



Unified Government Clerk's Office

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NOTICE OF BUSINESS DEVELOPMENT TASK FORCE MEETING

A meeting of the Business Development Task Force of the Unified Government of Wyandotte County/Kansas City, Kansas, will be conducted in person only on Monday, February 10, 2025, at 3:00 pm. in the Fifth-floor conference room of the Municipal Office Building, 701 N. 7th Street, Kansas City, Kansas 66101.

We invite you to view the meeting in person in the 5th-floor conference room, Suite 515, 701 N. 7th Street, Kansas City, Kansas,

Business Development Taskforce
February 10, 2025, 3:00 pm
City Hall
5th Floor Conference Room
701 N 7th Street
Kansas City, Kansas 66101
AGENDA

Commissioner Tom	Burroughs	Chair
Commissioner Chuck	Stites	Co-Chair

Nate	Brungardt
Stephanie	Cashion
Edgar	Galicia
John	Handley
Lynn	Holcomb
Greg	Kindle
Gabe	Munoz
Richard	Napper
Mindy	Rocha
Jim	Schraeder
Renee	Hadley

1. Call to Order/Roll Call of members
2. Review of January 27, 2025, Meeting Minutes

3. New Business

Presentation by Gunner Hand:

- Zoning Ordinance: Sign Code and Screening and Buffering Standards

4. Old Business

5. Public Comment

6. Adjourn

Mayor's Business Development Taskforce

Monday, January 13, 2025

City Hall

701 N 7th Street KCK

5th Floor Conference Room

Meeting Minutes

Introduction: **Chair:** Commissioner Tom Burroughs opened the meeting at 3:00 pm **Members Present:** Nate Brungardt, Edgar Galicia, John Handley, Lynn Holcomb, Gabe Munoz, Mindy Rocha, Jim Schraeder. **Members Excused:** Commissioner Chuck Stites, Stephanie Cashion, Greg Kindle, Richard Napper, and Renee Hadley. **UG staff and advisors present:** Chelsea Chism, Gunner Hand, Alan Howze, Wendy Green, Greg Talkin, Jim Neath, Gunner Hand, and LaVert Murray.

1. Commissioner Burroughs reminded us we are continuing the presentation that we began at the January 13th meeting:
2. **Presentation by Gunner Hand, UG Director of Planning + Urban Design:**
 - I. Gunner passed out a new handout with the last four slides updated from last PowerPoint.
 - II. At the last meeting we finished a conversation on area plans and design guidelines should not be in area plans, thus, the need to update area plans. We will be discussing design guidelines in the coming meetings. Keep area plans in the back of your mind as continue. All of this will come back around at the end. We began with Historic Preservation.
 - III. **Historical Preservation:** We have one historic preservationist, who has been with us for 3 years now, before that there was a decade where UG did not have a historic preservationist on staff, basically doing nothing for historic preservation. We were barely keeping our Landmarks Commission going. In that time, we have become an award-winning Historical Preservation Office. Historic KC gave UG a Trailblazing Award last November. Great achievement as brought back historic preservation to Kansas City, Kansas.
 - IV. Historic Preservation in KCK has been one of the older parts before unification, with a program since the 1970s. One of the older ones in the region. Another accomplishment is having a historic preservationist staff and state historic office which is historically slow in its reviews to trust us enough that they signed a MOU for us to do all their state law reviews for them. There is still some waiting but now we do all state law reviews for applicants, but we don't do tax credit reviews for state.
 - V. If a historic district or historic building depends on local, state or national designation, those all have different pathways, but if it includes state and federal, we can do those reviews for you, you still must send state tax credits to the state. Good collaboration and plan for Downtown historical district.
 - VI. **Ordinance Studies:** Doing a lot of work or as much work with legal on code tweaks. We have had a couple of ordinance amendments in 2024. This is one of our highest needs in the near future (2025).
 - VII. Filling this position will be difficult for one primary reason- we have not updated zoning code since 1984, yet there have been tons of amendments since that time, but there has not been a comprehensive overview. So, if you look at the code right now it basically looks like a code for a suburban city. That is where most of the zoning standards are and most of our built environment might be single family like most cities, but we have urban areas. A comprehensive update to the zoning code was the number one action item in the comprehensive plan adopted in 2023 and since that time staff have been working to put the pieces together, keeping the money aligned to do that project. We received a grant from the Mid-American Regional Council, and another grant from

State Preservation. These dollars will all be batched in together and the hope is by the end of calendar year this will launch a comprehensive review of our zoning code. Our codes are entangled, pull one thread, pulls many other threads. To make a simple amendment is never a simple amendment. It will take some time, diligence and a lot of staff work to comb through them. If PlanKCK is the vision. We now know the direction and velocity in which our community is asking us to go, that is why you need to update the number one implementation tool of the vision: the zoning code.

VIII. **Zoning Enforcement:** There is one zoning enforcement officer for 60,000 plus parcels in KCK. There is no way we can equitably enforce zoning codes with one office. We see what we see when we see it. Often reason see zoning officers chasing complaints. We are reactive not proactive.

Antidote: when we adopted the short-term rental license in 2023, the planning commission asked us to come back in a year to give an analysis of what was going on and asked us to do a blitz. We dedicated the zoning officer to short term rentals for 6 months, hundreds of the short-term rentals that were not legal and got done with all that needed to be done, determining which site visits were needed, pushed some in special use permits. By this time gotten through whole list it was November with ton of special use permits that came through June – November. In November there were 150 units, and we did not do any other zoning enforcement. Also, one officer oversees every inspection that planning is responsible for in building permits. This is an issue of resources, because that one-person can't do all that work in a timely fashion, it is impossible. So, we make choices, do we enforce the zoning code, do we not listen to some of our commissioners who submit code violations to us, do not be proactive and no longer do blitz. These are not good choices, especially when enforcement is tied to a whole other set of work and inspections. We lost a zoning officer last September, had justification for the officer to be rehired since October.

IX. **Implementation-** biggest part of what planning could and should do

- Can make plans all day if not implement what is the point
- Point made earlier during land entitlement process; each case is an opportunity to implement long range plan.
- How we choose to look at those and decision made of those does impact how we implement our long-range vision, but there is a whole bunch of other stuff that goes with that.
- Grant working group is a great example of that. Two or three years ago at the height of the pandemic, everyone was searching for grants and started to see a pattern in planning that all were going after the same grants. Not a good look with Feds, so banned together and outlined projects, plans and priorities. By project, I asked for approval. We were chasing grants instead of being strategic trying to shove projects in grants.
- One person in charge of this implantation in planning and she is also your long-range planner. When not working on plans, updates and zoning code, she is working on grants.

X. Four ways you are going to touch the Planning department: community or decision maker

- You are making a change to your property. Planning deals with land entitlement
 - i. Planning has never issued building permits that is NRC. There is coordination with them.
 - ii. Inspector in planning may be holding up things because has zoning inspection he has to go through, but not an issue with planning
- Your Neighbor is doing something with their property
 - i. Letters within or sometimes outside 200 ft of property are notified, including letters, NBR's, social media. The goal is to build something ideally as of rights, land use, zoning should generally be in place, so people are just pulling building permits. We

have so many land entitlements, land not matching zone, zone does not match modern world and all long range planning not aligning.

- You have an area that will be doing a long-range plan
 - i. You can never do enough engagement. Engagement happens at the vision, area plan, grant level, project implantation and outreach after. Sometimes an infrastructure project could take 10 years. Staff work on it and if a transition in leadership happens things could be thrown out the door. This waste staff time and taxpayer dollars.
- List of Planning sites both internal and external

XI. Recommendations from staff; No order

1. Fund Accela and finish the Accela update. In the process of trying to finish this. (Accela is the software platform the UG uses and shares with departments to track all process). A lot of things that should be tracked in Accela are not being tracked and still use emails to go back and forth. Some things are lost and in large boxes, so need to see Accela through. It will launch in April. Between now and end of year for audit with Accela they will clean up as much of what did not get into last Accela update. We need two things:
 - o More time to fix more things in Accela
 - o Ongoing contract with someone but make sense with Accela, because tried with other vendors in the past and it did not work. We need an ongoing maintenance contract with Accela, as things change, we need to update Accella at same time. It is a living program and if we do not treat it as such or fund it as such it will continue to slowly break down as it has in the past. We Only have funding for Accela in 2025 and if we do not get funding in 2026 as requested it will be another look at the development process and will break down and go nowhere.
 - o We talk a lot about Government being a lot like private business when we have these conversations but philosophically, we can argue Government is not like business. We do acknowledge we have learned a lot about private business practices, as they take their profits and invest in their people and protocols. We must invest in systems if we want the systems to work.
2. Buy-in to Comprehensive Zoning Code Update- a lot to unpack
 - o Gunner has a list of 50 interpretations hoped to have done by now on things found in the zoning code that are grey, old or not good, but as for ordinance, unless you write those interpretations down and post somewhere they are not interpretations. He has been unable to find interpretations from past directors and only have ones he has posted online in the last five years. Each one is an opportunity to fix the code. This can be the starting point. Expect zoning codes to be a multi-year process and go into 2026, hopefully not beyond that. As of now we think we have most of the funding aligned based on long range plan. We will use what we would have use for comprehensive plan update or area plan update. Those dollars have all been committed last year and this year to the zoning code update. We will do this then figure out what area plan is next is the goal. Long process, steering committee and include engagement to confirm everything in the PlanKCK and Go Dotte and lots of coordination across many departments. Chapter 27 is the planning chapter it touches a lot of other chapters and departments.
3. Make all Inspectors Codes + Zoning: train and pay them more

