DO NOT INDICATE ACTUAL TRENCH EXCAVATION SHAPE, SOIL CONDITIONS, OR PRESENCE OF SHEETING LEFT IN PLACE. EMBEDMENT MATERIAL SHALL EXTEND THE FULL WIDTH OF THE ACTUAL TRENCH EXCAVATION.

- GENERAL NOTES**
- BACKFILL**
1. ALL MATERIALS ARE CLASSIFIED IN ACCORDANCE WITH ASTM D 2321-89.
 2. ALL MATERIALS SHALL BE INSTALLED IN MAXIMUM 8" LOOSE LIFTS IN ACCORDANCE WITH ASTM D 698. CLASS III AND IV-A MATERIALS SHALL BE COMPACTED NEAR OPTIMUM MOISTURE CONTENT.
 3. FILL SALVAGED FROM EXCAVATION SHALL BE FREE OF DEBRIS, ORGANICS AND ROCKS LARGER THAN 3".
 4. ALL TRENCH EXCAVATIONS SHALL BE SLOPED, SHORED, SHEETED, BRACED, OR OTHERWISE SUPPORTED IN COMPLIANCE WITH OSHA REGULATIONS AND LOCAL ORDINANCES. (SEE SPECIFICATIONS)

UTILITY TRENCH AND BEDDING

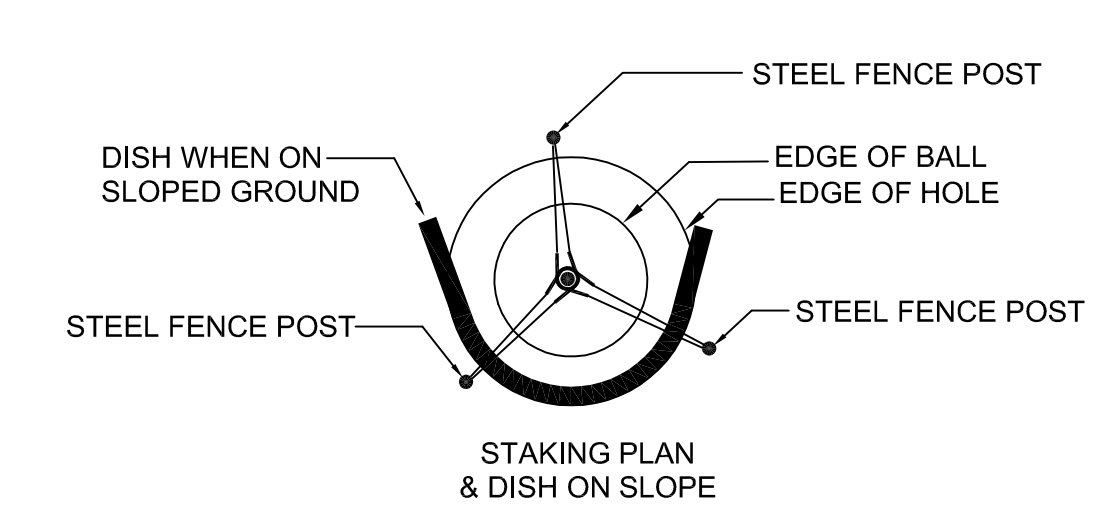
PHelps ENGINEERING, INC.
1270 N. Winchester
Olathe, Kansas 66061
(913) 393-1155
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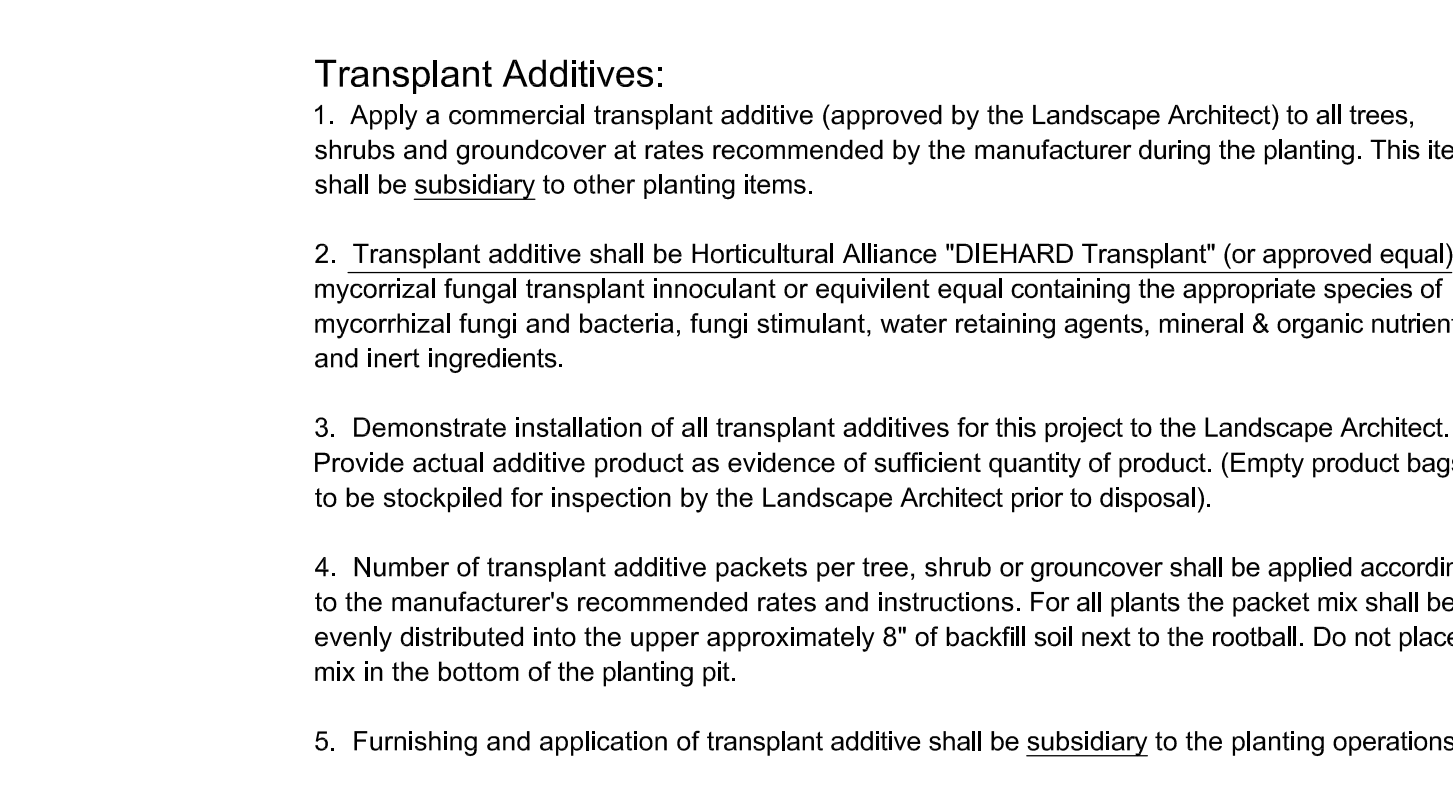
SANITARY & WATER DETAILS
SCOOTER'S DRIVE THRU KIOSK
9033 NW MO-45 HWY
PARKVILLE, MO 64152

PROJECT NO.	220187	No.	Date	Revisions:	By	App.
DATE: 11-03-22	DRAWN: AEB					
CHECKED: DAF	APPROVED: JDC					
CERTIFICATE OF AUTHORIZATION						
LAND SURVEYING - LS-82						
ENGINEERING - E-361						
CERTIFICATE OF AUTHORIZATION						
LAND SURVEYING-2007010728						
ENGINEERING-2207050208						

