



PLANNING & ZONING COMMISSION

Regular Meeting Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, February 9, 2021 5:30 PM
City Hall Board Room

In light of public health orders from the Missouri Governor and Platte County related to the COVID-19 pandemic, and given the nature of the items to be considered at this particular meeting, the members of the Planning and Zoning Commission will meet via telephone or video conference. Members of the public interested in this meeting are encouraged to listen in on the meeting via the following telephone number and access code – (312) 626 6799, Meeting ID: 849 8513 8114, Password: 680147 rather than appear at City Hall (note: occupancy will be limited).

In addition, rather than appearing at City Hall to provide input at the meeting on action agenda items, members of the public may submit written testimony to the City Clerk in advance by noon on the day of the meeting and the testimony will be to be provided to the Planning and Zoning Commission and presented at the meeting and made part of the official record.

1. Call to Order

2. Roll Call

3. General Business

- A. Approval of the February 9, 2021, regular meeting agenda.
- B. Approve the minutes for the January 12, 2021, regular meeting

4. Unfinished Business

- A. Application for Conditional Use Permit for Hinkle Hardscapes to operate an office use of low traffic generation in a residential district fronting NW Bell Road on 22.8 acres, more or less, generally located west of NW Bell Road at NW 57th Street (Case No. PZ 2020-56); *Ken Gibson, Hinkle Hardscapes, Applicant*
- B. Consideration of Section 406.010 Old Town District – OTD, Design and Performance Criteria for painting on brick at 113 Main Street, Parkville, MO 64152 (Case No. PZ 2020-58); *Denise Glanzer, White Farmhouse Flowers, Applicant*

5. Public Hearing

- A. Application for Text Amendment to Parkville Municipal Code, Title IV: Development Code, Section 402.010 Definitions and Section 410.010 Wireless Communication Facilities, to create provisions for small wireless facilities (Case No. PZ 2021-01); *City of Parkville, Applicant*

- B. Application for Text Amendment to Parkville Municipal Code, Title IV: Development Code, Section 403.020 Platting, to require subdivision plats be within the entirety of Parkville's municipal boundaries (Case No. PZ 2021-02); *City of Parkville, Applicant*

6. Regular Business

7. Other Business

- A. Upcoming meetings & dates of importance:

- Board of Aldermen Meetings: Tuesday, February 16, 2021 and March 2, 2021 at 7:00 p.m.
- Board of Zoning Adjustments Meeting: Tuesday, February 23, 2021 at 5:30 p.m.
- Planning & Zoning Commission Regular Meeting: Tuesday, March 9, 2021 at 5:30 p.m.

8. Adjournment

**Minutes of the
Planning & Zoning Commission
Regular Meeting
City of Parkville, Missouri
Tuesday, January 12, 2021 at 5:30pm
Videoconference**

1. CALL TO ORDER

Chair Katerndahl called the meeting to order at 5:37 p.m.

2. ROLL CALL

Commissioners Present:

Chairman Dean Katerndahl

John Delich

Barbara Wassmer

Doug Krtek

Michael Wright

Allyson Berberich

Michael Lee

A quorum of the Planning & Zoning Commission was present.

Commissioners Absent:

Walt Lane

Staff Present:

Stephen Lachky/Community Development Director

Brad Stanton/Planner

Alysen Abel/Public Works Director

Chris Ashley/Public Works Project Manager

3. GENERAL BUSINESS

A. Approval of the the January 12, 2021 regular meeting agenda.

Chairman Katerndahl called for questions. Seeing none he called for a motion.

Commissioner Wright moved to approve the agenda as presented. Commissioner Krtek seconded. Motion passed: 8-0.

B. Approval of the minutes from the December 8, 2020 regular meeting of the Planning & Zoning Commission.

Chairman Katerndahl called for additional comments or questions. No further questions or changes.

Commissioner Krtek moved to approve the December 8, 2020 regular meeting minutes, Commissioner Wassmer seconded. Motion passed: 8- 0.

C. Election of Officers

1. Chairman

Commissioner Krtek moved to appoint Dean Katerndahl as Chairman.

Commissioner Lee seconded. Motion passed 8-0.

2. Vice Chairman

Chairman Katerndahl moved to appoint Michael Wright as Vice Chairman.

Commissioner Krtek seconded. Motion passed: 8-0.

3. Secretary

Chairman Katerndahl moved to appoint John Delich as Secretary. Commissioner Krtek seconded. Motion passed: 8-0.

4. UNFINISHED BUSINESS

A. Six at Park update and façade improvements presentation

Stephen Lachky, Community Development Director, introduced the background of the Six at Park project. Tyler Asby, architect for the Applicant, Steve Foutch with Foutch brothers presented the updated landscaping plan for the Six at Park project. Commissioners discussed the dead or dying trees along the parking lot and expressed interest in more screening in the parking area. The Commission would like a report on the plan for the parking lot landscaping.

5. PUBLIC HEARING

A. Application for Conditional Use Permit for Hinkle Hardscapes to operate an office use of low traffic generation in a residential district fronting NW Bell Road on 22.8 acres, more or less, generally located west of NW Bell Road at NW 57th Street (Case No. PZ 2020-56); *Ken Gibson, Hinkle Hardscapes, Applicant*

Brad Stanton, Planner, introduced the Hinkle Hardscapes project. The application is for a Conditional Use Permit to operate an office use of low traffic generation in a residential district fronting NW Bell Road. The Applicant is proposing to construct a training center for their landscaping business that would house offices and a training center that would be used on inclement weather days.

Commissioners had questions regarding the design of the Morten building proposed by the Applicant. Commissioner Wright questioned the layout of the entry drives off of Bell Road. Commissioner Krtek expressed concerns over the CUP running for the length of ownership of the property by the Applicant.

Ken Gibson noted that they did not have finalized designs for the Morten building but they wanted it to be aesthetically pleasing. Mr. Gibson noted they want the two entry points to be a U-shaped drive. Chairman Katerndahl asked about installing a right turn lane off of NW Bell Road. Mr. Gibson stated they were willing to install improvements on Bell Road as required. Commissioner Lee inquired about using gravel instead of asphalt. Mr. Gibson stated it was for cost and slope concerns. Chairman Katerndahl stated he didn't believe the City has allowed gravel in built up residential areas.

James Flack, 9501 NW 59th Terr

Mr. Flack had concerns about the status of NW Bell Road, water mains, and noise.

Robert Hutchison, 9507 NW 59th Terr

Mr. Hutchison had concerns about trucks, a turn lane on NW Bell Road, and the commercial use adjacent to a residential neighborhood.

Greg Degener, 5603 NW Bell Road

Mr. Degener stated he was the person that sold the property to the Applicant. Mr. Degener has concerns about traffic and a turn lane off of Bell Road.

