

CITY PLANNING COMMISSION
JUNE 9 2025
MINUTES

The City Planning Commission met in regular session on Monday, June 9, 2025, at 6:32 p.m., (Via Zoom Webinar and Commission Chamber of the Municipal Office Building) with the following members present: Jeff Carson, Chairman Presiding (Commission Chamber), Karen Jones, Vice-Chairman (Zoom), Brandie Armstrong (Zoom), Duane Beth (Commission Chamber), Beverly Easterwood (Zoom, in at 6:36), Jim Ernst (Zoom), Mark Mohler (Zoom), Mary Beth Schwartz (Zoom), Joseph Straws (Zoom), and Aaron Ward (Commission Chamber) (Absent: Miller).

Rodney Lucas, Executive Assistant to the County Administrator/Interim Planning Director, Rose Morris, Professional Assistant (Commission Chamber), Byron Toy, AICP, Lead Planner (Commission Chamber), Mari Mongil, Office Manager (Commission Chamber), Alan Howze, Assistant County Administrator (Commission Chamber), Wendy Green, Deputy Chief Counsel (Commission Chamber), and Michael Farley, Assistant Counsel (Commission Chamber), were also present.

Chairman Carson called the meeting to order at 6:32 p.m.

Secretary Morris read the Planning Commission Statement: "We would like to welcome those participating to the meeting of the City Planning Commission. The members are participating remotely by Zoom Webinar or in-person in the Commission Chamber. Mr. Jeff Carson is serving as chairman this evening.

Please note the following instructions for the meeting:

1. Planning Commission Members attending by Zoom please make sure you are visible during the meeting and use the raise your hand feature to speak. After Chairman Carson recognizes you, unmute your microphone and please state your name when you begin to speak. If you are in-person in the Commission Chamber, when Chairman Carson recognizes you, please state your name before speaking.
2. For those members of the public in attendance via Zoom or telephone, use the "raise your hand" feature when you want to speak on an issue. The Chairman will recognize you when it is your time to speak, unmute your microphone and state your name and address before giving your comments. If you are attending in person, please come to the microphone at the front of the room as the application is being called, and the Chairman will recognize you when it is your time to speak.
3. Proper meeting decorum is expected of all participating in the meeting and anyone who fails to act properly will be removed from the meeting. The City reserves the right to discontinue a meeting if any improper behavior occurs which prevents the uninterrupted conduct of business."

Reports start at 2:13:

RESOLUTION FOR MORATORIUM ON PARKING REQUIREMENTS

EAST OF I-635 - SYNOPSIS: A resolution for a moratorium on the minimum parking requirements for commercial properties and residential properties with less than six (6) June 9, 2025

units in a mixed-use setting for locations east of I-635.

Present in Support:

- Alan Howze, Presenter, Assistant County Administrator
- Wendy Green, Presenter, Deputy Chief Counsel
- Greg Kindle, President of the Wyandotte Economic Development Council
- Patrick Tuohey, Director of Policy for the Better Cities Project
- Dylan DelliSanti, with Cities Work
- James Molloy, 3550 Rainbow Boulevard, Kansas City, Kansas 66103

The Planning Commission directed their questions to Assistant County Administrator Howze and Deputy Chief Counsel Green

Present in Opposition:

- Rose Elits, 4th Street, Kansas City, Kansas

Motion starts at 58:37:

On motion by Commissioner Ward, seconded by Commissioner Jones, the Planning Commission voted as follows to **recommend APPROVAL:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0

Reports start at 1:01:50:

ORDINANCE ELIMINATING THE REQUIREMENT THAT LOWER-MEDIUM DENSITY RESIDENTIAL AREAS COMPLY WITH NARROW LOT DESIGN GUIDELINES IN THE NORTHEAST AREA - SYNOPSIS:

An ordinance amending the Northeast Area Master Plan to eliminate the requirement that Lower-Medium Density Residential Areas comply with Narrow Lot Design Guidelines within the Northeast Area.

Present in Support:

- Lavert Murray, Resident of Kansas City, Kansas
- Greg Kindle, President of the Wyandotte Economic Development Council

Present in Opposition:

- Kallie McLaughlin, 8th and Tauromee, Kansas City, Kansas
- James Molloy, 3550 Rainbow Boulevard, Kansas City, Kansas 66103, not in opposition to changing the guidelines, in favor of changing the wording to only apply to narrow lots
- Elnora Jefferson, Resident of Kansas City, Kansas, not in opposition, in support of more community input
- Neal Palmer, Resident of Kansas City, Kansas, not in opposition, in support of more community input

Motion starts at 1:38:45:

On motion by Commissioner Jones, seconded by Commissioner Schwartz, the Planning Commission voted as follows to **HOLD OVER this Item until the July 14, 2025 City**

Planning Commission meeting:

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	No
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to HOLD OVER Passed: 8 to 1

Reports start at 1:41:11:

ORDINANCE REGARDING THE DISCRETION OF THE PLANNING

DIRECTOR IN CERTAIN PLANNING MATTERS - SYNOPSIS: An ordinance to substitute the discretion of the County Administrator or his or her designee for the discretion of the Planning Director in certain matters in Chapter 27 of the Unified Government Code of Ordinances.

Present in Support:

- Jessie Villareal, North 67th Street, Kansas City, Kansas

Present in Opposition:

- James Molloy, 3550 Rainbow Boulevard, Kansas City, Kansas 66103
- Rose Elits, 4th Street, Kansas City, Kansas
- Kallie McLaughlin, 8th and Tauromee, Kansas City, Kansas
- Neal Palmer, Resident of Kansas City, Kansas

Staff Recommendation starts at 1:41:17: Interim Planning Director Lucas stated that Staff is amenable to a holdover as no one is here to present this Item.

Motion starts at 1:56:46:

On motion by Commissioner Ernst, seconded by Commissioner Jones, the Planning Commission voted as follows to **HOLD OVER this Item until the July 14th, 2025 City Planning Commission meeting:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to HOLD OVER Passed: 9 to 0

Secretary Morris continued, “The Planning Commission is a voluntary body of citizens, which will review each zoning proposal. For all change of zones, special use permits, vacations, and preliminary plan reviews on tonight’s agenda, the Planning Commission makes recommendations to the Unified Government Board of Commissioners, who will then make the final decisions on Thursday, **June 26, 2025**. For final plats and final plan reviews heard tonight, the Planning Commission’s decision is final and there will not be another hearing.

The format for this evening’s meeting is as follows:

1. The applicant will make the opening statement explaining the proposal. Please note that the applicant will be given fifteen (15) minutes to present their case. The fifteen (15) minutes includes the applicant, consultants, and other members of the applicant’s team.
2. Members of the Planning Commission will then address any questions they may have to the applicant. Any persons wishing to speak in favor will be called upon and allowed to do so at that time.
3. Then those persons in opposition will be called upon and allowed to make their statements and ask questions. Please note that each member of the public who wishes to speak will be given five (5) minutes to express their opinions. Time may not be shared between speakers.
4. A speaker may request to extend their time, and the Planning Commission may by two-thirds (2/3) majority vote extend any speaker’s time in five (5) minute increments.
5. The Chairman will ask for a show of hands of those persons in support and in opposition that do not wish to speak.
6. The applicant will then answer questions and make a closing statement.
7. The public hearing portion of the meeting will be closed, and the public will only be allowed to address the Commission if a question is directed to them.
8. The Planning Commission will discuss the application and make their recommendation.

If persons in opposition want to formally protest a change of zone or special use permit,
June 9, 2025

a means is available by a legal protest petition which can be obtained along with the necessary instructions, by emailing the Planning + Urban Design Department at planninginfo@wycokck.org tomorrow morning. Any application receiving a unanimous vote of recommendation by the Planning Commission will appear on the consent agenda of the Unified Government Board of Commissioners. Unless there is a request to remove an item from the consent agenda by the applicant, a member of the Unified Government Commission, or other interested parties, the Planning Commission's recommendation will be adopted. The consent agenda is heard at the beginning of the meeting at 7:00 p.m.

The Planning Commission will also have a consent agenda as part of their meeting this evening. The Consent Agenda is the first part of the agenda. Items on the Consent Agenda are Final Plats, Final Plans or Special Use Permit Renewals that have received a staff recommendation to approve. Unless there is a request to **REMOVE** an item from the Consent Agenda by the applicant, a member of the staff, a member of the Planning Commission or other interested parties, the staff recommendation on all the items on the Consent Agenda will be adopted by the Planning Commission at one time.

I will read a list of agenda items on the Consent Agenda, and when I have completed the list, the Chairman will ask if there are any requests to remove items. This is your time to use the raise your hand feature, be recognized, and request that an item be removed from the Consent Agenda if you do not agree with the staff's recommendation. If you are in the Commission Chamber, please come to the microphone, state your name and address and the item you want to remove from the Consent Agenda.

The Planning Commission is required to disclose contacts about any item on the Planning Commission Agenda. Before each item I will ask if any contacts have been made and members of the Commission will be asked to disclose those contacts.

Please note that your opinions will be forwarded to the Governing Body for their consideration in making a final decision on **Thursday, June 26, 2025, at 7:00 p.m.** I will now read the items on the **Consent Agenda**:

CONSIDERATION OF THE MAY 12 AND MAY 28, 2025 CITY PLANNING COMMISSION MINUTES.

SPECIAL USE PERMIT APPLICATION SP2025-029 - JESSICA MORENO-

SYNOPSIS: Renewal of a Special Use Permit (SP2023-121, expired April 18, 2025) for a short-term rental at 611 Douglas Avenue. Detailed Outline of Requested Action: The applicant, Jessica Moreno, is requesting a Renewal for a Short-Term Rental Special Use Permit to operate a short-term rental at 611 Douglas Avenue. This is not the owner's primary residence. This would be the first and only permitted short-term rental on the 600 block of Douglas Avenue.

PLAT APPLICATION PLAT2025-012 - WIL ANDERSON - SYNOPSIS: Final Plat (condominium) for one (1) lot for Rock Island Bridge at 0 Kansas Avenue. Detailed Outline of Requested Action: The applicant, Wil Anderson with BHC, is requesting a Final Plat (condominium) to create one (1) condominium lot for the Rock Island Bridge at 0 Kansas Avenue.

