



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

4/13/2022  
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**ITEM I: CALL TO ORDER**

- The Planning & Zoning Commission of the City of Grain Valley, Missouri, met in Regular Session on April 13, 2022 in the Council Chambers at City Hall.
  
- The meeting was called to order at 6:30 PM by Chairman Craig Shelton.

**ITEM II: ROLL CALL**

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

**ITEM III: PLEDGE OF ALLEGIANCE**

**ITEM IV: APPROVAL OF MINUTES**

- Commissioner Tyson motioned to approve the minutes from the February 9, 2022 regular meeting. Commissioner Shafer second the motion. The Commission approved the minutes by a vote of 6 to 0.

**ITEM V: PUBLIC HEARINGS**

- 1) **Chapters 400 and 405 Zoning and Subdivision Regulations Amendments** – Pursuant to Section 400.330 of the City Code of Ordinances and Section 89.050, RSMo, the City Code has been updated which includes the validity or legal sufficiency of adopted state legislation, or as to interpretation of court cases and state statutes. A few of these updates pertain to sections within Chapter 400, Zoning Regulations, and Chapter 405, Subdivision Regulations.
- Director Trosen presented the Staff Report. Staff recommends approval of the amendments to the code as suggested by General Code.

**Commissioners Present**

Craig Shelton  
Debbie Saffell  
Justin Tyson  
Jim Hofstetter  
Scott Shafer  
Elijah Greene  
Bob Headley BOA Liaison

**Commissioners Absent**

Kevin Browning

**Staff Officials Present**

Mark Trosen – CD Director  
Dick Tuttle – City Engineer  
Joe Lauber – City Attorney



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- Chair Shelton asked if there was anyone in the audience wanting to speak during the public hearing. There was no one present that wanted to speak during the public hearing.
- Commissioner Shafer made a motion to close the public hearing. Commissioner Hofstetter second the motion. The Commission voted 6 to 0 to approve the motion.

**ITEM VI: ACTION ITEMS**

1. **Chapter 400 and 405 Zoning and Subdivision Regulations Amendments** – Pursuant to Section 400.330 of the City Code of Ordinances and Section 89.050, RSMo, the City Code has been updated which includes the validity or legal sufficiency of adopted state legislation, or as to interpretation of court cases and state statutes. A few of these updates pertain to sections within Chapter 400, Zoning Regulations, and Chapter 405, Subdivision Regulations.
  - Chair Shelton asked if there were any further discussion or questions that the Commission had to Staff. If not, the Chair would entertain a motion.
  - Commissioner Hofstetter made a motion to recommend approval to the Board of Aldermen the amendments to Chapters 400 and 405 as prepared by General Code. Commissioner Tyson second the motion. The Commission voted 6 to 0 to approve the motion.
  
2. **Final Development Plan – Tract B of Greystone Plaza 2<sup>nd</sup> Plat** – Andrew Danner with Windfield Design-Build is requesting final development plan approval on the 3.37 acres that is zoned District R-3p (Multi-Family Residential District – Planned Overlay District). The proposed development will consist of a 3 story – 48-unit senior apartment building. The development site is generally located south of NE Greystone Blvd. on the east side of Buckner Tarsney Road and is legally described as Tract B of “Greystone Plaza” a subdivision in Grain Valley, Jackson County, Missouri.
  - Director Trosen presented the Staff Report. Staff recommends approval of the Final Development Plan for Greystone West Tract B.
  - Andrew Danner with Windfield Design-Build stated that it was his idea for the trail and additional landscaping and would appreciate the Commission’s support to approve the final plan. Mr. Danner stated that the minimum age for the complex is 55.
  - Commissioner Tyson made a motion to recommend approval to the Board of Aldermen for the Final Development Plan for Greystone West Tract B. Commissioner Shafer second the motion. The Commission voted 6 to 0 to approve the motion.

