



**AGENDA
CITY OF HARRISONVILLE
BOARD OF ALDERMEN
REGULAR MEETING
CITY HALL
FEBRUARY 7, 2022
6:00 PM**

NOTE: In an attempt to limit exposure to the COVID-19 virus, this meeting of the Harrisonville Board of Aldermen is being conducted through a remote, online service. To attend this meeting, please dial 1-312-626-6799. The meeting access code is: 862-1299-8430 or visit >>

<https://us02web.zoom.us/j/86212998430?pwd=aEgxK1pld2FuVEZQVFVZZll1ZnJZQT09>

- 1. Call to Order**
 - A. Pledge of Allegiance**
 - B. Roll Call**
- 2. Ceremonial Matters**
 - A. National FFA Week Proclamation**
- 3. Approval of Minutes**
 - A. Board of Aldermen - Regular Meeting - Jan 18, 2022 6:00 PM**
 - B. Board of Aldermen - Work Session - Jan 18, 2022 6:30 PM**
- 4. Public Participation**
 - A. Agenda Request - Paul Mensching**
- 5. Agenda Items**
 - A. Council Bill 05: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AUTHORIZING THE CITY ADMINISTRATOR TO WAIVE INSPECTION AND PERMITTING FEES RELATED TO PROJECTS TO BE COMPLETED WITHIN THE HARRISONVILLE SCHOOL DISTRICT IN THE YEAR 2022.**

- B. Council Bill 06: A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI AUTHORIZING THE MAYOR TO PARTICIPATE AS A MEMBER OF THE CASS COUNTY CRIME COALITION.**
 - C. Public Hearing - R.V. Park 30 Day Stay to 180 Day Stay**
 - D. Council Bill 07: AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, AMENDING A SPECIAL USE PERMIT FOR THE RECREATIONAL VEHICLE PARK AT 700 PLAZA DRIVE.**
- 6. Aldermen and Committee Reports**
- 7. Report from the City Administrator**
 - A. December 2021 Municipal Court Report**
- 8. Questions from the Media**
- 9. Adjourn from Regular Session**

Posted on City Hall Bulletin Board this 3rd day of February 2022.

Daniel Barnett, City Clerk

Public participation during regular meetings of the Board of Aldermen shall be limited to those who have submitted a completed agenda request form. 2 Each person wishing to address the Board during regular meetings of the Board of Aldermen on a topic not on the agenda shall submit a completed agenda request form five (5) business days prior to the meeting the person wishes to address the Board. If the agenda request concerns a complex issue requiring staff research time, the opportunity to address the Board may be moved to a future meeting instead of the meeting immediately following the submission of the agenda request form. 3. Those that have submitted a completed agenda request form shall be limited to three (3) minutes to address the Board, this time cannot be yielded to another person and this time may be extended in three (3) minutes increments only upon a majority vote of the members of the Board of Aldermen, with each additional three (3) minute increment requiring an additional majority vote of the members of the Board of Aldermen.



NATIONAL FFA WEEK PROCLAMATION

Whereas, FFA and agricultural education provide a strong foundation for the youth of America and the future of food, fiber and natural resources systems; and

Whereas, FFA promotes premier leadership, personal growth and career success among its members; and

Whereas, agricultural education and FFA ensure a steady supply of young professionals to meet the growing needs in the science, business and technology of agriculture; and

Whereas, the FFA motto —“Learning to Do, Doing to Learn, Earning to Live, Living to Serve” —gives direction and purpose to these students who take an active role in succeeding in agricultural education; and

Whereas, FFA promotes citizenship, volunteerism, patriotism and cooperation.

Therefore, I do hereby designate the week of Feb. 19-26, 2022, as National FFA Week.

Mayor Judy Bowman

2-7-2022

**DRAFT****MINUTES****CITY OF HARRISONVILLE****BOARD OF ALDERMEN****REGULAR MEETING****VIA ZOOM****JANUARY 18, 2022****6:00 PM****HELD VIA ZOOM DUE TO RECENT EXPOSURES TO THE COVID-19 VIRUS****1. Call to Order**

The meeting was called to order at 6:00 PM by Mayor Judy Bowman.

A. Pledge of Allegiance

Attendee Name	Organization	Title	Status	Arrived
Bill Mills	Harrisonville	Board Member	Present	
Mike Zaring	Harrisonville	Board Member	Present	
Sandy Franklin	Harrisonville	Board Member	Present	
Dave Doerhoff	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Judy Reece	Harrisonville	Board Member	Present	
Gary Davidson	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Judy Bowman	Harrisonville	Mayor	Present	

Others present: City Administrator Brad Ratliff, Director of Administrative Services Jeremy Smith, City Attorney Debbie Moeller, Public Works Director/City Engineer Carl Brooks, Electric Department Superintendent Andy Pollard, Police Chief John Hofer, Community and Economic Development Director Jim Clarke, Building Official Chris Arthur, City Engineer Ted Martin and City Clerk Daniel Barnett - recording.

2. Ceremonial Matters

None.

3. Public Participation

None.

4. Approval of Minutes

A. Board of Aldermen - Regular Meeting - Jan 4, 2022 6:00 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Sandy Franklin, Board Member
SECONDER: Dave Doerhoff, Board Member
AYES: Mills, Zaring, Franklin, Doerhoff, Milner, Reece, Davidson, Turner

B. Board of Aldermen - Work Session - Jan 4, 2022 6:30 PM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Marcia Milner, Board Member
SECONDER: Mike Zaring, Board Member
AYES: Mills, Zaring, Franklin, Doerhoff, Milner, Reece, Davidson, Turner

C. Executive Session Minutes - January 4, 2022

Mayor Bowman informed the Board that since the meeting has been moved to ZOOM, the approval of the January 4, Executive Session Minutes will be tabled until the next in-person meeting of the Board of Aldermen.

5. Agenda Items

A. A RESOLUTION OF THE CITY OF HARRISONVILLE, MISSOURI, STATING INTENT TO SEEK FUNDING THROUGH THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND AUTHORIZING THE MAYOR, OR DESIGNEE (CITY ADMINISTRATOR), TO PURSUE ACTIVITIES IN AN ATTEMPT TO SECURE FUNDING.

Staff report presented by Community and Economic Development Director Clarke.

Upon passage, Mayor Bowman designated the resolution to be Resolution number 2022-02.

RESULT: APPROVED [UNANIMOUS]
MOVER: Mike Zaring, Board Member
SECONDER: Marcia Milner, Board Member
AYES: Mills, Zaring, Franklin, Doerhoff, Milner, Reece, Davidson, Turner

B. A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE PLACING A MORATORIUM ON THE COLLECTION OF CITY UTILITY FEES FOR TWENTY-FIVE RESIDENTIAL DWELLING UNITS IN THE CITY OF HARRISONVILLE, CASS COUNTY, MISSOURI; AND ESTABLISHING AN EFFECTIVE DATE

Staff report presented by Building Official Arthur.

Arthur said the City has currently issued 44 of the 50 building permits designated under the previously approved moratorium on utility connection fees. Arthur said he expects the remaining six permits to be issued within the next month.

Arthur spoke to the need for new housing projects in areas of Harrisonville currently serviced by the rural water districts.

Arthur said staff feel these efforts are worthwhile, prudent and will bolster the current housing market within Harrisonville.

Arthur spoke to the current connection fees within the rural water districts, as they compare to other districts in the state.

Alderwoman Milner asked why the City would limit the incentive to only areas being serviced by the rural water districts.

Arthur spoke to the desire to lessen the burden on developers hoping to build within the rural water districts, where district directors have informed the City that they will not reduce or incentivize any of their fees. Arthur also spoke to the need for the City to resume collecting connection fees at some point.

City Administrator Ratliff echoed Mr. Arthur's points and spoke about conversations he has had with rural water district directors. Ratliff spoke about his hopes for a partnership with the rural water districts, as Harrisonville strives for continued growth and competitiveness.

Alderman Davidson said he would prefer that the rural water districts partner with the City to incentivize building in their area, instead of the City being the only entity offering an incentive.

Ratliff spoke about the City's efforts to promote growth throughout all of Harrisonville and the vast opportunity currently available in the areas serviced by the rural water districts. Ratliff said a majority of the current lots available within Harrisonville are located within the areas serviced by the rural water districts.

Alderman Mills asked about the potential uses for the remaining six permits available without connect fees.

Arthur spoke to the status of the remaining six permits available without connect fees.

Milner said she supports adding 25 more permits with incentives but does not support restricting the permits to specific areas or neighborhoods.

Aldermen Davidson and Mills voiced support for Alderwoman Milner's statement.

Alderman Doerhoff motioned to amend Council Bill 03 to now include a moratorium on connection fees for 50 new single-family builds within the city limits of Harrisonville.

Attorney Moeller reread the amended resolution.