The items I have just read are on the Consent Agenda. At this time, does any member of the Commission wish to disclose any contact on any of the items? No one responded in the affirmative.

Please include the following items as part of the record for all of the Items on the Consent Agenda:

1. The City's currently adopted zoning and subdivision regulations;
2. The official zoning map for the area in question;
3. The City's currently adopted Master Plan for the area in question;
4. The staff report and attachments dated June 9, 2025;
5. The application and other documents, plans, pictures and maps submitted by the applicant in furtherance of the case and contained in the official file;
6. The Notice in the Wyandotte Echo for the Special Use Permit(s); and,
7. The Notices to property owners;

The Commission will vote to approve in one vote these items unless someone requests that an item be removed from the Consent Agenda."

Chairman Carson asked if anyone wanted to remove an item from the Consent Agenda. No one responded in the affirmative.

On motion by Commissioner Jones, seconded by Commissioner Easterwood, the Planning Commission voted as follows to **recommend APPROVAL** of the Items on the Consent Agenda:

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0

Subject to:

SP2025-029:

- 1. Maximum number of guests shall be five (5);**
- 2. All parking must be off-street, maximum number of vehicles is two (2). No STR renters or guests may park on-street;**
- 3. The applicant must keep a current annual Business License/Occupation Tax Receipt and Kansas State Lodging Tax;**
- 4. Applicant must post a copy of the Ordinance granting permission to operate the short-term rental, the expiration date of the Special Use Permit, a copy of the Occupational Tax Receipt, and the property manager's contact information within the entrance of the area that is rented;**
- 5. Applicant is to maintain liability insurance;**

6. The property must remain in proper maintenance and free of hazards, pests, or infestations;
7. The granting of this Special Use Permit does not transfer with a change of ownership of the property;
8. Must provide a manual/welcome packet that lists all rules, including “No Parties, etc.” This manual must inform guests that the Unified Government enforces this policy and must include the contact information for Host Compliance: 913-246-5133 (phone number), and www.hostcompliance.com/tips (website);
9. Per Section 27-723(a), no sign (including the structure or sign surface) shall be erected, installed, altered, relocated, rebuilt, or refaced until the Unified Government issues a sign permit. Only those signs permitted in this division shall be granted a sign permit. Contact the Department of Planning and Urban Design at (913) 573-5750 or signpermits@wycokck.org to begin this process;
10. If approved, occupying businesses must file and maintain a current business occupation tax application with the Business Licensing Division. Their office is located at the Neighborhood Resource Center, 4953 State Avenue, Kansas City, KS 66102. Their contact information is (913) 573-8780 or businesslicense@wycokck.org;
11. A building permit is required for the construction of a permanent structure greater than 120 square feet, for the expansion of or addition to an existing structure, and/or a change in the use of (i.e., change of occupancy) an existing structure. The applicant is required to contact the Building Inspection Division at (913) 573-8620 or by buildinginspection@wycokck.org to confirm if they need a building permit, and if so, must take it upon themselves to initiate the building permit process accordingly;
12. All existing and future driveways must feature curb cuts that are constructed to UG standards;
13. Applicant shall comply with Planning Engineering Comments for General Engineering, Erosion Control, Sanitary Sewer, Storm Drainage, Stormwater Quality, Streets, and Retaining Walls, or other requirements as applicable;
14. The Special Use Permit is not valid for the approved use to be in operation until all the conditions of approval are met. The Applicant acknowledges that both the property owner and the business owner are collectively responsible to ensure that the use of the property is compliant with all ordinances, conditions, and other requirements of this approval. Failure to meet all these requirements may result in revocation of this permit. The property may also be subject to enforcement actions and administrative citations;
15. Any business in Wyandotte County that is required to obtain any Special Use Permit shall be responsible to ensure that all vehicle parking or vehicle storage must occur entirely on private property of the same land parcel and be at all times be compliant with all applicable local ordinances [27-463 through 27-470; 27-592 through 27-616; 27-667 through 27-676; 35-468 through 35-492]. No such business shall use the public right of way for any business operation. Any shared parking with another property is only allowed by a properly executed legal document that has been filed with the Unified Government and ratified by the City Planning Commission. Failure

- to comply at all times with parking regulations will result in municipal summons, administrative citation, or revocation of the Special Use Permit;
16. Approval of this case by the Board of Commissioners, and the conditions of approval contained herein, has been granted independent of any and all covenants, conditions, and restrictions (CC&R) of the plat or subdivision within which the subject property is located. It is the responsibility and duty of the applicant and/or landowner to ensure that the real or constructive operation of any use allowed under this Special Use Permit, or any portion thereof, does not violate the applicable and enforceable CC&R of the plat or subdivision within which the subject property is located;
 17. The Special Use Permit shall be valid for (2) years from the publication of the associated Ordinance. The Applicant is solely responsible for renewing their Special Use Permit. The Applicant should contact the Planning and Urban Design Department no less than two (2) months prior to the expiration of the permit to begin the renewal process. Any application for renewal that is submitted after the expiration date will be considered a new application with the associated application fee and approval term. If the renewal deadline is not met, all operations must cease until such time as a new Special Use Permit is approved; and,
 18. Subject to approval, a \$125.00 ordinance publication fee must be submitted to the Planning and Urban Design Department (checks made payable to the Unified Treasurer) within 30 days following the Unified Government Board of Commissioners meeting. If a check is not submitted within 30 days, the petition becomes invalid. The approval will not go into effect until the ordinance is published in the newspaper.
 19. Substantive action towards the completion of all conditions of approval herein must commence within six (6) months of approval unless otherwise determined by the Director of Planning or their designee. Regardless, all conditions of approval must be fulfilled within one (1) year of approval by the Unified Government Board of Commissioners. The failure to satisfy all conditions of approval after one (1) year will result in automatic termination of this Special Use Permit.

PLAT2025-012:

1. When the mylars are submitted to Staff to be recorded, submit the following fees:
 - a. \$32.00 per page payable to the Register of Deeds; and,
 - b. \$7.00 per lot payable to the Unified Treasurer;
2. Utility easements shall connect with easements established in adjoining properties;
3. Utility easements shall be denoted on the plat where utilities are being provided for the bridge;
4. Section 27-317(a) Electrical power, telephone service, and cable television shall be provided by underground wiring for all new wiring; and,
5. Applicant shall comply with Planning Engineering comments for General Engineering, Erosion Control, Sanitary Sewer, Storm Drainage, Stormwater Quality, Streets, and Retaining Walls, or other requirements as applicable.

Chairman Carson stated that the Special Use Permit application will be heard by the Unified Government Board of Commissioners on **June 26, 2025**, at 7:00 p.m.

Hearing starts at 2:05:36:

CHANGE OF ZONE APPLICATION COZ2025-009 – MICHAEL HEITMANN –

SYNOPSIS: Change of Zone from R-1 Single-Family and R-2 Two-Family to RP-1 Planned Single-Family District for an event venue and short-term rental, Sauer Castle, at 935 Shawnee Road, 945 Shawnee Road, and 911 Shawnee Road (in conjunction with MPL2025-006, SP2025-031, PLAT2025-011, and PR2025-016). Detailed Outline of Requested Action: The applicant, Michael Heitmann with Sauer Castle, LLC, is requesting a Change of Zone from R-1 Single Family and R-2 Two Family Districts to R-1 Single Family District, a Master Plan Amendment from Low Density Residential to Low Density Mixed Use, a Preliminary and Final Plat for one (1), a Final Development Plan and Special Use Permit to remodel Sauer Castle and its grounds to operate an event venue 911, 935, and 945 Shawnee Road.

MASTER PLAN AMENDMENT APPLICATION MPL2025-006 - MICHAEL

HEITMANN- SYNOPSIS: Master Plan Amendment from Low-Density Residential to Low-Density Mixed-Use within the Rosedale Area Plan for an event venue and short-term rental at Sauer Castle at 935 Shawnee Road, 945 Shawnee Road, and 911 Shawnee Road.

SPECIAL USE PERMIT APPLICATION SP2025-031 - MICHAEL HEITMANN-

SYNOPSIS: Special Use Permit for a wedding and event venue with lodging, live entertainment, short-term rental, and alcohol in excess of food sales at Sauer Castle, at 935 Shawnee Road, 945 Shawnee Road, and 911 Shawnee Road.

PLAT APPLICATION PLAT2025-011 - MICHAEL HEITMANN - SYNOPSIS:

Preliminary and Final Plat for Sauer Castle for one (1) lot at 935 Shawnee Road, 945 Shawnee Road, and 911 Shawnee Road.

PLAN REVIEW APPLICATION PR2025-016 - MICHAEL HEITMANN - SYNOPSIS:

Final Plan Review for an event venue at Sauer Castle at 935 Shawnee Road, 945 Shawnee Road, and 911 Shawnee Road.

The following items were included as part of the record for this case:

1. The City's currently adopted zoning and subdivision regulations;
2. The official zoning map for the area in question;
3. The City's currently adopted Master Plan for the area in question;
4. The staff report and attachments dated June 9, 2025;
5. The application and other documents, plans, pictures and maps submitted by the applicant in furtherance of the case and contained in the official file;
6. The Notice in the Wyandotte Echo; and,
7. The Notices to property owners;

Recording Secretary Morris asked if the Commission had any contact to disclose on this application. No one responded in the affirmative.

Present in Support:

- Ben Bigham, representing the Applicant, Polsinelli Law Firm, 900 West 48th Place, Kansas City, Missouri 64112
- Angie Gaebler, President of STRATA Architecture + Preservation, Architect for June 9, 2025

- Sauer Castle, 3681 West 127th Place, Leawood, Kansas 66209
- Mike Heitmann, Applicant, 3715 Shawnee Mission Parkway, Fairway, Kansas 66205
- Neal Palmer, Resident of Kansas City, Kansas
- Lisa Walker Yaeger, 1st District, Kansas City, Kansas

Present in Opposition:

- Daniel Serda, 1815 South Mill Terrace, Kansas City, Kansas 66103, traffic concerns about Shawnee Road
- James Bailey, 910 Shawnee Road, Kansas City, Kansas 66103

Staff Recommendation starts at 2:31:01: Lead Planner Byron Toy stated that Staff will confer with Public Works in regards to future improvements to Shawnee Road. Staff recommends approval, modifying Condition #29 to be applied to the short-term rental aspect of the property to last for two (2) years and adding Condition #32 to address the event space use of the property to last for seven (7) years.