- o Gunner has spoken about this for a long time. While planning only has one zoning officer, the NRC has just as many problems with their code inspector. There is a world of thought and the type of thinking this taskforce can get their head around. All same inspector and we train and pay them as such. Many times, a code inspector helps out and has not been taught zoning codes and does not know where to start. More burden on NRC but helpful to planning.
- 4. Hand off floodplain Coordination to Environmental Services.
 - o Environmental services say they do three things, stormwater, wastewater, sewage and flood control. In ordinance currently the floodplains manager is the Director of Planning and has been that way for a long time. We can argue Environmental Services is best suited to be Floodplains manager which may require an ordinance change, but must check with FEMA and EPA to make sure that is not an issue. The reason why best suited is they have dedicated funding, planning does not. Floodplain is the biggest blind spot in this Unified government. Every time open up a floodplain issued, we must look back at decades of mismanagement and missed things. Example: Every year we must review properties to make sure there is still open space, digging into that this year and finding we swept land in land bank, many parcels were flood control parcels and should have never gone to landbank and never been resold because Federal Government gave money to buy those people out. It should be open space forever. There are other antidotes, currently dealing with one case where that happened trying to convince a women to swap out a land parcel for another land parcel, because she should have never got that land parcel. When systems don't align and things don't track and decisions made elsewhere, especially when talking about parcels, there are a lot of other departments that deal with parcels, sometimes we miss stuff. Even during all this still managed to upgrade the community rating system (CRS) from 6 to 5 in 2023 which reduced everyone's flood insurance rates. Still making progress while we dig deep in these issues and find out there is a lot of things we should have been doing that we were not doing
- 5. Ordinances that we should look at updating. Few outrageous ones and this group can move forward to work through them:
 - o SUP Home Occupation Code Update/SUPs in general- worked with CitiesWorks on update to our Special Use Permit Ordinance, specific to Home Occupations. 6 things in ordinance if you have one triggers a special use permit: can't store stuff, or assemble something, so if thinking like printing t-shirts in my basement with daughter, yes you need a special use permit. If you are doing anything other than an office, you need a special use permit. In general, there are many ways that require special use permits. All of those are judgement calls for the Board of Commissioners. It makes sense to get special use permits for a liquor store but does every bar need one? That is not the planning directors call, that is a judgement call and there is a list of 32 different uses that need a special use permit, some of them absolutely, others can be loosened to increase economic development
 - o Parking Standards Code Update- One of the highest costs for any development is parking. Generally speaking, it is about \$10,000/ space for surface parking spot up to-\$50,000 per parking space for structure parking lot. Most variances we seek with applicants are they think they need this much, and our code requires a certain amount. Most people who build something and want a successful business knows how much parking they need. So, when our code says need more than what you

know you need, we run into some problems. Tough issue, for example, Home Fields says they did not need as much parking for their use and apparently now a nightmare to park. This can be a quick way to cut a lot of costs for developers.

- o STR Ordinance Code Update for World Cup 2025- Comprehensively review the short-term rental ordinance. This is something we can do quickly and outside of the zoning code update if we wanted to. Not sure if it will improve the development process this taskforce will work on but another one that we are overdue thinking about. When the annual review was done with the planning commission, they did not have any recommendations nor wanted us to pursue any amendments to it. There is a list of four or five things that can be tweaked, can revisit that and he has an idea of the needs based on concerns.

6. Think Bigger- (Handout attached)

- o He encourages us to think bigger, and he will speak big and if speak bigger does not mean this community does not think big, it does. Three years ago when interim CA Sheryl Harrison Lee, challenged him to draw a diagram of a super department. A super department that included Community Development, NRC, planning, and economic development he did. When broken apart he was told they had too much power. This is a judgement call. The diagram handed out is the type of thinking this taskforce is charged with. in a sense look at DRC process and improve that, but must also rethink the other departments, what they do and who does what and how they are organized. Not advocating for super department just using this as an example of three years ago I was challenged to do this and spent time on it. This went in her hands and in her desk and he never saw it again. Yes, it is the ordinance but also resources to implement that ordinance and might be rethinking how we administer that ordinance.
- o Other Think Bigger is as planner – Handout. Everyone chasing Royals and Chiefs and all seem to think new stadium out West will solve all our problems. If we think a fourth stadium out west is going to revitalize our urban core, we will have done the same thing over and over expecting a different result. That is the definition of insanity. Everything on the map (handout) is codified in all of our long range plans and in all Community Improvement Plans (CIP), infrastructure projects, levee trails- all these things we are already in the middle of and condensed into one map at same time. He would argue that what our plans have been saying well before he arrived is that the one driver of economic growth in the urban core is two things: 1) we have a great view of a cool city skyline and 2) river access- We have the only recreational river in the region, because not everyone wants to jump in kayak and go down Missouri river. Now Kansas River is dirty and there is a lot to get there but we are in the process of transforming into a recreational river. Millions of dollars invested are already occurring, that will be the true driver of the revitalization of the urban core, whether it goes all the way to Quindaro Townsite or up Kansas river to Bonner Springs will tell. These are all possibilities. We are working on this right now and have seen results. For example, building housing next to bridge and trail and hard to conceptualize because that is where we have dumped cows blood for many years. The right investment in the right location can catalyze urban revitalization.

XII. Members Questions and Comments

Chair Burroughs appreciated hearing about the challenges in the department, shedding light on shortcomings that are not the Director, but lack of personnel, or timeliness is affected due to it.

He would like today to think about the ordinance changes and possible ordinance discussion and tackle today as a body. We heard Planning is shorthanded, overworked, and underfunded. Many of us realized, but how do we get some off your plate, even if temporary.

1. Example Floodplain services to Environmental services, he has asked Chelsea to have legal look into that and get discussion started. Once we get information we can get that recommendation to full commission. Not eliminating but putting it where it belongs. This is what I got from discussion today.
2. The STR for World Cup. Chair Burroughs asked for a 6 month moratorium three months ago for short term rentals so it can be taken off your plate so we can get back to planning and zoning business, not that STR aren't important but policy can rest and take off tremendous burden on staff and stay where we are now, no more new proposals and find out how to stream line and move forward from here. Not sure how you feel about that, as he has not discussed with you, but did ask for ordinance to move forward to get the discussion started somewhere
3. SUPs fine points on SUPs but will take some time
4. Parking standards Code- Understand years ago when had Brothels in communities, parking codes were one way to address some of those issues, but must be reviewed.
5. Look forward to looking at those kinds of things and take into consideration our landscaping policy. If going to in middle of winter look for an occupancy license and cant address landscaping, we take out a bond and hold accountable to do this that it does not hold things up and not planting a tree every six feet so that by the time they mature that BPU is having to pay an outside contractor to trim them, there should be policies we can look at.
6. Signage is another one, must be reviewed and we have dealt with. Must be revisited and reviewed.

These are low hanging fruit all of us have had to deal with one time or another. I hope we collectively move forward with something and get to commission to get some of these off your plate. What I like from you and not put you on the spot is you spoke about personnel, Accela there must be a revenue stream and some source available to 1) fill those positions and hire he would strongly encourage the director to take that forward to the administrator and Deputy administrator and have a discussion. Not sure as the Commissioner can commit to getting you three more people and pay increases, that should be discussed with administration and human resources.