SHEET
C6.2



-
- DIRECTION OF TREE STAKES:**
ONE SOUTHEAST
ONE SOUTHWEST
ONE NORTH
- PLASTIC SPIRAL TREE WRAP** COIL FROM BASE TO LOWEST BRANCHES
- WEBBED ARBOR TIE TAPE** LOOP AROUND TREE TO BE 6"-8" LARGER THAN TRUNK DIAMETER
- (3) 6" STEEL "T" POSTS
- DIG SHALLOW, BROAD HOLE: 3 TIMES THE DIAMETER OF ROOT BALL AND ONLY AS DEEP AS ROOT BALL. BACKFILL WITH $\frac{1}{2}$ EXISTING SOIL AND $\frac{1}{2}$ TOPSOIL.
- CUT AND REMOVE BURLAP (REMOVE METAL CAGE FROM SIDES AND TOP OF BALL)
- UNDISTURBED SOIL
- 5" MIN.
- 6" BERM
- IDENTIFY TRUNK FLARE TO REMAIN PARTIALLY VISIBLE AFTER PLANTING
TOP OF ROOT BALL TO BE 1" ABOVE FINISHED GRADE
- 2" WELL AGED MANURE TOPPED W/ 1" OF SHREDDED DYED BROWN MULCH W/ PRE-EMERGENT HERBICIDE (KEEP MULCH 2" AWAY FROM TRUNK)
- TOP OF ROOTBALL AT 1" ABOVE SURROUNDING FINISHED GRADE
- FILL HOLE GENTLY, BUT FIRMLY. ADD WATER TO SETTLE THE SOIL.
- FIRMLY COMPACT ANY NEW OR DISTURBED SOIL UNDER ROOT BALL TO PREVENT SETTLING
- TREE PLANTING DETAIL**
NO SCALE



A cross-section diagram of a building exterior wall foundation. The diagram shows the following layers from top to bottom:

- BUILDING EXTERIOR WALL**: The topmost structure.
- ROCK BELOW ANY WEEP HOLES OF BLDG.**: A layer of rock directly beneath the wall's weep holes.
- 3" OF KANSAS LARGE (2") RIVER ROCK**: A layer of larger river rock below the first rock layer.
- SOD OR SHRUB BED MULCH**: A layer of mulch below the river rock.
- FELT TYPE SOIL SEPARATOR**: A horizontal line representing a separator below the mulch.
- 18"**: A dimension indicating the thickness of the soil separator layer.
- SLOPE AWAY FROM BUILDING**: An arrow pointing downwards and away from the wall, indicating the drainage path.

0 20 40
SCALE 1" = 20'



06-LEDWPCA12W

12 Watt Adjustable Full Cutoff LED Area Light

APPLICATIONS

The LEDWPCA12W is a contemporary, commercial-grade area luminaire. It features a heavy-duty, spring-loaded hinge, which provides the flexibility of focusing light near the mounting surface or projecting light forward. With a die cast aluminum housing and a polycarbonate lens, the LEDWPCA12W series will stand up to many years of punishing environmental conditions. High-efficacy, long-life LEDs provide both energy and maintenance cost savings compared to traditional, HID area lights.

FEATURES

- Available in 3000k (warm white), 4000k (neutral white) and 5000k (cool white) color temperature.*
- Long-life LEDs provide 69,000 hours of operation with at least 70% of initial lumens output (L70)**
- Delivers 1,211 lumens & 101 lumens per watt (LPW) at 3000k; 1,285 lumens & 107 LPW at 4000k; and 1,321 lumens & 110 LPW at 5000k.*
- Heavy-duty, spring-loaded hinge provides the flexibility of focusing light near the mounting surface or projecting light forward.
- Universal 120-277 AC voltage (50-60Hz) is standard.
- Watertight, compression-type electrical connectors prevent moisture intrusion.
- Power factor > 0.90.
- Total harmonic distortion < 20%.
- Color rendering index > 80.
- Die cast aluminum housing with durable, dark bronze, powder coat paint.
- Durable, UV-resistant polycarbonate lens.
- Removable, threaded plugs for side attachment of 1/2" rigid electrical conduit, or for button photocells.
- Easy installation in new construction or retrofit.

*contact factory for other color temperatures and lumen packages.
**L70: hours are IES TM-21-11 calculated hours.

STANDARD



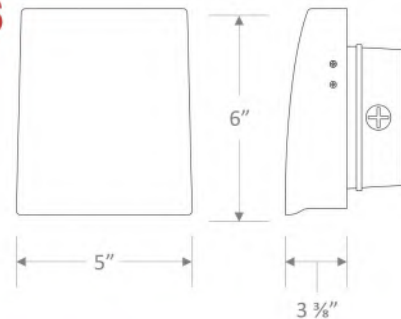
VERTICAL ADJUSTABILITY

- Heavy-duty, spring-loaded hinge provides vertical adjustability of the luminaire housing up to 65°
- Adjustability provides for a range of lighting effects from full-cutoff downlight to forward throw.
- Knurled notches securely retain rotated position even in demanding environments.

WARRANTY/LISTING

- cULus listed for wet locations (-20°C to 40°C / -4°F to 104°F).
- IP65 rated.
- Complies with FCC Part 15 class B.
- Complies with EN61000-4-5, surge immunity (1kV).
- 5-year warranty of all electronics and housing.

DIMENSIONS



PRODUCT PARAMETER

MODEL	COLOR TEMPERATURE	LUMINAIRE LUMENS	LUMINAIRE WATTS	LUMENS PER WATT
06-LEDWPCA12W-3K	3000K	1,211	12	101
06-LEDWPCA12W-4K	4000K	1,285	12	107
06-LEDWPCA12W-5K	5000K	1,321	12	110

Cost Less Lighting • p. 866.633.6883 • f. 866.699.8099 • www.costlesslighting.com



06-LEDWPCA30W/50W

30 & 50 Watt Adjustable Full Cutoff LED Area Light

APPLICATIONS

The LEDWPCA30W/50W is a contemporary, commercial-grade area luminaire. It features a heavy-duty, spring-loaded hinge, which provides the flexibility of focusing light near the mounting surface or projecting light forward. With a die cast aluminum housing and a polycarbonate lens, the LEDWPCA30W/50W series will stand up to many years of punishing environmental conditions. High-efficacy, long-life LEDs provide both energy and maintenance cost savings compared to traditional, HID area lights.

FEATURES

- Available in 3000k (warm white), 4000k (neutral white) and 5000k (cool white) color temperature.*
- Long-life LEDs provide 69,000 hours of operation with at least 70% of initial lumens output (L70)**
- LEDWPCA30W delivers 3,099 lumens & 111 lumens per watt (LPW) at 3000k; 3,239 lumens & 116 LPW at 4000k; and 3,298 lumens & 118 LPW at 5000k.*
- LEDWPCA50W delivers 4,920 lumens & 100 LPW at 3000k; 5,193 lumens & 106 LPW at 4000k; and 5,287 lumens & 108 LPW at 5000k.*
- Heavy-duty, spring-loaded hinge provides the flexibility of focusing light near the mounting surface or projecting light forward.
- Universal 120-277 AC voltage (50-60Hz) is standard.
- Watertight, compression-type electrical connectors prevent moisture intrusion.
- Power factor > 0.90.
- Total harmonic distortion < 20%.
- Color rendering index > 80.
- Die cast aluminum housing with durable, dark bronze, powder coat paint.
- Durable, UV-resistant polycarbonate lens.
- Removable, threaded plugs for side attachment of 1/2" rigid electrical conduit, or for button photocells.
- Easy installation in new construction or retrofit.

*contact factory for other color temperatures and lumen packages.
**L70: hours are IES TM-21-11 calculated hours.