Motion starts at 2:33:16:

On motion by Commissioner Jones, seconded by Commissioner Easterwood, the Planning Commission voted as follows to **recommend APPROVAL of MPL2025-006:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0

Subject to:

1. The granting of this Special Use Permit does not transfer with a change of ownership of the property;
2. For the 7 bedroom, four (4) bathroom Caretaker's House, the maximum number of guests shall be 15;
3. All parking must be off-street, maximum number of vehicles is 7. No STR renters or guests may park on the street;
4. The applicant must keep a current annual Business License/Occupation Tax Receipt and Kansas State Lodging Tax;
5. Applicant must post a copy of the Ordinance granting permitting to operate the short-term rental, the expiration date of the Special Use Permit, a copy of the Occupation Tax Receipt, and the property manager's contact information within the entrance of the area that is rented;
6. Applicant is to maintain liability insurance;
7. The property must remain in proper maintenance and free of hazards, pests, or infestations;

8. Must provide a manual/welcome packet that lists all rules, including “No Parties, etc.” This manual must inform guests that the Unified Government enforces this policy and must include the contact information for Host Compliance: 913-246-5133 (phone number), and www.hostcompliance.com/tips (website);
9. As stated by the applicant’s representative, all events including live entertainment/music will cease by 11:00 PM;
10. No amplified speakers are allowed in outdoor spaces, except for times specifically designated for entertainment;
11. Any illumination that results from an entertainment event shall not be seen or otherwise impact adjacent residential uses;
12. All trash, litter and debris shall be picked up after each event;
13. Install and maintain a row dense hedges or shrubs along the northern head-in parking stalls abutting Shawnee Road to screen vehicle headlights from shining onto adjacent single-family homes across Shawnee Road;
14. Regarding BPU transformer screening, the following applies:
 - a. Gate doors are required for all types of screening that are placed in front of the transformers.
 - b. Fence pickets shall be installed two (2) feet off the ground and have adequate clearance to open gate door 180° and have 10 feet of clearance from pad when gate doors open.
 - c. Posts for gate doors must be installed a minimum distance of 10 feet apart in the front.
 - d. For slats fences, customers shall install a minimum of four (4) inch slats and have four (4) inches of space between each slat.
 - e. Customers must take into account the maturity size of the evergreen tree when planting saplings so that the trees can grow outside of the required clearance for evergreen trees, customer shall plant each tree so that there is two (2) feet or more of space from edge to edge between each tree at maturity (e.g., blue arrow juniper grows up to two (2) feet wide, so there shall be four (4) feet of spacing between each tree taking into account the growth of saplings).
 - f. Pad must have a minimum clearance of six (6) feet on each, three (3) feet on the back and five (5) feet on the front allowing for 10 feet on the front when gate doors open;
15. Section 27-699(b)(5) states that all outside bins or trash container areas must be completely enclosed by an architectural screen to a height not less than the height of the bin or container. No trash enclosures may be located in required yards adjacent to street right-of-way. In commercially and industrially zoned areas where the trash container will not be visible from off the property due to other screening or topographic conditions and will not be visible from public parking or pedestrian areas on the site, such trash bin screening need not be provided. In industrially zoned areas where the trash container will not be visible from residential property and where such containers are kept directly alongside the building and in a well-kept manner, such screening need not be provided;
16. All exterior lighting, whether mounted on a building or within a parking lot must be hooded or controlled to direct light 90 degrees downward. No light may cast light or glare off the property or onto the public street;
17. Per Section 27-723(a), no sign (including the structure or sign surface) shall be erected, installed, altered, relocated, rebuilt, or refaced until the

- Unified Government issues a sign permit. Only those signs permitted in this division shall be granted a sign permit. Contact the Department of Planning and Urban Design at (913) 573-5750 or signpermits@wycokck.org to begin this process;
18. If approved, the applicant may need additional licenses or permits for safe and proper operation. The approval of this application does not mitigate the need for additional licenses as this application is for Zoning approval only;
 19. If approved, occupying businesses must file and maintain a current business occupation tax application with the Business Licensing Division. Their office is located at the Neighborhood Resource Center, 4953 State Avenue, Kansas City, KS 66102. Their contact information is (913) 573-8780 or businesslicense@wycokck.org;
 20. A building permit is required for the construction of a permanent structure greater than 120 square feet, for the expansion of or addition to an existing structure, and/or a change in the use of (i.e., change of occupancy) an existing structure. The applicant is required to contact the Building Inspection Division at (913) 573-8620 or by buildinginspection@wycokck.org to confirm if they need a building permit, and if so, must take it upon themselves to initiate the building permit process accordingly;
 21. All existing and future driveways must feature curb cuts that are constructed to UG standards;
 22. A Right-of-Way Permit is required. The applicant is required to contact the Public Works Department at (913) 573-5311 or by info@wycokck.org to confirm if they need a right-of-way permit, and if so, must take it upon themselves to initiate the permit process accordingly;
 23. Applicant shall comply with Planning Engineering Comments for General Engineering, Erosion Control, Sanitary Sewer, Storm Drainage, Stormwater Quality, Streets, and Retaining Walls, or other requirements as applicable;
 24. Improvements that include land disturbance activity on greater than one (1) acre of surface area of land or include the construction or alteration of a structure 1,000 square feet or larger shall require a land disturbance permit issued by the Unified Government and shall be compliant with all applicable local ordinances and State Statutes and Regulations (Article XIV, Sections 8-610 through 8-618). Land disturbance fees shall be processed by UG Public Works during the Land Disturbance/Site Development application. The Land Disturbance permit and all applicable Public Works permits can be obtained from the Public Works Department, 701 North 7th Street, Kansas City, KS 66101, (913) 573-5700. With the issuance of the Land Disturbance Permit, a grading permit is required and issued by the Building Inspections Division, Neighborhood Resource Center, 4953 State Avenue, Kansas City, KS 66102, (913) 573-8620;
 25. A Pre-Construction meeting is required for any improvements to public infrastructure upon the approval and issuance of a Development Review Committee (DRC) permit. Any improvements to, construction or alteration of: sanitary systems, stormwater systems, public or private streets, sidewalks or other public infrastructure will require a pre-construction meeting with the Department of Public Works. The applicant is required to

- contact the County Engineer at (913) 573-5400 or by info@wycokck.org prior to construction to arrange this meeting;
26. The Special Use Permit is not valid for the approved use to be in operation until all the conditions of approval are met. The Applicant acknowledges that both the property owner and the business owner are collectively responsible to ensure that the use of the property is compliant with all ordinances, conditions, and other requirements of this approval. Failure to meet all these requirements may result in revocation of this permit. The property may also be subject to enforcement actions and administrative citations;
27. Any business in Wyandotte County that is required to obtain any Special Use Permit shall be responsible to ensure that all vehicle parking or vehicle storage must occur entirely on private property of the same land parcel and at all times be compliant with all applicable local ordinances [27-463 through 27-470; 27-592 through 27-616; 27-667 through 27-676; 35-468 through 35-492]. No such business shall use the public right of way for any business operation. Any shared parking with another property is only allowed by a properly executed legal document that has been filed with the Unified Government and ratified by the City Planning Commission. Failure to comply at all times with parking regulations will result in municipal summons, administrative citation, or revocation of the Special Use Permit;
28. Approval of this case by the Board of Commissioners, and the conditions of approval contained herein, has been granted independent of any and all covenants, conditions, and restrictions (CC&R) of the plat or subdivision within which the subject property is located. It is the responsibility and duty of the applicant and/or landowner to ensure that the real or constructive operation of any use allowed under this Special Use Permit, or any portion thereof, does not violate the applicable and enforceable CC&R of the plat or subdivision within which the subject property is located;
29. The Special Use Permit for the short-term rental shall be valid for two (2) years from the publication of the associated Ordinance. The Applicant is solely responsible for renewing their Special Use Permit. The Applicant should contact the Planning and Urban Design Department no less than two (2) months prior to the expiration of the permit to begin the renewal process. Any application for renewal that is submitted after the expiration date will be considered a new application with the associated application fee and approval term. If the renewal deadline is not met, all operations must cease until such time as a new Special Use Permit is approved.
(Amended by the City Planning Commission.)
30. Subject to approval, a \$125.00 ordinance publication fee must be submitted to the Planning and Urban Design Department (checks made payable to the Unified Treasurer) within 30 days following the Unified Government Board of Commissioners meeting. If a check is not submitted within 30 days, the petition becomes invalid. The approval will not go into effect until the ordinance is published in the newspaper,
31. Substantive action towards the completion of all conditions of approval herein must commence within six (6) months of approval unless otherwise determined by the Director of Planning or their designee. Regardless, all conditions of approval must be fulfilled within one (1) year of approval by the Unified Government Board of Commissioners. The failure to satisfy all

conditions of approval after one (1) year will result in automatic termination of this Special Use Permit; and,

32. The Special Use Permit for the event space shall be valid for seven (7) years from the publication of the associated Ordinance. The Applicant is solely responsible for renewing their Special Use Permit. The Applicant should contact the Planning and Urban Design Department no less than two (2) months prior to the expiration of the permit to begin the renewal process. Any application for renewal that is submitted after the expiration date will be considered a new application with the associated application fee and approval term. If the renewal deadline is not met, all operations must cease until such time as a new Special Use Permit is approved.

(Added by the City Planning Commission.)

Motion starts at 2:34:05:

On motion by Commissioner Easterwood, seconded by Commissioner Jones, the Planning Commission voted as follows to **recommend APPROVAL of COZ2025-009:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0
Subject to the above conditions.

Motion starts at 2:35:20:

On motion by Commissioner Jones, seconded by Commissioner Easterwood, the Planning Commission voted as follows to **recommend APPROVAL of SP2025-031 amending condition #29 and adding condition #32:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0
Subject to the above conditions.

Motion starts at 2:36:29:

On motion by Commissioner Jones, seconded by Commissioner Easterwood, the Planning Commission voted as follows to **APPROVE PLAT2025-011:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0
Subject to the above conditions.