Upon passage, Mayor Bowman designated the resolution to be Resolution number 2022-03.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dave Doerhoff, Board Member
SECONDER:	Marcia Milner, Board Member
AYES:	Mills, Zaring, Franklin, Doerhoff, Milner, Reece, Davidson, Turner

C. AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI AUTHORIZING APPROVAL OF THE STATE BLOCK GRANT AGREEMENT FOR THE AIRPORT IMPROVEMENT PROGRAM

Staff report presented by City Engineer Martin.

Martin said the proposed ordinance would allow the City to receive grant funds from the Missouri Department of Transportation's Aviation division for design of the Lawrence Smith Memorial Airport runway.

Martin informed the Board that MoDOT had extended 100-percent of the grant to the City, as opposed to the City being asked to submit 10-percent matching funds. Martin

said there is still a separate \$17,000 that the City would have to submit a 10-percent match for.

Upon passage, Mayor Bowman designated the ordinance to be Ordinance number 3574.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Mike Zaring, Board Member
SECONDER:	Gary Davidson, Board Member
AYES:	Mills, Zaring, Franklin, Doerhoff, Milner, Reece, Davidson, Turner

6. Aldermen and Committee Reports

Alderwoman Milner thanked Building Official Arthur for his efforts on the moratorium on connection fees for 50 new single-family builds.

Alderman Zaring thanked City staff for their hard work and gave his appreciation for Water Department staff who recently repaired a broken water main in his ward.

Alderwoman Reece commended Parks and Recreation Director Grant Purkey for his department's leadership in the work being done in City Park.

Mayor Bowman echoed the words from Alderwoman Reece regarding the work being done in City Park.

Alderman Turner thanked City staff for their hard work during the recent winter storm.

7. Report from the City Administrator

City Administrator Ratliff spoke to those in attendance about a series of upcoming City events.

Ratliff provided the Board with cost details for the recent winter storms that affected Harrisonville.

Ratliff informed the Board that the City Park lake projects are on schedule. Ratliff also spoke about positive steps being taken by the contractors to move the project along in a timely manner and reduce costs for the City.

Ratliff spoke to the Board about the upcoming MidAmerica Regional Council's call for projects, which are due in April of 2022. Ratliff said the City has identified five projects that they will be submitting to MARC.

Ratliff provided an update about the ongoing work at the outdoor pool. Ratliff also commended City Engineer/Public Works Director Brooks for his attention to detail regarding the concrete pours at the Outdoor Pool.

Ratliff spoke to the Board about upcoming meetings for the City's Comprehensive Master Plan and encouraged members of the Board to complete the survey available at www.planharrisonville.com.

8. Questions from the Media

None.

9. Adjourn From Regular Session

Mayor Bowman commended City staff and department heads for their hard work and their leadership. Bowman encouraged all to attend the upcoming annual Employee Recognition Dinner.

A motion was made by Alderman Zaring to adjourn, with a second by Alderman Davidson. Motion carried with all ayes. Meeting adjourned at 6:56 p.m.

Judy Bowman, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Daniel Barnett, City Clerk

Minutes Acceptance: Minutes of Jan 18, 2022 6:00 PM (Approval of Minutes)

**DRAFT****MINUTES****CITY OF HARRISONVILLE****BOARD OF ALDERMEN****WORK SESSION****VIA ZOOM****JANUARY 18, 2022****6:30 PM****HELD VIA ZOOM DUE TO RECENT EXPOSURES TO THE COVID-19 VIRUS****1. Call to Order**

The meeting was called to order at 7:01 PM by Mayor Judy Bowman.

2. Present

Attendee Name	Organization	Title	Status	Arrived
Bill Mills	Harrisonville	Board Member	Present	
Mike Zaring	Harrisonville	Board Member	Present	
Sandy Franklin	Harrisonville	Board Member	Present	
Dave Doerhoff	Harrisonville	Board Member	Present	
Marcia Milner	Harrisonville	Board Member	Present	
Judy Reece	Harrisonville	Board Member	Present	
Gary Davidson	Harrisonville	Board Member	Present	
Matt Turner	Harrisonville	Board Member	Present	
Judy Bowman	Harrisonville	Mayor	Present	

Others present: City Administrator Brad Ratliff, Director of Administrative Services Jeremy Smith, Public Works Director/City Engineer Carl Brooks, Electric Superintendent Andy Pollard, Police Chief John Hofer, Parks Director Grant Purkey, Community and Economic Development Director Jim Clarke, City Engineer Ted Martin and City Clerk Daniel Barnett - recording.

3. Discussion Items**A. Storm water detention at Glen Eagle**

City Engineer Martin shared a list of goals established by the City and the U.S. Army Corps of Engineers (USACE) to reduce the flood risk in the Muddy Creek Watershed.

Martin provided a status update for the work already completed or underway to accomplish the established goals.

Martin spoke about the City's efforts to receive grant funds from the State Emergency Management Agency.

Martin spoke about meetings City staff have had with the rural water district in the area.

Martin said staff have been notified by USACE that the project will require an Individual Permit if a permanent pool is constructed.

Martin said staff are looking to redesign the project without a permanent pool but said the design would allow for a permanent pool in the future.

Martin estimated that the cost of the construction would be \$670,600.

City Administrator Ratliff spoke to the value of utilizing dry retention in that area.

Alderman Davidson asked if the move from wet detention to dry retention would hinder the sale of property in that area.

Martin said he does not feel it will hamper development in the area.

Ratliff spoke about the efficiency that the dry retention could bring to both the timeline of the project and the potential for flood risk reduction.

Several of the Aldermen voiced their support of proceeding with the dry retention option.

Mayor Bowman thanked Ted for his experience and leadership regarding this matter.

Martin informed the Board that City staff hope to bid the project in February, with a proposed 180 working days for construction.

RESULT:	DISCUSSION
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B. Update on COVID-19

Mayor Bowman asked the Board if they would like to make changes to the City's current efforts for combating the COVID-19 virus.

Alderswoman Milner said she would like to hear from staff regarding whether or not they would feel safer wearing a mask while at work.

Alderswoman Franklin suggested holding future Board of Aldermen meetings via ZOOM for a time, until the number of positive cases decreases.

Aldermen Davidson and Zaring voiced their support for not requiring masks but for making them optional for City staff.

Director of Administrative Services Smith asked that the Board consider the safety of staff and the fragility of current staffing levels when making decisions about a masking policy.

Davidson suggested providing staff with N-95 masks, if they choose to wear them.

Bowman asked the Department Heads to provide their input on the City's masking policy.

Each of the Department Heads in attendance provided a report about how COVID-19 is currently impacting their department.

Alderswoman Reece expressed concerns about the virus and said she would be in support of requiring masks for City staff.

Alderman Mills said he would support taking additional measures to prevent the spread of COVID-19 within City departments.

Alderman Turner said he agreed with Aldermen Mills and Reece.

A consensus of the Board of Aldermen was reached to keep masking optional for both City staff and guests entering City buildings.

A consensus of the Board of Aldermen was reached to hold all official City meetings via ZOOM for the next 30 days.

Mayor Bowman asked Chief Hofer and City Administrator Ratliff to make sure the City's supply of masks and other personal protective equipment is in an adequate standing.

Milner suggested that signs be placed on the doors of all City buildings encouraging the wearing of masks while inside.

A consensus of the Board of Aldermen was reached to place signs on the doors of all City buildings encouraging the wearing of masks while inside.

A consensus of the Board of Aldermen was reached to provide N-95 masks to the members of City staff who wish to wear masks while at work.

City Administrator Ratliff provided information to the Board of Aldermen regarding the proposed Cass County Crime Commission.

A motion to adjourn from the Work Session was made by Alderman Davidson, with a second from Alderwoman Franklin. The motion carried with a unanimous vote.

The meeting was adjourned at 8:25 p.m.

RESULT:	DISCUSSION
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Judy Bowman, Mayor & Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Daniel Barnett, City Clerk

Minutes Acceptance: Minutes of Jan 18, 2022 6:30 PM (Approval of Minutes)



TO: Board of Aldermen
FROM: Daniel Barnett,
DATE: January 27, 2022
SUBJECT: Agenda Request - Paul Mensching

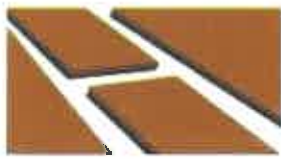
Type of Item: *Discussion*

A. Discussion Item (ID # 4097)

Agenda Request - Paul Mensching

Attachments:

Paul Mensching 2-7 (PDF)



City of

Harrisonville

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1836

300 E. Pearl Street, P.O. Box 367 • Tel: 816-380-8900 • Fax: 816-380-8906 • Harrisonville, MO 64701

AGENDA REQUEST FORM

This form must be completed and submitted to the office of the City Clerk. Completed materials for the agenda shall be submitted no later than Monday at 5:00 p.m., 5 business days prior to the next Board of Aldermen's meeting. If the agenda request concerns a complex issue requiring staff research time, the opportunity to address the Board may be moved to a future meeting. The Board of Aldermen's regular meetings are the 1st and the 3rd Monday of each month.