Now other members if have questions, comments or concerns with Planner in the room. Are there any ordinances you suggest? Floor open

1. In the central business district zoning map, boundaries need to be changed, but a change to remove all parking requirements. Let businesses determine if need more parking. That will help restaurants to downtown events. Small area unfortunately but simple change. It is a map with zoning area that has a few blocks around Minnesota Avenue called CBD (Central Business District). It is not the only area to remove parking from but a start. Other areas where this can work but zoning maps are a mess and others can be looked at but if we all remember before Gunner here effort for UG to update zoning code got 95% there, maybe not but never had staff or resources to change the zoning maps and the whole process went down the toilet. Part of this was to address how do the zoning maps match the long-range plan, area plans and until we do that it will be difficult to just do simple parking change, but one we could do is CBD
2. Parking is something that affects all the central area. Eight years ago, speaking to Mr Richardson and he spoke highly of how he controlled all of the red label businesses back then by increasing the requirement of parking, which when hear Gunner talking about recommendations and solutions, breaking down systems, that parking change can help and will be a great fix and never took a real

approach to bring in businesses and office concretely. Finding solutions without blaming are over, so need to look at it all. As for the signage code about 7-8 years ago we worked on rewriting signage code and signed off on these, witnesses to what changes and what was happening and worked about a month on colors and shapes, pictures throughout process, not on purpose, materials and safety. Never listened to people or heard what problems we had when trying to upgrade signage. So, if we have been doing this in past, we may be in trouble, and we must pay attention to move forward with purpose and market growth.

3. Add challenges that came out of that effort was, we as a community basically did next to no education what got adopted so nothing changed. Enforcement became piecemeal. Frustration and as a community let it drop
4. Struggle with committee. Back to what Chelsea speaking on last time when speaking of workflow. What is our mission? Heard from Fire Department, NRC and heard about these processes with some tangents here and there. We want to bring recommendations to the Commission. Feel losing focus on what we are doing.
5. Chair Burroughs appreciates that statement. Hard for a commissioner to carry forward an item that pertains to 1-2 individuals, and that is where you run into trouble with speaking with Planning and zoning, legal, but we must collectively gather as much information as to what challenges are. This body has been through personal experiences, development, planning and zoning or licensing, collectively identifying those ordinances that we spoke about. Those are items we should bring forward and address them, Low hanging fruit and streamline will juice the system. I would like to leave here and go down to commission and present ideas we have, like eliminating parking requirements in CBD, and need to look at signage ordinance. We must do that because everyone doing a project has found an issue somewhere. If he receives calls as Commissioner, he goes straight to the source, he can't call Gunner, but administrators office or legal and communicate. We want to streamline the process and get out of the way of development. There is a timeframe and process for all and if a hiccup occurs, we can go and find out what it is and identify it. Right now, we have hiccups everywhere and by getting rid of those we can become more efficient and effective. Just an example, I have witnessed STR get much time on Commission agendas and multimillion-dollar projects do not get enough community conversation which is why I called for a moratorium. Better ways to deal with that
6. Members are saying we do not have a process for the goal line. After all these presentations, we have combinations, we should be getting recommendations from each department, they know their challenges and they have great ideas of how to fix these challenges. Can follow the line of leadership and discuss one by one. For example, signage, look at other cities and bring to table and community as well understanding challenges and how to solve them. We can make educated recommendations. Then go to the next item on the list. We can become experts of everything and masters of nothing, however we will be working with department heads and determine what we want.
7. Chair Burroughs shared a phone call he received over the weekend. When a company comes in and invests \$5M to build a building and starts out with a minimal number of employees and they go out and buy vehicles and go to DMV to register them, but they must have an appointment. They bought 10 new vehicles and stationed in our community and were told they can only register two at a time and must make appointments. The boss must take off work and shut the building down for three hours to make an appointment only to be told they can only register 2 at a time. His employees are driving those vehicles with temporary tags, getting citations and now he must go back and register at later dates. Those are the kind of things that do not speak well for our community. The reason why it was brought to the Commissioner is because that person did not

want to talk to staff because of the retaliatory reputation staff has given them over the years on some of the issues previously discussed in our meetings. Those are the things he hears as a commissioner. Those things can be remedied if we learn to streamline things and are willing to have a discussion and organize in a manner that makes us more efficient and more effective.

8. Send questions and comments on low hanging fruit in, if you have experience on signage, bring that issue and let's discuss. If want to discuss signs we can set aside an hour to discuss signs. We had the Fire Department in because they have an inspection process, we had DRC in and others. Next meeting is on sign code and Screening and Buffering Standards. Example we had TCO as an ordinance but there for a while no one can get one unless project finished. Then why have TCO on the books? Those are questions that must be answered. Not pointing fingers at individuals or departments, but over a period of time we have seen development we have never had and these are things we have had historically out there that we have an opportunity to change and remedy and that is what this committee is about. Need all of the committees help
9. We do not have a timeline, but we are not going to spin our wheels for two years. Our time is too valuable and if we can't come up with recommendations to take back to the Commission then I will grow concerned about what our true mission is. We have had CitieWorks present, if still have that information review it, just a commissioner can't be what his recommendations are, this group was established by our Mayor.
10. If you have recommendations send to Chelsea, Irene or Chair Burroughs or CoChair Stites. If we have to, we can break off in small sections taking on two issues at a time or extend the meetings but trying to be respectful of time. There will not be time taken for questions or comments if no one speaks up. This is our time to discuss and make changes and be able to take these to the administrator and mayor that benefits the community and if kink in process lets identify kink and streamline.
11. Gunner was asked what are to your knowledge what financial needs are there for Accela? Working with Chrystal Sprag, DRC, Planning, Public works, others like IT, approximately \$200,000/year. Funded through the end of year, don't have cost covered next year yet. Used CBDG funds for innovative side a little didn't have money once went live to continue the look of those enhancements to project but CBDG stepped up and paid for a year of that so until next year and this year as we go live, biggest need is to work on funding for 2026 for software itself. The difference this time is before we were on the server, before we got hacked and staff cannot access the database outside the office. Also opens it up for everyone else to get in- customers, Fire Department different side of server can get into it, the police department eventually and that opens up problems without a self-server have to make sure making annual payment because outside of workday access will happen but not by staff
12. Heard today how important it is to have that system up and running so that any changes are made and timeliness, waiting on return phone call or information and not knowing if a change was submitted, if come away with anything from this meeting, it is how significant that piece of software can help us address some of these concerns.
13. One example commission just approved waiving fees for projects east of 55th street so to do that in Accela, we must assign fees so it will track what it would have cost then do a fee waiver. To make a fee waiver there are notes to make and that allows you look at to make a determination, but a simple fix would be a button with a drop down menu that says we are doing waiver because of this ordinance. Nothing in place to make that small change.
14. Chair appreciates committees work, it is difficult to sit and listen at times, in all fairness, I have heard a lot of issues you have heard as have other commissioners and not falling on deaf ears, help us help you. Just because I can help one person does not mean I can help the next person if the

system needs some amendments to it. The only way we can do it is collectively willing to take that back to mayor and commission and I would be happy to champion on your behalf. Any policy or ordinance changes you feel are necessary to help you build and invest in our community is what we need to look at.

Meeting Adjourned at 4:00 pm. **Next meeting is February 10, 2025, at 3:00 pm.**



A Citizen's Guide to the Department of Planning + Urban Design

Gunnar Hand, AICP
Director



What is Planning?

- You do it every day
- Businesses do it annually
- Municipalities must take the long view
- Planning is an act of compromise that brings a myriad of interests together to reach agreement

What is Urban Design?

- The physical manifestation of planning policy
- The shaping of the built and natural environments
- The organization of civic systems



Department of Planning + Urban Design

Mission Statement

UG VISION STATEMENT: *We are a vibrant, resilient community of compassionate and diverse neighbors, united for an equitable, healthy, prosperous future that is proudly Wyandotte.*

P+UD MISSION: A Planning and Urban Design Department that advocates for the greater good with empathy, professionalism, and expertise so to create a regenerative community that is socially just, economically accessible, culturally diverse and environmentally sustainable.

P+UD PURPOSE: To enhance the long-term value and livability of Kansas City, Kansas for everyone. We foster a culture of constant improvement to better the built, natural, social and cultural environments through our strategic planning, historic preservation, urban design, development review, and zoning enforcement efforts. In collaboration with our many partners, we support elected officials and empower residents to realize their shared vision of the future.