Motion starts at 2:37:19:

On motion by Commissioner Jones, seconded by Commissioner Easterwood, the Planning Commission voted as follows to **APPROVE PR2025-016:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to APPROVE Passed: 9 to 0
Subject to the above conditions.

Hearing starts at 2:38:22:

CHANGE OF ZONE APPLICATION COZ2025-010 - BOB LAYTON - SYNOPSIS:

Change of Zone from A-G Agriculture District to R-1 Single-Family District for a residential subdivision at 2623 South 69th Street (in conjunction with PLAT2025-014).

Detailed Outline of Requested Action: The applicant, Bob Layton with Allenbrand-Drews and Associates, is requesting a Change of Zone from A-G Agriculture District to R-1 Single Family District and a Preliminary and Final Plat to create two (2) residential lots on 8.65 acres at 2623 South 69th Street Kansas City, Kansas 66106.

PLAT APPLICATION PLAT2025-014 - BOB LAYTON - SYNOPSIS: Preliminary and Final Plat for a residential subdivision, Sotolar, at 2623 South 69th Street (in conjunction with COZ2025-010).

The following items were included as part of the record for this case:

1. The City's currently adopted zoning and subdivision regulations;
2. The official zoning map for the area in question;
3. The City's currently adopted Master Plan for the area in question;
4. The staff report and attachments dated June 9, 2025;
5. The application and other documents, plans, pictures and maps submitted by the applicant in furtherance of the case and contained in the official file;
6. The Notice in the Wyandotte Echo; and,
7. The Notices to property owners;

Recording Secretary Morris asked if the Commission had any contact to disclose on this application. No one responded in the affirmative.

Present in Support:

- Frank Sotolar, Property Owner, 2623 South 69th Street, Kansas City, Kansas 66106

Present in Opposition:

- No one appeared

Staff Recommendation starts at 2:40:26: Interim Planning Director Lucas stated that Staff recommends approval of this application.

Motion starts at 2:41:06:

On motion by Commissioner Ward, seconded by Commissioner Jones, the Planning Commission voted as follows to **recommend APPROVAL of COZ2025-010:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0

Subject to:

1. When the mylars are submitted to Staff to be recorded after the Final Plat, submit the following fees:
 - a. \$32.00 per page payable to the Register of Deeds; and,
 - b. \$7.00 per lot payable to the Unified Treasurer;
2. A building permit is required for the construction of a permanent structure greater than 120 square feet, for the expansion of or addition to an existing structure, and/or a change in the use of (i.e., change of occupancy) an existing structure. The applicant is required to contact the Building Inspection Division at (913) 573-8620 or by

buildinginspection@wycokck.org to confirm if they need a building permit, and if so, must take it upon themselves to initiate the building permit process accordingly;

3. All existing and future driveways must feature curb cuts that are constructed to UG standards;
4. A Right-of-Way Permit is required. The applicant is required to contact the Public Works Department at (913) 573-5311 or by info@wycokck.org to confirm if they need a right-of-way permit, and if so, must take it upon themselves to initiate the permit process accordingly;
5. Improvements that include land disturbance activity on greater than one (1) acre of surface area of land or include the construction or alteration of a structure 1,000 square feet or larger shall require a land disturbance permit issued by the Unified Government and shall be compliant with all applicable local ordinances and State Statutes and Regulations (Article XIV, Sections 8-610 through 8-618). Land disturbance fees shall be processed by UG Public Works during the Land Disturbance/Site Development application. The Land Disturbance permit and all applicable Public Works permits can be obtained from the Public Works Department, 701 North 7th Street, Kansas City, KS 66101, (913) 573-5700. With the issuance of the Land Disturbance Permit, a grading permit is required and issued by the Building Inspections Division, Neighborhood Resource Center, 4953 State Avenue, Kansas City, KS 66102, (913) 573-8620;
6. Applicant shall comply with Planning Engineering Comments for General Engineering, Erosion Control, Sanitary Sewer, Storm Drainage, Stormwater Quality, Streets, and Retaining Walls, or other requirements as applicable; and,
7. Subject to approval, a \$125.00 ordinance publication fee must be submitted to the Planning and Urban Design Department (checks made payable to the Unified Treasurer) within 30 days following the Unified Government Board of Commissioners meeting. If a check is not submitted within 30 days, the petition becomes invalid. The approval will not go into effect until the ordinance is published in the newspaper.

Motion starts at 2:42:06:

On motion by Commissioner Ward, seconded by Commissioner Jones, the Planning Commission voted as follows to **recommend APPROVAL of PLAT2025-014:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0
Subject to the above conditions.

Hearing starts at 2:43:08:

CHANGE OF ZONE APPLICATION COZ2025-013 - PROPERTIES BY TRACY & WILMA HAYWARD - SYNOPSIS: Change of Zone from A-G Agriculture District to R Rural Residential District for a residential subdivision, Hayward Acres, at 9630 Nelson Avenue and 4321 North 97th Street (in conjunction with PLAT2025-013). Detailed Outline of Requested Action: The applicant, Properties by Tracy & Wilma Hayward, is requesting a Change of Zone from A-G Agriculture District to R Rural Residential District and a Final Plat to create three (3) residential lots at 9630 Nelson Lane and 4321 North 97th Street on 13.67 acres.

PLAT APPLICATION PLAT2025-013 - PROPERTIES BY TRACY & WILMA HAYWARD - SYNOPSIS: Final Plat for three (3) residential lots at 9630 Nelson Avenue and 4321 North 97th Street (in conjunction with COZ2025-013).

The following items were included as part of the record for this case:

1. The City's currently adopted zoning and subdivision regulations;
2. The official zoning map for the area in question;
3. The City's currently adopted Master Plan for the area in question;
4. The staff report and attachments dated June 9, 2025;
5. The application and other documents, plans, pictures and maps submitted by the applicant in furtherance of the case and contained in the official file;
6. The Notice in the Wyandotte Echo; and,
7. The Notices to property owners;

Recording Secretary Morris asked if the Commission had any contact to disclose on this application. No one responded in the affirmative.

Present in Support:

- Krystal Voth, representing the Applicant

Present in Opposition:

- No one appeared

Staff Recommendation starts at 2:45:31: Interim Planning Director Lucas stated that Staff recommends approval of this application.

Motion starts at 2:46:08:

On motion by Commissioner Ward, seconded by Commissioner Jones, the Planning Commission voted as follows to **recommend APPROVAL of COZ2025-013:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye

Miller **Not Present**

Mohler **Aye**

Schwartz **Aye**

Motion to recommend APPROVAL Passed: 9 to 0

Subject to:

- 1. When the mylars are submitted to Staff to be recorded, submit the following fees:**
 - a. \$32.00 per page payable to the Register of Deeds; and,**
 - b. \$21.00 for three (3) lots payable to the Unified Treasurer;**
- 2. Section 27-215h(4)a Final street, sanitary sewer, storm drainage and any other engineering plans shall be completely approved by the engineer prior to submitting the final plat to the Planning Commission. The Board of Public Utilities shall have indicated in writing prior to submission that any need water main extension agreement or any electrical distribution agreement has been executed by the development and that underground wiring will be provided unless otherwise provided as set out herein;**
- 3. Section 27-215(h)(2)c.13(iii) A final and complete set of protective covenants shall be submitted with the final plat and shall be recorded concurrently with the plat. No lot may be sold unless the covenants have been recorded. They may be included on the actual plat as appropriate. Such covenants shall have a life of not less than 50 years and shall contain: floor area requirements and a provision not allowing construction of a driveway with direct access onto a designated thoroughfare on a residential lot;**
- 4. Review the Prairie Delaware Piper Area Plan Residential Design Guidelines for residential building materials, architectural diversity, front loaded garages and identification features;**
- 5. The minimum habitable square footage (not including the garage) in Area 1 is 1,600 square feet;**
- 6. Primary materials for the fronts of homes should be: masonry, stucco, cement board, and wood siding;**
- 7. For side and rear building facades the use of horizontal lap siding and vertical lap vinyl (minimum 42 gauge) siding is acceptable;**
- 8. Include single-story elements such as porches, covered entries and second stories that have a set back from the first floor on two (2) story homes;**
- 9. The overall residential community should include multiple building elevation designs. One (1) front, side and rear building elevations should not be used more than 40% of the units;**
- 10. Front loaded garages should incorporate at least one (1) of the following guidelines to limit the dominance of garage doors on the front façade:**
 - a. Incorporate upper-level dormers above the garage, or,**
 - b. Design porches, stoops, and/or façades should protrude at least five (5) feet in front of the garage; or,**
 - c. Use trim, windows and other details to de-emphasize the visual impact of the garage in relation to the rest of the structure;**
- 11. All dwelling units within a new development must be provided with a basement or with a FEMA standard safe room constructed to standards for the protection of the occupants (FEMA Publication 320 or 361);**
- 12. Per Section 27-723(a), no sign (including the structure or sign surface) shall be erected, installed, altered, relocated, rebuilt, or refaced until the**

Unified Government issues a sign permit. Only those signs permitted in this division shall be granted a sign permit. Contact the Department of Planning and Urban Design at (913) 573-5750 or signpermits@wycokck.org to begin this process;