Christopher Hibbs, 5629 NW Bell Road

Mr. Hibbs has concerns about the safety of NW Bell Road and the addition of large trucks to the road. Mr. Hibbs believes the area should stay residential. Mr. Hibbs also has concerns about the noise generated from this use and machinery associated with landscaping business.

Kevin Gilstrap, 5625 NW Bell Road

Mr. Gilstrap has concerns about businesses in this area of NW Bell Road and the safety of the road.

Patricia Harris, 5818 NW Bell Road

Ms. Harris' property is surrounded by the project and wishes to hear more about the project.

Mr. Gibson stated the western portion of the property will be used for a future residence. The Commissioners expressed an interest in continuing the application to receive more information before making a decision.

Chairman Katerndahl called for additional comments or questions. No further questions or comments.

Commissioner Delich moved to continue the application to the February 9, 2021 meeting. Commissioner Krtek seconded. Motion passed: 8-0.

6. REGULAR BUSINESS

- A.** Consideration of Section 406.010 Old Town District – OTD, Design and Performance Criteria for painting on brick at 113 Main Street, Parkville, MO 64152 (Case No. PZ 2020-58); *Denise Glanzer, White Farmhouse Flowers, Applicant*

Director Lachky stated that before the Commission was an application to approve painting brick white in the OTD. Commissioner Krtek inquired about the ownership of the building. The Commission desired to postpone the application to hear from the building owner and the downtown groups. Commissioner Lee asked about the awning that had been added to the building. Director Lachky responded that the awning was added via a sign permit.

Commissioner Krtek moved to continue the application to the February 9, 2021 meeting. Commissioner Delich seconded. Motion passed: 8-0.

7. OTHER BUSINESS

A. Upcoming meetings & dates of importance:

- Board of Aldermen Meetings: Tuesday, January 19, 2021 and February 2, 2021 at 7:00 p.m.
- Board of Zoning Adjustment Meeting: Tuesday, January 26, 2021 at 5:30 p.m.
- Planning & Zoning Commission Regular Meeting: Tuesday, February 9, 2021 at 5:30 p.m.

8. ADJOURNMENT

Chairman Katerndahl called for further discussion.

Commissioner Krtek moved to adjourn, **Commissioner Lee** seconded. Motion passed:
8-0. Meeting adjourned at 7:48 pm.

Submitted by:

Stephen Lachky, AICP
Community Development Director

2-5-21
Date

Brad Stanton
Planner

2-5-21
Date



Staff Analysis

<u>Agenda Item:</u>	5.A
<u>Proposal:</u>	An application for a Conditional Use Permit (CUP) for Hinkle Hardscapes to operate an office use of low traffic generation in a residential district fronting NW Bell Road on 22.8 acres, more or less, generally located west of NW Bell Road at NW 57 th Street.
<u>Case No:</u>	PZ20-56
<u>Applicant:</u>	Hinkle Hardscapes / Ken Gibson
<u>Owners:</u>	Hinkle Real Estate LLC / Zach Hinkle
<u>Location</u>	West of NW Bell Road at NW 57 th Street
<u>Zoning:</u>	"R-1" Single-Family Residential
<u>Parcel #:</u>	#20-7.0-26-300-001-047.002 & #20-7.0-26-300-001-047.001
<u>Exhibits:</u>	A. This Staff Analysis B. Application 1. Application for Conditional Use Permit 2. Application Narrative C. Subject Area Property Map D. Submitted Site and Illustrative Plans E. Site Location Map (Submitted by Applicant) F. Bell Road Gravel Study (Submitted by Applicant) G. Public Comment Letter from James Flack H. 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. Notice of Public Hearing mailed to property owners within 185 ft. of the subject property D. Hearing notice published in The Platte County Citizen newspaper on December 23, 2020. E. Summary of Public Hearing posted on Parkville City webpage (http://parkvillemo.gov/public-hearings/)

- F. Hearing notice published on the Parkville City webpage (<http://parkvillemo.gov/government/public-hearings/>)
- G. Ordinance No. 3059 (adopted January 5, 2021) – An ordinance amending Parkville Municipal Code Section 405.050, Conditional Uses, to allow office uses of low traffic generation along Bell Road via a conditional use permit.

Comments

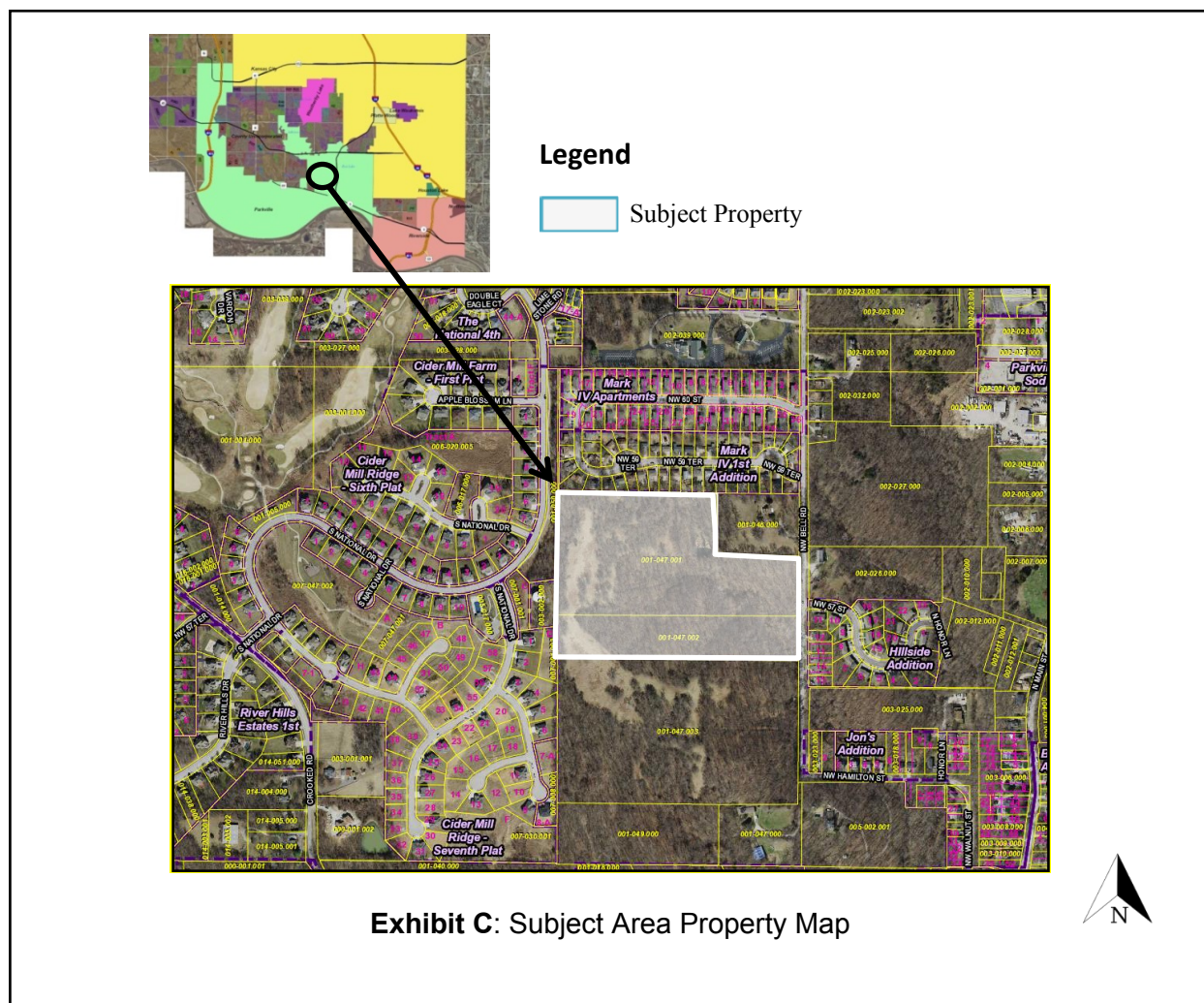
Received: The Community Development Department received one public comment letter from James Flack (see Exhibit E).