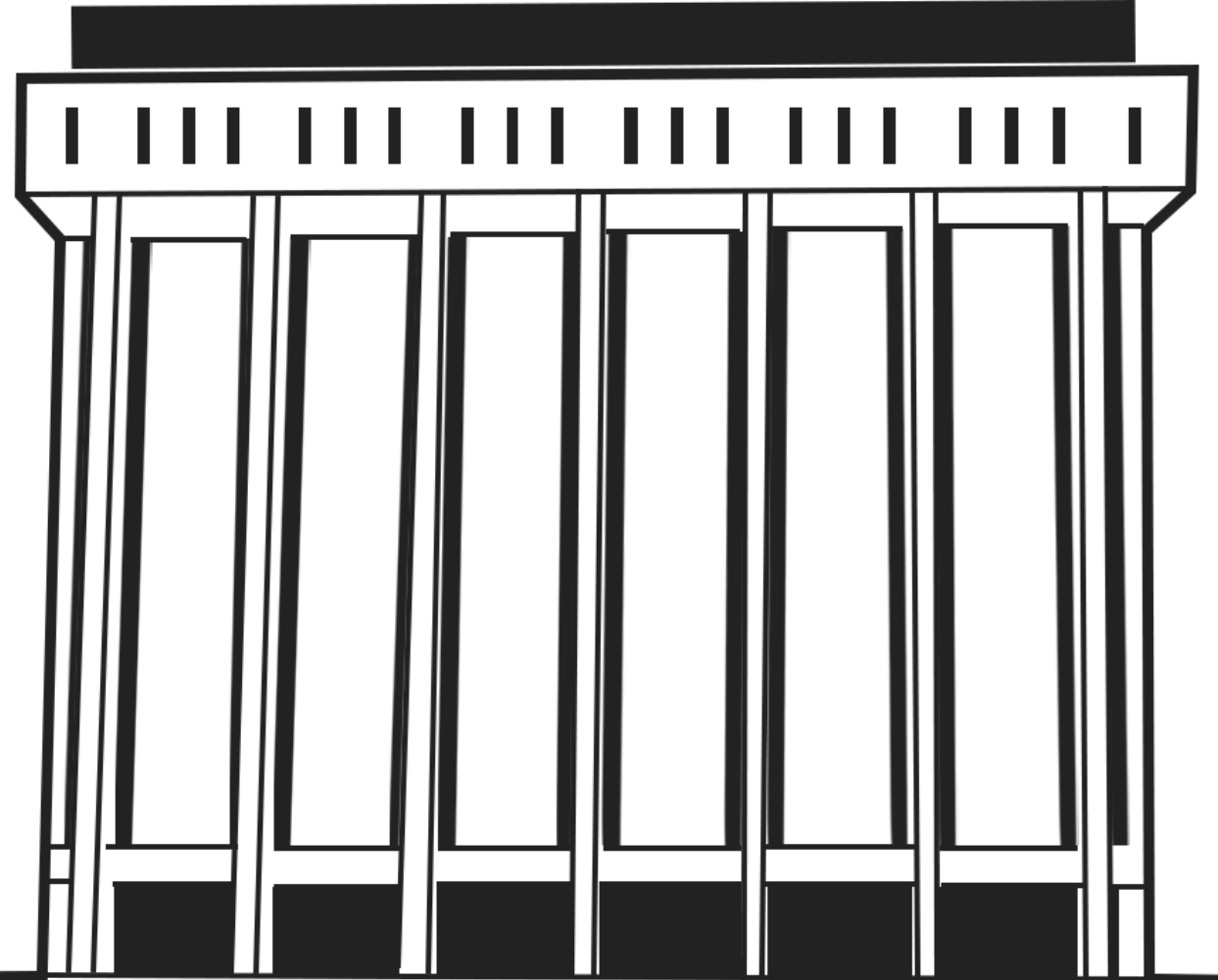


What is the Department of Planning + Urban Design?

- Long Range Planning
- Current Planning
- Historic Preservation
- Ordinance Studies
- Zoning Enforcement
- Implementation



**Community
Engagement**



Long Range Planning: Plotting a Course

City-wide/County-wide Master Plans

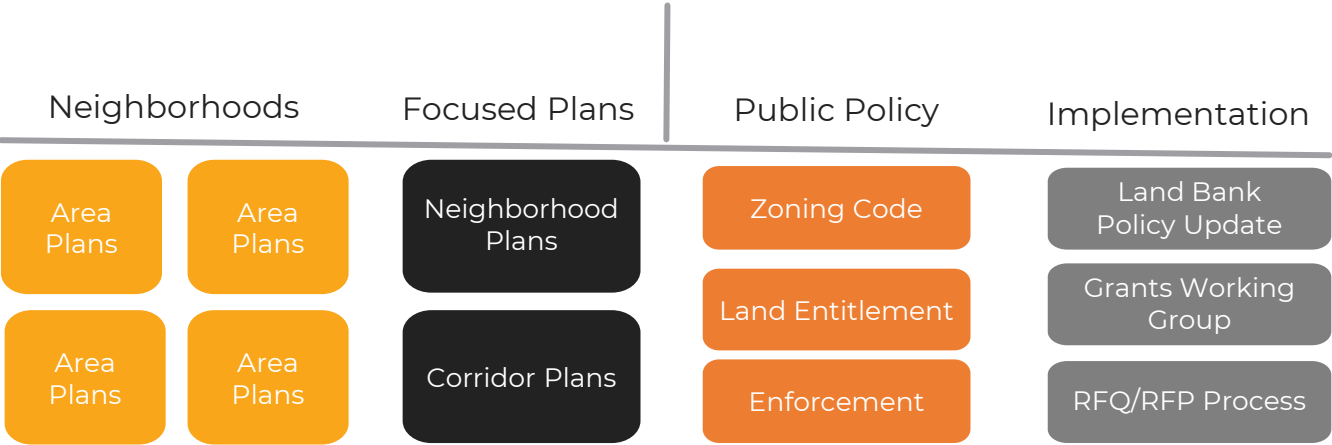
- Broad policy recommendations
- Big-picture objectives
- Sets the strategic framework

Area Plans

- Geographic and community-defined boundaries
- Detailed goals and objectives
- Implementation Strategy

Focused Plans

- Corridor or neighborhood specific
- Address issues that cross community boundaries or explore a specific subject in more depth



Long Range Planning: Comprehensive Plan

Adopted: November 2023

Scope: Unified Government / KCK

Goals: Set policy direction and velocity of change

Uses:

- Illustrates the community's shared vision
- Sets priorities & guiding principles for other plans

Other Example: County-wide Strategic Mobility Plan

From the City-Wide Master Plan, on Intent

PlanKCK will shape investments to be made across the community for decades to come by setting the stage for future planning. Rather than a be-all-end-all plan in itself, PlanKCK is a high-level vision document designed to set a general trajectory and commiserate velocity necessary to reach the desired future of both the UG and KCK.



Cover of the 2023 Comprehensive Plan▲

Representative
page from Plan
KCK, conceptually
illustrating policy
recommendations ▼



Long Range Planning: Area Plans

Scope: Geographic and community-defined boundaries

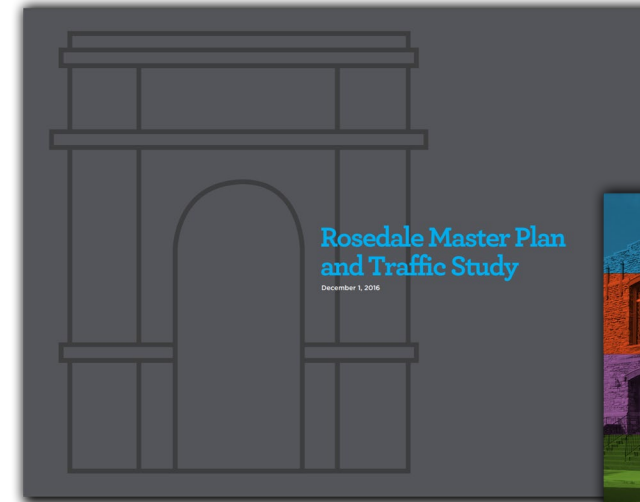
Goals: Implement the overarching goals of the Comprehensive Plan in a more detailed way to best fit specific needs of distinct communities and neighborhoods

Uses:

- Implements the community's vision
- Outline framework for implementation
- Create community buy-in

Area Plans Include

- Detailed goals and objectives
- Land use map update
- Zoning code map update (never been done before)
- Street cross-sections
- Strategic action items