Date of Request: 1/26/22 Scheduled Meeting Date: 2/7/22

Full Name of Speaker: Paul Mensching Organization: Harrisonville Schools

Home Address: 3009 E. Canyon Dr. City Harrisonville State MO Zip 64701

Home Phone #: _____ Work Phone #: 380-2727 Cell#: 738-2739

Email: paul.mensching@harrisonvilleschools.org

Specifics of Topic: Request for building permit waiver for owner/school NOT subcontractors on next phase of bond work to be completed by December 2022

(You may write on the back or add additional sheets of paper for "Topic" and "Outcome" sections.)

Desired Outcome: _____

If applicable, has this item been previously presented to any of the following Boards for consideration?

_____ Board of Aldermen	_____ Date Presented	_____ Outcome
_____ Planning & Zoning	_____ Date Presented	_____ Outcome
_____ Park Board	_____ Date Presented	_____ Outcome
_____ Board of Adjustment	_____ Date Presented	_____ Outcome

***I have been made aware of the date and time of the next scheduled Board of Aldermen meeting.

Signature: Paul Mensching

Office Use Only:
 Date request received: _____



TO: Board of Aldermen
FROM: Theresa West, Assistant
DATE: February 2, 2022
SUBJECT: Resolution Waiving Construction Permit Fees for Harrisonville School District

Type of Item: *Approval*

A. Action Item (ID # 4103)

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE AUTHORIZING THE CITY ADMINISTRATOR TO WAIVE INSPECTION AND PERMITTING FEES RELATED TO PROJECTS TO BE COMPLETED WITHIN THE HARRISONVILLE SCHOOL DISTRICT IN THE YEAR 2022.

Attachments:

Staff Report BOA RS HSD Ph 2 fee waivers(PDF)

School District Phase 2 Permit Fees estimate(PDF)

School District Phase 1 Projects City Costs to date (PDF)

Resolution Waiving Construction Permit Fees for Harrisonville School District (DOCX)

To: Board of Aldermen, Regular Session
From: Chris Arthur, Building Official
Date: February 7, 2022
Re: Harrisonville School District's Phase 2 Construction Projects Fees Request.

GENERAL INFORMATION

Applicant: Harrisonville R- IX School District

Requested Actions: Request for building permits fees to be waived.

Date of Application: February 7, 2022

PROPOSAL

The School District is asking for a waiver of Building Permit fees, including Plan Review fees, for Phase 2 construction projects; similar to the fee waiver the BOA approved for Phase 1 construction projects on January 19, 2021.

PREVIOUS ACTIONS

On January 19, 2022 the BOA, at Regular Session, discussed and approved the complete waiver of fees for Phase 1 construction projects. City Administration and Staff initially proposed a 50% waiver. The BOA ultimately approved a 100% waiver, or waiving of the 50% reduction amount of \$44,886, with the stipulation the BOA could revisit and amend the waiver during the projects if upon evaluation of City costs and expenses for the projects. The City Building Division was able to manage the projects without extreme Division budget shortfall and ended the year at budgeted expenses. Permit revenue did however fall short of our target capture of 33% recoupment, through fees, of Division expenses.

KEY ISSUES

Consideration of waiving of fees for Phase 2 construction projects with a total construction valuation of \$8.2 million.

Total fees based on valuation of work = \$49,248 (PR \$16,416 & Insp/management \$32,832)

Total fees based on a 50% reduction = \$24,624 (PR \$ 8,208 & Insp/management \$16,416)

STAFF COMMENTS AND SUGGESTIONS

Division expense budget line items were adversely affected last year, notably personnel costs, including overtime; but Staff was able to save in other areas, notably Staff production and time management, contractual services, and for the first half of last year our under staffed condition was offset with overtime expense.

This year we are fully staffed, but, as normal, we are under the constraints of not fully knowing our work load other than estimates of construction coming in throughout the year; and the budget effects of our work load on the current CIP projects, nor the implementation of the Division's Rental Ready Program.

STAFF RECOMMENDATION

Staff recommends one of the following approaches be considered, but will follow whatever is decided by the BOA.

Approach 1 – Would be a 50% reduction in fees.

Approach 2- Would be a 50% reduction in fees, with the Plan Review portion being completely waived. We would therefore be collecting 50% of our construction value fees for inspections, consultations during projects duration, and document management.

Approach 3- Would be a complete waiver of all Plan Review fees, but we would require separate contractor permits for the MEP (mechanical, electrical, plumbing) work; and require all structural work to be inspected through Special Inspections and that portion of consulting and document management to be handled by the school's Construction Managers in concert with the DOR and EOR (Architects and Engineers of Record).

At this time I believe Approach 3 may be acceptable to the School District, but I personally have not had this verified by the District Superintendent or the Construction Managers.

ATTACHMENTS

City costs for Phase 1 projects.

Estimated Phase 2 projects fees.

STAFF CONTACT:

Chris Arthur, Building Official



City of

Harrisonville

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5.A.b

Harrisonville

300 E. Pearl Street, Harrisonville MO 6470

(816) 380-895

<http://ci.harrisonville.mo.u>city@ci.harrisonville.mo.u**PERMIT ESTIMATE: EST-22-0001****ESTIMATE TYPE: Commercial Alteration****PROJECT NAME:****SITE ADDRESS:** 1504 E ELM HARRISONVILLE**ESTIMATE DATE:** 02/03/2022**PLANNED SUBMITTAL DATE:** 02/01/2022**PARCEL:** 132131000000048000**APPLICANT**HARRISONVILLE R-9 SCHOOL
503 S LEXINGTON
HARRISONVILLE, MO 647010000**OWNER:**HARRISONVILLE R-9 SCHOOL
503 S LEXINGTON
HARRISONVILLE, MO 647010000**VALUATION DETAILS**

Entered Valuation 8200000.00 \$8,200,000.00

Total Estimated Valuation: \$8,200,000.00**ESTIMATED FEES SUMMARY**

Plan Review \$16,416.00

Building Valuation Fee \$32,832.00

Total Estimated Fees: \$49,248.00**FIXTURE DETAILS**Qty Mechanical FixturesQty Plumbing FixturesQty Electrical Fixtures**SUBMITTAL DOCUMENT CHECKLIST****Required Submittals***The following documents are required for a complete application submittal.*

Completed Application Form

Approved Site Plan

Building Plans

Additional Submittals*The following documents may be required for a complete application depending on the specifics of your project.***OTHER PERMITS REQUIRED***The following additional permits will be required if you move forward with this permit.***REQUIRED INSPECTIONS***The following inspections will be required to be completed and approved if you move forward with this permit. Additional Inspections may be required.*

CONSTRUCTION ELECTRICAL SERVICE/RELEASE

Rough Mechanical Inspection



300 E. Pearl Street, Harrisonville MO 6470

(816) 380-895

<http://ci.harrisonville.mo.u>city@ci.harrisonville.mo.u**PERMIT ESTIMATE: EST-22-0001****ESTIMATE TYPE: Commercial Alteration****PROJECT NAME:****SITE ADDRESS:** 1504 E ELM HARRISONVILLE**ESTIMATE DATE:** 02/03/2022**PLANNED SUBMITTAL DATE:** 02/01/2022

Footing Inspection

Under Slab Inspection

All Rough Inspection

Sewer Inspection

Water Inspection

Framing Inspection

Rough Electrical Inspection

Release Electric Meter

Rough Plumbing Inspection

INTERIOR SHEAR

Miscellaneous Inspection

Final Electric Inspection

Final Mechanical Inspection

Final Plumbing Inspection

Gas Inspection

RELEASE WATER METER FOR SERVICE

PERMIT CONDITIONS**The following conditions, in addition to others, may be required if you move forward with your permit.**

- * This permit is subject to all regulations of the City of Harrisonville Code of Ordinances. The City's municipal code may be reviewed by going to <http://ci.harrisonville.mo.us>.
- * NOTICE: The disposal of demolition and construction waste is regulated by the Missouri Department of Natural Resources under Chapter 260, RSMo. Such wastes in types and quantities established by the department shall be taken to a demolition landfill or a sanitary landfill for disposal. Any person who engages in building construction, modification or demolition that produces demolition waste, in types and quantities established by the department, shall maintain records of sites used for demolition waste disposal for a period of one year. These records shall be made available to the department upon request.
- * Work authorized and regulated by this permit is limited to property specified on the permit and under the control of the property owner or their agent/permit applicant.
- * This permit will expire 180 days from the date of issuance. Work beyond 180 days does require permit renewal.
- * The City of Harrisonville Codes Administration staff shall be granted unlimited right of entry to the work site for the purpose of making inspections to determine that the requirements of the permit are being complied with.
- * PER MUNICIPAL CODE SECTION 500.050 PERMIT TERM; FOR ANY RESIDENTIAL BUILDING PERMIT ISSUED UNDER THE PROVISIONS OF THIS CHAPTER OR ANY ORDINANCES OF THE CITY, ALL OUTSIDE CONSTRUCTION OF THE STRUCTURE SHALL BE COMPLETELY, PERMANENTLY, AND FINALLY COMPLETED WITHIN 6 MONTHS FROM THE DATE OF ISSUANCE OF THE PERMIT. FOR ANY COMMERCIAL BUILDING PERMIT ISSUED UNDER THE PROVISIONS OF THIS CHAPTER OR ANY ORDINANCES OF THE CITY, WHEN THE SQUARE FOOTAGE OF SAID STRUCTURE IS LESS THAN 50,000 SQUARE FEET, ALL OUTSIDE CONSTRUCTION SHALL BE COMPLETELY, PERMANENTLY, AND FINALLY COMPLETED WITHIN 6 MONTHS FROM THE DATE OF ISSUANCE OF THE PERMIT. WHEN THE SQUARE FOOTAGE IS IN EXCESS OF 50,000 SQUARE FEET ALL OUTSIDE CONSTRUCTION SHALL BE COMPLETED WITHIN 12 MONTHS FROM THE DATE OF ISSUANCE OF THE PERMIT.
- * All contractors shall have a City of Harrisonville business license to perform work in the City. Additionally, mechanical, electrical, and plumbing contractors shall have contractor's licensing as required by Chapter 525 of the City's Code of Ordinances.



