



AGENDA

PLANNING COMMISSION
GLADSTONE, MISSOURI
GLADSTONE CITY HALL COUNCIL CHAMBERS

Monday, July 20, 2020
7:00 PM

1. Meeting called to order - Roll Call.
2. Pledge of Allegiance.
3. Approval of the Previous Meeting Minutes, June 15, 2020
4. PUBLIC HEARING: On a request for a Special Use Permit at 2700 NE 68th Terrace.
Applicant: Casie Yates. Owner: Matt Yates. File #2020-007. *The City Council Public Hearing is scheduled for Monday, August 10, 2020.*
5. Other Business
6. Communications from the City Council
7. Communications from City Staff
8. Communications from the Planning Commission Members
9. Adjournment

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PLANNING COMMISSION
GLADSTONE, MISSOURI
Gladstone Community Center
Monday, June 15, 2020
7:00 pm

Item 1 on the Agenda: Roll Call.

Present: Chase Cookson
Mike Ebenroth
Alicia Hommon
Brenda Lowe
Katie Middleton, Vice-Chair
Kim Murch
James New
Jennifer McGee, Chair

Absent: JN Hernandez
Gary Markenson
Bill Turnage
Larry Whitton

Council & Staff Present:

Mayor Jean Moore
Mayor Pro Tem RD Mallams
Bob Baer, Asst. City Manager
Alan Napoli, Comm. Dev. Administrator
Austin Greer, Planning Administrator
Jenny Cisar, Admin. Assistant
Becky Jarrett, Exec. Assistant

Item 2 on the Agenda: Pledge of Allegiance.

Chairperson McGee led the group in reciting the Pledge of Allegiance.

Item 3 on the Agenda: Approval of the February 3, 2020 minutes.

Chairperson McGee noted one correction that was made prior to the meeting- removing her from those in attendance at the February 3, 2020 meeting; she was absent that day.

MOTION: By Ms. Middleton, second by Mr. Cookson to approve the corrected February 3, 2020 meeting minutes. All said Aye. The motion carried. (8 Yes- 0 No)

Item 4 on the Agenda: PUBLIC HEARING: On a request for a Site Plan Revision at 6600 NE Antioch Road (White Chapel Funeral Home). Applicant: WSKF Architects. Owner: SCI

Shared Resources, Inc. File #2020-005. *The City Council Public Hearing is scheduled for Monday, July 13, 2020.*

Mr. Greer read the staff report. The applicant is proposing to demolish the existing White Chapel Funeral Home and construction a new 12,100 square foot funeral home in its place. The new building will be constructed using fiber cement lap siding, adhered stone, and architectural shingles in earth tone colors. There will be upgraded landscaping with irrigation systems throughout the new construction site. All exterior lighting will be LED. Mr. Greer explained that in regard to stormwater and the 10% Rule- the redeveloped area of this project is less than two acres and the increase in impervious area is less than 10%; therefore, this project does not require the new construction of stormwater detention and BMPs (Best Management Practices). With that being said, City Staff and the developers of this project agree that storm water management is important and that BMPs will be incorporated where they can be the most efficient and cost effective. He said it is also worth noting that there is an existing detention pond on the cemetery site and the performance of the pond will not be impacted by the proposed project.

City Staff recommends that the following conditions be considered if the Planning Commission and City Council choose to approve this project request:

1. Keep an active business license in perpetuity.
2. Any and all disturbed areas shall be sodded.
3. All manicured grass and landscaped areas shall be irrigated and maintained in perpetuity.
4. All mechanical equipment located on the roof and the ground shall be screened from public view similar in design to the rest of the structure. All screening will be reviewed via the building permit process.
5. Signage compliant with the sign code shall be used. Signage shall be approved at the time of permitting.
6. All exterior lighting shall be LED.
7. The dumpster shall be enclosed with materials consistent with the primary building. Specific colors shall be submitted and approved as part of the building permit.
8. Trash service and commercial deliveries shall occur between the hours of 7:00 a.m. to 10:00 p.m.
9. Tractor trailers, storage containers, and other commercial vehicles shall not be parked or stored overnight on the premises.

