

**CLAY COUNTY PLANNING AND ZONING COMMISSION MINUTES**

**December 3, 2013**

Regular meeting of the Clay County Planning and Zoning Commission, Commission Hearing Room, 3<sup>rd</sup> Floor, County Administration Building, One Courthouse Square, Liberty, MO.

Call to Order at 6:30 pm.

Roll Call

Members Present: Gene Knisley, Jim Carlson, Karl Walters and Cecil Troutwine

Members Absent: Mark Beggs and Barbara Ball

Staff Present: Matt Tapp, Director  
Debbie Viviano, Planner  
Tim Flook, Assistant County Counselor  
Angie Stokes, Secretary

**Mr. Knisley:** Good evening ladies and gentlemen welcome to our December 3, 2013 Planning and Zoning Commission meeting which is our last of the year, I would like to call the meeting to order, roll call please.

**Mr. Tapp:** Karl Walters?

**Mr. Walters:** Present.

**Mr. Tapp:** Cecil Troutwine?

**Mr. Troutwine:** Present.

**Mr. Tapp:** Jim Carlson

**Mr. Carlson:** Present.

**Mr. Tapp:** Barbara Ball?

**Ms. Ball:** Absent.

**Mr. Tapp:** Mark Beggs?

**Mr. Beggs:** Absent.

**Mr. Tapp:** Gene Knisley?

**Mr. Knisley:** Present. Thank you, do we have a motion to approve the November Planning and Zoning minutes, do I have a motion please?

**Mr. Carlson:** I make a motion to approve the November 5<sup>th</sup> minutes.

**Mr. Knisley:** Thank you, there's a motion do I have a second?

**Mr. Walters:** Second.

**Mr. Knisley:** Thank you, vote please Director Tapp.

**Mr. Tapp:** Karl Walters?

**Mr. Walters:** Approve.

**Mr. Tapp:** Cecil Troutwine?

**Mr. Troutwine:** Approve.

**Mr. Tapp:** Jim Carlson?

**Mr. Carlson:** Approve.

**Mr. Tapp:** Chairman Gene Knisley?

**Mr. Knisley:** Approve.

**Final Vote: 4/0/0 Approve November 5, 2013 Minutes**

**Mr. Knisley:** Thank you, gentlemen if you would like to look at the November 2013 Planning and Zoning monthly report, I will give you a couple of minutes to look at it, if you have any questions or comments please do so.

**Mr. Carlson:** No questions.

**Mr. Knisley:** Being no comments I will proceed with our regular agenda meeting tonight it will be recorded as the staff reports will be recorded and part of our minutes and also I will probably call the applicant to the podium if you will state your name and spell your name for the record because it is recorded. Also other little business the agenda tonight whether it's approved or disapproved will be scheduled to be forwarded to the County Commission, I think that's December 16<sup>th</sup> at 1:30 p.m. and it will be here in this room. So you are certainly welcome to come and express your opinion or listen to the meeting. That being said we have three cases this evening we'll start with the case number 123F. This is a request for final plat approval of Kimberly Park Farm/Part Replat of Lot 5 Sunnyside a proposed subdivision located at approximately 17608 Highway 33; the applicants are Steve and Kimberly Williams. We have a staff report?

**Mr. Tapp:** Yes Mr. Chairman but first I would like attach the staff report as part of the record.

**Mr. Knisley:** So be it.

**Mr. Tapp:** Summarized the staff report December 13-123F dated November 25, 2013.

**Mr. Knisley:** Okay thank you. Are there any questions or comments from the Commission before I call for the applicant to come forward?

**Mr. Carlson:** No questions.

**Mr. Knisley:** Being none will the applicant for this case come forward and state your name for the record.

**Mr. Williams:** I'm Steve Williams. S-T-E-V-E W-I-L-L-I-A-M-S

**Mr. Knisley:** Thank you; do you have any questions or are you in agreement with the staff report?

**Mr. Williams:** Yes.

**Mr. Knisley:** You are, no questions, okay. Any questions from the Commission to the applicant? Any comments from the public? Being none do I have a motion for the final plat approval of Kimberly Park Farm/Part Replat of Lot 5 Sunnyside, do I have a motion?