Background

Hinkle Hardscapes, a landscape and hardscape business currently based at 4124 NW Riverside Street #C in Riverside, wishes to relocate their operations to Parkville on property along NW Bell Road. Hinkle Hardscapes would like to use the property as a training center for their employees and a design showroom for their customers. The applicant has submitted a revised application responding to comments heard at the January 12, 2021 Planning and Zoning Commission Meeting.

Overview

The applicant proposes to operate an office use of low traffic generation, a landscaping design and training center, in a residential district ("R-1" Single-Family Residential) along NW Bell Road. The subject property contains two parcels (#20-7.0-26-300-001-047.001 & # 20-7.0-26-300-001-047.002) containing 22.8 acres, more or less, and is located on the west side of NW Bell Road at NW 57th Street. The applicant is proposing 3-4 staff members daily to use the property. Hinkle Hardscapes would develop the entry to the property, a gravel parking lot, and infrastructure improvements along the frontage of NW Bell Road.



The applicant proposes to locate an *Office, General* use design/training center on property on NW Bell Road at NW 57th Street, and has submitted an Application for Conditional Use Permit in order to operate pursuant to Section 405.050.B “Conditional Uses” and Ordinance No. 3059. Section 405.050, Subsection B.16 allows, as a Conditional Use, “*Office uses of low traffic generation, such as real estate, accounting, law, dental, financial services, and those similar in nature in residential districts that front and have access to a State highway or Bell Road.*” As a training center that would only be accessed by a limited number of employees on a limited number of dates, Staff finds that this use qualifies as an office use of low traffic generation. This application is subject to a discretionary review as established in Parkville Municipal Code, Title IV, Section 403.050 “Conditional Use Permit.”

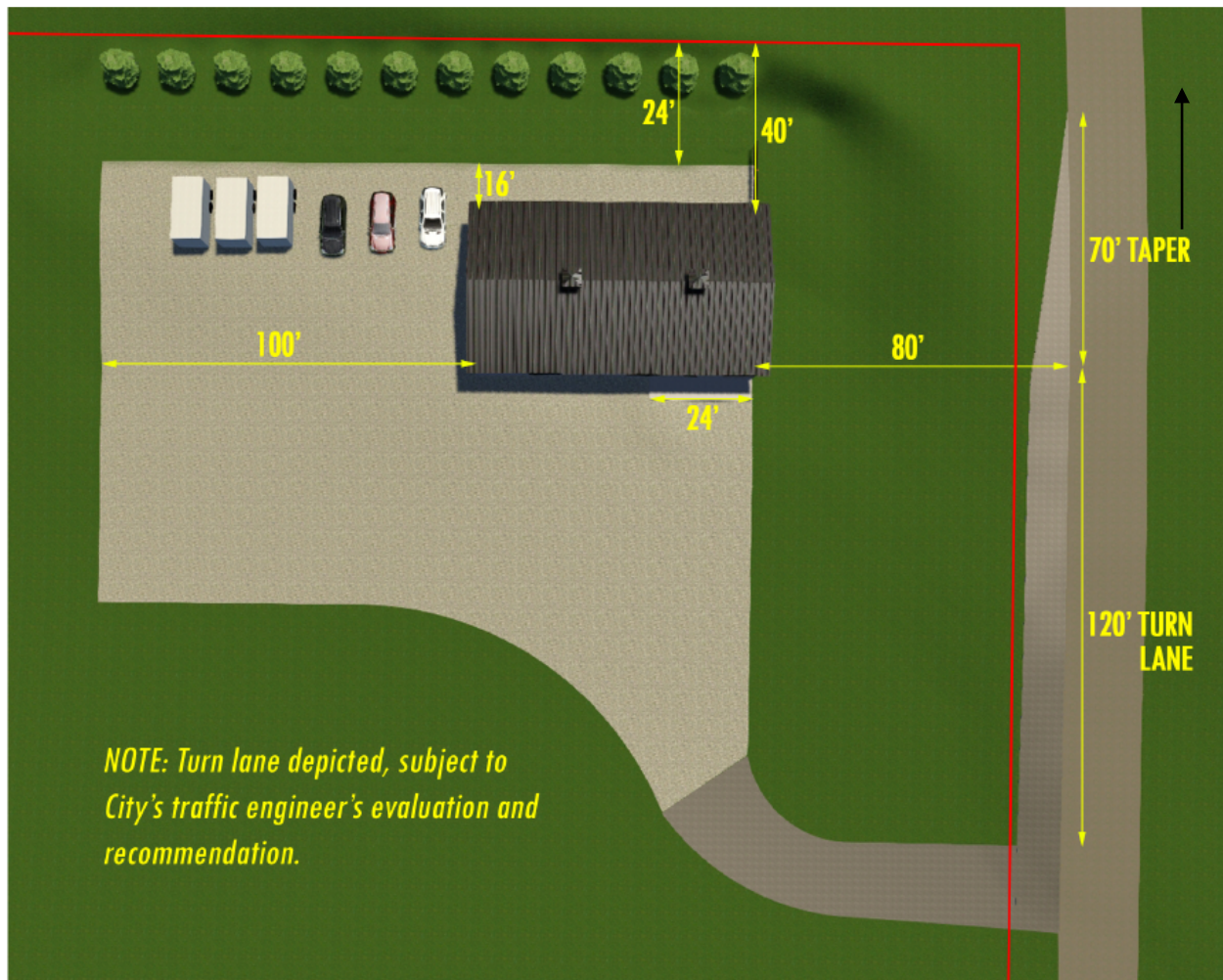


Exhibit D: Site Plan Submitted by Applicant

CUP Matters for Consideration

Per Parkville Municipal Code, Title IV, 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. Section 405.050, Subsection B.16 allows for the proposed use as a conditional use in residential districts that front Bell Road. The subject property is zoned R-1 "Single-Family Residential."