PRODUCT PARAMETER

MODEL	COLOR TEMPERATURE	LUMINAIRE LUMENS	LUMINAIRE WATTS	LUMENS PER WATT
06-LEDWPCA30W-3K	3000K	3,099	30	111
06-LEDWPCA30W-4K	4000K	3,239	30	116
06-LEDWPCA30W-5K	5000K	3,298	30	118
06-LEDWPCA50W-3K	3000K	4,920	50	100
06-LEDWPCA50W-4K	4000K	5,193	50	106
06-LEDWPCA50W-5K	5000K	5,287	50	108

Cost Less Lighting • p. 866.633.6883 • f. 866.699.8099 • www.costlesslighting.com

Project	Catalog #	Type
Prepared by	Notes	Date



McGraw-Edison

GLEON Galleon

Area / Site Luminaire

Typical Applications

Outdoor • Parking Lots • Walkways • Roadways • Building Areas

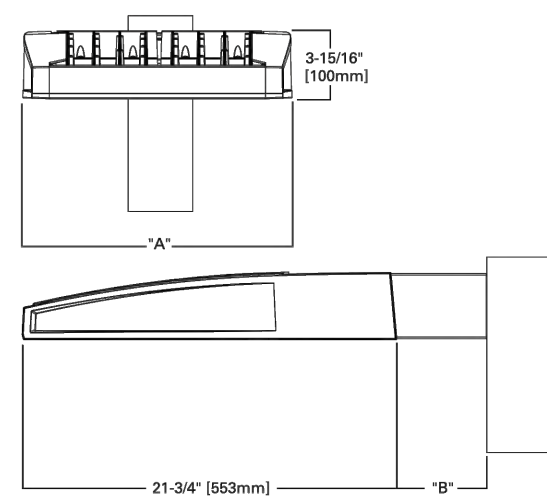
Interactive Menu

- Ordering Information [page 2](#)
- Mounting Details [page 3](#)
- Optical Distributions [page 4](#)
- Product Specifications [page 4](#)
- Energy and Performance Data [page 4](#)
- Control Options [page 9](#)

Quick Facts

- Lumen packages range from 4,200 - 80,800 (34W - 640W)
- Efficacy up to 156 lumens per watt

Dimensional Details

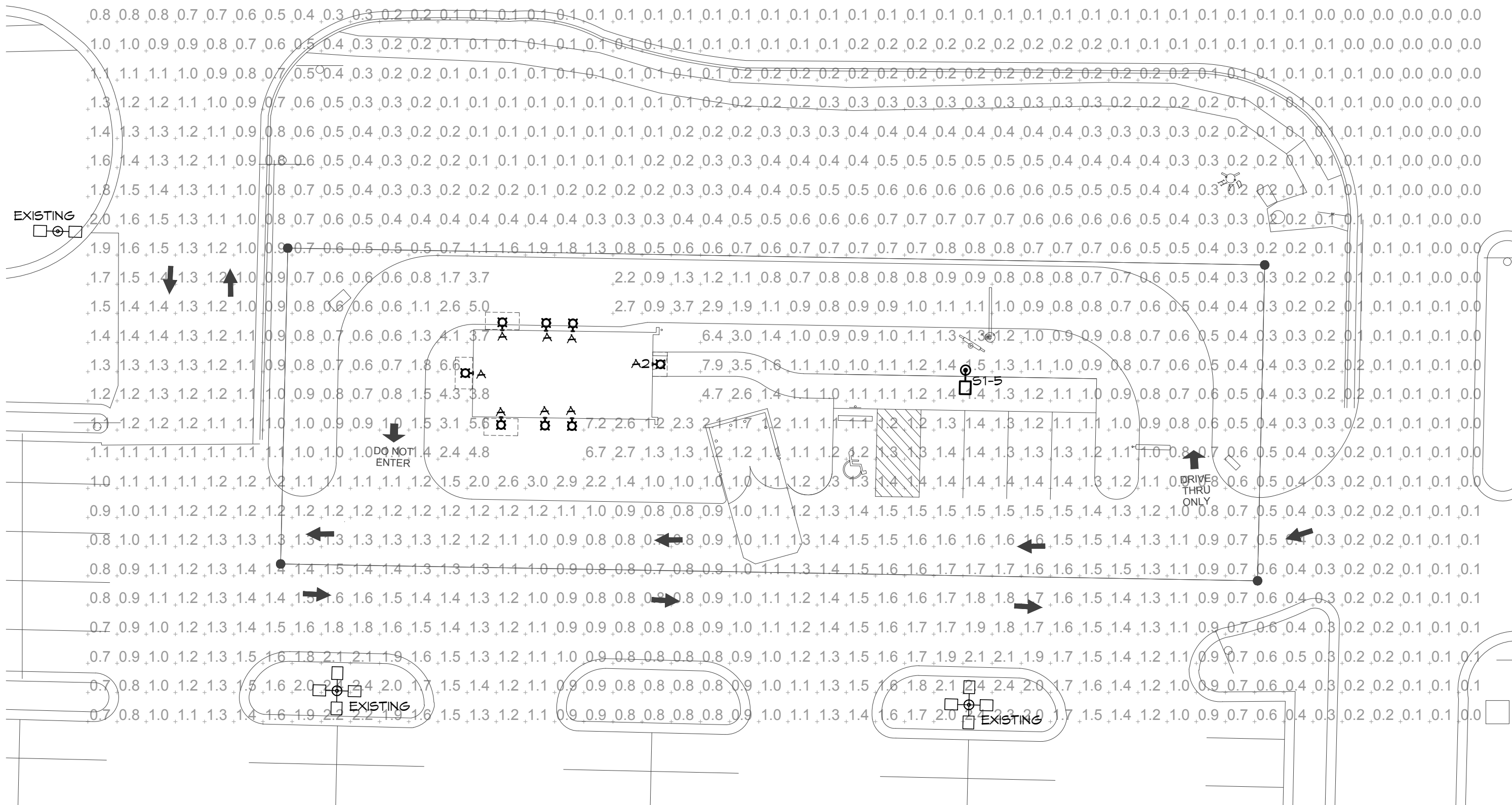


Number of Light Squares	"A" Width	"B" Standard Arm Length	"B" Extended Arm Length	"B" Quick Mount Arm Length	"B" Quick Mount Extended Arm Length
1-4	15-1/2"	7"	10"	10-5/8"	16-9/16"
5-6	21-5/8"	7"	10"	10-5/8"	16-9/16"
7-8	27-5/8"	7"	13"	10-5/8"	--
9-10	33-3/4"	7"	16"	--	--

NOTES:
For arm selection requirements and additional line art, see Mounting Details section.