13. All exterior lighting, whether mounted on a building or within a parking lot must be hooded or controlled to direct light 90 degrees downward. No light may cast light or glare off the property or onto the public street. Lighting cannot exceed one (1) footcandle at the property line;
14. All utility connections, this includes green electrical boxes, and free-standing electrical meters must be screened with landscaping or an architecturally designed screen wall. All utilities mounted on the wall must be painted to match the building;
15. If approved, the applicant must file and maintain a current business occupation tax application with the Business Licensing Division. Their office is located at 4953 State Avenue, Kansas City, KS 66102. Their contact information is (913) 573-8780 or businesslicense@wycokck.org;
16. A building permit is required for the construction of a permanent structure greater than 120 square feet, for the expansion of or addition to an existing structure, and/or a change in the use of (i.e., change of occupancy) an existing structure. The applicant is required to contact the Building Inspection Division at (913) 573-8620 or by buildinginspection@wycokck.org to confirm if they need a building permit, and if so, must take it upon themselves to initiate the building permit process accordingly;
17. All existing and future driveways must feature curb cuts that are constructed to UG standards;
18. A Right-of-Way Permit is required. The applicant is required to contact the Public Works Department at (913) 573-5311 or by info@wycokck.org to confirm if they need a right-of-way permit, and if so, must take it upon themselves to initiate the permit process accordingly;
19. Applicant shall comply with Planning Engineering Comments for General Engineering, Erosion Control, Sanitary Sewer, Storm Drainage, Stormwater Quality, Streets, and Retaining Walls, or other requirements as applicable;
20. Improvements that include land disturbance activity on greater than one (1) acre of surface area of land or include the construction or alteration of a structure 1,000 square feet or larger shall require a land disturbance permit issued by the Unified Government and shall be compliant with all applicable local ordinances and State Statutes and Regulations (Article XIV, Sections 8-610 through 8-618). Land disturbance fees shall be processed by UG Public Works during the Land Disturbance/Site Development application. The Land Disturbance permit and all applicable Public Works permits can be obtained from the Public Works Department, 701 North 7th Street, Kansas City, KS 66101, (913) 573-5700. With the issuance of the Land Disturbance Permit, a grading permit is required and issued by the Building Inspection Division, Neighborhood Resource Center, 4953 State Avenue, Kansas City, KS 66102, (913) 573-8620;
21. A Pre-Construction meeting is required for any improvements to public infrastructure upon the approval and issuance of a Development Review Committee (DRC) permit. Any improvements to, construction or alteration of: sanitary systems, stormwater systems, public or private streets, sidewalks or other public infrastructure will require a pre-construction

meeting with the Department of Public Works. The applicant is required to contact the County Engineer at (913) 573-5400 or by info@wycokck.org prior to construction to arrange this meeting;

22. The Department of Planning + Urban Design shall not give approval for any final Certificate of Occupancy (CO) before the completion of all required work. The applicant, permit holder, and/or property owner shall complete all items required, including, but not limited to: Approved Plans, Codes, Ordinances, Zoning District Regulations, Planned District Requirements, Master Plan Requirements, all Design Guideline Requirements, Overlay District Requirements, and Requirements approved by the City Planning Commission and/or the UG Board of Commissioners. It is the collective responsibility of the applicant, permit holder, and property owner to ensure that any and all permits, land entitlements, deviations, or variances are obtained in advance of beginning of any work. As necessary, a landscape bond may be allowed, however, all other requirements must be completed prior to issuance of a Final CO; and,
23. Subject to approval, a \$125.00 ordinance publication fee must be submitted to the Planning and Urban Design Department (checks made payable to the Unified Treasurer) within 30 days following the Unified Government Board of Commissioners meeting. If a check is not submitted within 30 days, the petition becomes invalid. The approval will not go into effect until the ordinance is published in the newspaper.

Motion starts at 2:47:10:

On motion by Commissioner Ward, seconded by Commissioner Jones, the Planning Commission voted as follows to **APPROVE PLAT2025-013:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to APPROVE Passed: 9 to 0
Subject to the above conditions.

Hearing starts at 2:48:09:

SPECIAL USE PERMIT APPLICATION SP2024-116 - NADIA GRIFFITT WITH LATIN QUARTERS - SYNOPSIS: Special Use Permit for a drinking establishment with live entertainment and events at 508 Kansas Avenue. Detailed Outline of Requested Action:

The applicant, Nadia Griffitt, is requesting a Special Use Permit to operate a drinking establishment with live entertainment and events at 508 Kansas Avenue. The applicant has operated at the location since approximately 2016 under various business names, now Latin Quarters. The building owner, Israel Mendez, has operated at the location as early as 2008, but joined the Applicant as a business officer with the formation of Latin

Quarters in 2016.

The following items were included as part of the record for this case:

1. The City's currently adopted zoning and subdivision regulations;
2. The official zoning map for the area in question;
3. The City's currently adopted Master Plan for the area in question;
4. The staff report and attachments dated June 9, 2025;
5. The application and other documents, plans, pictures and maps submitted by the applicant in furtherance of the case and contained in the official file;
6. The Notice in the Wyandotte Echo; and,
7. The Notices to property owners;

Recording Secretary Morris asked if the Commission had any contact to disclose on this application. No one responded in the affirmative.

Present in Support:

- Israel Mendez, Applicant, 15529 Floyd Street, Overland Park, Kansas 66204
- Nadia Griffitt, Applicant, 15529 Floyd Street, Overland Park, Kansas 66204

Present in Opposition:

- No one appeared

Staff Recommendation starts at 2:50:40: Interim Planning Director Lucas stated Staff recommends approval of this application.

Motion starts at 2:51:14:

On motion by Commissioner Ward, seconded by Commissioner Easterwood, the Planning Commission voted as follows to **recommend APPROVAL of SP2024-116 for two (2) years:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0

Subject to:

1. **As stated by the Applicant and co-business owner, Israel Mendez, the first floor is to be used as a restaurant, drinking establishment in conjunction with live entertainment and events. The second floor is exclusively for an apartment;**

2. The parking lot on the east side of the building shall be reserved for the 32 parking spaces associated with the approved site plan for parking with the 2017 variance (BOZA 2330);
3. The parking lot must be striped in accordance with the 2017 approved site plan;
4. The 2025 active rental license for the second floor apartment shall be renewed annually with the Rental Licensing Division. Their office is located at the Neighborhood Resource Center, 4953 State Avenue, Kansas City, KS 66102. Their contact information is (913) 573-8649 or rentallicensing@wycokck.org;
5. All non-authorized signage shall be removed or permitted accordingly;
6. All drinking establishment functions, live entertainment and events must cease by 2:00 AM daily and shall be in accordance with local and State regulations;
7. Doors and windows must stay closed during any entertainment performance;
8. Must comply with Unified Government Security Ordinance (Chapter 4, Article II Division 1, Sec 4-104,f), including:
 - a. Must have at least one (1) security personnel stationed at the door at all times that is able to monitor any required parking area. Additional security guards may be required depending on the building capacity;
 - b. Patrons are not allowed to loiter in their vehicles. If so determined, they will be asked to leave;
 - c. An I.D. scanner will be used at all times;
 - d. At closing time, all security personnel will begin from a designated area to move patrons towards the exit and then to their vehicles.
9. No amplified speakers or entertainment is allowed in outdoor spaces;
10. Any illumination that results from an entertainment event shall not be seen or otherwise impact adjacent residential uses;
11. Per Section 27-723(a), no sign (including the structure or sign surface) shall be erected, installed, altered, relocated, rebuilt, or refaced until the Unified Government issues a sign permit. Only those signs permitted in this division shall be granted a sign permit. Contact the Department of Planning and Urban Design at (913) 573-5750 or signpermits@wycokck.org to begin this process;
12. If approved, occupying businesses must file and maintain a current business occupation tax application with the Business Licensing Division. Their office is located at the Neighborhood Resource Center, 4953 State Avenue, Kansas City, KS 66102. Their contact information is (913) 573-8780 or businesslicense@wycokck.org;
13. A building permit is required for the construction of a permanent structure greater than 120 square feet, for the expansion of or addition to an existing structure, and/or a change in the use of (i.e., change of occupancy) an existing structure. The applicant is required to contact the Building Inspections Division at (913) 573-8620 or by buildinginspection@wycokck.org to confirm if they need a building permit, and if so, must take it upon themselves to initiate the building permit process accordingly;
14. All existing and future driveways must feature curb cuts that are constructed to UG standards;

15. Applicant shall comply with Planning Engineering Comments for General Engineering, Erosion Control, Sanitary Sewer, Storm Drainage, Stormwater Quality, Streets, and Retaining Walls, or other requirements as applicable;
16. If approved, the Applicant may need additional licenses or permits for safe and proper operation. The approval of this application does not mitigate the need for additional licenses as this application is for Zoning approval only;
17. The Special Use Permit is not valid for the approved use to be in operation until all the conditions of approval are met. The Applicant acknowledges that both the property owner and the business owner are collectively responsible to ensure that the use of the property is compliant with all ordinances, conditions, and other requirements of this approval. Failure to meet all these requirements may result in revocation of this permit. The property may also be subject to enforcement actions and administrative citations;
18. Any business in Wyandotte County that is required to obtain any Special Use Permit shall be responsible to ensure that all vehicle parking or vehicle storage must occur entirely on private property of the same land parcel and be at all times be compliant with all applicable local ordinances [27-463 through 27-470; 27-592 through 27-616; 27-667 through 27-676; 35-468 through 35-492]. No such business shall use the public right of way for any business operation. Any shared parking with another property is only allowed by a properly executed legal document that has been filed with the Unified Government and ratified by the City Planning Commission. Failure to comply at all times with parking regulations will result in municipal summons, administrative citation, or revocation of the Special Use Permit.
19. Approval of this case by the Board of Commissioners, and the conditions of approval contained herein, has been granted independent of any and all covenants, conditions, and restrictions (CC&R) of the plat or subdivision within which the subject property is located. It is the responsibility and duty of the applicant and/or landowner to ensure that the real or constructive operation of any use allowed under this Special Use Permit, or any portion thereof, does not violate the applicable and enforceable CC&R of the plat or subdivision within which the subject property is located;
20. The Special Use Permit shall be valid for two (2) years from the publication of the associated Ordinance. The Applicant is solely responsible for renewing their Special Use Permit. The Applicant should contact the Planning and Urban Design Department no less than two (2) months prior to the expiration of the permit to begin the renewal process. Any application for renewal that is submitted after the expiration date will be considered a new application with the associated application fee and approval term. If the renewal deadline is not met, all operations must cease until such time as a new Special Use Permit is approved;
21. Subject to approval, a \$125.00 ordinance publication fee must be submitted to the Planning and Urban Design Department (checks made payable to the Unified Treasurer) within 30 days following the Unified Government Board of Commissioners meeting. If a check is not submitted within 30 days, the petition becomes invalid. The approval will not go into effect until the ordinance is published in the newspaper; and,
22. Substantive action towards the completion of all conditions of approval herein must commence within six (6) months of approval unless otherwise

determined by the Director of Planning or their designee. Regardless, all conditions of approval must be fulfilled within one (1) year of approval by the Unified Government Board of Commissioners. The failure to satisfy all conditions of approval after one (1) year will result in automatic termination of this Special Use Permit.