**Mr. Carlson:** I'll make a motion.

**Mr. Knisley:** Thank you, I have a motion do I have a second?

**Mr. Walters:** Second.

**Mr. Knisley:** Thank you; can we have a vote please Director?

**Mr. Tapp:** Karl Walters?

**Mr. Walters:** Approve.

**Mr. Tapp:** Cecil Troutwine?

**Mr. Troutwine:** Approved.

**Mr. Tapp:** Jim Carlson?

**Mr. Carlson:** Approve.

**Mr. Tapp:** Chairman Gene Knisley?

**Mr. Knisley:** Approve.

**Final Vote: 4/0/ 0 Approve Dec 13-123F; Kimberly Park Farm/Part Replat of Lot 5 Sunnyside – Final with 4 Conditions**

**Mr. Knisley:** Thank you sir.

**Mr. Williams:** Thank you.

**Mr. Knisley:** Next case is number 124RZ/P, this is a request for rezoning from Agricultural (AG) to Residential Ranchette (R-5) can we have a staff report Director?

**Mr. Tapp:** Yes Mr. Chairman first I would like to attach the staff report as part of the record.

**Mr. Knisley:** So be it.

**Mr. Tapp:** Summarized the staff report December 13-124RZ/P dated November 25, 2013.

**Mr. Knisley:** Thank you Director.

**Mr. Tapp:** And between the writing and now we've not received any correspondence from Paul Barnes with the Health Department nor morphology so kind of waiting to hear back.

**Mr. Knisley:** Okay but we have it as a condition.

**Mr. Tapp:** As part of a condition.

**Mr. Knisley:** Right thank you. Will the applicant care to come to the podium? Will you state your name please?

**Ms. Dean:** Raymona Dean R-A-Y-M-O-N-A Dean D-E-A-N.

**Mr. Knisley:** Thank you.

**Mr. Michael Kimsey:** Michael Kimsey M-I-C-H-A-E-L K-I-M-S-E-Y.

**Mr. Knisley:** Thank you sir.

**Mr. Kyle Kimsey:** Kyle Kimsey K-Y-L-E K-I-M-S-E-Y

**Mr. Knisley:** Thank you sir, are you familiar with the staff report do you have any comments?

**Mr. Kyle Kimsey:** Yes sir and no sir.

**Mr. Knisley:** Okay any comments or questions from the Commission to the applicants? I guess there won't be any comments from the audience at this point so alright. We are voting on the rezoning at this time do I have a motion for the rezoning from Agricultural (AG) District to a Residential Ranchette (R-5) District be approved.

**Mr. Carlson:** I will make a motion to that effect with the condition of the septic.

**Mr. Knisley:** Well that will be through the final/preliminary plat but that is fine we do have a motion to approve second?

**Mr. Walters:** Second.

**Mr. Knisley:** Thank you. Director can we have a vote please?

**Mr. Tapp:** Karl Walters?

**Mr. Walters:** Approved.

**Mr. Tapp:** Cecil Troutwine?

**Mr. Troutwine:** Approved.

**Mr. Tapp:** Jim Carlson?

**Mr. Carlson:** Approved.

**Mr. Tapp:** Chairman Gene Knisley?

**Mr. Knisley:** Approve.

**Final Vote: 4/0/ 0 Approve Dec 13-124RZ/P; Kimsey Acres – Rezoning**

**Mr. Knisley:** Now we will proceed to the final preliminary plat.

**Mr. Tapp:** Mr. Chairman may I interject can we have a vote for the preliminary plat as well, cause the votes are broken out between the zoning and the preliminary plat.