◀ Rosedale Master Plan, 2016



Northeast Area Master Plan, 2019 ▶

NORTHEAST AREA MASTER PLAN
KANSAS CITY, KANSAS

UNIFIED GOVERNMENT OF WYANDOTTE COUNTY/KANSAS CITY, KANSAS
ADOPTED NOVEMBER 29, 2018



◀ Central Area Master Plan, 2020



Armourdale Area Master Plan, 2021 ▶

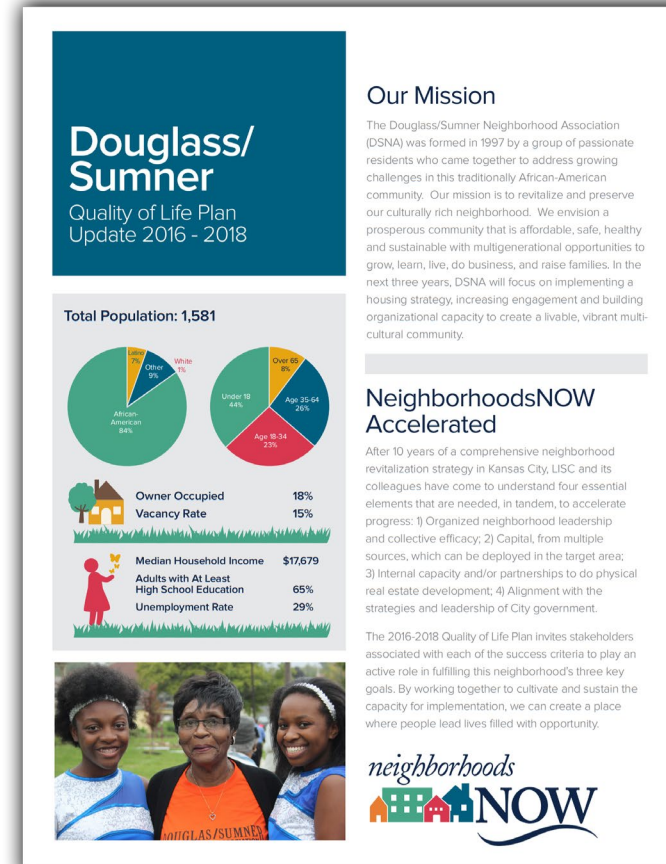


Long Range Planning: Focused Plans

- Can be comprehensive or subject specific
- Coordinates across multiple plans
- Often a subset of an Area Plan that focuses on a single district or neighborhood
- Strategic plans for community-based organizations

Upcoming Examples

- MARC Bi-State Corridor Plan
 - Examining the land use and transportation future of a major commercial corridor
- Update to Douglass/Sumner Quality of Life Plan



Douglas-Sumner ▲
Quality of Life
Plan, 2016-2018

State Avenue Corridor
Redevelopment plan,
2014 ▼



Current Planning: Steering the Ship

UG Planners and Engineers:

- Guide private development through the municipal approval process
- Ensure that changes meet community-defined vision and protect the life and safety of the public
- Provide the Planning Commission, Board of Zoning Appeals, and Board of Commissioners with context and recommendations so they can make informed decisions



Current Planning: Planners

Unified Government Planners help applicants navigate the municipal processes required to make changes to the built environment by:

- Helping applicants with necessary documents
- Reviewing development proposals
- Writing staff reports that summarize proposals
- Making recommendations based on the Ordinance, community-approved plans, and their professional expertise

Examples of the kind of analysis include:

- **Compliance**, does a development proposal fit within existing zoning requirements?
- **Guidance**, can a proposal be amended to fit within established community values, as expressed through adopted plans and design guidelines?
- **Recommendation**, is the project consistent with the goals of the community?



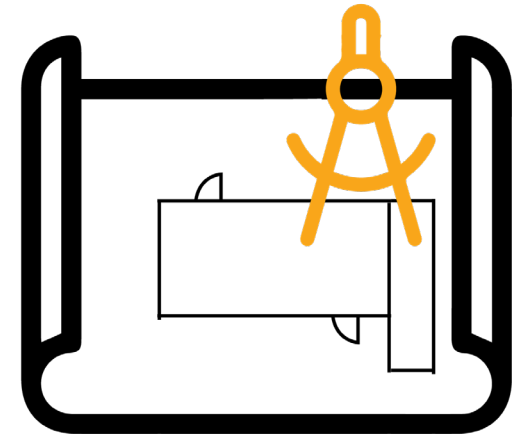
Current Planning: Review Coordination

Our many Review Agencies provide technical review of plans and proposals by:

- Ensuring that a project will not adversely affect public infrastructure or adjacent properties
- Evaluating the extent to which new development will impact existing communities and future growth

Examples of the kind of analysis that they review include:

- **Hydrology**, or how water flows through or over surfaces
- **Sewer capacity**, ensuring that existing capacity can handle the added stress of new development
- **Traffic impacts**, estimating the level of traffic generated by a new development or use and whether existing roads can handle the change



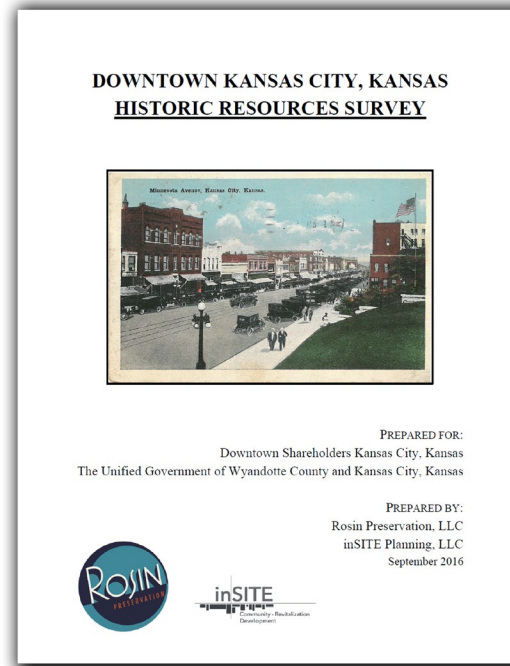
Historic Preservation:

Identification, Documentation, & Designation

- Work with the community to **identify** sites of cultural or architectural importance
- Gather evidence and records that help **document** the importance of historic sites
- Propose official **designations** of identified and documented historic landmarks and districts

Preservation of Historic Landmarks and Districts

- Review proposals that might change the character of historic assets
- Encourage changes to be respectful of historic environs
- Coordinate efforts with the City Landmarks Commission



Ordinance Studies

Does existing municipal policy serve the community?

- Study precedents in other communities to learn the pros and cons of various policies
- Write draft ordinances that reform existing laws or improve on relevant precedents
- Propose new ordinances and advocate for their adoption by the Board of Commissioners

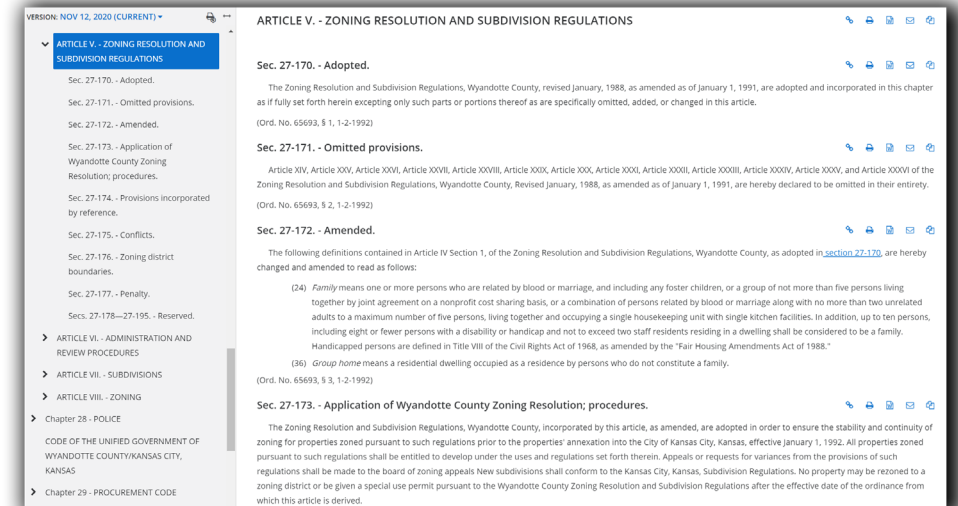
Recent Examples

- Streets for People – June 2022
 - This ordinance codified all the COVID-19 Emergency Ordinance & Resolutions to expand sales and service in the public realm
- Complete Streets Ordinance – October 2020
 - This ordinance codified existing practices and re-affirmed the U.G.'s commitment to equitable, multi-modal transportation
- Short-Term Rental Ordinance – May 2023



Complete Streets Ordinance
Presentation Cover Page, 2020

Sample Page from the Unified
Government's Municipal Code



Zoning Enforcement

UG **Zoning Enforcement Specialist(s)** help ensure that properties in the UG are maintained in accordance with established laws and regulations

Their responsibilities include:

- Visiting project sites to ensure approved plans are followed
- Responding to citizen concerns regarding zoning violations
- Report violations and track remediation

Zoning enforcement specialists spend much of their day in the field investigating projects, documenting conditions, and noting violations of municipal ordinances



Implementation

Another important role of the Department of Planning + Urban Design is to assist with the realization of the community's vision.