Hearing starts at 2:52:14:

SPECIAL USE PERMIT APPLICATION SP2025-024 - TODD GEARHEART - SYNOPSIS: Special Use Permit for short-term rental at 7832 Kansas Avenue. Detailed Outline of Requested Action: The applicant, Todd Gearheart, is requesting a Special Use Permit to operate a short-term rental at AirBnB. This is not the owner’s primary residence. This would be the first and only permitted short-term rental on the block at 7832 Kansas Avenue, Kansas City, Kansas 66111.

The following items were included as part of the record for this case:

- 1. The City’s currently adopted zoning and subdivision regulations;
- 2. The official zoning map for the area in question;
- 3. The City’s currently adopted Master Plan for the area in question;
- 4. The staff report and attachments dated June 9, 2025;
- 5. The application and other documents, plans, pictures and maps submitted by the applicant in furtherance of the case and contained in the official file;
- 6. The Notice in the Wyandotte Echo; and,
- 7. The Notices to property owners;

Recording Secretary Morris asked if the Commission had any contact to disclose on this application. No one responded in the affirmative.

Present in Support:

- Todd Gearheart, Applicant, 1405 South 80th Street, Kansas City, Kansas 66111

Present in Opposition:

- No one appeared

Staff Recommendation starts at 2:53:56: Interim Planning Director Lucas stated that Staff recommends approval of this application.

Motion starts at 2:54:24:

On motion by Commissioner Ward, seconded by Commissioner Schwartz, the Planning Commission voted as follows to **recommend APPROVAL of SP2025-024 for one (1) year:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye

Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0

Subject to:

- 1. The maximum number of guests shall be 7;**
- 2. All parking must be off-street, the maximum number of vehicles is three (3). No STR renters or guests may park on-street;**
- 3. The applicant must keep a current annual Business License/Occupation Tax Receipt and Kansas State Lodging Tax;**
- 4. Applicant must post a copy of the Ordinance granting permission to operate the short-term rental, the expiration date of the Special Use Permit, a copy of the Occupational Tax Receipt, and the property manager's contact information within the entrance of the area that is rented;**
- 5. Applicant is to maintain liability insurance;**
- 6. The property must remain in proper maintenance and free of hazards, pests, or infestations;**
- 7. The granting of this Special Use Permit does not transfer with a change of ownership of the property;**
- 8. Must provide a manual/welcome packet that lists all rules, including "No Parties, etc." This manual must inform guests that the Unified Government enforces this policy and must include the contact information for Host Compliance: 913-246-5133 (phone number), and www.hostcompliance.com/tips (website);**
- 9. Per Section 27-723(a), no sign (including the structure or sign surface) shall be erected, installed, altered, relocated, rebuilt, or refaced until the Unified Government issues a sign permit. Only those signs permitted in this division shall be granted a sign permit. Contact the Department of Planning and Urban Design at (913) 573-5750 or signpermits@wycokck.org to begin this process;**
- 10. If approved, occupying businesses must file and maintain a current business occupation tax application with the Business Licensing Division. Their office is located at the Neighborhood Resource Center, 4953 State Avenue, Kansas City, KS 66102. Their contact information is (913) 573-8780 or businesslicense@wycokck.org;**
- 11. A building permit is required for the construction of a permanent structure greater than 120 square feet, for the expansion of or addition to an existing structure, and/or a change in the use of (i.e., change of occupancy) an existing structure. The applicant is required to contact the Building Inspection Division at (913) 573-8620 or by buildinginspection@wycokck.org to confirm if they need a building permit, and if so, must take it upon themselves to initiate the building permit process accordingly;**
- 12. All existing and future driveways must feature curb cuts that are constructed to UG standards;**
- 13. Applicant shall comply with Planning Engineering Comments for General Engineering, Erosion Control, Sanitary Sewer, Storm Drainage, Stormwater Quality, Streets, and Retaining Walls, or other requirements as applicable;**
- 14. The Special Use Permit is not valid for the approved use to be in operation until all the conditions of approval are met. The Applicant acknowledges**

that both the property owner and the business owner are collectively responsible to ensure that the use of the property is compliant with all ordinances, conditions, and other requirements of this approval. Failure to meet all these requirements may result in revocation of this permit. The property may also be subject to enforcement actions and administrative citations;

15. Any business in Wyandotte County that is required to obtain any Special Use Permit shall be responsible to ensure that all vehicle parking or vehicle storage must occur entirely on private property of the same land parcel and be at all times be compliant with all applicable local ordinances [27-463 through 27-470; 27-592 through 27-616; 27-667 through 27-676; 35-468 through 35-492]. No such business shall use the public right of way for any business operation. Any shared parking with another property is only allowed by a properly executed legal document that has been filed with the Unified Government and ratified by the City Planning Commission. Failure to comply at all times with parking regulations will result in municipal summons, administrative citation, or revocation of the Special Use Permit;
16. Approval of this case by the Board of Commissioners, and the conditions of approval contained herein, has been granted independent of any and all covenants, conditions, and restrictions (CC&R) of the plat or subdivision within which the subject property is located. It is the responsibility and duty of the applicant and/or landowner to ensure that the real or constructive operation of any use allowed under this Special Use Permit, or any portion thereof, does not violate the applicable and enforceable CC&R of the plat or subdivision within which the subject property is located;
17. The Special Use Permit shall be valid for (1) year from the publication of the associated Ordinance. The Applicant is solely responsible for renewing their Special Use Permit. The Applicant should contact the Planning and Urban Design Department no less than two (2) months prior to the expiration of the permit to begin the renewal process. Any application for renewal that is submitted after the expiration date will be considered a new application with the associated application fee and approval term. If the renewal deadline is not met, all operations must cease until such time as a new Special Use Permit is approved;
18. Subject to approval, a \$125.00 ordinance publication fee must be submitted to the Planning and Urban Design Department (checks made payable to the Unified Treasurer) within 30 days following the Unified Government Board of Commissioners meeting. If a check is not submitted within 30 days, the petition becomes invalid. The approval will not go into effect until the ordinance is published in the newspaper;
19. Substantive action towards the completion of all conditions of approval herein must commence within six (6) months of approval unless otherwise determined by the Director of Planning or their designee. Regardless, all conditions of approval must be fulfilled within one (1) year of approval by the Unified Government Board of Commissioners. The failure to satisfy all conditions of approval after one (1) year will result in automatic termination of this Special Use Permit; and,
20. Subject to approval, a \$125.00 ordinance publication fee must be submitted to the Planning and Urban Design Department (checks made payable to the Unified Treasurer) within 30 days following the Unified Government Board of Commissioners meeting. If a check is not submitted within 30 days, the

petition becomes invalid. The approval will not go into effect until the ordinance is published in the newspaper.

Hearing starts at 2:55:24:

SPECIAL USE PERMIT APPLICATION SP2025-025 - DAVID DIAL - SYNOPSIS:

Special Use Permit for short-term rental at 4509 Garfield Avenue. Detailed Outline of Requested Action: The applicant, David Dial, is requesting a Special Use Permit to operate a short-term rental at AirBnB. This is not the owner's primary residence. This would be the first and only permitted short-term rental on the block at 4509 Garfield Ave, Kansas City, KS, 66102.

The following items were included as part of the record for this case:

1. The City's currently adopted zoning and subdivision regulations;
2. The official zoning map for the area in question;
3. The City's currently adopted Master Plan for the area in question;
4. The staff report and attachments dated June 9, 2025;
5. The application and other documents, plans, pictures and maps submitted by the applicant in furtherance of the case and contained in the official file;
6. The Notice in the Wyandotte Echo; and,
7. The Notices to property owners;

Recording Secretary Morris asked if the Commission had any contact to disclose on this application. No one responded in the affirmative.

Present in Support:

- David Dial, 4695 Calle De Vida, San Diego, California 92124

Present in Opposition:

- Pedro Espinoza, 4515 Garfield Avenue, Kansas City, Kansas 66102, not in opposition to the short-term rental, concerns with mowing crew.

Staff Recommendation starts at 3:01:19: Interim Planning Director Lucas stated that Staff recommends approval of this application.

Motion starts at 3:01:53:

On motion by Commissioner Ward, seconded by Commissioner Jones, the Planning Commission voted as follows to **recommend APPROVAL of SP2025-025 for one (1) year:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present

Mohler Aye

Schwartz Aye

Motion to recommend APPROVAL Passed: 9 to 0

Subject to:

1. Maximum number of guests shall be 7;
2. All parking must be off-street, maximum number of vehicles is three (3). No STR renters or guests may park on-street;
3. The applicant must keep a current annual Business License/Occupation Tax Receipt and Kansas State Lodging Tax;
4. Applicant must post a copy of the Ordinance granting permission to operate the short-term rental, the expiration date of the Special Use Permit, a copy of the Occupation Tax Receipt, and the property manager's contact information within the entrance of the area that is rented;
5. Applicant is to maintain liability insurance;
6. The property must remain in proper maintenance and free of hazards, pests, or infestations;
7. The granting of this Special Use Permit does not transfer with a change of ownership of the property;
8. Must provide a manual/welcome packet that lists all rules, including "No Parties, etc." This manual must inform guests that the Unified Government enforces this policy and must include the contact information for Host Compliance: 913-246-5133 (phone number), and www.hostcompliance.com/tips (website);
9. Per Section 27-723(a), no sign (including the structure or sign surface) shall be erected, installed, altered, relocated, rebuilt, or refaced until the Unified Government issues a sign permit. Only those signs permitted in this division shall be granted a sign permit. Contact the Department of Planning and Urban Design at (913) 573-5750 or signpermits@wycokck.org to begin this process;
10. If approved, occupying businesses must file and maintain a current business occupation tax application with the Business Licensing Division. Their office is located at the Neighborhood Resource Center, 4953 State Avenue, Kansas City, KS 66102. Their contact information is (913) 573-8780 or businesslicense@wycokck.org;
11. A building permit is required for the construction of a permanent structure greater than 120 square feet, for the expansion of or addition to an existing structure, and/or a change in the use of (i.e., change of occupancy) an existing structure. The applicant is required to contact the Building Inspection Division at (913) 573-8620 or by buildinginspection@wycokck.org to confirm if they need a building permit, and if so, must take it upon themselves to initiate the building permit process accordingly;
12. All existing and future driveways must feature curb cuts that are constructed to UG standards;
13. Applicant shall comply with Planning Engineering Comments for General Engineering, Erosion Control, Sanitary Sewer, Storm Drainage, Stormwater Quality, Streets, and Retaining Walls, or other requirements as applicable;
14. The Special Use Permit is not valid for the approved use to be in operation until all the conditions of approval are met. The Applicant acknowledges that both the property owner and the business owner are collectively responsible to ensure that the use of the property is compliant with all