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 December 23, 2020; 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 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 received one public comment letter (see Exhibit E).

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 an R-1 "Single-Family Residential" district. This district seeks to provide residential living in a low-density neighborhood setting with access to supporting uses. Staff finds that this Application for Conditional Use Permit furthers the intent of this R-1 district. This Conditional Use Permit provides a supporting use to low-density residential that does not impact the surrounding neighborhoods. Additionally, through the Conditional Use Permit process, the property remains with a residential zoning, as compared to being rezoned to a commercial zoning district. Upon Hinkle Hardscapes relocating or the termination of the Conditional Use Permit the property would only be allowed to develop with uses allowed in the R-1 zoning district. If the property had been rezoned to a commercial zoning district to allow the Hinkle Hardscapes development, then a host of commercial land uses would be allowed on this property.

The *Parkville Master Plan* (adopted July 7, 2009) Future Land Use map labels this property as "residential neighborhood" in close proximity to "mixed use residential neighborhood." This proposed use provides a low impact commercial/office use in close proximity to established residential neighborhoods. The *Master Plan* also notes that Bell Road is a node of redevelopment opportunity. This project represents an investment in the area of Bell Road and will contribute to infrastructure improvements in the corridor.

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

The proposed development appears to meet the requirements of the Municipal Code. The proposal meets the criteria to apply for a Conditional Use Permit by being an office use of low traffic generation located in a residential district that both fronts and has access to NW Bell Road. The proposed building meets the height, area, and bulk standards of the R-1 zoning district. Site and Landscape Design Standards will be reviewed in more detail by staff through the building permitting process.

- 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.**

No site-specific conditions are necessary to meet the purposes and intent of the Development 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.**

The Applicant will be responsible for improve NW Bell Road along their frontage or providing cash in lieu until such time as NW Bell Road is improved. The Applicant has provided a narrative stating that this proposed use will be a low traffic generating use. Limited employees will be located at this training center on limited days throughout the year, minimizing the amount of trips generated.

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

The Applicant has made an effort to preserve natural stormwater drainage on the site. Additionally, a pervious surface, gravel, will be used for the majority of the parking area which will allow for more stormwater penetration into the ground. Staff believes that sufficient utility access exists on the site. 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 property is currently densely treed to screen the land from view of adjacent properties and rights-of-way. The Applicant is proposing to preserve a large portion of the existing trees to provide for a natural buffer from neighboring properties and NW Bell Road. The proposed buildings will be attractively landscaped and similar to out-buildings you would see on large estate lots. Staff believes the combination of natural vegetation screening and the proposed site and landscaping design will contribute to a development character compatible with 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.

The Applicant's narrative notes that there will be only three to four cars at this location daily during normal business hours. On inclement weather days (approximately 40-50 per year), this could increase to seven to nine cars. Staff does not believe this represents a significant increase to traffic along NW Bell Road nor is it incompatible with the surrounding area. The applicant has expressed willingness to install a right turn lane from NW Bell Road onto their property to mitigate potential traffic concerns.

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. While staff has not recommended a specific length of time for the duration of the Application for Conditional Use Permit, staff is open to the opinion and input from the Planning and Zoning Commission on this matter. In the past, common Conditional Use Permit time limitations have included 10 years, 15 years and 20 years. The Applicant, in their narrative provided with their application, has noted they wish the Conditional Use Permit to continue for the duration of their ownership of the property.

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 development regulations. The proposed development will be built with sufficient setbacks and screening to mitigate any impacts on surrounding properties.

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 long range plans for Parkville including the 2009 *Parkville Master Plan* project this area to remain residential in character for the foreseeable future. As noted above, this property will maintain its residential zoning designation. Staff finds that the low impact nature of this use does not negative impact the established residential uses in the area. Staff also notes that existing low-impact commercial businesses in the NW Bell Road corridor have not had a notable negative impact on the area.

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

Due to neighboring resident concerns, staff has proposed requiring a traffic study evaluating the need for a turn lane on NW Bell Road as a condition of approval for the Conditional Use Permit application.

Staff Conclusion and Recommendation

Staff concludes that the proposed use will represent a low impact office use and, as such, should not negatively impact the current or future development of surrounding properties. Additionally, this project will provide investment in the NW Bell Road corridor and contribute to planned infrastructure investments in the area.

Following review, staff recommends approval 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, 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 in the Parkville Municipal Code.
2. The Conditional Use Permit is to allow an office use of low traffic generation (a landscaping training/design center) on the property described in attached exhibits covering 22.8 +/- acres. "Phase II" of the project, i.e. the design center, shall require a separate Conditional Use Permit approval, which would involve a new public hearing with the Planning and Zoning Commission.
3. A Landscape Plan must be submitted during the building permitting process that complies with Parkville Municipal Code Chapter 407 "Site and Landscape Design Standards."
4. Prior to building permitting, a traffic study must be performed to evaluate the need to install a turn lane on NW Bell Road.

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 February 16, 2021 for final action.

End of Memorandum

<u>/s/ Brad Stanton</u>	<u>2-5-2021</u>
Brad Stanton	Date
Planner	



Application #: _____
Date Submitted: _____
Public Hearing: _____
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: Ken Gibson
Address: 5520 Woodhaven Ln
City, State: Parkville, MO
Phone: 816-728-7799 Fax: _____
E-mail: kengibsongolf@gmail.com

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

Name: RL Buford
Address: 7603 NW River Park Dr # B
City, State: Parkville, MO
Phone: (816) 741-6152 Fax: _____
E-mail: rob@rlbuford.com

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

Name: Zach Hinkle
Address: 8160 N Callaway
City, State: Parkville, MO
Phone: 816-694-0604 Fax: _____
E-mail: zach@hinklehardscapes.com

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) [Signature] Date: 1/21/2021

Property Owner's Signature (Required) [Signature] Date: 1/21/2021

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

Proposed use: Low Impact Office Requested length of permit Duration of Ownership
Description: Hinkle Hardscapes is a low-impact business similar to Hawthorne House, 650' to the north.
Proposed days and hours of operation: 8am-5pm, Monday-Friday

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

Property address / general location: See Site Location Map attached
Parcel ID Number: 20-7.0-26-300-001-047.002 Zoning: Residential
Present use of the property: Vacant Land
Length of use (or vacancy): Vacant Land since city founding

4. Neighboring land uses and zoning

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

Existing Land UseExisting Zoning

North: Residential

North: Residential

South: Vacant Land

South: Residential

East: Bell Road

East: Road

West: Vacant Land

West: 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: _____ 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: _____

Additional Narrative Questions

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.