**Commissioners Present**

Craig Shelton  
 Debbie Saffell  
 Justin Tyson  
 Jim Hofstetter  
 Scott Shafer  
 Elijah Greene  
 Bob Headley BOA Liaison

**Commissioners Absent**

Kevin Browning

**Staff Officials Present**

Mark Trosen – CD Director  
 Dick Tuttle – City Engineer  
 Joe Lauber – City Attorney



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3. **Site Plan Review – Mercado Shell Building** – Klover Architects is requesting site plan approval for a 2,225 square foot building with drive-thru for a future Starbuck’s Coffee on Tract A in the Mercado Plaza subdivision. The property is in the Downtown Overlay District – Transition Zone. The site is generally located on the west side of Buckner Tarsney Road and north of the Burger King.
- Director Trosen presented the Staff Report. He stated there were items that were still unclear such as the site calculation for pervious vs impervious coverage and determination of parking spaces based on the number of customer seats proposed inside the restaurant.
  - City Engineer Tuttle presented the engineering comments. He also reviewed the punch list from the Mercado Subdivision Development dated January 14, 2022, that has not been completed.
  - Robert De La Fuente with Star Development and Vu Long, Project Architect with Klover Architects, provided an overview of the site plan and responded to staff’s comments and questions. Mr. Long stated that the impervious coverage calculation is 70% which is below the maximum city code requirement of 80%. If you include the driveways that will be outside of the plat, the calculation would still be only at 72%. Regarding the parking requirements, the seating inside the building will be 48. The city code requires one parking space for every 3 seats. The minimum number of required spaces would be 16. The site is providing 42 parking spaces, 3 mobile order parking spaces and 2 ADA accessible spaces for a total of 47 spaces.
  - Mr. Long stated that he contacted MoDOT regarding the additional lanes and turn signal at Woodbury. The development will trigger the additional left-hand turn lane on northbound on Buckner Tarsney turning left onto Jefferson Street and additional left-hand turn lane on eastbound Jefferson Street turning left onto Buckner Tarsney Road. This development will not trigger the need for a traffic signal at Woodbury Road. Commissioners Tyson and Shelton suggested that the Developer should consider installing traffic calming devices along the interior drive on the west side of the property. They said that people heading east on Woodbury will not want to wait at the stop sign and will cut through the Mercado development to get to Jefferson and the traffic light. Mr. De La Fuente said that he will take their suggestion under consideration and shared with them a proposed plan at full build-out that the drive is not a straight north/south shot.

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**Commissioners Present**

Craig Shelton  
Debbie Saffell  
Justin Tyson  
Jim Hofstetter  
Scott Shafer  
Elijah Greene  
Bob Headley BOA Liaison

**Commissioners Absent**

Kevin Browning

**Staff Officials Present**

Mark Trosen – CD Director  
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- Commissioner Greene stated that he had heard from his neighbors that the city had to many coffee shops. With the Starbuck's inside Price Chopper, Joe Shmoes just opening and talk about a Scooter's, he said we have enough coffee shops.
Commissioner Saffell asked Staff if the Commission should continue this to the next meeting until a revised site plan is submitted that provides the information requested. Director Trosen stated that he is satisfied with Mr. Long's verbal responses and that a revised site plan can be submitted for building permit approval. Staff recommends approval of the Site Plan as discussed.
Commissioner Hofstetter made a motion to approve the Site Plan as discussed. Commissioner Tyson second the motion. The motion was approved by a vote of 5 to 1 with Commissioner Greene voting No.

ITEM VII: PREVIOUS BUSINESS

- None

ITEM VIII: NEW BUSINESS

- 1) Discussion - City Policies for Attendance by Planning and Zoning Commission Members
Director Trosen reviewed the Staff Report and the summary of City/Park Board policies for attendance by commission members.
City Attorney Lauber referred to the Missouri State Statutes, 89.230 which states that the council may remove any citizen member for cause stated in writing and after public hearing. Mr. Lauber said that he would recommend that the Commission adopt By-Laws that would include this policy but that the City Ordinance would also need to be changed to reflect what the Commission's policy is and what causes would determine removal by the Board of Aldermen.
The Commissioners discussed the different policies and those present agreed that a policy should be adopted.
City Attorney Lauber said that he will draft a document for the Commission to review, comment and provides revisions too.

ITEM IX: ADJOURNMENT

- Commissioner Shafer made a motion to adjourn the meeting. Commissioner Hofstetter second the motion. The Commission approved the motion by a vote of 5 to 0.

-The Regular Meeting Adjourned at 8:20 PM-

Commissioners Present

Craig Shelton
Debbie Saffell
Justin Tyson
Jim Hofstetter
Scott Shafer
Elijah Greene
Bob Headley BOA Liaison

Commissioners Absent

Kevin Browning

Staff Officials Present

Mark Trosen - CD Director
Dick Tuttle - City Engineer
Joe Lauber - City Attorney