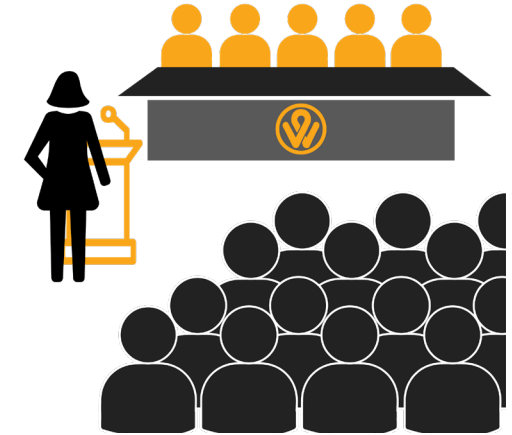
- **Strategic planning with community and neighborhood groups**
 - Build local capacity to realize meaningful, positive change
- **Coordination across UG Departments**
 - Bring relevant departments together to collaborate and execute projects
- **Advocacy**
 - Lift up the voices of those in need
- **Grant Writing and Support**
 - In some cases, a Planner can help your community apply for grants or provide letters of support



The Citizen Planner

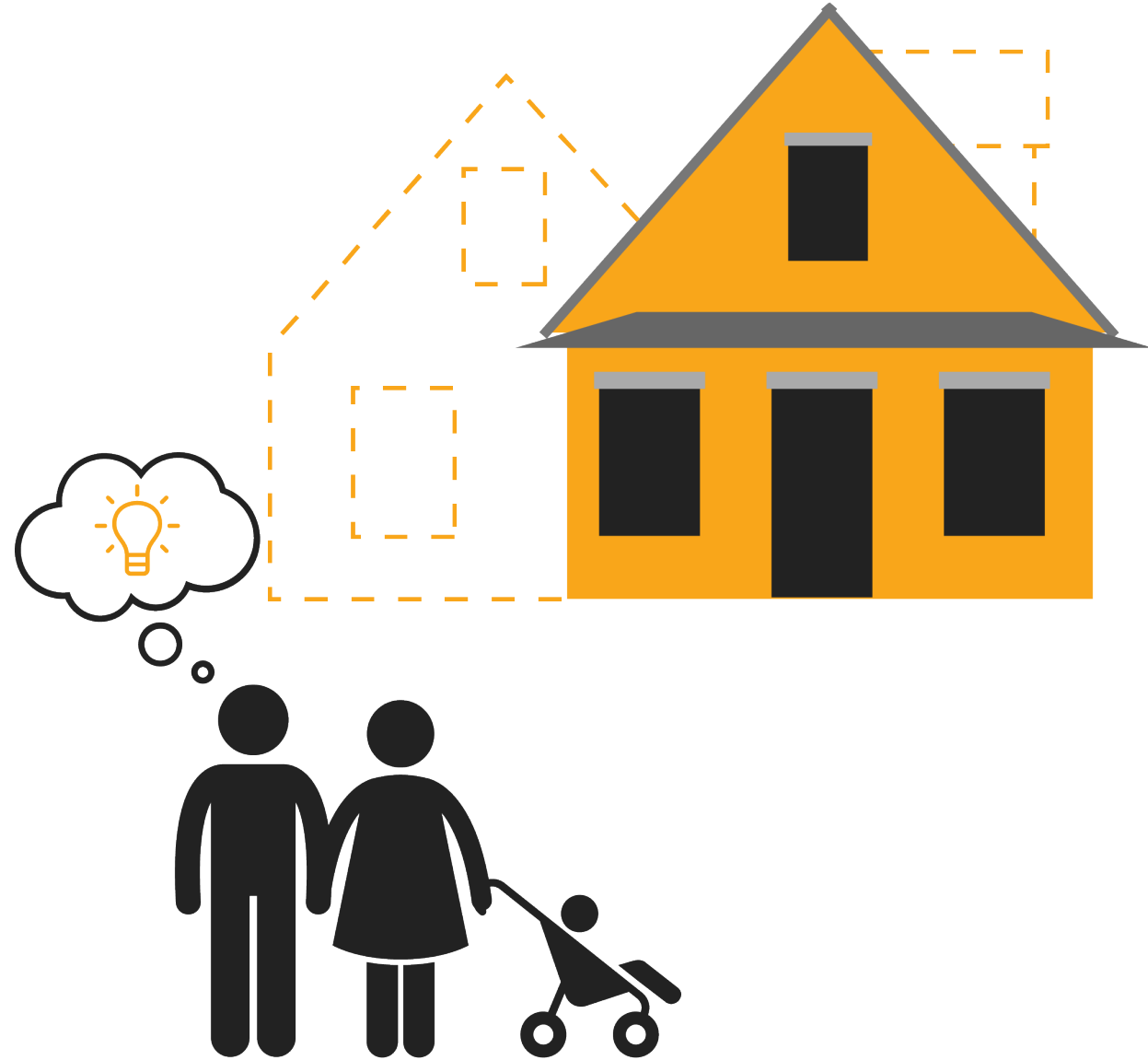
There are four primary reasons you may encounter Planning + Urban Design staff

- 1. If you plan on making changes to your property**
- 2. If a neighbor is planning on making changes to their property**
- 3. You live in an area subject to a long-range planning process**
- 4. Your property is in violation of a zoning regulation**



The Citizen Planner

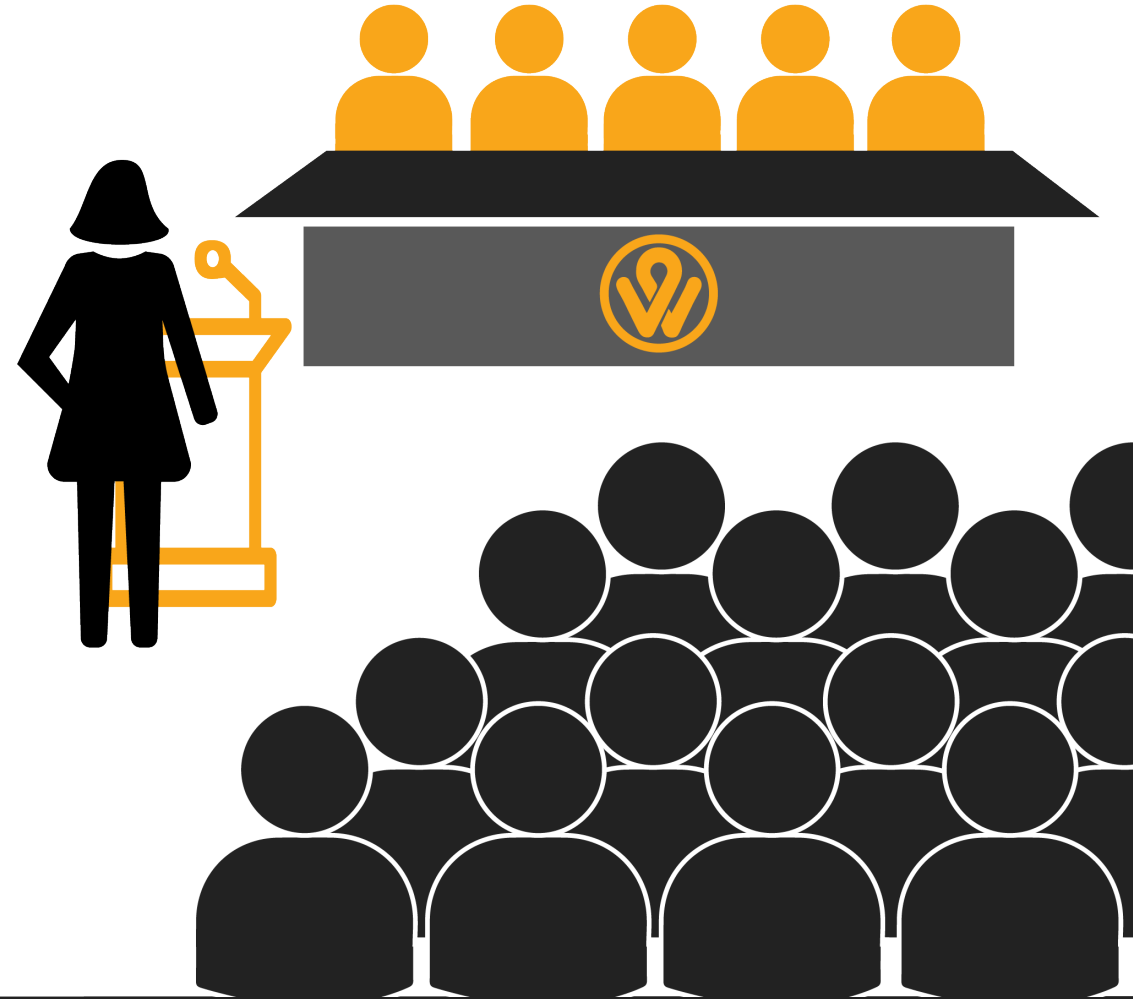
1. **If you plan on making changes to your property**
 - Contact the Department of Planning + Urban Design
 - A staff planner will work with you to **navigate the land entitlement process**
 - The staff planner will inform you of your rights and responsibilities
 - The staff planner is **not an advocate for your project**, but for the greater good, which is embedded in the master plan, zoning code, and other policies