300 E. Pearl Street, P.O. Box 367 • Harrisonville, MO 64701 • Tel: 816-380-8900 • Fax: 816-380-8906

**TOTAL CITY STAFF PERSONNEL COSTS FOR PHASE 1 SCHOOL DISTRICT
PROJECTS AS OF FEBRUARY 2, 2022**

AMOUNTS ARE INCLUSIVE OF PERSONNEL COSTS ONLY

TED MARTIN	2,500.00
CARL BROOKS	1,102.95
CHRIS ARTHUR	18,507.50
JOHN MORRIS	5,973.75
CASEY HOFFER	6,812.56

SUB TOTAL **\$ 34,896.76**

DIRECT SPECIFIC COSTS **353.00**

TOTAL **\$35,249.76**

TOTAL IF INCLUDING DIVISION SOFT COSTS O/H **\$52,873.50**

TOTAL IF INCLUDING ALL DIVISION O/H COSTS **\$83,401.00**

Council Bill No.

Resolution No.

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF
HARRISONVILLE AUTHORIZING THE CITY ADMINISTRATOR TO WAIVE
INSPECTION AND PERMITTING FEES RELATED TO PROJECTS TO BE
COMPLETED WITHIN THE HARRISONVILLE SCHOOL DISTRICT IN THE YEAR
2022.**

WHEREAS, the Harrisonville School District has requested that \$_____ in inspection and permitting fees, assessed to the district itself, for construction projects in 2022, be waived by the Harrisonville Board of Aldermen; and

WHEREAS, the assessed permit and inspection fees stand to hinder the scope of the Harrisonville School District's projects in the year 2022; and

WHEREAS, on January 19, 2021, the Board of Aldermen voted to waive the permit and inspection fees required for Harrisonville School District construction projects in 2021, totaling about \$44,886; and

WHEREAS, the Harrisonville School District has long served as a pillar of the community and a resource for not only children but also for the advancing education of all peoples; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF
THE CITY OF HARRISONVILLE, MISSOURI, AS FOLLOWS:**

Section 1: That the Board of Aldermen hereby authorizes the City Administrator to waive permit and inspection fees related to the projects to be completed within the Harrisonville School District in the year 2022.

Section 2: This waiver is subject to review by the Board of Alderman at its quarterly budget meeting, and such review shall consider expense tracking to determine if costs are acceptable.

Section 3: That this resolution shall become effective immediately upon its passage and approval.

PASSED AND RESOLVED BY THE BOARD OF ALDERMEN AND APPROVED BY THE
MAYOR OF THE CITY OF HARRISONVILLE, MISSOURI, THIS 7TH DAY OF
FEBRUARY, 2022.

VOTE TAKEN AS FOLLOWS:

AYES:
NAYS:
ABSTAIN:
ABSENT:

Judy Bowman, Mayor and Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Daniel Barnett, City Clerk

WITNESS my hand and seal this 7th day of February, 2022.



TO: Board of Aldermen
FROM: Daniel Barnett,
DATE: January 27, 2022
SUBJECT: Approving Mayor to become member of Cass County Crime Coalition

Type of Item: *Approval*

B. Action Item (ID # 4099)

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI AUTHORIZING THE MAYOR TO PARTICIPATE AS A MEMBER OF THE CASS COUNTY CRIME COALITION.

Attachments:

Cass County Crime Coalition Resolution (DOCX)

Staff Report - Cass County Crime Coalition (DOC)

Council Bill No.**Resolution No.**

**A RESOLUTION OF THE BOARD OF ALDERMEN OF THE CITY OF
HARRISONVILLE, MISSOURI AUTHORIZING THE MAYOR TO PARTICIPATE AS
A MEMBER OF THE CASS COUNTY CRIME COALITION.**

WHEREAS, it is the desire of the governing bodies within Cass County, Missouri, to organize an advisory coalition for the purpose of providing support for public safety efforts and initiatives, and;

WHEREAS, this coalition will be made up of the Mayors, or the governing body's designee, of each jurisdiction, and;

WHEREAS, this advisory coalition shall focus its efforts on methods to support individual law enforcement agencies within Cass County through legislative review and advocacy at the County, State and Federal levels, and;

WHEREAS, financial support and resources will be provided by Cass County and, if necessary, with approval from the participating governing bodies, and;

WHEREAS, this advisory coalition shall regularly seek input from the Chiefs of Police in Cass County on their priorities, and;

WHEREAS, this group shall be called the Cass County Crime Coalition.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF
THE CITY OF HARRISONVILLE, MISSOURI, AS FOLLOWS:**

Section 1. The Mayor is hereby appointed to the Cass County Crime Coalition.

Section 2. The Mayor is hereby authorized to sign this resolution.

Section 3. This resolution shall become effective on and after the date of passage and approval.

Section 4. The Mayor will make a regular report to the Board of Aldermen regarding the efforts and activities of the Cass County Crime Coalition.

Section 5. Any resolution or part thereof which conflicts with this resolution shall be null and void.

Section 6. That this Resolution shall be effective immediately upon its passage and approval.

PASSED AND RESOLVED BY THE BOARD OF ALDERMEN AND APPROVED
BY THE MAYOR OF THE CITY OF HARRISONVILLE, MISSOURI ON THIS 7TH
DAY OF FEBRUARY 2022.

VOTE TAKEN AS FOLLOWS:

AYES:

NAYS:

ABSENT:

ABSTAIN:

EXCUSED:

Judy Bowman, Mayor and Ex-Officio
Chairman of the Board of Aldermen

ATTEST:

Daniel Barnett, City Clerk

WITNESS my hand and seal this 7th day of February 2022.

Attachment: Cass County Crime Coalition Resolution (Approving Mayor to become member of Cass County Crime Coalition)

To: Board of Aldermen
From: Brad Ratliff, City Administrator
Date: 02/07/22
Re: Cass County Crime Coalition

GENERAL INFORMATION

Applicant: Staff
Requested Actions: Approval of Resolution
Date of Application: 01/26/22

PROPOSAL

The Cass County Sheriff, Jeff Weber, was approached by Commissioner Ryan Johnson in early 2021, about any needs to fight crime. The Sheriff began a thought process to create a unified group of elected officials from each City to be on a board together. This board will aid in promoting better legislation in Jefferson City and become a coalition of promoting/marketing safety, security, and unification in fighting crime in Cass County. They will aid in bringing awareness to the public to promote the needs and challenges facing law enforcement, who are ill affected by certain State laws and the judicial system. The resolution before you tonight is to approve the City being a part of the Cass County Crime Coalition and the Mayor will be the on the board of the coalition.

PREVIOUS ACTIONS

The Sheriff and North Commissioner met with several Mayors and Chiefs throughout 2021. It wasn't until October 2021 that the City Administrator/Managers were fully aware of this venture. The City Administrator/Manager's and the Chiefs of Police from Belton, Raymore, Peculiar, Pleasant Hill and Harrisonville met on this subject in October 22, 2021. At that meeting, it was determined that there was a need to meet with the Sheriff to answer questions that we all had on this venture. This same forementioned group with the Sheriff and Mayors (including Lake Winnebago Mayor) met on November 4, 2021. It was determined in that meeting that this is more of a 3-phase approach:

1. Create the Board, select appropriate name, marketing strategy, mission, and possible legislative need in Jefferson City.
2. Interlocal agreement between all Cass County City's and the Cass County Sheriff to have investigators meet monthly to share data and information on habitual criminals and chronic crime activity throughout the county.
3. To discuss and possibly implement some type of task force. This was going to be more difficult to complete, due to manpower shortages and liability assurances.

There was a meeting on December 8, 2021, with the full group forementioned as well as, Ryan Johnson, North Commissioner, and Ben Butler, County Prosecutor were present. The Commission and the Prosecutor's office voiced their full support of this plan. There was discussion at that meeting, on

the judges that are currently working better to aid in this “rotating door” problem. But they cannot participate in meetings or policy, as judges must remain impartial to anyone that possibly comes before them.

