



CITY OF WARRENSBURG, MISSOURI
PLANNING AND ZONING COMMISSION MINUTES
July 6, 2021

1. Call to Order

The meeting was called to order by Bob Steinkuehler at 5:30 PM at the Warrensburg Municipal Center.

2. Roll Call

Roll was called and members Bob Steinkuehler, Jim Kushner, Casey Lund, Dewayne Jackson, Shari Bax, Andy Kohl, Jeff Terry, and Don Nimmer were present. Member Steve Westhead was absent. Also present were Barbara Carroll, Director of Community Development, and Kristin Dyer, City Planner.

3. Minutes of Previous Meetings

Members reviewed the minutes. Jackson moved to approve the minutes from the June 7, 2021 meeting. Bax seconded. Approved 8-0.

4. Requests and Petitions Presented – None.

5. Motions, Resolutions, and Recommendations

5.1 Final Plat Allen Acres – 3rd Plat
Rogers Dr., Mir Ln., Allen Dr., and Sunflower St.

Carroll stated Jeff Hanna on behalf of the applicant had submitted the final plat for the third phase of the Allen Acres Subdivision. Carroll stated the preliminary plat was submitted over 20 years ago and two phases of the subdivision were approved in 1998 and 2000. Kohl asked how many access points there were into this phase of the subdivision. Carroll stated there is one access point now and Sunflower St. was required to be shown as a stubbed out street to connect to Sunflower St. further to the east when the intervening property is developed. Carroll explained when the preliminary plat and first two plats were approved the City's adopted fire code only required one point of access. When the City adopted the 2000 International Fire Code in 2002 the code required two points of access when there are more than a certain number of units. At this time, the City is bound to the requirements that were in place at the time the prior plats were approved. Staff is looking into amending the City codes to limit the time for which a preliminary plat is approved and when they should expire.

Staff recommended approval with the following conditions. Kohl moved to approve with the staff's conditions. Lund seconded. Approved 8-0.

1. Remove the dedication paragraph that was added that says "An easement is hereby granted to the City of Warrensburg, to locate, construct, and maintain or to authorize the location construction and maintenance of conduits, storm sewer pipes, storm drainage swales, storm detention facilities and all or any of them upon those areas in this subdivision outlined on this plat and dedicated by the words "STORM DETENTION EASEMENT"
2. Correct the address for Lot 44 from 1106 to 1006.

5.II Final Plat of Park Place Subdivision Replat
905-907 S. Holden St.

Carroll stated the property was redeveloped several years ago when an existing single family home was converted into a shared living facility. The application met the requirements for the submittal deadline in May; therefore, it triggers a sequence of steps that required staff to put it on the Planning and Zoning Commission agenda. However, a response to staff's review letter was not received, and the applicant is working through those items.

Staff recommends continuing the application to the August 2 Planning and Zoning Commission meeting. Bax moved to continue the matter to the August 2 Planning and Zoning Commission meeting to allow the applicant more time to respond. Kohl seconded. There was a general discussion about landscape buffer requirements between the property and the R1 property to the south and the detached accessory structure and pad in the northwest corner of the plat and a prior variance case. Approved 8-0.

5.III Final Plat of the Pines at Hale Lake – 1st Plat
William Place (formerly 1610 E. Hale Lake Rd.)

Carroll introduced the final plat and stated the preliminary plat was approved last year. This plat is largely consistent with the preliminary plat with the same number of lots.

Staff recommended approval with the following conditions. Kohl moved to approve with staff's conditions. Bax seconded. Approved 7-0 with Terry abstaining.

1. Remove the S.D. & U.E. label from the open field of Tract B. This part is not an easement to the City. This part is the owner's responsibility. The City only needs the side and rear lot line easements as shown.
2. Only show the address number for each lot in one oval on the lot. Do not show all the unit letters.
3. In the notary statement, delete the words "(name of company)" and insert the words "LDL Builders, LLC".
4. For clarification on addressing at the time the building permits are issued, the unit designator (A, B, C, D), will be done from left to right as you look at the property from the street with "A" being on the left.
5. No parking is noted on the west side of William Pl. Signage and markings will be field checked upon completion.

5.IV Final Plat of 1350 Investment Subdivision 3rd Plat
407A, 407B, and 407C E. Russell Ave.

Carroll introduced the final plat and stated the property was originally developed as a Planned Unit Development (PUD) in 1997. The plat will rescind the PUD. Due to the fact the prior PUD had more strict setback requirements than the current zoning ordinance, the existing structures on the new lots do not create any non-conforming setback situations. Staff recommended approval with the following conditions. Kohl moved to approve with staff's conditions. Terry seconded. Approved 8-0.

1. Provide an Ownership and Encumbrance report from a Title Company for all of the property owners within the boundary of the plat.
2. The City will need a resolution from the Glover, Dyer, Hoke & Anderson, LLC stating who all the current members of the LLC are and who is authorized to sign on behalf of the LLC. That will then tell who needs to be on the signature line of the plat.
3. State on the plat that the ingress and egress easement will be maintained by the owners and not by the City of Warrensburg.
4. Include a signature line for all mortgage holders to sign the plat.
5. Remove the attest line for the LLC. The two notary statements need to read different because one is an LLC and one is a corporation. The notary statement for the LLC should read as follows. It currently reads as the notary for Cochran-Glover Inc.:
On this ___ day of ___, 2021, before me appeared _____ to me personally known, who, being by me duly sworn did say that he/she is the managing member of Glover, Dyer, Hoke & Anderson, L.L.C. and that he/she executed the within plat in behalf of said limited liability company and acknowledged to me that he/she executed the same for the purposes therein stated.
6. The Cochran-Glover Enterprises, Inc. notary statement has extra words in it. On the third line, delete the words "ON OF PRESIDENT" so that it reads "...SEALED ON BEHALF OF COCHRAN-GLOVER ENTERPRISES, INC."

6. Other Business and Appearances by the Public – None.

7. Comments of Commissioners and Staff

7.1 August Meeting Date and Type

Carroll stated there will be a meeting in August since staff has two plat applications already. The Commission agreed to continue in-person as long as health regulations allow.

8. Adjournment

Nimmer moved to adjourn the meeting. Without any further business, the meeting adjourned at 5:57 p.m.

Date: 2 Aug 2021


Chair