The Citizen Planner

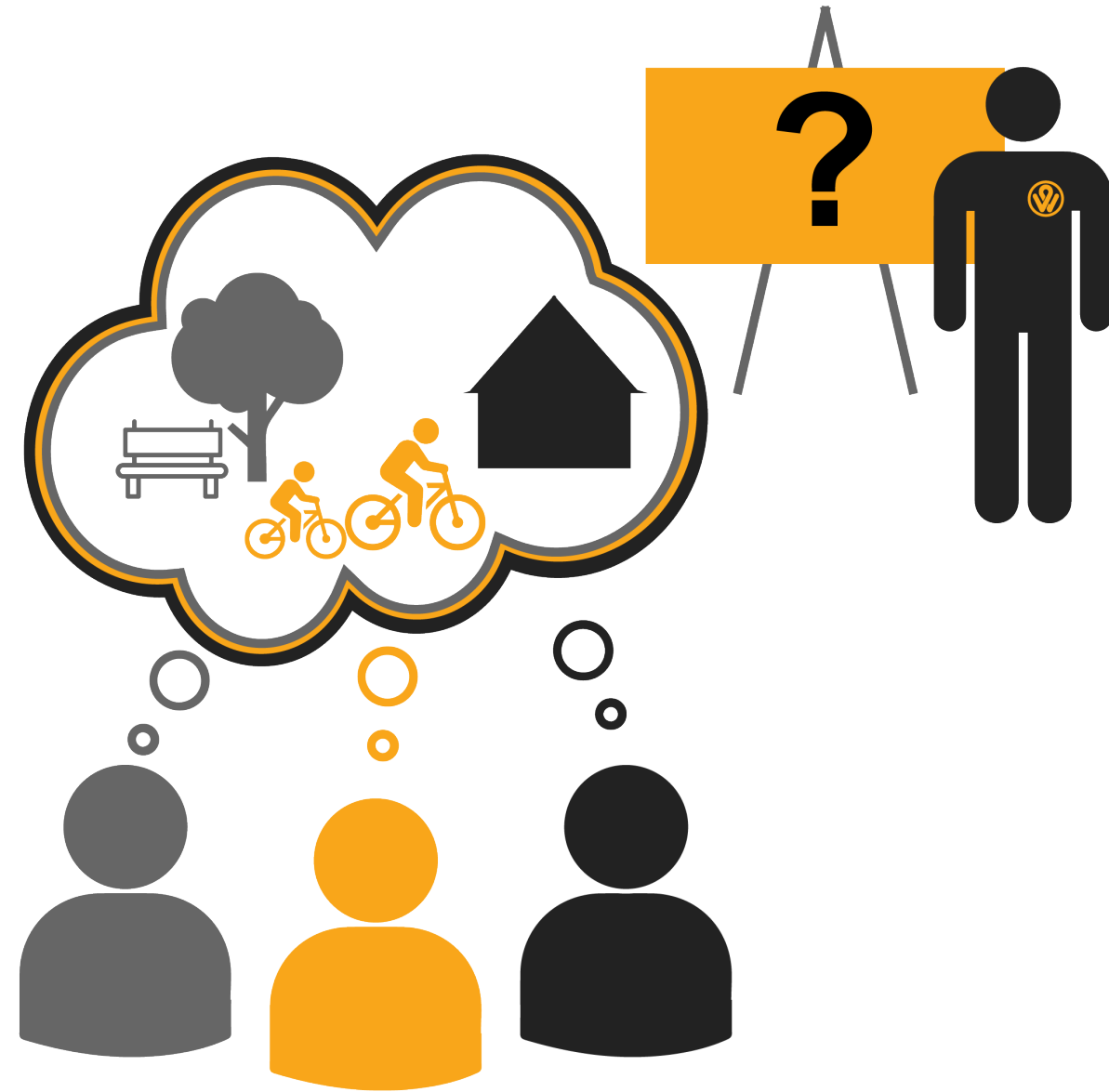
2. If a neighbor is planning on making changes to their property

- You will be notified by mail if you own property within 200 ft of a proposed project that requires action by the Board of Zoning Appeals or City Planning Commission and ultimately the Board of Commissioners
- You **are not required** to take any action
- You **are invited** to share your thoughts, whether for or against the project, at a meeting that is open to the public
- The notice will have details about when, how, and where the meeting will take place
- Written comments may also be sent to the Planning+ Urban Design Department and will be submitted on your behalf



The Citizen Planner

3. **You live in an area that is subject to a long-range planning process**
 - You will be invited and encouraged to provide input
 - This is your best opportunity to guide the future of your community
 - **Community leaders** may act as representative stakeholders throughout the long range planning process at:
 - Regular steering committee meetings
 - In-depth community conversations
 - Assist or lead the implementation efforts
 - **Your input may include:**
 - Responding to surveys
 - Participating in open-house events
 - Submitting your own thoughts and testimonials
 - Share your vision for your community



The Citizen Planner

4. If you are in violation of zoning regulations

- You will receive a **Notice of Violation**
- This Notice of Violation must be addressed, or you **risk an administrative citation (fine)**
- A Notice of Violation can be addressed in 2 ways
 - **By obtaining official approvals**
 - **Through the remediation or removal of the issue**
- Any enforcement officer can issue a Notice of Violation
 - **Zoning Enforcement Officers, Codes Enforcement Officers, Public Health Officers, Police Officers**



Become a Citizen-Planner Today!

Planning is not just a role for your municipal staff.

Anyone who is passionate about their community can help plan for its future.

Participate in citizen-led planning today:

- Engage with your neighborhood organization
- Keep an eye out for on-going planning efforts and make your voice heard by participating in them

Further Resources:

Unified Government Resources

[Department of Planning + Urban Design](#)

[Livable Neighborhoods](#)

[UG DOT Maps](#)

[311 Call Center](#)

Regional Planning Resources

[Mid-America Regional Council \(MARC\)](#)

[Kansas City Area Transportation Authority \(KCATA\)](#)

[BikeWalk KC](#)

Planning + Urban Design Resources

[American Planning Association](#) Org for professional planners

[Next City](#) Planning-focused media outlet

[CityLab](#) Planning-focused media outlet

[City Beautiful](#) Planning-focused YouTube channel

[Planetizen](#) Planning-focused media outlet

[The Urban Activist](#) Urban advocacy-focused media outlet

Recommendations from your Planner

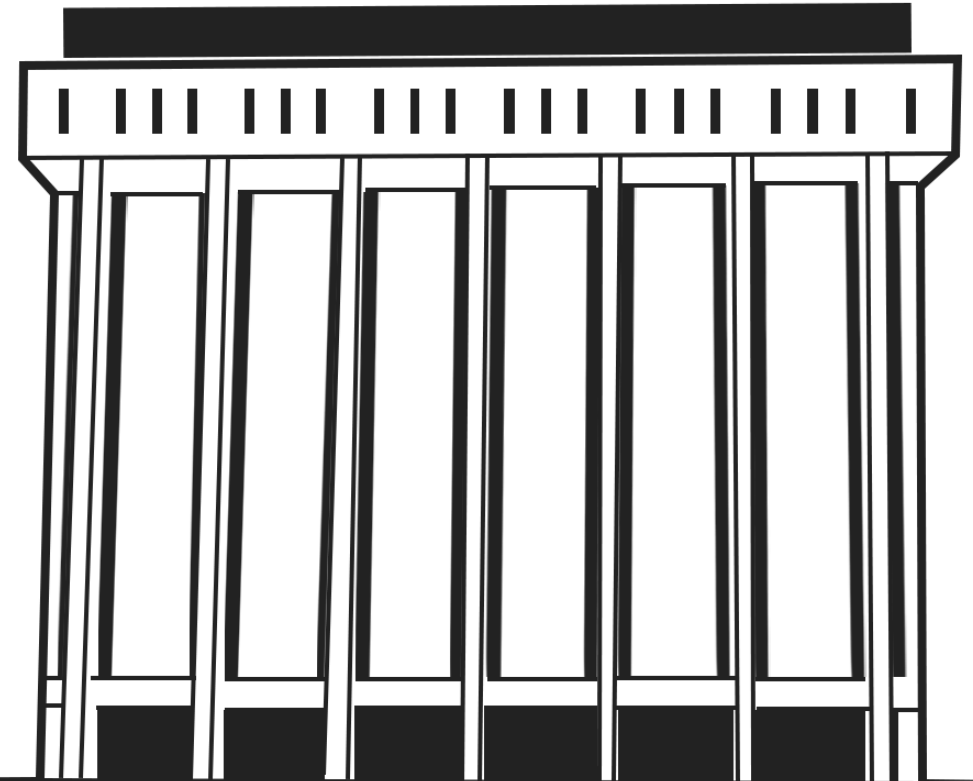
Sec. 27-200. - Staff review.