The same group except for Ben Butler and Ryan Johnson were not there but instead, Presiding Commissioner, Bob Huston, was present at a January 26, 2022, meeting. The marketing company, 2A Marketing Creative Hybrids, that was hired by Sheriff, attended that same meeting to present names and logos to the group. The entire group settled on the name, the Cass County Crime Coalition. It was also agreed upon to take back to their cities, the resolution that you have before you tonight.

KEY ISSUES

- Sheriff hired a marketing firm, 2A Marketing Creative Hybrids, to present to all the Mayors, City Administrator/Mangers and Chiefs of Police. The name of the coalition that you see on here tonight, was the voted in name of the group on January 26, 2022.
- You are tonight only agreeing to be a part of this coalition and placing the Mayor on that Board.
- This does not approve anything mentioned earlier with phases 2 nor 3. This is only phase 1 before you tonight.
- There is a possibility that the additional phases might not happen or look dramatically different in the future.
- Thus far, the County has agreed to pay for all costs associated with this group.

STAFF COMMENTS AND SUGGESTIONS

Staff do not see any problems with what you are approving tonight. It is always good for all the Cities and County to work together. The next 2 phases are not being considered, nor does obligate the City in those possible additional phases.

STAFF RECOMMENDATION

Staff recommends approval.

ATTACHMENTS

- **Resolution**

STAFF CONTACT: City Administrator



TO: Board of Aldermen
FROM: Jim Clarke,
DATE: January 26, 2022
SUBJECT: Public Hearing - R.V. Park 30 Day Stay to 180 Day Stay

Type of Item: *Public Hearing*

C. Action Item (ID # 4095)

Public Hearing - R.V. Park 30 Day Stay to 180 Day Stay

Attachments:

Staff Report - R.V. Park - 30-180 Day Stay - BOA - 2-7-22 (DOC)

Ordinance for SUP for RV Park - 8-1-2016 (PDF)

Original Ltr. from Mr. Winter Requesting RV Park - 6-10-16 (PDF)

Letter from applicant (DOCX)

Type of park users last 30 days - Nov. 2021 (PDF)

2022-01-20 Planning & Zoning Commission - Full Minutes-1660 (PDF)

To: Board of Aldermen

From: Jim Clarke

Date: February 7, 2022

Re: Public Hearing – Amend Special Use Permit – R.V. Park 30 days stay to 180 days stay

GENERAL INFORMATION

Date: January 20, 2022

Applicant: Jason and Jennifer Winter Trust, The Woods at Plaza Drive RV Park

Property Owner: Jason and Jennifer Winter Trust, The Woods at Plaza Drive RV Park

Location: 700 Plaza Drive

Requested Action: Amend Special Use Permit for The Woods at Plaza Dr RV Park increasing maximum number of days stay from 30 to 180

Zoning: C-2 General Commercial

BACKGROUND AND REQUEST

In August 2016, the city approved a twelve (12) year Special Use Permit (SUP) authorizing the operation of a recreational vehicle park at 700 Plaza Drive. It is owned by the Jason and Jennifer Winter Trust and called The Woods at Plaza Drive RV Park. It contains 24 spaces.

One of the conditions in the SUP is that Recreational Vehicles (RVs) may not stay in the park longer than 30 days. The purpose of the condition is to ensure that the RV park is not used as a permanent residence. Recently, staff observed that some of the RVs had been in place in excess of the 30 days, resulting in violation of the SUP 30 day stay stipulation. City staff notified Mr. Winter that he either needs to abide by the 30-day limit, or request of the City to consider changing the maximum number of days stay.

While Mr. Winter proposed a maximum stay of 29 days, in his original request for Special Use Permit consideration, in a letter to the City, dated June 10, 2016, he and the City agreed to a maximum of 30 days stay.

Mr. Winter states he submitted the 30-day limit before he had experience owning an RV park. He has expressed his RV park users are comprised of temporary workers and he thinks extending the 30 day limit to 180 day limit, will allow temporary workers to stay at his park, yet keep it from becoming a more permanent mobile home park. Attached is a list of park users, Mr. Winter provided to City staff, who have utilized the RV park.

STAFF ANALYSIS

Attached is Mr. Winter's justification for his request to extend the maximum stay from 30 days to 180 days. He states that he does not want permanent residents in the park and ensures that the park does not contain problem residents by authorizing stays in 180 day increments. However, he wishes to provide spaces for park users for up to 180 days.

City staff spoke with the Police Department, Codes Enforcement and Fire Department, with each indicating there have been no issues with disturbances or trash at the RV park. The only issue that has recently surfaced, is several park users exceeding the 30 days stay maximum, violating the Special Use Permit stipulation on maximum days stay.

While City staff, based on conversations with Police Chief, Fire Chief and Codes Enforcement, concurs that Mr. Winter has managed his 24-space RV park without trash problems or calls to Police Department and Fire Department, staff is concerned that decreasing the rigor of the Special Use Permit requirements, might allow other less well managed RV parks.

As you will see from the park user list, provided by Mr. Winter, most of the benefit of having the RV park, accrues to the RV park owner and the region, but not to Harrisonville.

Staff recommends consideration and weight be given when assessing this request for considering:

- The benefit to the Citizens of Harrisonville
- The cost of staff time and ability to effectively enforce the Special Use Permit stipulations
- Staff is challenged to identify any significant benefit to the Citizens of Harrisonville by extending the maximum stay from 30 days to 180 days
- Staff is not confident that the conduct of current park users, is an effective comparative analysis, or forecast, of conduct of future park users
- There is the possibility, if not probability, that a segment of population of future park users – may not have used the park – due to the current 30 day stay stipulation. Hence, likely tempering the conduct of current park users, as a comparative forecast for conduct of future park users.
- The City is currently in process of updating the Comprehensive Master Plan. This process is designed to solicit and obtain input from citizens and community stakeholders on their vision and desires for the future development, growth and composition of the City and community. Several meetings have been held in this process, including Open House public meetings, Steering Committee meetings and Technical Committee meetings. Staff is not aware of any citizen, or stakeholder, expressing their vision and desire for Recreational Vehicle parks, as a significant benefit and contribution to the City's and community's future growth and development.

STAFF RECOMMENDATION

Staff recommends denying the request to extend the maximum number of days stay from the approved 30 days maximum, to 180 days maximum.

ATTACHMENTS

Ordinance No. 3368 (21-16)

Original letter from Mr. Jason Winter, dated June 10, 2016, requesting consideration for a Recreational Vehicle Park.

Letter from Jason and Jennifer Winter, dated October 26, 2021, requesting the desired increase in number of days stay from 30 days maximum, to 180 days maximum.

List of park users composition.

Planning and Zoning Commission Minutes from January 20, 2022 meeting.

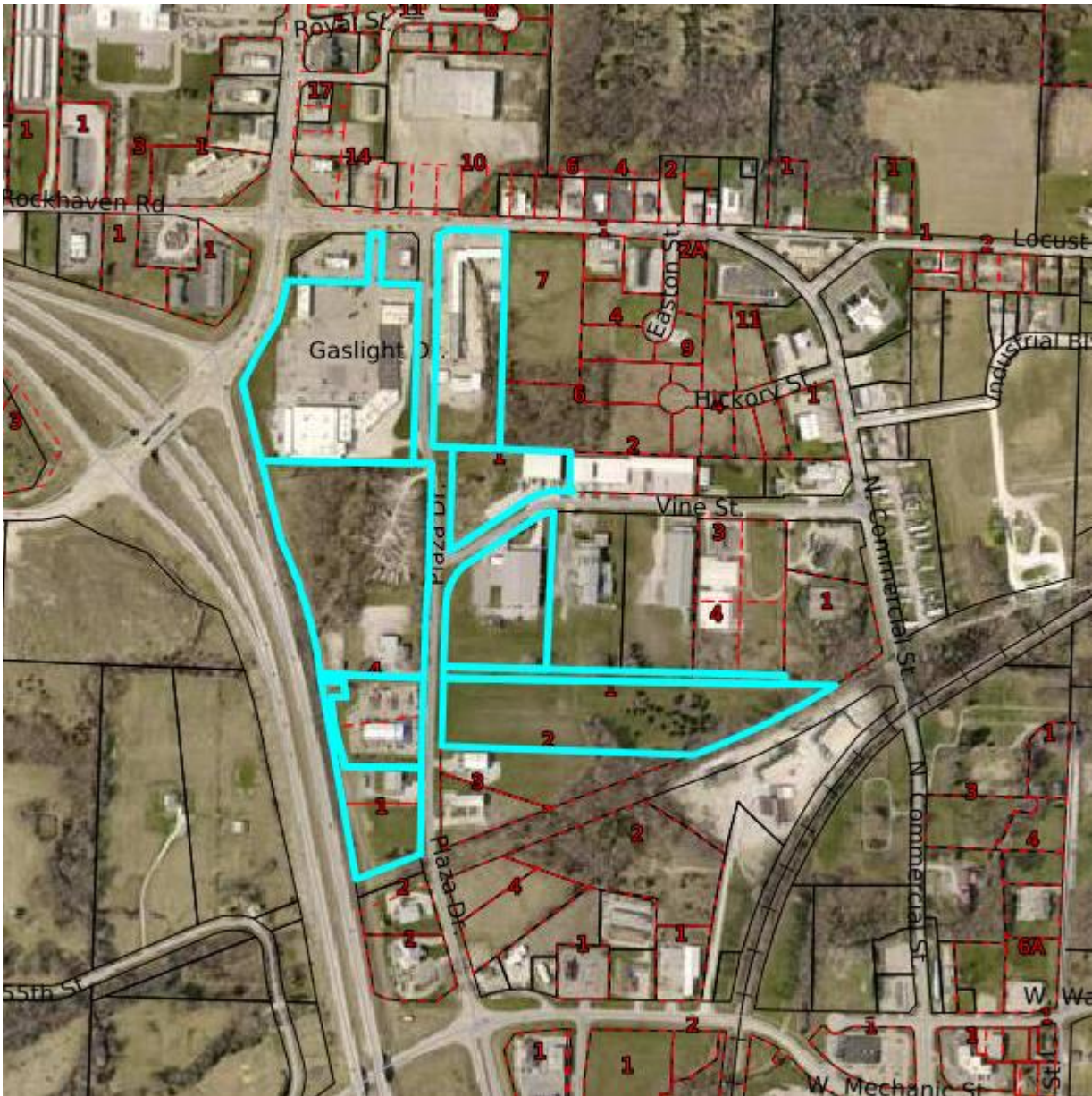
STAFF CONTACT: Jim Clarke, Economic Development Manager