We will maintain the Residential designation for the Hinkle Hardscapes property. We are applying for a Conditional Use Permit, to allow for us to operate as a low traffic, Design Office, Showroom and Training Facility off of Bell Road, similar to The Hawthorne House (650 feet to the north of us) and By The Blade (off Hwy 45).

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

Yes, we will comply with the Conditional Use Permit requirements for our Design Office, Showroom and Training Facility.

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.

No site-specific conditions are necessary to meet the purposes and intent of the 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.

We intend to set our building back a minimum of 80' from Bell Road to mitigate direct views of the building from the road- which will minimize any visual streetscape impact. If we plan to install an entry sign, we will make sure this sign complies with all city codes and will be approved by the City before installation.

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

Yes, the building and infrastructure will have adequate drainage, utilities and facilities.

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

Yes, the building will be compatible with the character of existing buildings along Bell Road.

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.

Please see the "Additional Narrative" below.

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.

We'd like the Conditional Use Permit to last for the duration we own the property- and would not carry over to a new owner if the property was ever sold to a new owner.

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

Our development of the property will not impact or prevent any future developments of neighboring 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 development and low-impact traffic volume we will have on the site will not have any negative impact on future development or existing uses in the area. We will be a locally owned, small business, adding to the local charm of Parkville.

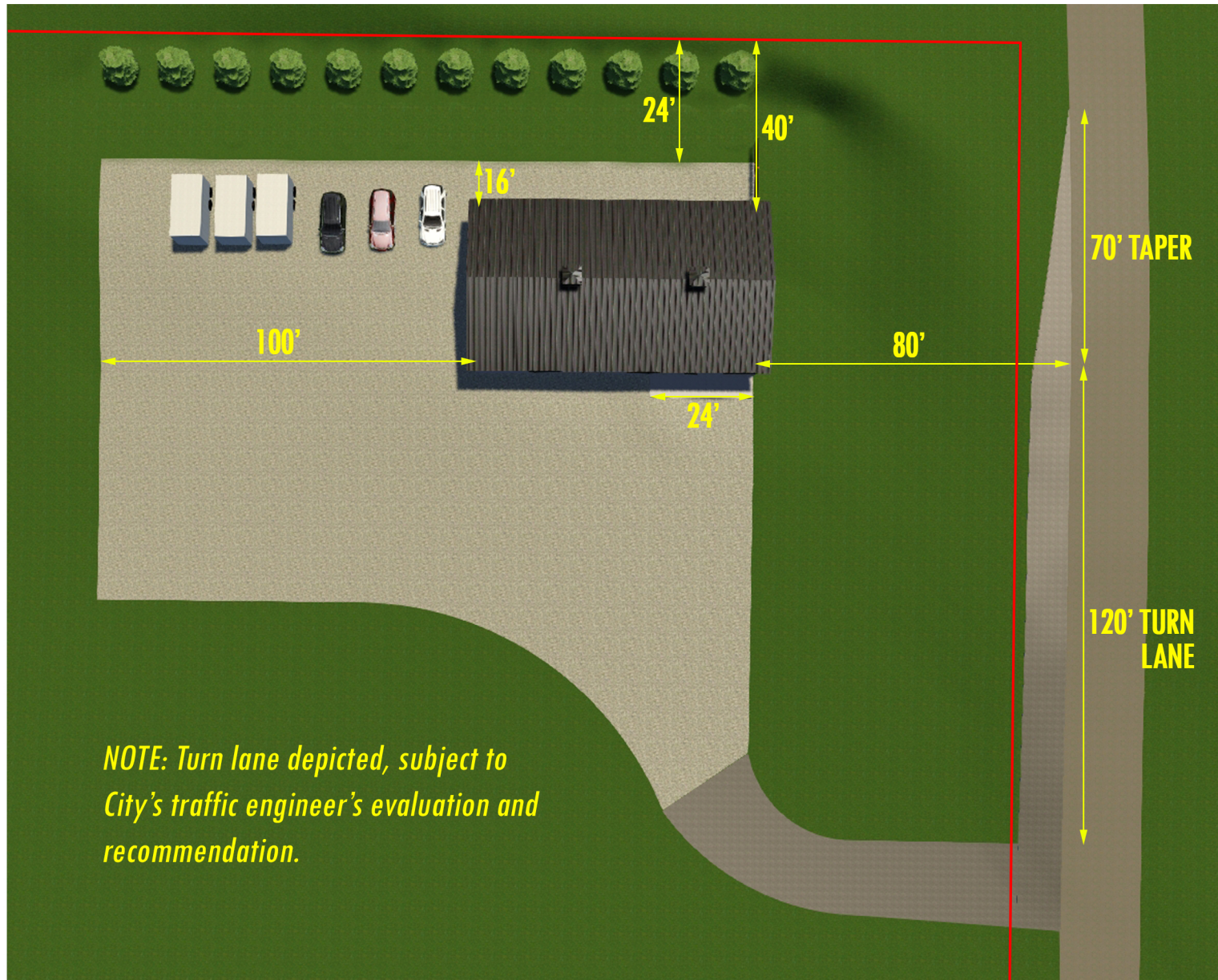
11. Any other information relevant to the application

Please see the “Additional Narrative” below. This information has been prepared to give you more details on the two phases we intend to break our development of this property into.

Additional Narrative

Office/Training Facility (Once we are granted a Conditional Use Permit):

- **We will install a right hand turning lane into our site entrance to enhance the safety of Bell Road, per the recommendations of the City of Parkville, based on their traffic engineer's evaluation.
- We will install an entry off of Bell Road, the first 100' linear feet of this entry will be concrete
- We will install a gravel parking and turnaround area, with turning radius' compliant with the Fire Department and DOT
- We will install a 40'x60', "Morten" type building, that we will utilize for training of our new crew members, as well as a temporary office for our designers
- Currently Hinkle Hardscapes employs (8) office members who will utilize this facility on a daily basis
- Throughout the year, we will utilize this facility to train crew members
- We plan to have a fenced yard where we will store any overnight vehicles and equipment
- Once per quarter, a long flatbed truck will deliver paver & wall materials
- Once per month, a concrete truck will deliver concrete for concrete training



