

MINUTES  
REGULAR MEETING  
PLANNING AND ZONING COMMISSION  
RIVERSIDE, MISSOURI

Thursday, January 24, 2008  
7:00 p.m.

The Planning and Zoning Commission for the City of Riverside, Missouri, met in regular session in the Board of Aldermen Chambers at City Hall, 2950 NW Vivion Road, Riverside, Missouri.

Chair Barbara Snyder called the meeting to order at 7:00 p.m. Answering roll call were Evelyn Poe, Harold Snoderley, Ray Uhl, Al Bowman, Barbara Snyder, Cheryl Melton, and Art Homer. Members absent: Raye Sanders, Aaron Locke, Mark Salyer, Mayor Kathy Rose and Stephen King. Also present: Jackie Carlson from Shafer Kline and Warren Inc. and Sarah Wagner, Administrative Clerk.

Approval of Minutes  
January 10, 2008

Commissioner Al Bowman made a motion to approve the minutes from January 10, 2008.

Commissioner Evelyn Poe seconded and the motion passed.

Major Change of Use  
Permit- JG Limited LLC-  
4255 NW Riverside Street

Jackie Carlson from Shafer, Kline and Warren Inc. gave a staff report to the Commission. She explained that the proposed use, warehousing/distribution, is a Tier III use per Unified Development Ordinance (UDO) Section 400.420. Therefore, the procedure for this Change of Use is a Major Change of Use Permit and will be reviewed by the Planning Commission and the Board of Aldermen. Additionally, because the proposed use is not permitted in the C-1 zoning district, the applicant is requesting the Board of Zoning Adjustment (BZA) grant a use variance. This request will go before the BZA on February 7, 2008. There is an existing 15,904 sq. ft. structure on the 0.85 acre site, which is currently vacant. The proposed business will utilize the entire facility to receive and sort merchandise, which will then be distributed. The site has adequate parking and the applicant is proposing no outdoor storage. Staff recommends approval of the Major Change of Use Permit contingent upon the variance grant from the Board of Zoning Adjustment.

Commissioner Cheryl Melton asked what sort of traffic the City could expect from this business.

Jeff Campbell from JG Limited LLC replied that every morning a tractor trailer will be at the facility and about five to six trucks during the day along with about 20 to 30 cars.

Commissioner Melton asked if the loading docks were off the front of the building.

Campbell replied that they were and the large trucks would load there, but the smaller vehicles would pull inside and load in the warehouse.

Commissioner Melton asked if the large trucks loading out front would block the street.

Campbell replied that they would not. There is enough room in front of the building for the trucks to pull off the road.

Commissioner Harold Snoderley asked if the merchandise meets UDO requirements.

Campbell replied that the business sorts T-shirts, cups, and similar merchandise for businesses to pick up and have their logos printed on them.

Commissioner Snoderley asked how many employees would work there.

Campbell replied that most of the employees are contracted.

Commissioner Snoderley asked what sort of checks the City has to make sure this Change of Use is still acting in accordance with what it was approved to do.

Carlson replied that a Change of Use Permit is different from a Special Use Permit. A Special Use Permit can be reviewed yearly. With a Change of Use Permit, once it is approved the only check is the business license the City issues yearly.

Commissioner Al Bowman moved to approve the Change of Use Permit for JG Limited LLC contingent upon the variance grant from the Board of Zoning Adjustment.

Commissioner Snoderley seconded and the motion passed.

Minor Change of Use  
Permit- Barbara Wheeler-  
3407 NW Vivion Road

Carlson gave a staff report to the Commission. She explained that the applicant, Barbara Wheeler, is requesting a Minor Change of Use Permit to allow a pet grooming business on the property at 3407 Vivion Road. There are two existing structures on the site. The applicant intends to utilize the small structure, which is currently vacant. The larger structure houses a mix of warehousing and office type uses. The site is zoned for industrial use which does permit this type of facility. The site also provides for ample parking. The UDO requires 21 parking spaces and this site has 29. At this time no signage or other alterations.

Chair Barbara Snyder asked if the applicant was planning any signage for the future are proposed.

Barbara Wheeler replied that she was planning on doing something in the future.

Commissioner Bowman asked if the building had to meet ADA requirements.

Carlson replied that it did not because customers just come to drop their pets off and do not stay.

Commissioner Ray Uhl asked if any animals were to be kept there overnight.

Wheeler replied that she would not house any animals there overnight.

Commissioner Melton moved to approve the Minor Change of Use Permit for Barbara Wheeler.

Commissioner Uhl seconded and the motion passed.

Adjournment

Commissioner Snoderley moved to adjourn.

Commissioner Bowman seconded and the meeting was adjourned.

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Sarah Wagner, Administrative Clerk