**Mr. Knisley:** What?

**Mr. Tapp:** We need a vote for the preliminary plat.

**Mr. Knisley:** That's what I was going to do.

**Mr. Tapp:** Okay you said final plat, I'm sorry.

**Mr. Knisley:** I'm sorry, I'm ahead of you. Do I have a motion for the approval of the preliminary plat of Kimsey Acres, do I have motion to approve?

**Mr. Carlson:** I'll make a motion to approve the preliminary plat.

**Mr. Knisley:** Okay I have a motion to approve and that is with the one condition at this point, do I have a second on that motion?

**Mr. Walters:** Second.

**Mr. Knisley:** Thank you, vote please Director.

**Mr. Tapp:** Karl Walters?

**Mr. Walters:** Approve with conditions.

**Mr. Tapp:** Cecil Troutwine?

**Mr. Troutwine:** Approve.

**Mr. Tapp:** Jim Carlson?

**Mr. Carlson:** Approve with condition.

**Mr. Tapp:** Chairman Gene Knisley?

**Mr. Knisley:** Approve with condition.

**Final Vote: 4/0/0 Approve Dec 13-124RZ/P; Kimsey Acres – Preliminary  
with one Condition**

**Mr. Knisley:** Okay we will go to the last case which is number 125F this is a request for the final plat of approval of Kimsey Acres a proposed subdivision located at 6604 E Highway the applicants are Kyle and Michael Kimsey and Raymona Dean, do we have a staff report on this?

**Mr. Tapp:** Yes Mr. Chairman I would like to add the staff report as part of the record please.

**Mr. Knisley:** So be it.

**Mr. Tapp:** Summarized the staff report December 13-124RZ/P dated November 25, 2013.

**Mr. Knisley:** Yes we do have two conditions.

**Mr. Tapp:** Same condition.

**Mr. Knisley:** Yes any comments from the Commission, questions? Any comments from the applicants? Alright do I have a motion for the final plat of Kimsey Acres to be approved?

**Mr. Carlson:** I will make a motion that the final plat be approved of Kimsey Acres with the conditions.

**Mr. Knisley:** Yes with two conditions, thank you do I have a second?

**Mr. Walters:** Second.

**Mr. Knisley:** There has been a second vote please Director.

**Mr. Tapp:** Karl Walters?

**Mr. Walters:** Approve with conditions.

**Mr. Tapp:** Cecil Troutwine?

**Mr. Troutwine:** Approve.

**Mr. Tapp:** Jim Carlson?

**Mr. Carlson:** Approve with conditions.

**Mr. Tapp:** Chairman Gene Knisley?

**Mr. Knisley:** Approve with conditions.

**Final Vote: 4/0/ 0 Approve Dec 13-125F; Kimsey Acres – Final  
With two conditions**

**Mr. Knisley:** Thank you folks good luck. Under new and other business.

**Mr. Tapp:** No applications have been received for January so there will be no meeting for the Planning and Zoning Commission in January, so enjoy the New Year 2014.

**Mr. Knisley:** I have a question can we get an updated list of the new members and their information.

**Mr. Tapp:** Yes we can definitely do that, it will be ready for February or e-mailed to you.

**Mr. Knisley:** That sounds good to me, okay fine. Any other business? Thank you gentlemen have a nice Holidays and do I have a motion to adjourn? I think everybody had a motion to adjourn.

**All:** Aye.

**Meeting Adjourned**

**DEPARTMENT NOTE:** *The December 3, 2013 minutes were approved at the March 4, 2014 Planning and Zoning Meeting by a vote of 4/0/1. Chairman Gene Knisley was absent at the March 4, 2014 meeting. In addition Vice-Chairman Mark Beggs was absent from December 3, 2013 meeting and abstained from voting on approving the December 3, 2013 minutes. Therefore we do not have a Chairman or Vice-Chairman signature for these minutes.*

---

*Chairman, Planning & Zoning Commission*

---

*Secretary, Planning & Zoning Commission*

---

*Recording Secretary*