HINKLE HARDSCAPES

ILLUSTRATED PLAN LAYOUT ~ ^north^



HINKLE HARDSCAPES

NORTHEAST PERSPECTIVE

artistic conception



HINKLE HARDSCAPES

EAST ELEVATION



HINKLE HARDSCAPES
SOUTHEAST PERSPECTIVE

artistic conception



HINKLE HARDSCAPES

SOUTH ELEVATION

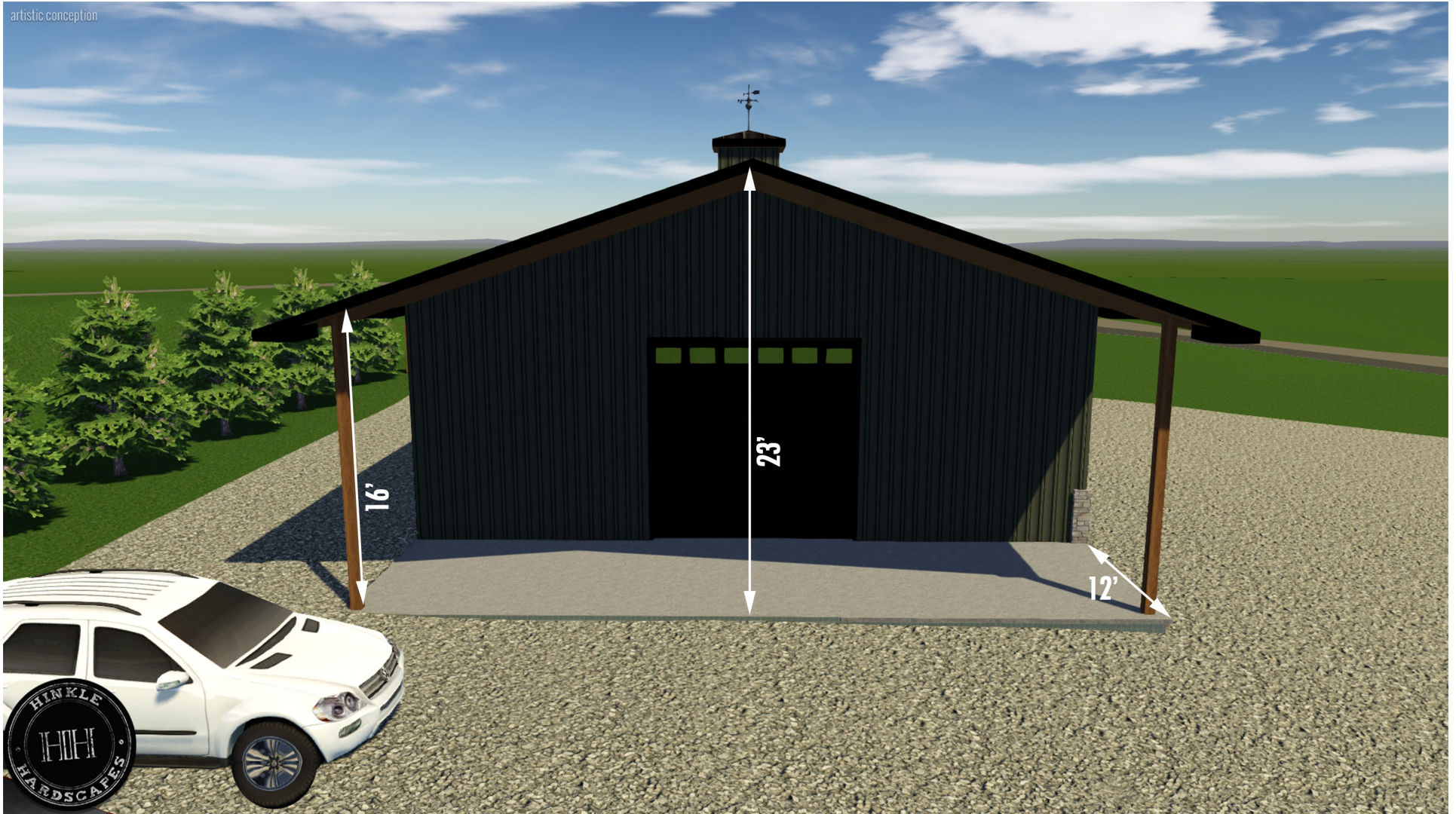
artistic conception



HINKLE HARDSCAPES

SOUTHWEST PERSPECTIVE

artistic conception

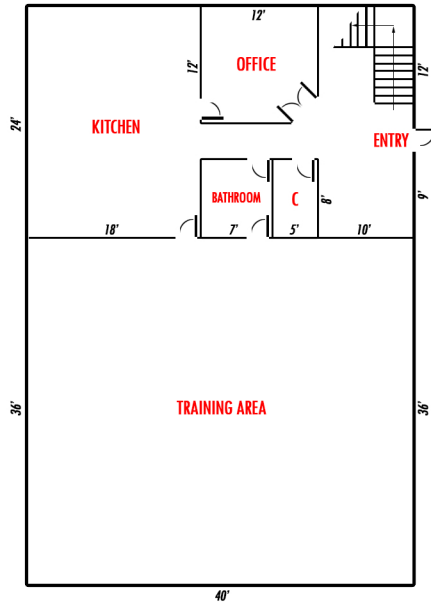


HINKLE HARDSCAPES

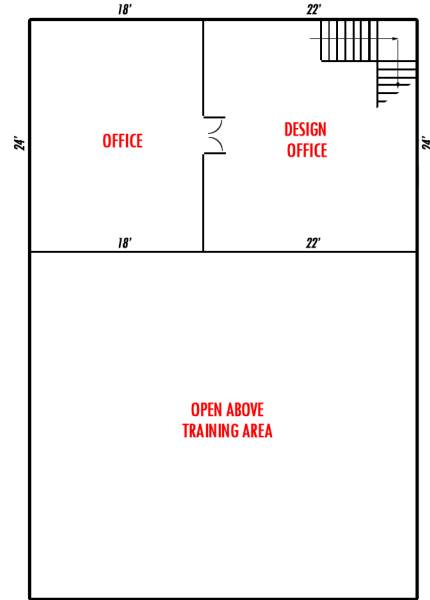
WEST ELEVATION



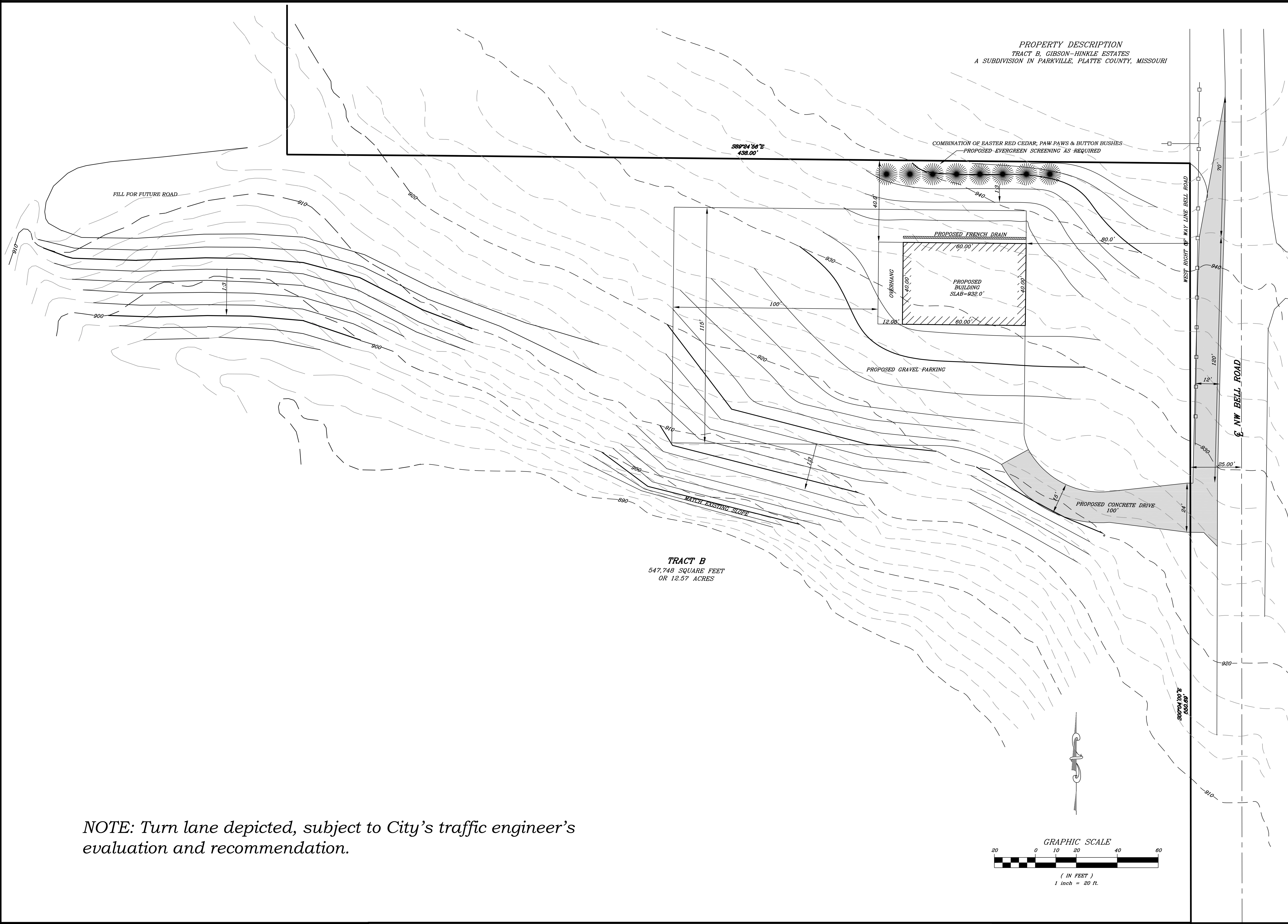
First Floor



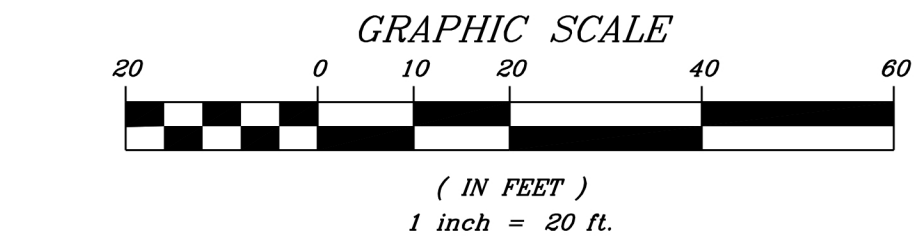