PS000020EN page 1
October 30, 2020 11:03 AM



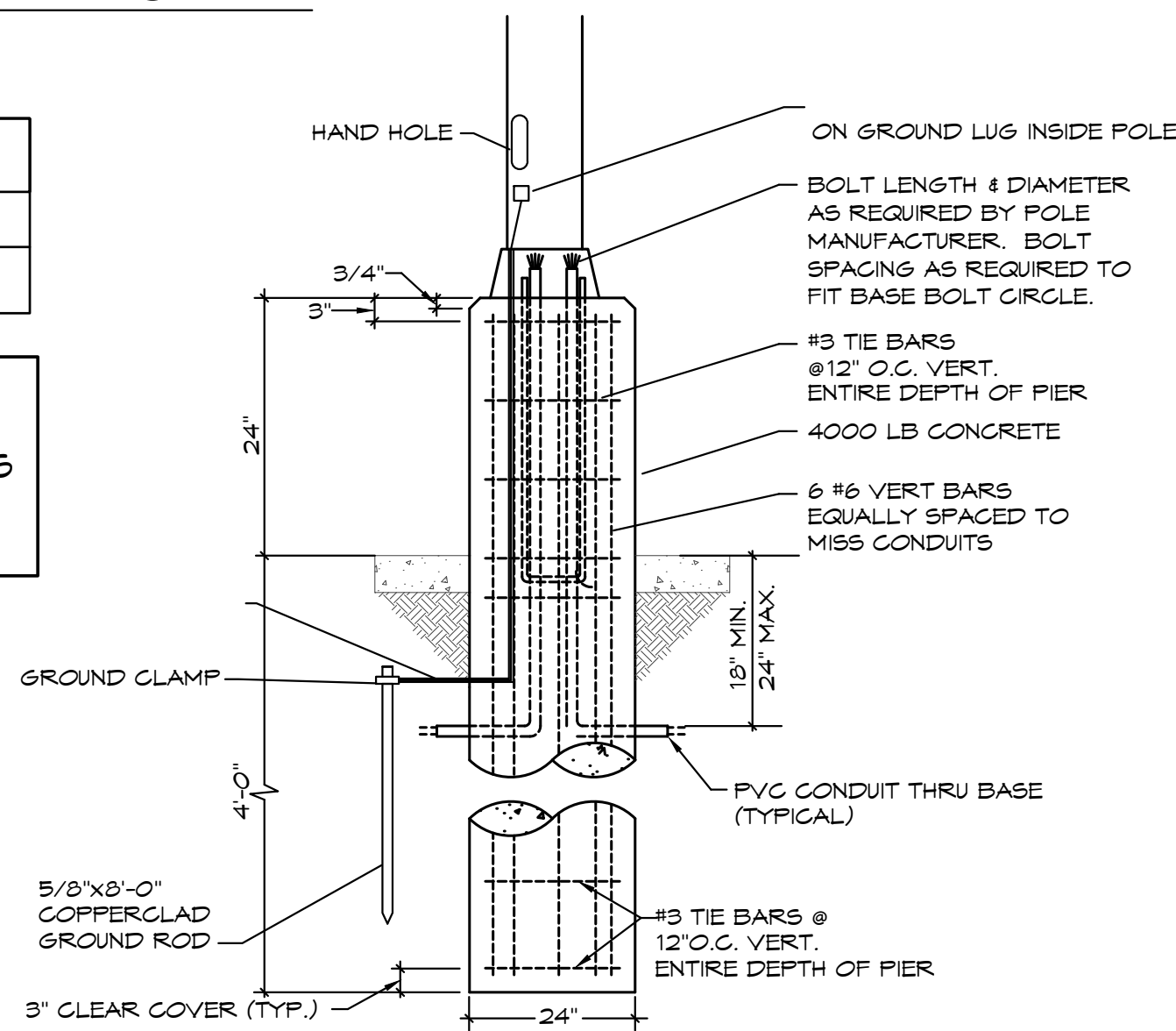
SITE PHOTOMETRIC PLAN

SCALE: 1"=20'

STATISTICS

Description	Avg	Max	Min	Max/Min	Avg/Min
Paved/Parking/Drive Thru	1.2	5.0	0.5	10.0:1	2.4:1

ALL EXTERIOR LIGHTING SHALL BE DOWNCAST WITH FULL CUTOFF AND DIRECTIONAL LIGHTING CHARACTERISTICS TO PREVENT GLARE ON ADJACENT STREETS AND PROPERTIES.



POLE FOUNDATION DETAIL

SCALE: NONE

LIGHT FIXTURE SCHEDULE

MARK NO.	MANUFACTURER & CATALOG NUMBER	VOLTS WATTS	LIGHT SOURCE	DESCRIPTION
A	COST LESS LIGHTING 06-LEDWPCA12W-3K	120 12	LED-3000K 1,280 LUMS	EXTERIOR RATED LED WALL PACK MOUNTED AT 4'-6" (UNDER CANOPY). VERIFY FINISH WITH OWNER/ARCHITECT. REFER TO ARCHITECTURAL ELEVATIONS FOR EXACT LOCATION.
A2	COST LESS LIGHTING 06-LEDWPCA30W-3K	120 30	LED-3000K 3,200 LUMS	EXTERIOR RATED LED WALL PACK MOUNTED AT 4'-6" (UNDER CANOPY). VERIFY FINISH WITH OWNER/ARCHITECT. REFER TO ARCHITECTURAL ELEVATIONS FOR EXACT LOCATION.
S1-S	COOPER GLEON-SAID-140-U-SNG IV 555-4A20-S-XX-N-1	120 61	LED-4000K 8,000 LUMS	FLAT LENS LED POLE LIGHT, TYPE S WIDE DISTRIBUTION, 4000K, MOUNT ON 20" SQUARE STEEL POLE ON 3'-0" POLE BASE, SEE CONCRETE BASE DETAIL. FINISH TO MATCH DEVELOPMENT STANDARD.

NATIONAL LIGHTING SUPPLIER - FACTORY SOLUTIONS GROUP, MIA FERGUSON - MIA.FERGUSON@FDGI.COM - 214-351-6266

BC PROJECT #: 22848 BH
MISSOURI PE COA #2009003629

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11/4/2022



PROJECT ADDRESS:
9033 NW MO 45 Hwy
Parkville, MO

REVISIONS:

CLIENT:

Java
Investments, LLC
PO Box 23263
Overland Park, KS 66283

TITLE:

SITE
PHOTOMETRIC
PLAN

KIOSK PROTOTYPE:
4.0 PROTOTYPE
FEBRUARY 2022

DATE:

11/04/2022

PROJECT NO.

5882-22

☒ PERMIT/BID SUBMITTAL

☐ CONSTRUCTION ISSUE

SHEET NO.