Attachment: Staff Report - R.V. Park - 30-180 Day Stay - BOA - 2-7-22 (Public Hearing - R.V. Park 30 Day Stay to 180 Day Stay)

The Woods at Plaza Dr. RV Park



Property Owners within 185 feet



Council Bill 051

Ordinance 3368 (21-16)

AN ORDINANCE OF THE CITY OF HARRISONVILLE, MISSOURI, REGARDING A SPECIAL USE PERMIT FOR THE ESTABLISHMENT OF A RECREATIONAL VEHICLE PARK AT 700 PLAZA DRIVE

WHEREAS, after a public hearing has been conducted by the Harrisonville Planning and Zoning Commission as required by Chapter 89 RSMo(1986) and the Harrisonville City Code, with said hearing being held June 16, 2016, the Commission has submitted its recommendation of approval, contingent upon meeting the requirements as outlined by the special use permit, to the Board of Aldermen of the City of Harrisonville, Missouri; and

WHEREAS, the Board of Aldermen of the City of Harrisonville, Missouri, held a public hearing on July 18, 2016; and

WHEREAS, the legal description of the property is as follows:

All that part of Lot 6 of the Fractional Northwest Quarter of Section 5, Township 44, Range 31, in Harrisonville, Cass County, Missouri, described as follows:

Commencing at the intersection of the South right of way line of North Commercial Street as now established and the East line of said Lot 6; thence South 0 degrees 05 minutes 45 seconds East along said East line, a distance of 950.00 feet to the point of beginning of the tract of land to be described; thence continuing South 0 degrees 05 minutes 45 seconds East along said East line, a distance of 845.06 feet to the Southeast corner of said Lot 6; thence North 89 degrees 07 minutes 00 seconds West along the South line of said Lot 6, a distance of 371.37 feet to a point on the Easterly right of way line of U.S. Highway No. 71 as established by Document filed for record in Book 491 at Page 45 in the Office of the Recorder of Deeds for Cass County, Missouri; thence North 8 degrees 19 minutes 00 seconds West along Easterly right of way line, a distance of 95.18 feet; thence continuing along said Easterly right of way, North 18 degrees 08 minutes 20 seconds West, 783.01 feet; thence North 89 degrees 54 minutes 15 seconds East, 627.50 feet to the point of beginning.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, AS FOLLOWS:

Section 1. A special use permit for the purpose of establishing a recreational vehicle (RV) park located at 700 Plaza Drive is hereby granted with the following conditions:

The Use

This SUP authorizes the operation of a recreational vehicle (RV) park with accompanying facilities for recreation, utilities, security, laundry and restrooms. These facilities are not required, but may be established.

Operation & Management

The maximum stay within the RV Park shall be 30 days. No tent camping shall be allowed. Management shall exercise appropriate control over activities occurring on the site. Inoperable RV's or vehicles shall not be allowed on the site. The storage of, or accumulation of, junk or debris shall not be allowed on the site.

Fire Safety and Emergency Access

The RV Park shall be designed to accommodate fire safety concerns as required by state law and the Fire Code as adopted. The site shall be fully accessible to emergency vehicles and provide adequate fire protection facilities, including water supply through hydrants, or other methods as approved by the Fire Chief.

City Ordinances

The applicant shall comply with all City ordinances.

Driveway & Parking Areas

The driveway and parking area must be paved to meet or exceed city standards. No on-street parking will be permitted.

Lighting

Any lighting used to illuminate the area shall be directed away from adjacent properties and/or roadways.

Screening of Dumpster

The dumpster(s) shall be 100% screened from view with a fence or wall.

Ownership

The RV Park use of this property is conditioned to this applicant. If the applicant wishes to transfer ownership to a second party, the applicant must re-submit an application for a special use permit to the City prior to the transfer of ownership.

Expansion of Facilities

The RV Park shall not be extended, expanded, or enlarged beyond 40 spaces without amending the special use permit.

Time Limit

Time Limit = 12 years *(Applicant may reapply for renewal of SUP)*

Section 2. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This ordinance shall become effective immediately upon its passage and approval. Read two times by title only on August 1, 2016, and passed by the Board of Aldermen this 1st day of August, 2016.

Vote taken as follows:

Ayes: Aldermen Bowman, Bockelman, Reece, Milner, Dickerson, Long, Turner and Stafford

Nays: None

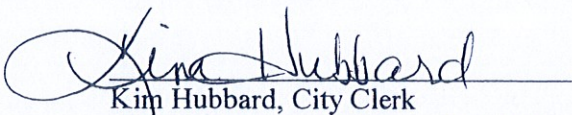
Absent: None

Abstain: None

READ TWO TIMES BY TITLE ONLY ON AUGUST 1, 2016 AND PASSED BY THE BOARD OF ALDERMEN THIS 1st DAY OF AUGUST 2016.



Brian Hasek, Mayor and Ex-Officio
Chairman of the Board of Aldermen



Kim Hubbard, City Clerk

APPROVED by the Mayor this 1st day of August, 2016.

June 10th, 2016

Jason & Jennifer Winter
26111 S. Eastview Rd.
Harrisonville, MO 64701

City of Harrisonville
PO Box 367
Harrisonville, MO 64701

To Whom It May Concern:

Our plan for the property located on the north side of our commercial property at 700 Plaza Drive (legal attached), is for an RV park.

Property Outline:

- 30 lot RV Park
- Full Hook up (water, electric, sewer)
- Maximum stay of 29 days
- RV's only (camping trailers & campers) no tent camping

Reasons for project:

- Best use for property (beautiful setting, large trees, creek)
- Completely new service to the Harrisonville Community
- Easy access to I-49
- Convenient Amenities (Gas, Propane, Restaurants, Shopping)

Our goal is to have as little impact on this property and keep it as "green" as possible. By offering full hook ups, we are not planning at this time any kind of structures ie bathrooms/showers.

Thank you,

Jason Winter



October 26, 2021

PO Box 367
300 E. Pearl Street
Harrisonville, MO 64701

Mr. Roger Kroh, AICP,

We have owned and operated the Woods At Plaza Drive RV Park for the past 4½ years. More and more people are buying RV's to use as their choice of accommodations as they travel for work and pleasure. We have found that there has been high demand for traveling Contractors (Pipeline, Railroad, Power Plant, Builders for new Commercial Businesses, Road Construction, etc.), traveling Nurses, people that have sold their home and waiting on new home completion and also those just staying for a few days while they enjoy the sites in the Kansas City and surrounding areas. Nearly 4000 people have stayed at our park in Harrisonville since our opening in 2017. With this being said we are seeing a demand for a longer than 30 day stay in our park and therefore are asking the City of Harrisonville to extend our permit for our park from a 30 day stay to a 180 day stay. We take great pride in keeping our park clean and neat and also have strict criteria that RVers have to meet in order to stay in our park. Some of the questions we ask are: Age and condition of RV (if over 10 yrs old we need photo), what brings you to our park, where is your current home?

This extension will help us to continue to help those traveling to our city for work or leisure giving them the extra time they need to stay in our park. Thank you for your consideration and work on this matter.