Mr. Greer concluded by saying that the developers of this project have agreed to all the conditions and City staff recommends this application be approved contingent upon the recommended conditions.

Chairperson McGee asked if the applicant was present.

Mr. Greer answered that the applicant is in the audience but does not wish to make a presentation. The applicant is available to answer any questions the Planning Commission may have.

Chairperson McGee opened the public hearing. There was no one to speak in favor or opposition of the application. Chairperson McGee asked for discussion from the Planning

Commission. The Planning Commission members did not have any comments. The public hearing was closed.

MOTION: By Mr. Cookson, second by Ms. Lowe to approve Site Plan Revision for White Chapel Funeral Home; 6600 NE Antioch Road.

Vote: Mr. Cookson	Yes
Mr. Ebenroth	Yes
Ms. Hommon	Yes
Ms. Lowe	Yes
Ms. Middleton	Yes
Mr. Murch	Yes
Mr. New	Yes
Chairperson McGee	Yes

All said Aye. The motion carried. (8-Yes, 0-No)

Item 5 on the Agenda: PUBLIC HEARING: On a request for a Site Plan Revision at 7117 N. Prospect Avenue (Hy-Vee Food Stores, Inc.). Applicant/Owner: Hy-Vee Food Stores, Inc. File #2020-006. *The City Council Public Hearing is scheduled for July 13, 2020.*

Mr. Greer read the staff report. Hy-Vee is proposing to relocate their Aisles Online services to the south side of the property into the 4,000 square foot addition approved last year (2019) by the Planning Commission and City Council. The original plan was to build an Aisles Online Kiosk on the north side of the Hy-Vee property, but given inside renovations, Hy-Vee has determined that moving the Aisles Online services to the south side expansion, logistically works better for them.

The building expansion footprint is the same as originally approved, except the canopy to cover the double drive thru is extended to the south approximately 20 feet – 10 feet per lane.

The Aisles Online pick-up will become two lanes, supervised by an employee at all times to greet and load orders. Orders are processed by time slot to control the number of orders coming in at any one time to regulate traffic.

In regard to the already approved 4,000 square foot building addition to the south side of the building located adjacent to their Wine & Spirits section of the store. City staff wants to reiterate and request that exterior lighting be no higher than 10 feet, angled downward and/or covered with light shields in an effort to preserve residential properties south of Hy-Vee. City Staff also requests that Hy-Vee extend their proposed tree line, within reason, to the southeast side of the property to cover the proposed addition and canopy.

The minimum setback requirement is 35 feet and this project meets that standard.

Linden Woods Village has submitted a letter of support for this project and it was included in the Planning Commission member's packets.

Mr. Greer stated that City staff recommends that the following conditions be considered if the Planning Commission and City Council choose to approve this project request:

1. All exterior lighting shall be LED.
2. Trash service, deliveries, and distribution shall be scheduled between the hours of 7:00 a.m. to 10:00 p.m.
3. Any and all disturbed areas shall be sodded.
4. All landscaped areas shall be irrigated and maintained in perpetuity.
5. All mechanical equipment on the roof(s) shall be screened from public view and the view to the neighborhood south of the project by a parapet similar in design to the rest of the structure. This must be a minimum of twelve (12) inches above the tallest piece of mechanical equipment.
6. Any new exterior lighting being added to the south side of the building, in relation to the 4,000 square feet addition, will be no higher than 10 feet, angled downward, and/or covered by light shields in an effort to preserve residential properties south of Hy-Vee.
7. Tractor trailers and storage containers shall not be parked or stored overnight in the main parking lot.
8. Tint or install window blinds operated by a timer located on the southeast side of the building adjacent to the neighborhood located to the south.

Hy-Vee has agreed to all conditions and City staff recommends approval of this project contingent upon the recommended conditions. The applicant, John Brehm, from Hy-Vee is here tonight to answer any questions.

Chairperson McGee asked if the applicant would like to come forward.