- ordinances, conditions, and other requirements of this approval. Failure to meet all these requirements may result in revocation of this permit. The property may also be subject to enforcement actions and administrative citations;
15. Any business in Wyandotte County that is required to obtain any Special Use Permit shall be responsible to ensure that all vehicle parking or vehicle storage must occur entirely on private property of the same land parcel and be at all times be compliant with all applicable local ordinances [27-463 through 27-470; 27-592 through 27-616; 27-667 through 27-676; 35-468 through 35-492]. No such business shall use the public right of way for any business operation. Any shared parking with another property is only allowed by a properly executed legal document that has been filed with the Unified Government and ratified by the City Planning Commission. Failure to comply at all times with parking regulations will result in municipal summons, administrative citation, or revocation of the Special Use Permit;
 16. Approval of this case by the Board of Commissioners, and the conditions of approval contained herein, has been granted independent of any and all covenants, conditions, and restrictions (CC&R) of the plat or subdivision within which the subject property is located. It is the responsibility and duty of the applicant and/or landowner to ensure that the real or constructive operation of any use allowed under this Special Use Permit, or any portion thereof, does not violate the applicable and enforceable CC&R of the plat or subdivision within which the subject property is located;
 17. The Special Use Permit shall be valid for one (1) year from the publication of the associated Ordinance. The Applicant is solely responsible for renewing their Special Use Permit. The Applicant should contact the Planning and Urban Design Department no less than two (2) months prior to the expiration of the permit to begin the renewal process. Any application for renewal that is submitted after the expiration date will be considered a new application with the associated application fee and approval term. If the renewal deadline is not met, all operations must cease until such time as a new Special Use Permit is approved;
 18. Subject to approval, a \$125.00 ordinance publication fee must be submitted to the Planning and Urban Design Department (checks made payable to the Unified Treasurer) within 30 days following the Unified Government Board of Commissioners meeting. If a check is not submitted within 30 days, the petition becomes invalid. The approval will not go into effect until the ordinance is published in the newspaper.
 19. Substantive action towards the completion of all conditions of approval herein must commence within six (6) months of approval unless otherwise determined by the Director of Planning or their designee. Regardless, all conditions of approval must be fulfilled within one (1) year of approval by the Unified Government Board of Commissioners. The failure to satisfy all conditions of approval after one (1) year will result in automatic termination of this Special Use Permit.

Hearing starts at 3:02:55:

SPECIAL USE PERMIT APPLICATION SP2025-027 - WHITNEY PRESTON -

SYNOPSIS: Special Use Permit for keeping three (3) goats at a residential property at

3644 North 59th Street. Detailed Outline of Requested Action: The applicant, Whitney Preston, is requesting a Special Use Permit to keep three (3) goats at 3644 North 59th Street, Kansas City, Kansas 64104.

The following items were included as part of the record for this case:

1. The City's currently adopted zoning and subdivision regulations;
2. The official zoning map for the area in question;
3. The City's currently adopted Master Plan for the area in question;
4. The staff report and attachments dated June 9, 2025;
5. The application and other documents, plans, pictures and maps submitted by the applicant in furtherance of the case and contained in the official file;
6. The Notice in the Wyandotte Echo; and,
7. The Notices to property owners;

Recording Secretary Morris asked if the Commission had any contact to disclose on this application. No one responded in the affirmative.

Present in Support:

- Whitney Preston, Applicant, 3644 North 59th Street, Kansas City, Kansas 64104

Present in Opposition:

- No one appeared

Staff Recommendation starts at 3:04:39: Interim Planning Director Lucas stated that Staff recommends approval of this application.

Motion starts at 3:05:12:

On motion by Commissioner Ward, seconded by Commissioner Jones, the Planning Commission voted as follows to **recommend APPROVAL of SP2025-027 for two (2) years:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0

1. A fence needs to be installed to prevent the goats from straying onto neighboring properties;
2. Manure waste must be regularly removed and managed in a manner that prevents any odors or water runoff from affecting abutting properties;
3. The goats need an area for shelter;

4. The Special Use Permit will only permit the three (3) current approved goats. No additional goats may be introduced, including replacement in the event of a loss;
5. Per Section 27-723(a), no sign (including the structure or sign surface) shall be erected, installed, altered, relocated, rebuilt, or refaced until the Unified Government issues a sign permit. Only those signs permitted in this division shall be granted a sign permit. Contact the Department of Planning and Urban Design at (913) 573-5750 or signpermits@wycokck.org to begin this process;
6. A building permit is required for the construction of a permanent structure greater than 120 square feet, for the expansion of or addition to an existing structure, and/or a change in the use of (i.e., change of occupancy) an existing structure. The applicant is required to contact the Building Inspection Division at (913) 573-8620 or by buildinginspection@wycokck.org to confirm if they need a building permit, and if so, must take it upon themselves to initiate the building permit process accordingly;
7. All existing and future driveways must feature curb cuts that are constructed to UG standards;
8. Applicant shall comply with Planning Engineering Comments for General Engineering, Erosion Control, Sanitary Sewer, Storm Drainage, Stormwater Quality, Streets, and Retaining Walls, or other requirements as applicable;
9. Any property owner or business owner that is required to obtain a Special Use Permit for an entitlement to keep fowl or livestock animals as described in Section 27-593, or any other animal related activity as described in Section 27-593, is required to comply at all times with all the requirements of Chapter 7 and Chapter 27 of the Ordinances. This shall include all ordinance sections that relate to: the care, feeding, and keeping of animals; the proper housing, shelter, and restraint of animals from roaming at large; access to proper veterinary care; the operation and maintenance of land, property, and any building or structure related to animal keeping. The permit holder and the property owner are responsible to register any animal keeping activity with Kansas City, Kansas Animal Services, and to maintain annually that registration, and to arrange and participate in annual property and animal inspections with Kansas City, Kansas Animal Services;
10. The Special Use Permit is not valid for the approved use to be in operation until all the conditions of approval are met. The Applicant acknowledges that both the property owner and the business owner are collectively responsible to ensure that the use of the property is compliant with all ordinances, conditions, and other requirements of this approval. Failure to meet all these requirements may result in revocation of this permit. The property may also be subject to enforcement actions and administrative citations;
11. Any business in Wyandotte County that is required to obtain any Special Use Permit shall be responsible to ensure that all vehicle parking or vehicle storage must occur entirely on private property of the same land parcel and be at all times be compliant with all applicable local ordinances [27-463 through 27-470; 27-592 through 27-616; 27-667 through 27-676; 35-468 through 35-492]. No such business shall use the public right of way for any business operation. Any shared parking with another property is only

- allowed by a properly executed legal document that has been filed with the Unified Government and ratified by the City Planning Commission. Failure to comply at all times with parking regulations will result in municipal summons, administrative citation, or revocation of the Special Use Permit;
12. Approval of this case by the Board of Commissioners, and the conditions of approval contained herein, has been granted independent of any and all covenants, conditions, and restrictions (CC&R) of the plat or subdivision within which the subject property is located. It is the responsibility and duty of the applicant and/or landowner to ensure that the real or constructive operation of any use allowed under this Special Use Permit, or any portion thereof, does not violate the applicable and enforceable CC&R of the plat or subdivision within which the subject property is located;
 13. The Special Use Permit shall be valid for two (2) years from the publication of the associated Ordinance. The Applicant is solely responsible for renewing their Special Use Permit. The Applicant should contact the Planning and Urban Design Department no less than two (2) months prior to the expiration of the permit to begin the renewal process. Any application for renewal that is submitted after the expiration date will be considered a new application with the associated application fee and approval term. If the renewal deadline is not met, all operations must cease until such time as a new Special Use Permit is approved;
 14. Subject to approval, a \$125.00 ordinance publication fee must be submitted to the Planning and Urban Design Department (checks made payable to the Unified Treasurer) within 30 days following the Unified Government Board of Commissioners meeting. If a check is not submitted within 30 days, the petition becomes invalid. The approval will not go into effect until the ordinance is published in the newspaper; and,
 15. Substantive action towards the completion of all conditions of approval herein must commence within six (6) months of approval unless otherwise determined by the Director of Planning or their designee. Regardless, all conditions of approval must be fulfilled within one (1) year of approval by the Unified Government Board of Commissioners. The failure to satisfy all conditions of approval after one (1) year will result in automatic termination of this Special Use Permit.

Hearing starts at 3:06:03:

SPECIAL USE PERMIT APPLICATION SP2025-028 - KELLY SPENCER WITH CREATIVE TOTS CHILD CARE - SYNOPSIS: Special Use Permit for a daycare at 2515 Haskell Avenue. Detailed Outline of Requested Action: The applicant, Kelly Spencer, is requesting a Special Use Permit to operate a Daycare. This is not the owner's primary residence.

The following items were included as part of the record for this case:

1. The City's currently adopted zoning and subdivision regulations;
2. The official zoning map for the area in question;
3. The City's currently adopted Master Plan for the area in question;
4. The staff report and attachments dated June 9, 2025;
5. The application and other documents, plans, pictures and maps submitted by the applicant in furtherance of the case and contained in the official file;
6. The Notice in the Wyandotte Echo; and,

7. The Notices to property owners;

Recording Secretary Morris asked if the Commission had any contact to disclose on this application. No one responded in the affirmative.

Present in Support:

- Kelly Spencer, Applicant, 2515 Haskell Avenue, Kansas City, Kansas 66104

Present in Opposition:

- No one appeared

Staff Recommendation starts at 3:08:46: Interim Planning Director Lucas stated Staff recommends approval for this application.