- (a) *Review by other departments and agencies.* The staff may forward copies of the application to various local, state and/or federal agencies and departments for their review and comment. The director may ask the reviewers to respond in writing or attend an application review meeting with the staff.
- (b) *Staff review.* The staff shall review the application and supporting information, and may do so in a meeting with the applicant and representatives of other agencies or departments, as described in subsection (a) of this section. After reviewing the information, staff shall prepare a report summarizing the information for the reviewing bodies and providing a recommendation for action and any proposed conditions. The applicant or other interested parties may obtain a copy of the staff report from the department of urban planning and land use three days prior to the hearing at which the application is scheduled to be heard.

(Code 1988, § 27-255; Ord. No. O-27-05, § 1, 3-24-2005)

- Fund Accela update, upgrade & ongoing maintenance
- Buy-in to Comprehensive Zoning Code Update
- Make all Inspectors Codes + Zoning; train and pay them more
- Hand-off floodplain coordination to Environmental Services
- SUP Home Occupation Code Update / SUPs in general
- Parking Standards Code Update
- STR Ordinance Code Update for World Cup 2026
- Think BIGGER



Office Administrator

Customer Service Administrator

Development Services Administrator

Enterprise Administrator

Executive Director

Chief Innovation Officer

Chief Sustainability Officer

Chief Urban Designer

Deputy Director of City & Regional Planning

City & Regional Planning Division

Neighborhood Section

- Principal Planner

Grants Writing

Planner

Community Development (CDBG)

- Senior Planner

- Associate Planner

- Associate Planner

Historic Preservation Section

- Senior Planner

Business License Section

- Permit Technician

- Licensing Specialist

Deputy Director of Customer Service

One-Stop Shop Division

Development Liaison Section

- Development Specialist

- Development Specialist

- Development Specialist

- Development Specialist

- Development Specialist

Entitlements Section

- Principal Planner

- Senior Planner

- Associate Planner

Deputy Director of Development Services

Development Services Division

Building Permits Section

- Principal Planner

Compliance Section

- Code Enforcement Specialist

- Code Enforcement Specialist

- Code Enforcement Specialist

- Code Enforcement Specialist

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Construction Management Section

- Building Code Inspector

- Building Code Inspector

- Building Code Inspector

- Building Code Inspector

- Building Code Inspector

- Building Code Inspector

- Building Code Inspector

- Building Code Inspector

Design Review Section

- Commercial Plans Examiner

- Residential Plans Examiner

- Traffic Plans Examiner

- Public Engineering Plans Examiner

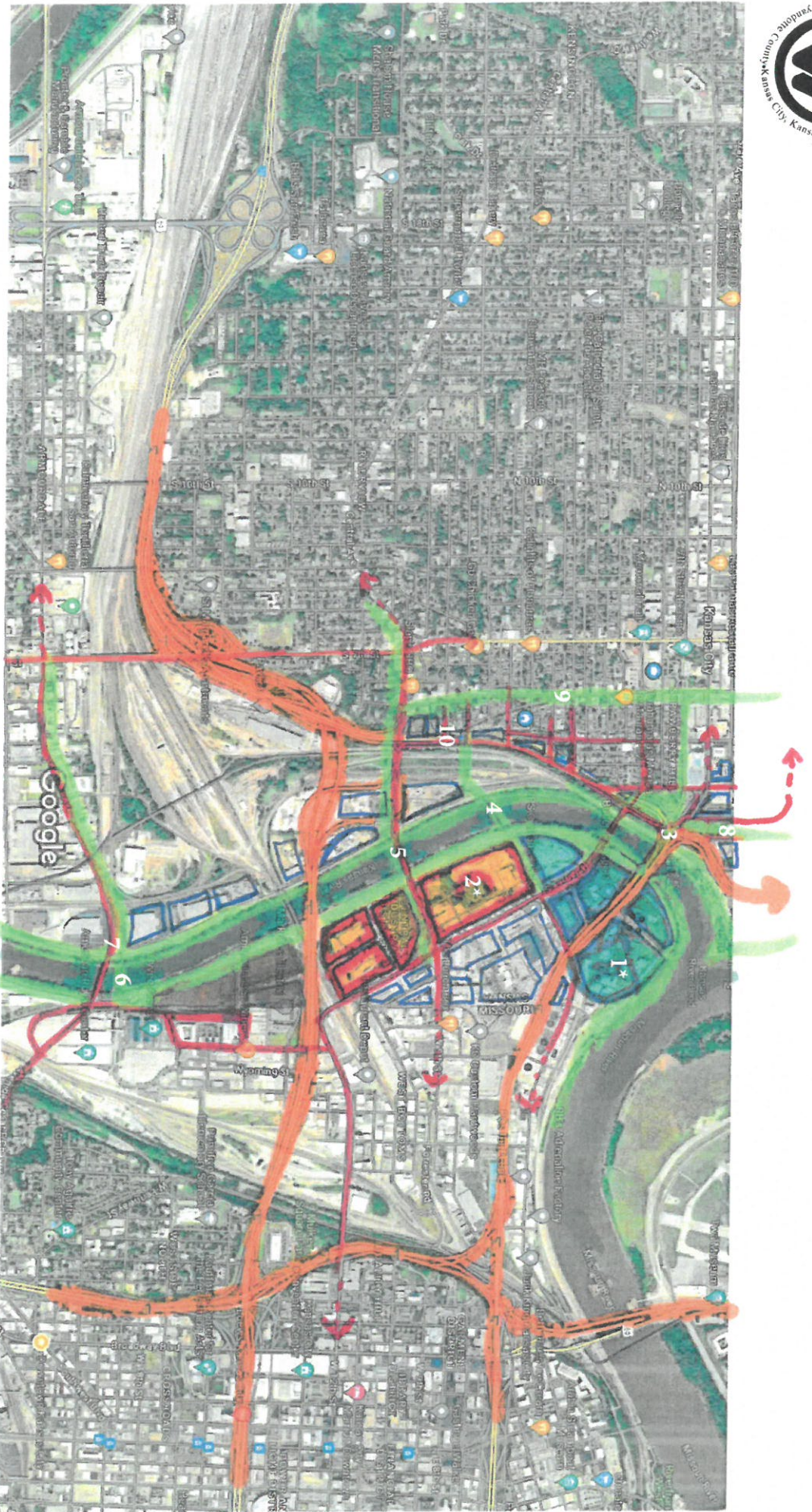
- Public Engineering Plans Examiner

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- Public Engineering Plans Examiner

Two-Rivers Stadium(s): A New Look at a Bi-State Sports Complex



LEGEND

1. New Royals Stadium (Home run across State Line!)*: Modernize and cap sewer treatment plants in KS and ideally MO (the cause of the odors)
2. New Arrowhead Stadium*
3. I-70 "Suicide Curve" Improvements: Transform scope of KDOT's planned \$70 million replacement to reintroduce Ferry Street and connect KCK back to the Kansas River
4. Reclaim Abandoned CSX/KCT Railroad Bridge: New bike/ped river crossing with opportunity to connect to Strawberry Hill
5. Central Avenue Bridge Replacement: Ongoing studies and grant requests to reconstruct multi-modal bridge as iconic gateway to and across Kansas River
6. Rock Island Bridge: Ongoing bike/ped river crossing to open Summer 2024
7. Kansas Avenue Bridge Replacement: Ongoing studies and grant requests to reconstruct multi-modal bridge with industrial supporting complete street redesign to Armourdale
8. Northeast KCK Heritage Trail Phase 1: Currently designing connection from American Riverfront Heritage Trail and Kaw Point to Jersey Creek (anticipated 2026 completion)
9. 6th Street Bike Boulevard: Currently designing streetscape and stormwater enhancements to connect Central Avenue corridor to American Riverfront Heritage Trail
10. Private Redevelopment Opportunity Sites: Mixed-use infill along the new Ferry Street (4th & Minnesota site) and larger riverfront sites in the Historic West Bottoms (Yards II+)

*Other possible stadium sites in the KCK urban core are the former Indian Springs Mall site and/or Quindaro Townsite