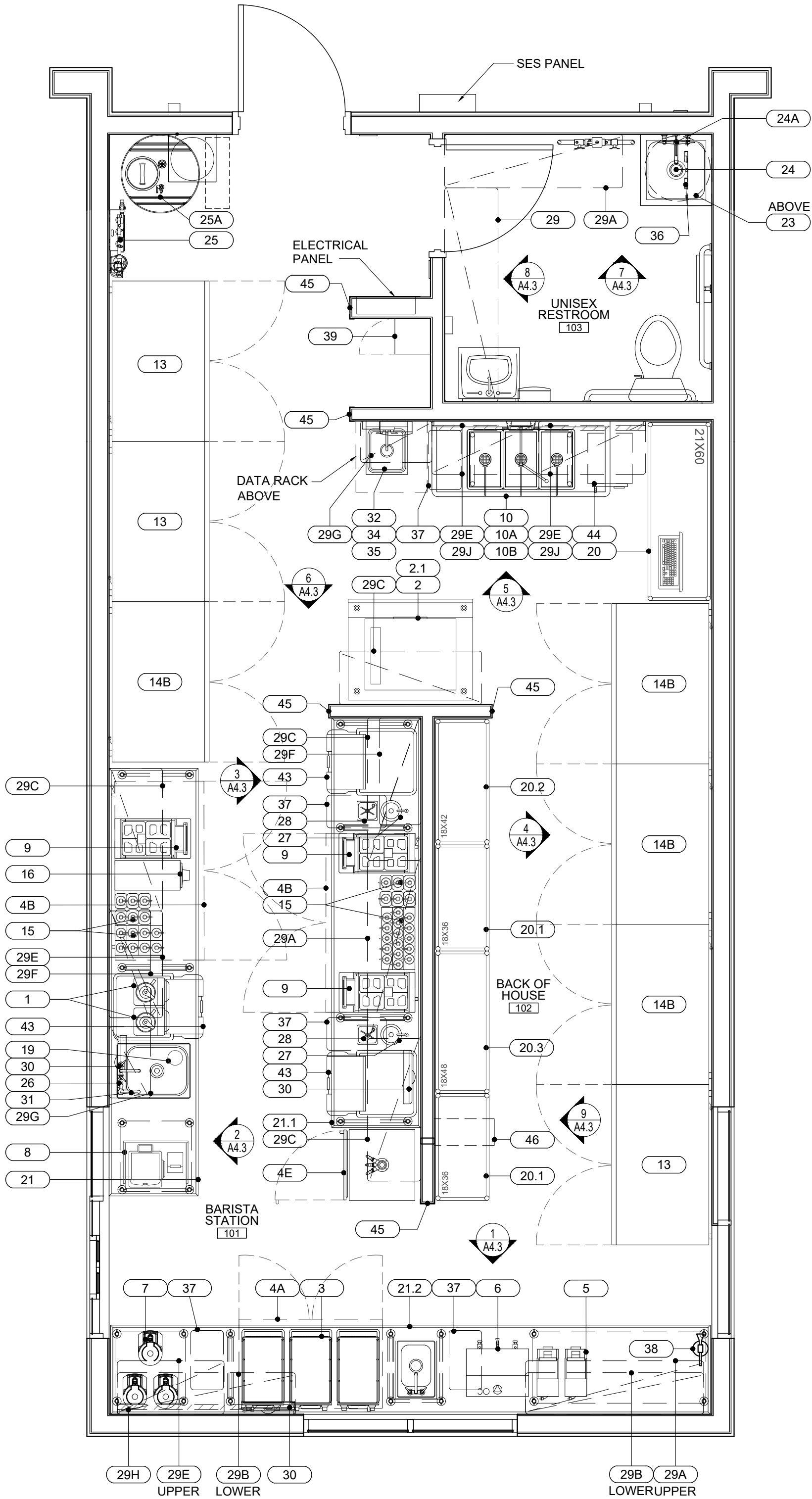
PH1.0

EQUIPMENT SCHEDULE

ITEM / TAG	GENERAL DESCRIPTION	QTY	MANUFACTURER	MODEL #	CONTRACTOR		CLIENT / VENDOR		REMARKS	PROTO 4.0 UPDATED 6/28/21
					PROVIDE	INSTALL	PROVIDE	INSTALL		
1	BEVERAGE BLENDER	2	HARVEST ROASTING				X	X	120 V, 15 AMPS	
2	ICE MAKER	1	SCOTSMAN	C0530SA-1		X	X		GC SHALL PROVIDE WATER & DRAIN CONNECTIONS, WATER MUST BE FROM FILTERED LINE GC TO PROVIDE POWER CORD	
2.1	ICE STORAGE BIN	1	SCOTSMAN	B842S		X	X			
3	HIGH SPEED OVEN	3	MERRY CHEF	EIKON E2S			X	X	CLASSIC	
4A	U/C REFRIGERATOR (48")	1	ATOSA	MGF8402GR			X	X		
4B	U/C REFRIGERATOR (60")	2	ATOSA	MGF8403GR			X	X		
4C	U/C REFRIGERATOR (36")	N/A	TURBO-AIR	MUR-36-N6			X	X		
4E	U/C REFRIGERATOR (24")	1	PERLUCK	HC24RS			X	X		
5	COFFEE GRINDER	2	BUNN	G2 HD 22102.0000			X	X	120 V 11 AMP CIRCUIT	
6	COFFEE BREWER	1	FETCO	CBS-2132XTS (E213251)			X	X	ELECTRICIAN SHALL PROVIDE RECEPTACLE AND END FOR WHIP	
7	COFFEE DISPENSER	3	FETCO	L4S-10 / D451			X	X	1 GALLON SATELLITE	
8	POS TERMINAL W/ PRINTER	1	CLOVER	CLOVER MINI			X	X		
9	ESPRESSO MACHINE	3	FRANKE	S700TS			X	X		
10	3-COMP SINK	1	JOHN BOOS	-			X	X	30A, 220V CIRCUITS WITH TWIST LOCK NEMA L6-30R RECEPTACLES	
13	REACH-IN REFRIGERATOR (2 DOOR)	3	KINTERA	KBM2R			X	X		
14A	REACH-IN FREEZER (1 DOOR)	N/A	KINTERA	KBM1F			X	X		
14B	REACH-IN FREEZER (2 DOOR)	4	KINTERA	KBM2F			X	X		
15	SYRUP STAND	8	HARVEST ROASTING				X	X		
16	MODULAR CUP DISPENSER	1	TRIMARK				X	X		
19	BLENDER JAR RINSER	1	HAMILTON BEACH	BCR100			X	X		
20	WIRE SHELVEING (ON CASTERS)	1	OLYMPIC STORAGE	CHROME FINSH 21"x60"			X	X	VERIFY REQUIREMENTS W/ OPERATIONS	
20.1	WIRE SHELVEING	2	OLYMPIC STORAGE	CHROME FINSH 18"x36"			X	X		
20.2	WIRE SHELVEING	1	OLYMPIC STORAGE	CHROME FINSH 18"x42"			X	X		
20.3	WIRE SHELVEING	1	OLYMPIC STORAGE	CHROME FINSH 18"x48"			X	X		
21	S/S COUNTER W/ PITCHER RINSER	1	JOHN BOOS	CUSTOM FAB			X	X		
21.1	S/S COUNTER W/ DIPPER WELLS	1	JOHN BOOS	CUSTOM FAB			X	X		
21.2	S/S COUNTER W/ HAND SINK	1	JOHN BOOS	CUSTOM FAB			X	X		
23	WATER HEATER	1	SEE PLUMB. SHEETS	TBD	X	X				
24	MOP SINK	1	SEE PLUMB. SHEETS	TBD	X	X				
25	WATER TREATMENT SYSTEM	1	OPTIPURE	BWS350		X	X		PROCESSOR 120V 6W	
25A	WATER STORAGE TANK & PUMP	1	OPTIPURE	50 GALLON		X	X		REPRESSURIZATION PUMP 120V 2A	
26	ZOOM TIMER	1	HM ELECTRONICS	NITRO		X	X			
27	BUILT-IN DIPPER WELL W/ FAUCET	2	FISHER	3041		X	X			
28	BUILT-IN FROTHING CUP RINSIER	2	ESPRESSO PARTS	EPPR662		X	X			
29	WALL MOUNT WIRE SHELVEING	1	OLYMPIC CHROME	18"x72"			X	X	PROVIDE EACH UNIT W/ WALL BRACKET HARDWARE	
29A	WALL MOUNT WIRE SHELVEING	3	OLYMPIC CHROME	18"x60"			X	X	PROVIDE EACH UNIT W/ WALL BRACKET HARDWARE	
29B	WALL MOUNT WIRE SHELVEING	3	OLYMPIC CHROME	14"x60"			X	X	PROVIDE EACH UNIT W/ WALL BRACKET HARDWARE	
29C	WALL MOUNT WIRE SHELVEING	4	OLYMPIC CHROME	18"x48"			X	X	PROVIDE EACH UNIT W/ WALL BRACKET HARDWARE	
29D	WALL MOUNT WIRE SHELVEING	--	OLYMPIC CHROME	14"x48"			X	X	PROVIDE EACH UNIT W/ WALL BRACKET HARDWARE	
29E	WALL MOUNT WIRE SHELVEING	4	OLYMPIC CHROME	18"x36"			X	X	PROVIDE EACH UNIT W/ WALL BRACKET HARDWARE	
29F	WALL MOUNT WIRE SHELVEING	2	OLYMPIC CHROME	14"x36"			X	X	PROVIDE EACH UNIT W/ WALL BRACKET HARDWARE	
29G	WALL MOUNT WIRE SHELVEING	2	OLYMPIC CHROME	14"x24"			X	X	PROVIDE EACH UNIT W/ WALL BRACKET HARDWARE	
29H	SMART WALL	1	METRO METROSEAL	60"			X	X	PROVIDE EACH UNIT W/ WALL BRACKET HARDWARE	
29J	SMART WALL	2	METRO METROSEAL	36"			X	X	PROVIDE EACH UNIT W/ WALL BRACKET HARDWARE	
30	DRIVE-THRU ORDER MONITOR	2	32" FLAT TV			X	X			
31	DECK MOUNT SINGLE FAUCET	1	T&S BRASS	B-0207		X	X		FOR BLENDER PITCHER RINSER	
32	WALL MOUNT HAND SINK	1	ADVANCE TABCO	7-PS-EC-SP-1X		X	X			
34	SOAP DISPENSER	1			X	X			SURFACE MOUNTED	
35	PAPER TOWEL DISPENSER	1			X	X			SURFACE MOUNTED	
36	MOP & BROOM RACK	1			X	X			SURFACE MOUNTED	
37	TRASH RECEPTACLE	5	TRIMARK			X	X			
38	FIRE EXTINGUISHER	1	AMEREX	2A:10B:C	X	X			SUPPLIED WITH WALL MOUNT HOOK BRACKET 888-16591	
39	EMPLOYEE LOCKERS	1	TRIMARK	DDB402			X	X	12X12X12 6 TIER G.C. TO ANCHOR TO WALL	
43	MOBILE ICE STORAGE BIN	3	CAMBRO	ICS100L110			X	X		
44	SAFE	1				X	X		BOLTED TO FLOOR BY G.C.	
45	WALL CORNER GUARD	10				X	X			
46	NITROGEN SEPARATOR	1	NITRO-SERV							