John Brehm, Director of Site Planning for Hy-Vee, 5820 Westown Parkway, West Des Moines, Iowa, addressed the Commission. Mr. Brehm said that he was in front of the Commission about a year ago when Hy-Vee received approval of the Wine and Spirits addition, canopy addition to the south and a small building to the north for grocery pick up. As things have changed during Covid-19, they have seen a 500% increase for on-line ordering. The small building that was planned is not large enough to manage that amount of traffic. Covid-19 has advanced on-line ordering and store pick-up probably 4-5 years ahead of what they had anticipated. The Hy-Vee operations team decided to change their plan and move the aisles on-line to the south side of the building where the pharmacy pick-up was. The pharmacy pick-up and the traditional grocery pick-up will now be located at the front of the store.

Mr. Brehm stated that the building expansion has not changed from his original request last year. The only thing that has caused him to come back to the Planning Commission is a canopy that will be over the second lane in the aisles on-line service. When they began the planning process, City staff asked if it would be possible to just have one lane, but after discussion with the operations unit at Hy-Vee, they determined the expansion to two lanes was necessary. This makes an extra 10' of canopy to the south residential area. Everything else that was approved in the Site Plan has stayed the same. There is significant landscaping being added on the south side as well as landscaping on the median where the canopy sits and in the curblane on the south side of the store towards the residences/fence. In this location they are adding trees along the entire stretch. Mr. Brehm offered to answer any questions.

Chairperson McGee asked if anyone in the audience would like to speak in favor of the application.

Connie Pflug, 7009 N. Montgall Court, addressed the Planning Commission. Ms. Pflug said she just had a question about the fence. She asked if there were any plans to improve the fence along the south boundary because when Linden Woods Village built their project, they put in a fence that is much higher than [the Hy-Vee fence] and it's a much better fence. She was hoping Hy-Vee was planning on doing something like that since they are coming closer to the residences.

Mr. Brehm answered that the fence that is on the south side of their property is wood and the fence that Linden Woods put in is a composite fence. He thought they were the same height. [Ms. Pflug commented that they are not the same height]. Mr. Brehm said that they do not have plans to replace the fence. It is good shape; they just repaired it a few years ago.

Chairperson McGee asked for those in opposition to come forward. There was no response. She asked for discussion from the Planning Commission.

Ms. Middleton questioned the increase in traffic Mr. Brehm discussed and asked if he had a number of cars per day or per hour, etc.

Mr. Brehm said that what is happening is that instead of people shopping in the store, they are ordering their groceries on-line and picking them up so it's roughly the same amount of traffic in total for the store. Before Covid-19 they were seeing maybe 4-5% of their customers using on-line ordering, now they're seeing upwards of 20-30% of their customers ordering on-line. He said that the busiest pick-up times are between 10:00 am- 12:00 pm and 5:00 pm- 7:00 pm.

Mr. Murch said he is confused about the traffic flow in the diagrams. He asked if they are indicating that people are going to come in from the main parking lot headed east and then do a u-turn and head west.

Mr. Brehm explained that the plan is for vehicles to come in through the south drive of the store head east into the pick-up lanes, which will u-turn them back west to exit.

Mr. Murch asked if there will be four lanes of traffic. He said that cars can drive around from the north side (back of the building) to get into the main parking lot.

Mr. Brehm replied that is possible, but they're not going to encourage that. It's not a separate lane; they are utilizing the existing lane of traffic and the stacking will be on the side of the building facing the parking lot.

Mr. Murch asked if they are advocating a one-way headed east and then north.

Mr. Brehm answered yes, the traffic under the canopy is one-way – east to west.

Mr. Murch said he agreed with the woman who asked about the fence; the Linden Woods fence is somewhere in the 10' range. He didn't know if staff knew [the exact height].

Mr. Greer said he was not sure what size the fence is off-hand.

Mr. Murch asked how tall the [Hy-Vee] building is.

Mr. Brehm said that the building is roughly 20' or so. Typically they are 22-26' feet tall, but the lighting is limited to 10'.