Sincerely,

Jason & Jennifer Winter

PO Box 774, Harrisonville, MO
816-793-8922

Attachment: Letter from applicant (Public Hearing - R.V. Park 30 Day Stay to 180 Day Stay)

Site Number

- 1 Working at Military Base through Feb
- 2 Traveling Nurse
- 3 Works for Brandonburg Construction
- 4
- 5 Moving from CO to area looking for homes
- 6
- 7 traveling with work, remodeling and concrete
- 8 working in Freeman area
- 10 Lives in TX doing Network Cabling in Overland Park
- 11
- 12 Working with Burns & McDonnell on Power Plant
- 13 Lineman working for Magnum in KC
- 14
- 15 Rebuilding Turbine in Pleasant Hill Power Plant
- 16 Building Home
- 17 Building House in Pleasant Hill
- 18 Sold Home and Building between Hville and Phill
- 19
- 20 Traveling nurse working in Lee's Summit
- 21 Selling home in Peculiar and looking for new home
- 22 Working in area from WI
- 23
- 24



DRAFT
MINUTES
CITY OF HARRISONVILLE
PLANNING & ZONING COMMISSION
REGULAR MEETING
CITY HALL
JANUARY 20, 2022
6:00 PM

1. Call to Order

The meeting was called to order at 6:16 PM by Vice Chair Dorothy Young

Attendee Name	Organization	Title	Status	Arrived
Kevin Wood	Harrisonville		Absent	
Chris Chiodini	Harrisonville	Chair	Absent	
Scott Milner	Harrisonville		Present	
Judy Bowman	Harrisonville	Mayor	Present	
Dorothy Young	Harrisonville	Vice Chair	Present	
Cheryl Bush	Harrisonville		Absent	
Barrett Welton	Harrisonville		Absent	
Wilbert Crawford	Harrisonville		Present	
Brian Pulliam	Harrisonville		Present	

Also in attendance were Jason and Jennifer Winter, Applicants; Jim Clarke, Economic Development Director; and Jamie Martin, Recording Secretary.

2. Approval of Minutes

A. Planning & Zoning Commission - Regular Meeting - Dec 2, 2021 6:00 PM

Dorothy Young asked for the unanimous vote to be written in Agenda Item 3.B.

Mayor Bowman made a motion to accept the minutes with the amended change to Agenda Item 3.B. Brian Pulliam seconded the motion.

The motion passed unanimously.

RESULT:	ACCEPTED AS AMENDED [UNANIMOUS]
MOVER:	Judy Bowman, Mayor
SECONDER:	Brian Pulliam
AYES:	Milner, Bowman, Young, Crawford, Pulliam
ABSENT:	Kevin Wood, Chris Chiodini, Cheryl Bush, Barrett Welton

3. Agenda Items

A. PUBLIC HEARING to amend SUP - 30 day stay to 180 day stay

Jim Clarke presented his Staff Report for an application from Jason and Jennifer Winter to amend their Special Use Permit for The Woods at Plaza Drive RV Park. They wish to change the maximum allowed stay of 30 days to 180 days. Staff recommends denial for the reasons stated in the Staff Report.

Wilbert Crawford stated that he disagreed with the comment about future park users. He said that the Commission can't make that assumption, and that it doesn't apply. Jim Clarke stated that his recommendation was based on expressed conversations with City Staff and that the intent of the 30 day maximum stay was to not turn the RV Park into a mobile home park.

Jason Winter spoke to the Commission. He explained that currently 70% of the park users are contract workers with homes elsewhere. Others users are in town visiting family and stay for extended periods before returning home. He explained the process for users to book their stay online and on the phone. He stated his business is adjourning the park so they are on site and keep it clean and orderly. Mr. Winter spoke with various City Staff and there have been no incidents at the park involving the police or trash problems.

Mayor Bowman asked what the average length of stay for the park users was? Mr. Winter said that it is over 30 days.

Dorothy Young said that there is a benefit to the City from the park users. They use our restaurants and shop in the City. She also said that it would be easier to monitor who is there with a 180 day stay as opposed to a 30 day stay.

Mayor Bowman asked why hadn't they come back to amend the SUP since 2016? Mr. Winter said that he should have gone through the process before now.

With no other public to come before the Commission, the Public Hearing was closed.

B. Consideration to Amend SUP - RV Park - increase 30 day stay to 180 days

Wilbert Crawford made a motion to recommend approval of the 180 day amendment for the Special Use Permit for The Woods at Plaza Drive to the Board of Alderman. Brian Pulliam seconded the motion.

The motion passed unanimously.

RESULT:	RECOMMENDED FOR BOARD APPROVAL [UNANIMOUS]
MOVER:	Wilbert Crawford
SECONDER:	Brian Pulliam
AYES:	Milner, Bowman, Young, Crawford, Pulliam
ABSENT:	Kevin Wood, Chris Chiodini, Cheryl Bush, Barrett Welton

4. Discussion Items**5. Adjourn**

With nothing further to come before the Commission, Brian Pulliam made a motion to adjourn. Wilbert Crawford seconded.

The meeting was adjourned at 6:40 PM.

Respectfully Submitted,

Jamie Martin, Recording Secretary



TO: Board of Aldermen
FROM: Daniel Barnett,
DATE: February 3, 2022
SUBJECT: SUP for RV Park at Plaza Drive

Type of Item: *Approval*

D. Action Item (ID # 4104)

AN ORDINANCE OF THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, AMENDING A SPECIAL USE PERMIT FOR THE RECREATIONAL VEHICLE PARK AT 700 PLAZA DRIVE.

Attachments:

SUP RV Park Plaza Dr (DOC)

COUNCIL BILL

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF HARRISONVILLE, MISSOURI, AMENDING A SPECIAL USE PERMIT FOR THE RECREATIONAL VEHICLE PARK AT 700 PLAZA DRIVE.

WHEREAS, after a public hearing has been conducted by the Harrisonville Planning and Zoning Commission as required by Chapter 89 RSMo(1986) and the Harrisonville City Code, with said hearing being held January 20, 2022, the Commission has submitted its recommendation of approval, amending the maximum days stay from 30 days stay to 180 days stay, to the Board of Aldermen of the City of Harrisonville, Missouri; and

WHEREAS, the Board of Aldermen of the City of Harrisonville, Missouri, held a public hearing on February 7, 2022; and

WHEREAS, the legal description of the property is as follows:

All that part of Lot 6 of the Fractional Northwest Quarter of Section 5, Township 44, Range 31, in Harrisonville, Cass County, Missouri, described as follows:

Commencing at the intersection of the South right of way line of North Commercial Street as now established and the East line of said Lot 6; thence South 0 degrees 05 minutes 45 seconds East along said East line, a distance of 950.00 feet to the point of beginning of the tract of land to be described; thence continuing South 0 degrees 05 minutes 45 seconds East along said East line, a distance of 845.06 feet to the Southeast corner of said Lot 6; thence North 89 degrees 07 minutes 00 seconds West along the South line of said Lot 6, a distance of 371.37 feet to a point on the Easterly right of way line of U.S. Highway No. 71 as established by Document filed for record in Book 491 at Page 45 in the Office of the Recorder of Deeds for Cass County, Missouri; thence North 8 degrees 19 minutes 00 seconds West along Easterly right of way line, a distance of 95.18 feet; thence continuing along said Easterly right of way, North 18 degrees 08 minutes 20 seconds West, 783.01 feet; thence North 89 degrees 54 minutes 15 seconds East, 627.50 feet to the point of beginning.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND THE BOARD OF ALDERMEN OF THE CITY OF HARRISONVILLE, MISSOURI, AS FOLLOWS:

Section 1. A special use permit for the purpose of operation of a recreational vehicle (RV) park located at 700 Plaza Drive is hereby granted with the following conditions:

The Use

This SUP authorizes the operation of a recreational vehicle (RV) park with accompanying facilities for recreation, utilities, security, laundry and restrooms. These facilities are not required, but may be established.

Operation & Management

The maximum stay within the RV Park shall be 180 days. No tent camping shall be allowed. Management shall exercise appropriate control over activities occurring on the site. Inoperable RV's or vehicles shall not be allowed on the site. The storage of, or accumulation of, junk or debris shall not be allowed on the site.

Fire Safety and Emergency Access

The RV Park shall be designed to accommodate fire safety concerns as required by state law and the Fire Code as adopted. The site shall be fully accessible to emergency vehicles and provide adequate fire protection facilities, including water supply through hydrants, or other methods as approved by the Fire Chief.

City Ordinances

The applicant shall comply with all City ordinances.

Driveway & Parking Areas

The driveway and parking area must be paved to meet or exceed city standards. No on-street parking will be permitted.

Lighting

Any lighting used to illuminate the area shall be directed away from adjacent properties and/or roadways.

Screening of Dumpster

The dumpster(s) shall be 100% screened from view with a fence or wall.

Ownership

The RV Park use of this property is conditioned to this applicant. If the applicant wishes to transfer ownership to a second party, the applicant must re-submit an application for a special use permit to the City prior to the transfer of ownership.

