



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

**8/11/2021**  
*Page 1 of 3*

**ITEM I: CALL TO ORDER**

- The Planning & Zoning Commission of the City of Grain Valley, Missouri, met in Regular Session on August 11, 2021 in the Council Chambers at City Hall.
- The meeting was called to order at 6:36 PM by Chair Craig Shelton.

**ITEM II: ROLL CALL**

- *Present: Scott Shafer*
- *Present: Jim Hofstetter*
- *Present: Craig Shelton*
- *Present: Justin Tyson*
- *Absent: Debbie Saffell*
- *Absent: Kevin Browning*
- *Absent: Elijah Greene*
- *Present: Bob Headley (BOA Liaison)*
- ***There was a quorum.***

**ITEM III: PLEDGE OF ALLEGIANCE**

**ITEM IV: APPROVAL OF MINUTES**

- Commissioner Shafer motioned to approve the minutes from the June 9, 2021 regular meeting. Commissioner Hofstetter second the motion. The Commission approved the minutes by a vote of 4 to 0.

**ITEM V: PUBLIC HEARINGS**

- **None**

**ITEM VI: ACTION ITEMS**

1. **Rosewood Hills – 11<sup>th</sup> Plat** – Requesting Final Plat Approval on 11.92 acres consisting of 29 lots and two tracts that is generally located east of NW Lindenwood Drive and north of the Rosewood Hills 10<sup>th</sup> Plat lying in Section 22, Township 49, Range 30 in Grain Valley, Jackson County, Missouri. The developer is L & B Development, Inc.

---

**Commissioners Present**

Craig Shelton  
Jim Hofstetter  
Scott Shafer  
Justin Tyson  
Bob Headley BOA Liaison

**Commissioners Absent**

Elijah Greene  
Kevin Browning  
Debbie Saffell

**Staff Officials Present**

Mark Trosen – CD Director  
Dick Tuttle – City Engineer



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

**8/11/2021**  
*Page 2 of 3*

- Director Trosen presented the Staff Report. The final plat for the 11<sup>th</sup> phase substantially conforms to the approved preliminary plat. Staff recommends approval of the final plat.
  - Commissioner Tyson made a motion to approve the final plat for Rosewood Hills – 11<sup>th</sup> Plat. Commissioner Shafer second the motion. The Commission approved the motion by a vote of 4 to 0.
2. **Joe Shmoe Coffee** – Requesting Site Plan Approval for a Coffee Shop that is in the Main Street Corridor – Transition Overlay Zoning District. The property is in the Old Towne Market Place and will be generally located at the southwest corner of SW Eagles Parkway and Buckner Tarsney Road.
- Director Trosen presented the Staff Report. Trosen reviewed comments 1, 2 and 3. In regard to comment 4, he referred to Landscape Plan. He pointed out that the applicant complies with the requirement of the ordinance however, since we are reviewing the site plan, staff finds that additional landscaping would benefit the site if placed in the island between the coffee shop and the new drive and in the eyebrow with the new sidewalk connection with Buckner Tarsney Road.
  - Trosen reviewed comments 5, 6, and 7 with the Commission.
  - City Engineer Dick Tuttle reviewed comment 8 with the Commission. He stated that the site plan illustrates a new driveway access from Buckner Tarsney Road. This driveway will be generally north of the existing right-hand turn lane on Buckner Tarsney Road for SW Rock Creek Lane. The applicant provided a drawing that would extend the right-hand turn lane north of the new drive feathering to the intersection with Eagles Parkway. Tuttle said the extension is necessary for safety purposes.
  - Trosen stated that Staff recommends approval of the site plan subject to the two conditions in the Staff report pertaining to additional landscaping and the acceptance of the new drawing to extend the right-hand turn lane for the driveway access with Buckner Tarsney Road.
  - Commissioner Tyson asked what is this object on the plan? City Engineer Tuttle responded that is riprap for the drainage structure.
  - Commissioner Tyson asked why not move the coffee shop to the corner lot? Director Trosen responded that the Staff was working with the applicant to reserve that corner for a sit-down restaurant that would have an outdoor patio area.
  - Bryan Rahn with Ward Development stated that they are looking at the site overall with the Lofts and Captain's. They are talking to a couple of prospects for bar-b-que restaurant.

---

**Commissioners Present**  
Craig Shelton  
Jim Hofstetter  
Scott Shafer  
Justin Tyson  
Bob Headley BOA Liaison

**Commissioners Absent**  
Elijah Greene  
Kevin Browning  
Debbie Saffell

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



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

**8/11/2021**  
*Page 3 of 3*

- Mr. Rahn said that they are looking at a menu board at the corner of the building. Regarding signage, the primary signage will be along Buckner Tarsney, like Captain's with the overhang lighting.
- Chair Shelton stated when extending turn lane, will that be turning into the new driveway? City Engineer Tuttle responded yes. He said there is already a center lane for turning left either northbound or southbound on Buckner Tarsney Road.
- Chair Shelton asked if this is Joe Shmoe's business model to order and pick-up at one window. Mr. Rahn said it is their business model. They are also hoping to pull people in to the building and using a patio area versus a primarily drive-thru business.
- Commissioner Tyson asked if there will be a curb dividing the business to the south and the coffee shop. City Engineer Tuttle said there will be a 5-foot area between the two parking areas and will not be connected.
- Commissioner Shafer made a motion to approve the site plan for Joe Shmoe Coffee subject to the two conditions referenced in the Staff Report. Commissioner Hofstetter second the motion. The Commission approved the motion by a vote of 4 to 0.

**ITEM VII: PREVIOUS BUSINESS**

- **None**

**ITEM VIII: NEW BUSINESS**

- **Rosenberg's Rules of Order** – Chair Shelton said that over the years when serving on the Commission what he has experienced was some uncertainty regarding motions, seconds, voting procedures, how to amend motions and other points of meeting order. Chair Shelton had asked the City Attorney Joe Lauber to discuss this and provide examples during the training on June 9<sup>th</sup>. He said that he thought the Rosenberg's Rules are good maybe not perfect but simplistic. He said that he is not sure if we need to adopt but just use as a guide. Commissioner Tyson agreed that it would be good to use Rosenberg's Rules of Order as a guide. Commissioner Shafer and Hofstetter also agreed.

**ITEM IX: ADJOURNMENT**

- Commissioner Shafer made a motion to adjourn the meeting. Commissioner Tyson second the motion. The Commission approved the motion by a vote of 4 to 0.

***-The Regular Meeting Adjourned at 7:14PM-***

---

**Commissioners Present**

Craig Shelton  
Jim Hofstetter  
Scott Shafer  
Justin Tyson  
Bob Headley BOA Liaison

**Commissioners Absent**

Elijah Greene  
Kevin Browning  
Debbie Saffell

**Staff Officials Present**

Mark Trosen – CD Director  
Dick Tuttle – City Engineer