Mr. Murch said if there is 10' lighting in the lanes, it's going to shine right into the windows of those houses south of the fence.

Mr. Brehm replied that they are installing LED lighting and it has been there for years. The only light they are adding is under the canopy and it will be focused straight down. They are also adding a few building fixtures.

Mr. Murch commented that was when one lane was approved. Now they are adding a lane.

Mr. Brehm answered that they are not adding light to any of those items. They are only adding lighting to the building that was approved last time.

Mr. Ebenroth said he doesn't have a question about the site plan, but he is concerned about the construction crew that is on site right now. There are approximately 55 spaces taken up by construction equipment and 12 more spaces for the aisles on-line program. This is making it difficult for customers to find a space to park.

Mr. Brehm said he will talk with Hy-Vee Construction about re-arranging their staging.

Hearing no further comments, Chairperson McGee closed the public hearing.

MOTION: By Mr. New, second by Mr. Ebenroth to approve the Site Plan Revision at 7117 N. Prospect Avenue.

Vote: Mr. Cookson	Yes
Mr. Ebenroth	Yes
Ms. Hommon	Yes
Ms. Lowe	Yes
Ms. Middleton	Yes
Mr. Murch	Yes
Mr. New	Yes
Chairperson McGee	Yes

All said Aye. The motion carried. (8-Yes, 0-No)

Item 6 on the Agenda: Other Business.

None.

Item 7 on the Agenda: Communications from the City Council.

Mayor Moore said that since the Planning Commission last met there have been two new members that have joined the City Council – Tina Spallo and Tom Frisby. She has also taken the role of Mayor for the coming year and Councilman Mallams is now the Mayor Pro Tem.

Mayor Pro Tem Mallams said that we need to give the Leadership Team, City Manager and all of the staff members pats on the back for the job they did working through the Covid Virus. The City was able to reduce the staff while providing basic services to the residents.

Mayor Pro Tem Mallams made a couple of announcements including the opening of the outdoor pool and an upcoming public hearing at the City Council for the budget.

Item 8 on the Agenda: Communications from City Staff.

Mr. Greer introduced the new Administrative Assistant for Community Development, Jenny Cisar. He added that she comes with a wealth of knowledge of the public sector and will be a huge asset to the team.

Mr. Greer continued with a few announcements: the Atkins-Johnson Farm will re-open on June 3rd. The downtown Marriott hotel has finally broken ground. The beautification project has been re-scheduled for September 18-20, 2020 at Happy Rock West.

Item 9 on the Agenda: Communications from the Planning Commission Members.

Ms. Middleton asked if the City is doing a study to find out if there are any inherent, systemic racism issues that may be going on.

Mr. Greer answered that City Manager Wingerson released a statement that is located on the home page of the City's website. He thinks that should cover what Ms. Middleton is asking. He hasn't heard of any study being done, but all departments will be reviewing their policies and determining things the City can be doing better.

Ms. Hommon wanted to thank City staff for how they handled everything during Covid-19. She also thought the Community Update was great and hopefully it can continue on.

Item 10 on the Agenda: Adjournment

Chairperson McGee adjourned the meeting at 7:31 pm.

Respectfully submitted:

Jennifer McGee, Chairperson

Approved as submitted _____

Becky Jarrett, Recording Secretary

Approved as corrected _____



Community Development Department

Staff Report

Date: July 14, 2020

File #:

Requested Action: Special Use Permit (Home Hair Salon)

Date of PC Consideration: July 20, 2020

Date of Council Consideration: August 10, 2020

Applicant: Casie Yates

Owner: Casie Yates

Architect/

Engineer: N/A

Address of Property: 2700 NE 68th Terrace. Gladstone, Missouri

Planning Information

- Current Zoning: R-1 Single Family Dwelling Unit
- Zoning History: R-1 Single Family Dwelling Unit
- Planned Land Use: R-1 Single Family Dwelling Unit
- Surrounding Uses: R-1 Single Family Dwelling Unit
- Applicable Regulations: Zoning and Subdivision Ordinance and Comprehensive Plan

Additional Information

- Public Utility Availability: Existing
- Ingress/Egress: Standard Driveway on 68th Terrace
- Traffic Impacts: None
- Parking Provided: 2 car garage; 4-6 vehicles can park in the driveway
- Proposed Signage: None

Analysis

The applicant is requesting a Special Use Permit for a home-based beauty salon at a residential home located at 2700 NE 68th Terrace.