2nd Floor



HINKLE HARDSCAPES ~ TRAINING OFFICE ~ 1"=20'



NOTE: Turn lane depicted, subject to City's traffic engineer's evaluation and recommendation.



PROPERTY DESCRIPTION
TRACT B, GIBSON-HINKLE ESTATES
A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI

TRACT B
547,748 SQUARE FEET
OR 12.57 ACRES

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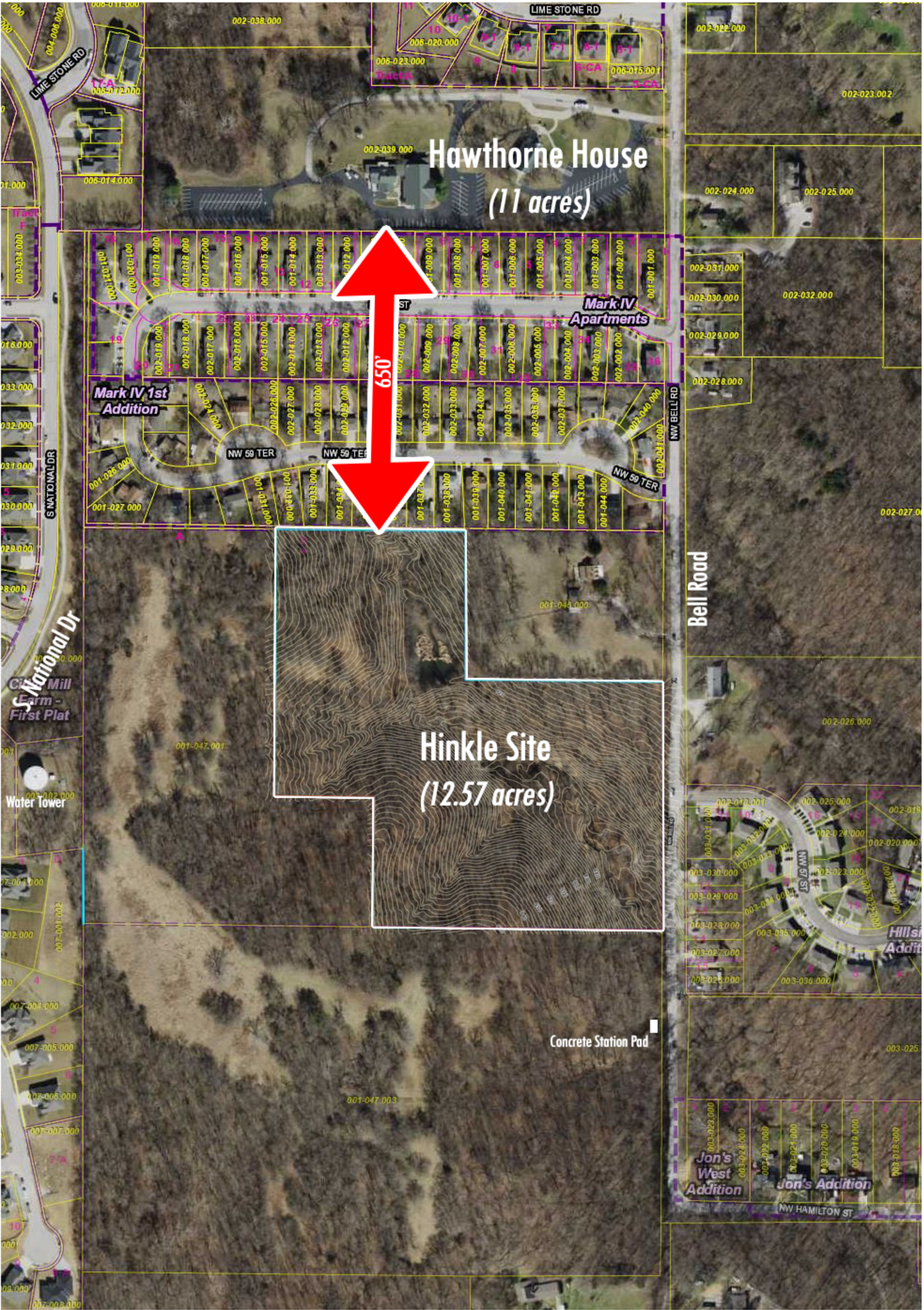
R.L. Buford & Associates, LLC
LAND SURVEYING - DEVELOPMENT CONSULTANTS
R.L. BUFORD & ASSOCIATES, LLC
KS CERT. OF AUTHORITY CERTIFICATE NO. LS-279
P.O. BOX 14069, PARKVILLE, MO. 64152 (816) 741-6152