Motion starts at 3:00:41:

On motion by Commissioner Ward, seconded by Commissioner Jones, the Planning Commission voted as follows to **recommend APPROVAL of SP2025-028 for one (1) year:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to recommend APPROVAL Passed: 9 to 0

Subject to:

1. Hours of operation shall be from 6:00 AM to 6:00 PM;
2. A maximum of 12 children shall be in the center;
3. Vehicles for drop off and pick up must park in the driveway;
4. If approved, the Applicant may need additional licenses or permits for safe and proper operation. The approval of this application does not mitigate the need for additional licenses as this application is for Zoning approval only;
5. Per Section 27-723(a), no sign (including the structure or sign surface) shall be erected, installed, altered, relocated, rebuilt, or refaced until the Unified Government issues a sign permit. Only those signs permitted in this division shall be granted a sign permit. Contact the Department of Planning and Urban Design at (913) 573-5750 or signpermits@wycokck.org to begin this process;
6. If approved, the applicant must file and maintained a current business occupation tax application with the Business Licensing Division. Their office is located at the Neighborhood Resource Center, 4953 State Avenue,

Kansas City, KS 66102. Their contact information is (913) 573-8780 or businesslicense@wycokck.org;

- 7. A building permit is required for the construction of a permanent structure greater than 120 square feet, for the expansion of or addition to an existing structure, and/or a change in the use of (i.e., change of occupancy) an existing structure. The applicant is required to contact the Building Inspection Division at (913) 573-8620 or by buildinginspection@wycokck.org to confirm if they need a building permit, and if so, must take it upon themselves to initiate the building permit process accordingly;**
- 8. All existing and future driveways must feature curb cuts that are constructed to UG standards;**
- 9. Applicant shall comply with Planning Engineering Comments for General Engineering, Erosion Control, Sanitary Sewer, Storm Drainage, Stormwater Quality, Streets, and Retaining Walls, or other requirements as applicable;**
- 10. The Special Use Permit is not valid for the approved use to be in operation until all the conditions of approval are met. The Applicant acknowledges that both the property owner and the business owner are collectively responsible to ensure that the use of the property is compliant with all ordinances, conditions, and other requirements of this approval. Failure to meet all these requirements may result in revocation of this permit. The property may also be subject to enforcement actions and administrative citations;**
- 11. Any business in Wyandotte County that is required to obtain any Special Use Permit shall be responsible to ensure that all vehicle parking or vehicle storage must occur entirely on private property of the same land parcel and be at all times be compliant with all applicable local ordinances [27-463 through 27-470; 27-592 through 27-616; 27-667 through 27-676; 35-468 through 35-492]. No such business shall use the public right of way for any business operation. Any shared parking with another property is only allowed by a properly executed legal document that has been filed with the Unified Government and ratified by the City Planning Commission. Failure to comply at all times with parking regulations will result in municipal summons, administrative citation, or revocation of the Special Use Permit;**
- 12. Approval of this case by the Board of Commissioners, and the conditions of approval contained herein, has been granted independent of any and all covenants, conditions, and restrictions (CC&R) of the plat or subdivision within which the subject property is located. It is the responsibility and duty of the applicant and/or landowner to ensure that the real or constructive operation of any use allowed under this Special Use Permit, or any portion thereof, does not violate the applicable and enforceable CC&R of the plat or subdivision within which the subject property is located;**
- 13. The Special Use Permit shall be valid for one (1) year from the publication of the associated Ordinance. The Applicant is solely responsible for renewing their Special Use Permit. The Applicant should contact the Planning and Urban Design Department no less than two (2) months prior to the expiration of the permit to begin the renewal process. Any application for renewal that is submitted after the expiration date will be considered a new application with the associated application fee and approval term. If the renewal deadline is not met, all operations must cease until such time as a new Special Use Permit is approved;**

14. Subject to approval, a \$125.00 ordinance publication fee must be submitted to the Planning and Urban Design Department (checks made payable to the Unified Treasurer) within 30 days following the Unified Government Board of Commissioners meeting. If a check is not submitted within 30 days, the petition becomes invalid. The approval will not go into effect until the ordinance is published in the newspaper.
15. Substantive action towards the completion of all conditions of approval herein must commence within six (6) months of approval unless otherwise determined by the Director of Planning or their designee. Regardless, all conditions of approval must be fulfilled within one (1) year of approval by the Unified Government Board of Commissioners. The failure to satisfy all conditions of approval after one (1) year will result in automatic termination of this Special Use Permit.

Hearing starts at 3:10:59:

PLAT APPLICATION PLAT2025-017 - KEITH CHISM - SYNOPSIS: Preliminary Plat to create one (1) lot for Lakeside Church at 2600 and 2618 North 91st Street. Detailed Outline of Requested Action: The applicant, Keith Chism with Lakeside Church, is requesting a Preliminary Plat for Lakeside Properties consolidate two (2) parcels into one (1) parcel to build a future 6,858 square foot building addition for a new sanctuary, classrooms, offices, restroom and lobby on 16.25 acres at 2600 and 2618 North 91st Street.

The following items were included as part of the record for this case:

1. The City's currently adopted zoning and subdivision regulations;
2. The official zoning map for the area in question;
3. The City's currently adopted Master Plan for the area in question;
4. The staff report and attachments dated June 9, 2025;
5. The application and other documents, plans, pictures and maps submitted by the applicant in furtherance of the case and contained in the official file;
6. The Notice in the Wyandotte Echo; and,
7. The Notices to property owners;

Recording Secretary Morris asked if the Commission had any contact to disclose on this application. No one responded in the affirmative.

Present in Support:

- Keith Chism, Applicant, 233 Southwest Ascot, Lee's Summit, Missouri 64082
- Laurie Hayes, Lakeside Church Administrator, 2735 Haskell Avenue, Kansas City, Kansas 66104

Present in Opposition:

- No one appeared

Staff Recommendation starts at 3:14:04: Interim Planning Director Lucas stated that Staff recommends approval of this application.

Motion starts at 3:14:45:

On motion by Commissioner Ward, seconded by Commissioner Jones, the Planning Commission voted as follows to **APPROVE PLAT2025-017:**

Carson	Chairman
Straws	Aye
Ward	Aye
Armstrong	Aye
Beth	Aye
Easterwood	Aye
Ernst	Aye
Jones	Aye
Miller	Not Present
Mohler	Aye
Schwartz	Aye

Motion to APPROVE Passed: 9 to 0

Subject to:

- 1. When the mylars are submitted to Staff to be recorded after the Final Plat, submit the following fees:
 - a. \$32.00 per page payable to the Register of Deeds; and,**
 - b. \$7.00 per lot payable to the Unified Treasurer;****
- 2. For the Final Plat: Section 27-215h(4)a Final street, sanitary sewer, storm drainage and any other engineering plans shall be completely approved by the engineer prior to submitting the final plat to the Planning Commission. The Board of Public Utilities shall have indicated in writing prior to submission that any needed water main extension agreement or any electrical distribution agreement has been executed by the development and that underground wiring will be provided unless otherwise provided as set out herein;**
- 3. A Final Development Plan is required to be submitted for the 6,858 square foot addition, which will require architectural and complete civil drawings;**
- 4. A Final Plat is required to be submitted following this Preliminary Plat;**
- 5. Maintain the natural grade and open space to the greatest extent possible;**
- 6. Utility easements shall connect with easements established in adjoining properties;**
- 7. Section 27-286 Subdivision proposals shall be designed to assure that all such proposals are consistent with the need to minimize flood damage, that all Public Utilities and facilities, such as sewer, gas, electric electrical and water systems are located, elevated and constructed to minimize or eliminate flood damage and that adequate drainage is provided so as to reduce exposure to flood hazards;**
- 8. Subdivision shall be designed in accordance with the standards established in Article XXII, Division V, Subdivision III of this Chapter;**
- 9. Section 27-314 Within the boundaries of a subdivision, sidewalks shall be installed by the subdivider on one side of all new local residential streets, and all trees that are segments of the major street system shall have sidewalks on both sides except in industrial areas and except in subdivisions zoned R Rural Residential. Sidewalks shall be no less than four (4) feet wide and be of Portland cement concrete and shall comply with the specifications of the Unified Government. Sidewalks shall be located in**

- the platted right-of-way abutting the property line. Walks shall be installed in pedestrian easements as may be required by the Planning Commission;
10. Section 27-317(a) Electrical power, telephone service, and cable television shall be provided by underground wiring for all new wiring;
 11. A building permit is required for the construction of a permanent structure greater than 120 square feet, for the expansion of or addition to an existing structure, and/or a change in the use of (i.e., change of occupancy) an existing structure. The applicant is required to contact the Building Inspection Division at 913-573-8620 or by buildinginspection@wycokck.org to confirm if they need a building permit, and if so, must take it upon themselves to initiate the building permit process accordingly;
 12. All existing and future driveways must feature curb cuts that are constructed to UG standards;
 13. A Right-of-Way Permit is required. The applicant is required to contact the Public Works Department at 913-573-5311 or by info@wycokck.org to confirm if they need a right-of-way permit, and if so, must take it upon themselves to initiate the permit process accordingly;
 14. Applicant shall comply with Planning Engineering comments for General Engineering, Erosion Control, Sanitary Sewer, Storm Drainage, Stormwater Quality, Streets, and Retaining Walls, or other requirements as applicable;
 15. Improvements that include land disturbance activity on greater than one (1) acre of surface area of land or include the construction or alteration of a structure 1,000 square feet or larger shall require a land disturbance permit issued by the Unified Government and shall be compliant with all applicable local ordinances and State Statutes and Regulations (Article XIV, Sections 8-610 through 8-618). Land disturbance fees shall be processed by UG Public Works during the Land Disturbance/Site Development application. The Land Disturbance permit and all applicable Public Works permits can be obtained from the Public Works Department, 701 North 7th Street, Kansas City, KS 66101, (913) 573-5700. With the issuance of the Land Disturbance Permit, a grading permit is required and issued by the Building Inspections Division, Neighborhood Resource Center, 4953 State Avenue, Kansas City, KS 66102, (913) 573-8620; and,
 16. Following the Final Plat and Final Plan Review, a Pre-Construction meeting is required for any improvements to public infrastructure upon the approval and issuance of a Development Review Committee (DRC) permit. Any improvements to, construction or alteration of: sanitary systems, stormwater systems, public or private streets, sidewalks or other public infrastructure will require a pre-construction meeting with the Department of Public Works. The applicant is required to contact the County Engineer at (913) 573-5400 or by info@wycokck.org prior to construction to arrange this meeting.

There being no further business, the meeting adjourned 9:47 p.m.