The home based beauty salon will operate on a part-time basis, including the following schedule: Monday, Wednesday, and Friday from 10:00 a.m. to 1:00 p.m.; Tuesday and Thursday from 4:00 p.m. to 7:00 p.m.

The salon will have a separate entrance and restroom and there will be no more than two patrons in the salon at one time

A letter written by Casie Yates detailing her intentions and operations is included in your packet.

Recommended Conditions

City Staff recommends that the following conditions be considered if the Planning Commission and City Council approve this one-year Special Use Permit.

1. Casie Yates shall maintain a License as required by the State of Missouri. If for any reason the State of Missouri revokes or suspends the license of Casie Yates, the Special Use Permit shall also be automatically revoked or suspended.
2. This Special Use Permit is to be issued to Casie Yates to be used at this residence only. If she relocates to another residence, she must reapply for another permit. This Special Use Permit is to be non-transferable to another person either living at this residence or at any other location.
3. No person other than Casie Yates shall be employed at this location or any other address in association with the beauty salon operated by Casie Yates.
4. Hours of operation shall not exceed 30 hours per week, and shall not begin earlier than 8:00 a.m. nor end later than 7:00 p.m. on any day.
5. Casie Yates shall reside at this address for this permit to be valid.
6. Casie Yates shall apply for and maintain all applicable State and City business and occupational licenses.
7. All fire safety requirements made by the City of Gladstone Fire Inspector in addition to all fire and other safety requirements for such State License shall be complied with and maintained as required.
8. No structural changes shall be made to the house or property for the purpose of operating the beauty salon. The intent of this requirement is to ensure that the premises shall maintain its residential character throughout the term of the Special Use Permit.
9. This permit is issued in accordance with the submitted site plan of the house provided by Casie Yates in her application for the Special Use Permit. Any false statements in the application or violation of these conditions or other City Code requirements may result in the revocation of this Special Use Permit.
10. No outside storage or signage shall be placed on the property.

Recommendation

City Staff recommends that the request be **APPROVED** contingent upon the conditions listed above.

BILL NO 19-

ORDINANCE NO.

AN ORDINANCE GRANTING A SPECIAL USE PERMIT SUBJECT TO CERTAIN CONDITIONS TO CASIE YATES FOR OPERATION OF A HOME HAIR SALON OPERATION ON PROPERTY LOCATED AT 2700 NE 68TH TERRACE.

WHEREAS, Pursuant to Section 32-39 of Ordinance No. 2.292 being the Gladstone Zoning Ordinance, public notice was made of a request for a Special Use Permit on property at 2700 NE 68th Terrace; and

WHEREAS, public hearings have been held after the publishing of the required notices; and

WHEREAS, the Planning Commission of the City of Gladstone did submit its recommendation to the City Council for approval; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, as follows:

SECTION 1. That Casie Yates are hereby granted a one-year Special Use Permit for operation of a Home Hair Salon on property located at 2700 NE 68th Terrace, the effective date of which shall be the enactment date of this Ordinance and expiring one year from the date of passage of this ordinance, all subject to the following conditions:

1. Casie Yates shall maintain a License as required by the State of Missouri. If for any reason the State of Missouri revokes or suspends the license of Casie Yates, the Special Use Permit shall also be automatically revoked or suspended.
2. This Special Use Permit is to be issued to Casie Yates to be used at this residence only. If she relocates to another residence, she must reapply for another permit. This Special Use Permit is to be non-transferable to another person either living at this residence or at any other location.
3. No person other than Casie Yates shall be employed at this location or any other address in association with the beauty salon operated by Casie Yates.
4. Hours of operation shall not exceed 30 hours per week, and shall not begin earlier than 8:00 a.m. nor end later than 7:00 p.m. on any day.
5. Casie Yates shall reside at this address for this permit to be valid.
6. Casie Yates shall apply for and maintain all applicable State and City business and occupational licenses.
7. All fire safety requirements made by the City of Gladstone Fire Inspector in addition to all fire and other safety requirements for such State License shall be complied with and maintained as required.
8. No structural changes shall be made to the house or property for the purpose of operating the beauty salon. The intent of this requirement is to ensure that the premises shall maintain its residential character throughout the term of the Special Use Permit.
9. This permit is issued in accordance with the submitted site plan of the house provided by Casie Yates in her application for the Special Use Permit. Any false statements in the application or violation of these conditions or other City Code requirements may result in the revocation of this Special Use Permit.
10. No outside storage or signage shall be placed on the property.

SECTION 2. SEVERABILITY CLAUSE. The provisions of this ordinance are severable and if any provision hereof is declared invalid, unconstitutional or unenforceable, such determination shall not affect the validity of the remainder of this ordinance.

PASSED, SIGNED, AND MADE EFFECTIVE BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, this _____ day of _____, 2020.

Jean B. Moore, Mayor

ATTEST:

Ruth Bocchino, City Clerk

1st Reading:

2nd Reading:

File #2018-015

June 6, 2020
2700 NE 68th Terr.
Gladstone, MO 64119

City of Gladstone, Community Development
7010 N Holmes
Gladstone, MO 64118

Re: Home Based Beauty Salon Special Use Permit

Dear Sir or Madam:

The purpose of this letter is to request a Special Use Permit for a home based beauty salon and to describe the property and operation of said salon.

My request is that the salon operate on a part-time basis, including the following schedule: Monday Wednesday Friday 10:00 AM to 1:00 PM, Tuesday Thursday 4:00 PM to 7:00 PM.

I work five part-time days per week. I alternate Wednesday mornings and Saturday mornings weekly to accommodate customers. I will be the only stylist working in my salon and it will be located in an area separate from our living quarters.

The Salon will have a separate entrance and restroom. There will be no more than two patrons in salon at a time. Parking is easily accommodated with our driveway which leads to the separate entrance.

I have a small clientele of which I have known for many years. They are quiet and respectful. I do not wish to place signs or have any sign of my business on the outside of my property.

I would be happy to answer any questions you may have or my neighbors may have. My Cell number is 816-806-8038.

Thank you in advance for your consideration. I look forward to hearing from you regarding this matter.

Sincerely,

Casie Yates



All-America City

Gladstone



2008

TO: Property Owners Within 185' & Other Interested Parties
FROM: Community Development Department
DATE: June 29, 2020
SUBJECT: Special Use Permit at 2700 NE 68th Terrace

PUBLIC HEARING #2020-007

All persons are hereby notified that the Gladstone Planning Commission will conduct a public hearing on Monday, July 20, 2020 at 7:00 PM in the Council Chamber of Gladstone City Hall on a request for a Special Use Permit to operate a Home Based Beauty Salon at 2700 NE 68th Terrace.

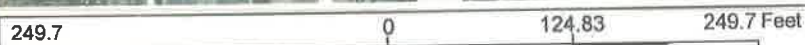
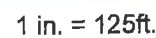
The property is legally described as: Meadowbrook North 9th Plat LT 3 BLK 29, Meadowbrook North 9th Plat, a subdivision of land in the City of Gladstone, Clay County, Missouri

Applicant/Owner: Casie Yates

Subsequently at its regular meeting of Monday, August 10, at 7:30 PM, the City Council will conduct a public hearing on the same request.