GENERAL NOTES:

- ALL MILLWORK/STAINLESS STEEL COUNTERS/ WIRE SHELVES TO BE PROVIDED AND INSTALLED BY CONCEPT SERVICES, UNLESS OTHERWISE NOTED
- THE WATER FILTRATION SYSTEM IS TYPICALLY TO BE INSTALLED IN BACK-OF-HOUSE AREA
- THE REVERSE OSMOSIS SYSTEM IS TO BE INSTALLED NEXT TO THE WATER FILTRATION SYSTEM
- G.C. TO INSTALL 12"W X 12"L X 12"D CONC. SLAB TO ACCEPT COMMUNICATION POST (PROVIDED BY OTHERS) - CONC. SLAB TO BE PLACED FROM FACE OF CURB IN LOCATION NOTED ON SCHEMATIC DRIVE-THRU MENU-BOARD & SPEAKER/INTERCOM PLAN - CONC. SLAB TO INCLUDE 2 BLANK CONDUITS LOCATED IN THE CENTER OF THE SLAB - ONE OF THESE CONDUITS TO BE RAN FROM THE CENTER OF SLAB TO INSIDE THE BUILDING TO THE LOCATION NEAR THE ELECTRICAL PANEL - THE OTHER CONDUIT WILL BE RAN FROM THE CENTER OF SLAB & CONNECTED TO THE UNDERGROUND LOOP SENSOR (PROVIDED BY OTHERS) IN DRIVE THRU LANE - NOTE: MENU BOARD LOCATION; PROVIDE A CONDUIT WITH POWER RAN TO THE OUTSIDE MENU BOARD LOCATION NOTED ON PLAN.
- GC WILL NEED TO COORDINATE WITH COUNTERTOP FAB FOR PROPER LOCATION OF COUNTERTOP LEGS WITH FLOOR SINK LOCATION.



1 EQUIPMENT PLAN
SCALE: 3/8" = 1'-0"

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NORTH KANSAS CITY, MISSOURI 64116
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Missouri State Certificate of Authority #ARC 000745

KATHLEEN ANN WARMAN - ARCHITECT
MO # A-5819

EST. 1998
SCOOTER'S COFFEE

PROJECT ADDRESS:
9033 NW MO 45 Hwy
Parkville, MO

REVISIONS:

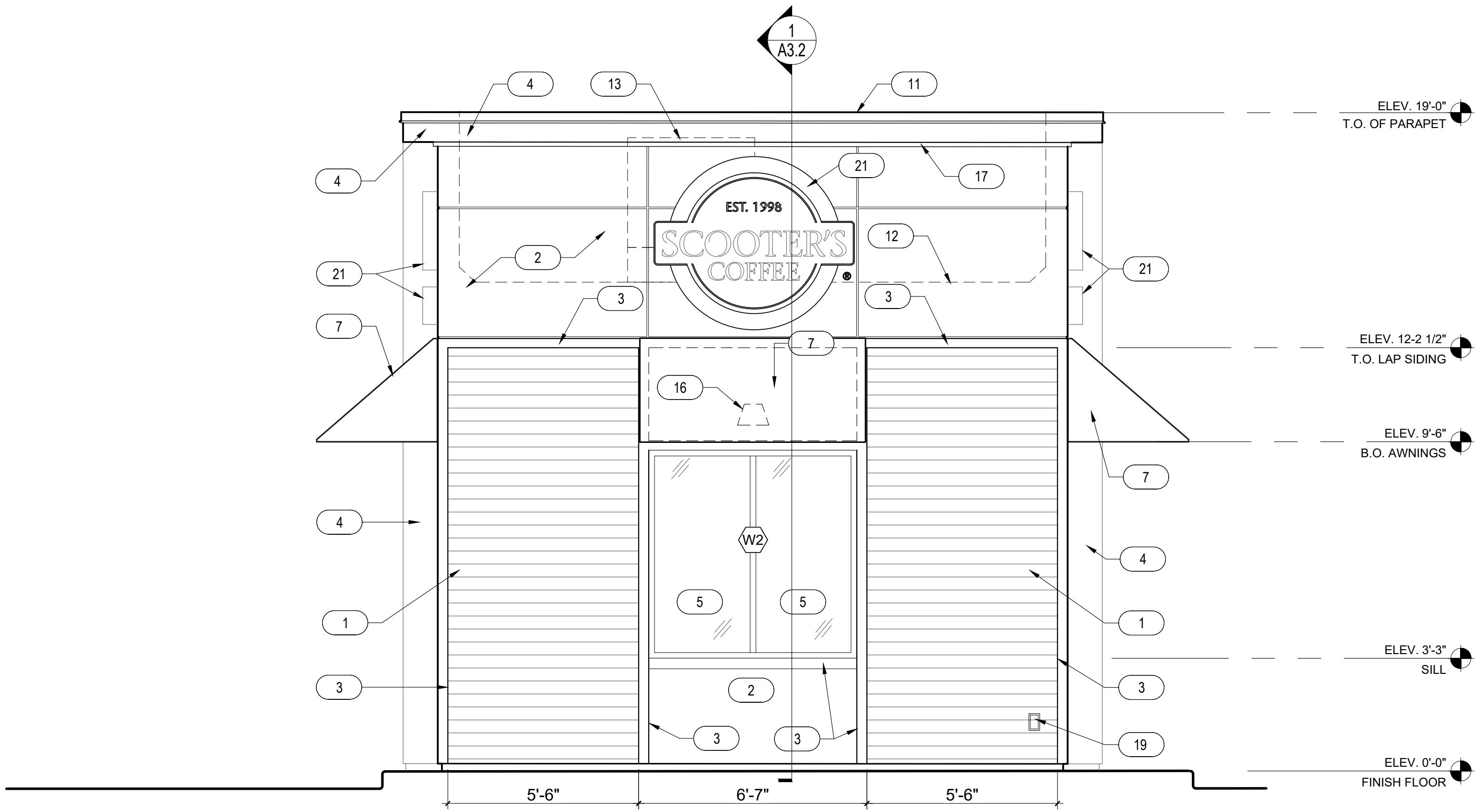
CLIENT:
Java Investments, LLC
PO Box 23263
Overland Park, KS 66283