GIBSON/HINKLE	JOB NO. P-20285	COUNTY PLATTE	DATE 12/10/2020	DRAWN BY ASH
	FIELD BOOK & PAGE	LOOSE LEAF		

SURVEYOR'S CERTIFICATION
I HEREBY CERTIFY THAT THE INFORMATION SHOWN HEREON WAS PREPARED UNDER MY SUPERVISION



Robert G. Young
PL-S-00700089
REV. 01/26/2021
DATE



Property Location Map



(15) Gravel Driveways Along Bell Road, Currently

James Flack
9501 NW 59th Terrace Parkville, MO 64152
816-550-9895

Attn: Planning and Zoning Commission

RE: Conditional use permit for Hinkle Hardscapes

I have resided at my current address for 35 years and my property is adjacent to the property in question. I have several concerns that I want to adress to the commission.

First and formost is the condition of Bell Rd. I drive on Bell road every day and see the problems that already exist. The road is narrow and is very difficult to navigate with traffic. Without sidewalks pedestrians have to walk in the street, which is not wide enough in spots to even handle cars, let alone pedestrians, and is currently extremely dangerous.

Second is the noise. Are there going to be trucks or heavy equipment being used on the property in question (beeping back up alarms, loading equipment, trucks)?

Third is the dust and dirt. Are there going to be gravel or dirt surfaces that stir up dust in the air?

Fourth is the obvious reduction in my property value having a construction type of business in my back yard. I strongly oppose commercial use to the property in question.

I plan to attend the meeting January 12th and look forward to having my concerns addressed.

Thank you,

James Flack



Memorandum

To: Planning and Zoning Commission
Cc: Brad Stanton, Planner
From: Stephen Lachky, Community Development Director
Date: Friday, January 15, 2021
RE: Consideration of Section 406.010 Old Town District – OTD, Design and Performance Criteria for painting on brick at 113 Main Street, Parkville, MO 64152 (Case No. PZ 2020-58); *Denise Glanzer, White Farmhouse Flowers, Applicant*

Background

Denise Glazer with White Farmhouse Flowers has recently submitted an Application for Sign Permit (SPA 2020-14) to the City for a new awning and sign for the building at 113 Main St.



Imagery of 113 Main St. (dated May 2019, prior to exterior improvements)

While the Application for Sign Permit (SPA 2020-14) met all Development Code and “OTD” Old Town District signage requirements, the applicant was not aware they needed to receive approval from the Planning and Zoning Commission for painting on the brick façade of the building:

Section 406.010 Old Town District – OTD E. Design and Performance Criteria.

Buildings and sites shall be designed to meet the following performance standards. Any exceptions or discretionary approvals shall be judged against these design and performance standards.

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 new construction, a building must incorporate architectural styles, design features, building materials and accents that are compatible with original materials used throughout the surrounding block. 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 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.*
 - b. *Only traditionally painted materials, such as wood, should be painted.*
 - 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.*
 - d. *Inclusion of logos, images, or patterns, including but not limited to stripes, dots, waves, and similar patterns, used primarily to attract attention to a structure shall not be permitted unless approved as signage in accordance with Chapter 410.*



Imagery of 113 Main St. (dated December 2020, following painting on the building's exterior)

As shown above, the painting of the building's façade has been completed; nevertheless, staff wanted to follow proper protocol and present the matter before the Planning and Zoning Commission formally for consideration, despite being after the fact. Staff requests the Planning and Zoning Commission discuss the matter, and make a motion for approval, denial or postponement for the painting on brick or stone materials on the building at 113 Main St.

At the January 12, 2021 meeting of the Planning and Zoning Commission, the group discussed the property and had questions for staff. The Commission unanimously voted (8-0) to postpone consideration of the item to the next regular meeting of the Planning and Zoning Commission on February 9, 2021; and in the meantime reach out to the Parkville Old Towne Market Community Improvement District (CID) and Main Street Parkville Association (MSPA) to see if they were aware of the project and had any issues with the color, and inquire if the property owner was aware of the changes made to the building's façade.

Staff reached out to Tom Hutsler, President of the Parkville Old Towne Market CID. Tom replied that he was aware of the changes made to the building, provided his personal opinion, but said the downtown CID avoids providing design opinions on redevelopment projects. Tom said the downtown CID always looks to MSPA for that type of opinion.

Following conversation with Tom Hutsler, staff reached out to Kelly Putnam, Executive Director of MSPA. Kelly replied that MSPA was not consulted beforehand regarding the choice of paint color, but said the final color turned out great, and that the renovations made to the building by Denise Glazer were outstanding. Kelly said that she'll pass word along to MSPA that any painting on brick needs to be approved by the Planning and Zoning Commission. Kelly also said

that the owners of the building — Jim Ecton, Joe Leluga, and James Good — are personal friends of hers, were fully aware of Denise Glazer's plans to paint the building, and went back-and-forth debating the idea before coming to a consensus to paint it.

EXHIBITS:

1. White Farmhouse Flowers Proof of Sign Product
2. White Farmhouse Flowers Awning Dimensions

ADDITIONAL EXHIBITS BY REFERENCE:*

1. Application for Sign Permit (SPA 2020-14)