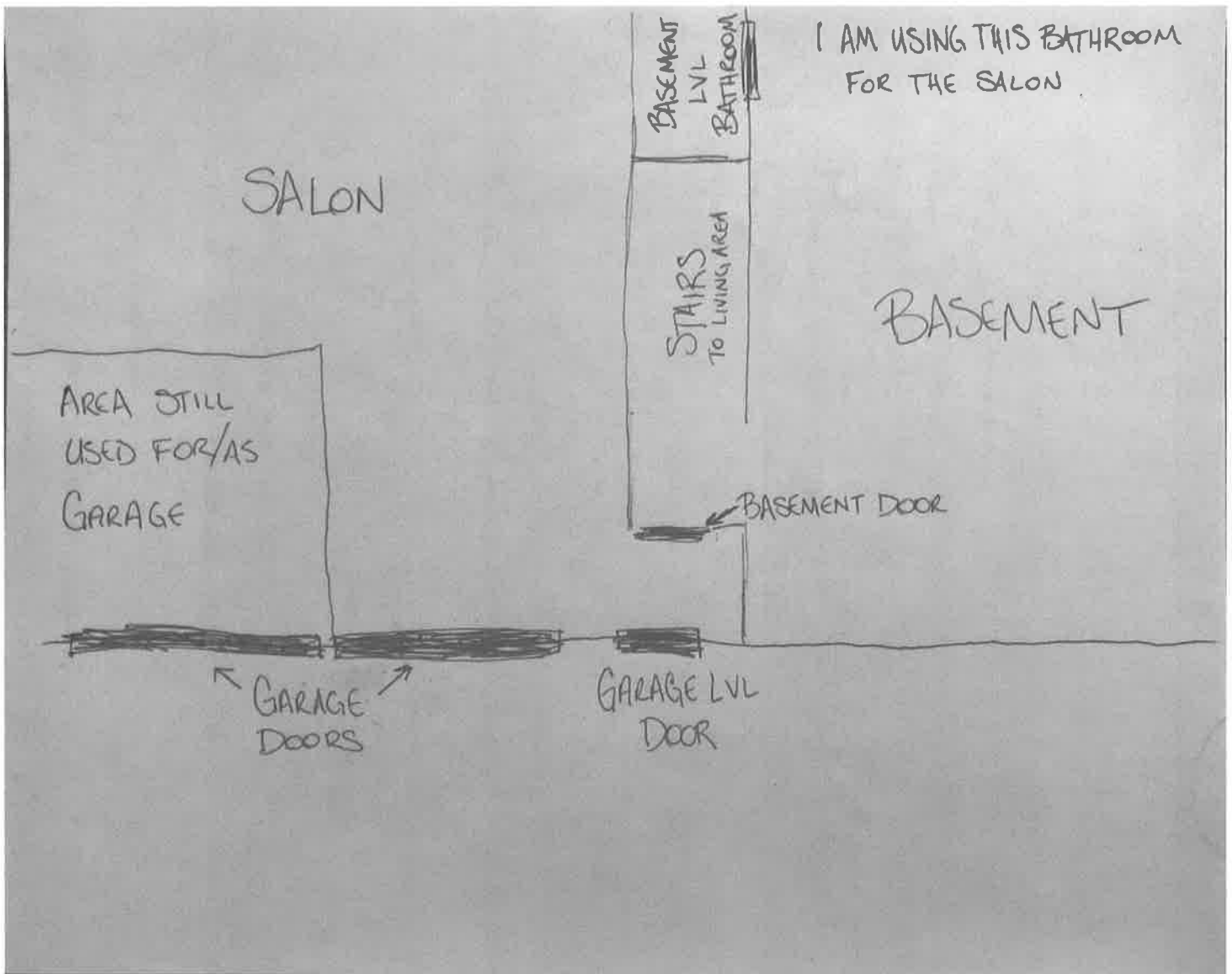
*NOTE: The applicant is requesting to use portion of residence as an at home salon
Please see enclosed renderings.*

If you have any questions regarding this request, please call Community Development at 816-423-4102. Thank you.



This map is a user generated static output from an Internet mapping site
is for reference only. Data layers that appear on this map may or may not
accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION





2700 NE 66 Terrace



Driveway for
parking

2D