TITLE:
EQUIPMENT PLAN & SCHEDULE

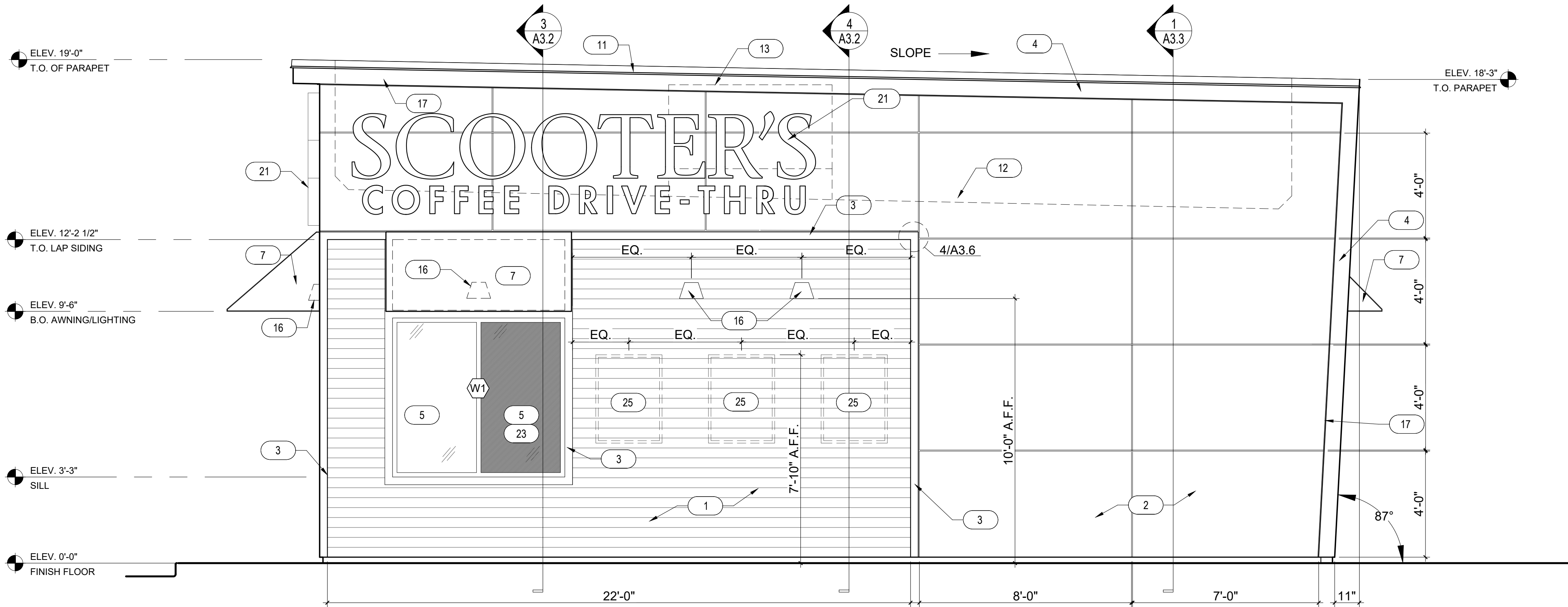
KIOSK PROTOTYPE:
4.0 PROTOTYPE
FEBRUARY 2022
DATE:
11/01/2022
PROJECT NO.
5882-22

☒ PERMIT/BID SUBMITTAL
☐ CONSTRUCTION ISSUE

SHEET NO.



1 EXTERIOR ELEVATION - WEST
SCALE: 3/8" = 1'-0"



2 EXTERIOR ELEVATION - SOUTH
SCALE: 3/8" = 1'-0"

- KEYNOTES

X
1.

HARDIE PLANK HZ10 LAP SIDING CEDARMILL 6-1/4". SEE HARDIE DETAIL SHEET A3.6 - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
2.

HARDIE REVEAL PANEL SYSTEM WZ10 - SMOOTH FINISH. SEE HARDIE DETAIL SHEET A3.6 - COLOR: SW 1015 SKYLINE STEEL
3.

3 1/2" HARDIE TRIM, SEE HARDIE DETAIL SHEET A3.6 - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
4.

HARDIE BOARD TRIM ACCENTS AND SOFFITS - COLOR: BLACK
5.

INSULATED DARK BRONZE ALUMINUM WINDOWS WITH DUAL PANE TEMPERED GLASS
6.

QUICKSERVE 48X48 WINDOW - COLOR: DARK BRONZE
7.

AWNING BY OTHERS - COLOR: SUNBRELLA JOCKEY RED
8.

INSULATED HOLLOW METAL DOOR AND FRAME - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
9.

WIDE ANGLE PEEP HOLE, BY DOOR MANUFACTURER
10.

DOOR BELL
11.

22 GUAGE METAL PARAPET CAP
12.

LINE OF ROOF BEYOND
13.

ROOF TOP UNIT BEYOND, SEE MECHANICAL DRAWINGS
14.

ROOF SCUPPER AND DOWNSPOUT, SEE DETAIL 8/A6.3
15.

MAILBOX BY GC BLACK
16.

WALL MOUNTED LIGHT FIXTURE, SEE ELECTRICAL DRAWINGS
17.

LED LIGHT BAND, SEE ELECTRICAL DRAWINGS
18.

SES PANEL, SEE ELECTRICAL DRAWINGS
19.

ELECTRICAL OUTLETS, SEE ELECTRICAL DRAWINGS
20.

HOSE BIBB, SEE PLUMBING DRAWINGS
21.

PROPOSED SIGNAGE BY OTHERS, UNDER SEPARATE PERMIT
22.

CONNECT DOWNSPOUTS TO UNDERGROUND PIPING, REF. CIVIL.
23.

SPANDREL GLASS
24.

NEW SECURITY CAMERA
25.

CUSTOMER PROVIDED SIGN PANELS. PANELS TO BE MOUNTED TO FASCIA BY GC (WHEN PROVIDED) IN CUSTOMER SPECIFIED LOCATION USING PROPER HARDWARE AND FASTENERS (NON-CORROSIVE)

REVISIONS:

CLIENT:

Java Investments, LLC
PO Box 23263
Overland Park, KS 66283

TITLE:

EXTERIOR ELEVATIONS

KIOSK PROTOTYPE:
4.0 PROTOTYPE
FEBRUARY 2022

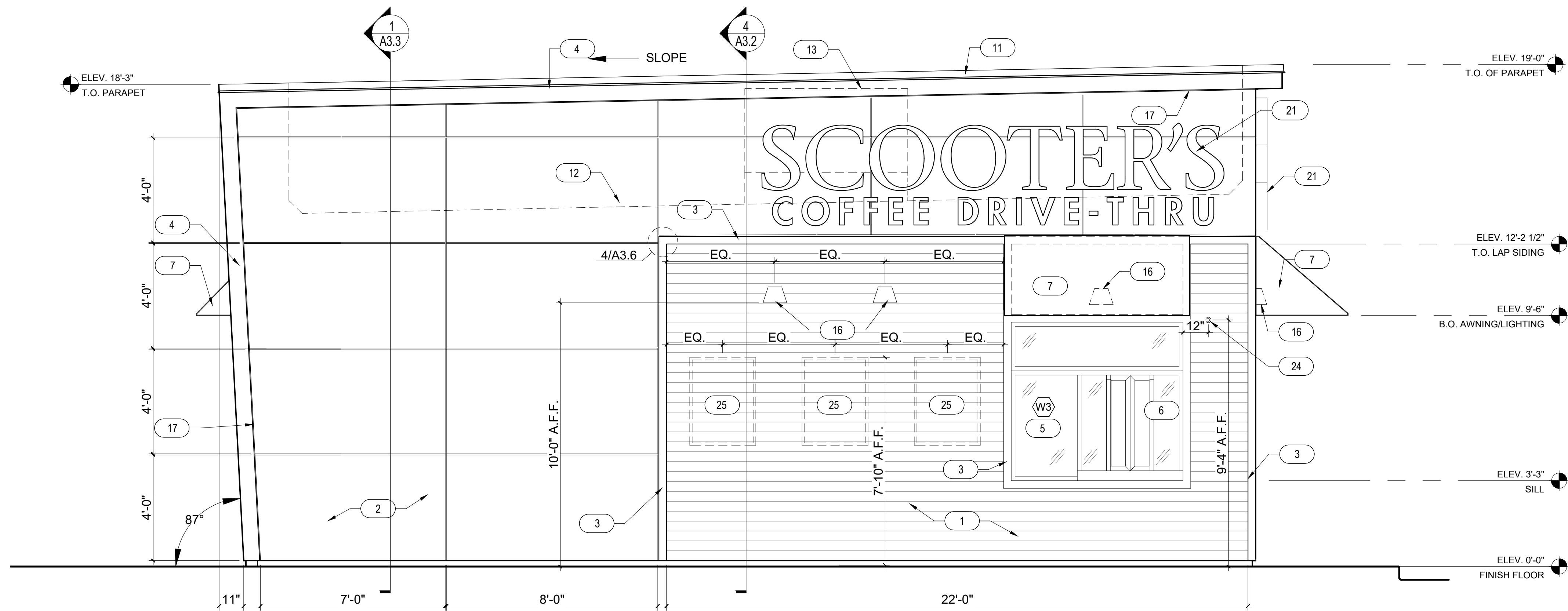
DATE:
11/01/2022

PROJECT NO.
5882-22

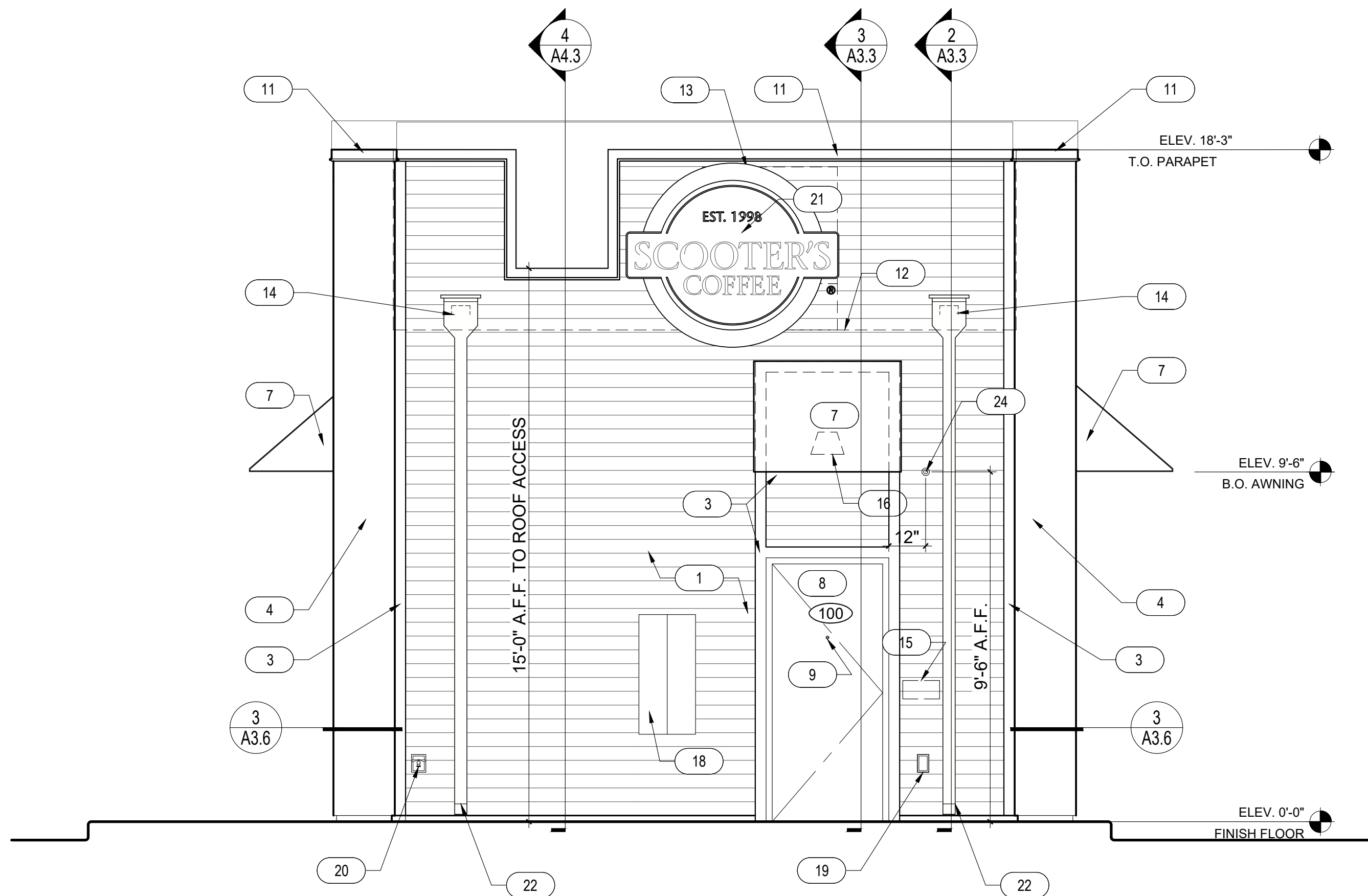
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☐ CONSTRUCTION ISSUE

SHEET NO.

A2.1



1 EXTERIOR ELEVATION - NORTH
SCALE: 3/8" = 1'-0"



2 EXTERIOR ELEVATION - EAST
SCALE: 3/8" = 1'-0"

- KEYNOTES**
- HARDIE PLANK HZ10 LAP SIDING CEDARMILL 6-1/4". SEE HARDIE DETAIL SHEET A3.6 - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
 - HARDIE REVEAL PANEL SYSTEM WZ10 - SMOOTH FINISH, SEE HARDIE DETAIL SHEET A3.6 - COLOR: SW 1015 SKYLINE STEEL
 - 3 1/2" HARDIE TRIM, SEE HARDIE DETAIL SHEET A3.6 - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
 - HARDIE BOARD TRIM ACCENTS AND SOFFITS - COLOR: BLACK
 - INSULATED DARK BRONZE ALUMINUM WINDOWS WITH DUAL PANE TEMPERED GLASS
 - QUICKSERVE 48X48 WINDOW - COLOR: DARK BRONZE
 - AWNING BY OTHERS - COLOR: SUNBRELLA JOCKEY RED
 - INSULATED HOLLOW METAL DOOR AND FRAME - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
 - WIDE ANGLE PEEP HOLE, BY DOOR MANUFACTURER
 - DOOR BELL
 - 22 GUAGE METAL PARAPET CAP
 - LINE OF ROOF BEYOND
 - ROOF TOP UNIT BEYOND, SEE MECHANICAL DRAWINGS
 - ROOF SCUPPER AND DOWNSPOUT, SEE DETAIL 8/A6.3
 - MAILBOX BY GC BLACK
 - WALL MOUNTED LIGHT FIXTURE, SEE ELECTRICAL DRAWINGS
 - LED LIGHT BAND, SEE ELECTRICAL DRAWINGS
 - SES PANEL, SEE ELECTRICAL DRAWINGS
 - ELECTRICAL OUTLETS, SEE ELECTRICAL DRAWINGS
 - HOSE BIBB, SEE PLUMBING DRAWINGS
 - PROPOSED SIGNAGE BY OTHERS, UNDER SEPARATE PERMIT
 - CONNECT DOWNSPOUTS TO UNDERGROUND PIPING, REF. CIVIL.
 - SPANDREL GLASS
 - NEW SECURITY CAMERA
 - CUSTOMER PROVIDED SIGN PANELS. PANELS TO BE MOUNTED TO FASCIA BY GC (WHEN PROVIDED) IN CUSTOMER SPECIFIED LOCATION USING PROPER HARDWARE AND FASTENERS (NON-CORROSIVE)



PROJECT ADDRESS:
9033 NW MO 45 Hwy
Parkville, MO

REVISIONS:

CLIENT:

Java Investments, LLC
PO Box 23263
Overland Park, KS 66283

TITLE:
EXTERIOR ELEVATIONS

KIOSK PROTOTYPE:
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SHEET NO.

A2.2