Expansion of Facilities

The RV Park shall be extended, expanded, or enlarged beyond 40 spaces without amending the special use permit.

Time Limit

Time Limit = 12 years (from Special Use Permit Approved on August 1, 2016) (Applicant may reapply for renewal of SUP)

Section 2. If any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

Section 3. This ordinance shall become effective immediately upon its passage and approval.

Read two times by title only on February 7, 2022, and passed by the Board of Aldermen this 7th day of February, 2022.

Judy Bowman, Mayor and Ex-Officio
Chairman of the Board of Aldermen

Daniel Barnett, City Clerk

APPROVED by the Mayor this 7th day of February, 2022.

Attachment: SUP RV Park Plaza Dr (SUP for RV Park at Plaza Drive)



TO: Board of Aldermen
FROM: Daniel Barnett,
DATE: January 27, 2022
SUBJECT: December 2021 Municipal Court Report

Type of Item: *Discussion*

A. Discussion Item (ID # 4096)

December 2021 Municipal Court Report

Attachments:

December report (PDF)

IN THE MUNICIPAL COURT OF HARRISONVILLE, MISSOURI
CASS COUNTY

I certify that the attached is a report on all cases heard or tried before the Judge of the Circuit Court of Cass County Missouri, Municipal Division at Harrisonville during the month of **December, 2021** and that the information and statements contained in said report are true and correct according to my best information, knowledge and belief.


Don Lograsso
Municipal Court Judge

1/19/22
Date

Presented and reviewed as required by Court Operating Rule 4.29.


City Clerk

1-20-2022
Date

Subscribed and sworn to before me this _____ day of _____, 2021.

Notary

RECEIVED
JAN 20 2022
CITY OF HARRISONVILLE

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CITY OF HARRISONVILLE~~

Attachment: December report (December 2021 Municipal Court Report)

MUNICIPAL DIVISION SUMMARY REPORTING FORM

Refer to instructions for directions and term definitions. Complete a report each month even if there has not been any court activity.

I. COURT INFORMATION		Municipality: Harrisonville Municipal		Reporting Period: Dec 1, 2021 - Dec 30, 2021	
Mailing Address: 300 E PEARL STREET, HARRISONVILLE, MO 64701					
Physical Address: 300 E PEARL STREET, HARRISONVILLE, MO 64701				County: Cass County	Circuit: 17
Telephone Number: (816)3808903			Fax Number:		
Prepared by: MICHELLE SHAFFER			E-mail Address:		
Municipal Judge:					
II. MONTHLY CASELOAD INFORMATION					
	Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance		
A. Cases (citations/informations) pending at start of month,	24	198	223		
B. Cases (citations/informations) filed	0	30	23		
C. Cases (citations/informations) disposed					
1. jury trial (Springfield, Jefferson County, and St. Louis County only)	0	0	0		
2. court/bench trial - GUILTY	0	1	4		
3. court/bench trial - NOT GUILTY	0	2	0		
4. plea of GUILTY in court	2	16	19		
5. Violations Bureau Citations (i.e. written plea of guilty) and bond forfeiture by court order (as payment of fines/costs)	0	1	0		
6. dismissed by court	0	0	1		
7. <i>nolle prosequi</i>	0	0	10		
8. certified for jury trial (not heard in Municipal Division)	0	0	1		
9. TOTAL CASE DISPOSITIONS	2	20	35		
D. Cases (citations/informations) pending at end of month [pending caseload = (A+B)-C9]	22	208	211		
E. Trial de Novo and/or appeal applications filed	0	0	0		
III. WARRANT INFORMATION (pre- & post-disposition)		IV. PARKING TICKETS			
1. # Issued during reporting period	77	1. # Issued during period		0	
2. # Served/withdrawn during reporting period	4	☐ Court staff does not process parking tickets			
3. # Outstanding at end of reporting period	73				

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MUNICIPAL DIVISION SUMMARY REPORTING FORM

COURT INFORMATION	Municipality: Harrisonville Municipal	Reporting Period: Dec 1, 2021 - Dec 30, 2021
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V. DISBURSEMENTS

Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)		Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Fines - Excess Revenue	\$1,282.50	Court Automation	\$215.35
Clerk Fee - Excess Revenue	\$216.00	Law Enf Arrest-Local	\$130.00
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Excess Revenue	\$7.03	Total Other Disbursements	\$345.35
Bond forfeitures (paid to city) - Excess Revenue	\$672.00	Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$8,470.50
Total Excess Revenue	\$2,177.53	Bond Refunds	\$2,114.50
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)		Total Disbursements	\$10,585.00
Fines - Other	\$3,162.50		
Clerk Fee - Other	\$333.16		
Judicial Education Fund (JEF) ☐ Court does not retain funds for JEF	\$0.00		
Peace Officer Standards and Training (POST) Commission surcharge	\$45.76		
Crime Victims Compensation (CVC) Fund surcharge - Paid to State	\$326.29		
Crime Victims Compensation (CVC) Fund surcharge - Paid to City/Other	\$9.91		
Law Enforcement Training (LET) Fund surcharge	\$90.00		
Domestic Violence Shelter surcharge	\$90.00		
Inmate Prisoner Detainee Security Fund surcharge	\$90.00		
Restitution	\$0.00		
Parking ticket revenue (including penalties)	\$0.00		
Bond forfeitures (paid to city) - Other	\$1,800.00		
Total Other Revenue	\$5,947.62		

Attachment: December report (December 2021 Municipal Court Report)

Municipal Division Summary Reporting

17th Judicial Circuit - Cass County - Harrisonville Municipal Division

I. COURT INFORMATION

Reporting Period:		
December	2021	Court activity occurred in reporting period: Yes
Clerk's Physical Address:	Mailing Address:	Vendor
300 E. Pearl St. Harrisonville, MO 64701	PO Box 367 Harrisonville, MO 64701	Incode (Tyler Technologies)
Telephone Number:	Fax Number:	
(816) 380-8903	(816) 380-8910	
Prepared by:	Prepared by E-mail Address:	Municipal Judge(s) Active During Reporting Period:
MICHELLE SHAFFER	michelle.shaffer@courts.mo.gov	Don Lograsso

II. MONTHLY CASELOAD INFORMATION		Alcohol & Drug Related Traffic	Other Traffic	Non-Traffic Ordinance
A. Cases (citations / informations) pending at start of month		66	618	616
B. Cases (citations / informations) filed		0	0	0
C. Cases (citations / informations) disposed				
	1. jury trial (Springfield, Jefferson County, and St. Louis County only)	0	0	0
	2. court / bench trial - GUILTY	0	0	0
	3. court / bench trial - NOT GUILTY	0	0	0
	4. plea of GUILTY in court	0	0	0
	5. violations Bureau Citations (i.e., written plea of guilty) and bond forfeitures by court order (as payment of fines / costs)	0	0	0
	6. dismissed by court	0	0	0
	7. nolle prosequi	0	0	0
	8. certified for jury trial (not heard in the Municipal Division)	0	0	0
	9. TOTAL CASE DISPOSITIONS	0	0	0
D. Cases (citations / informations) pending at end of month [pending caseload = (A + B) - C9]		66	618	616
E. Trial de Novo and / or appeal applications filed		0	0	0

Municipal Division Summary Reporting

Court Information	Municipality: 17th Judicial Circuit - Cass County - Harrisonville Municipal Division	Reporting Period: December - 2021
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III. WARRANT INFORMATION (pre- & post-disposition)		IV. PARKING TICKETS	
1. # Issued during reporting period:	0	Does court staff process parking tickets? Yes	
2. # Served/withdrawn during reporting period:	76	1. # Issued during reporting period:	0
3. # Outstanding at end of reporting period:	1,105		

V. DISBURSEMENTS	
Excess Revenue (minor traffic and municipal ordinance violations, subject to the excess revenue percentage limitation)	
Fines – Excess Revenue	\$0.00
Clerk Fee – Excess Revenue	\$0.00
Crime Victims Compensation (CVC) Fund surcharge – Paid to City/Excess Revenue	\$0.00
Bond forfeitures (paid to city) – Excess Revenue	\$0.00
Total Excess Revenue	\$0.00
Other Revenue (non-minor traffic and ordinance violations, not subject to the excess revenue percentage limitation)	
Fines – Other	\$0.00
Clerk Fee – Other	\$0.00
Judicial Education Fund (JEF) Court does not retain funds for JEF: Yes	
Peace Officer Standards and Training (POST) Commission surcharge	\$0.00
Crime Victims Compensation (CVC) Fund surcharge – Paid to State	\$0.00
Crime Victims Compensation (CVC) Fund surcharge – Paid to City/Other	\$0.00
Law Enforcement Training (LET) Fund surcharge	\$0.00
Domestic Violence Shelter surcharge	\$0.00
Inmate Prisoner Detainee Security Fund surcharge	\$0.00
Sheriffs' Retirement Fund (SRF) surcharge	\$0.00
Restitution	\$0.00
Parking ticket revenue (including penalties)	\$0.00
Bond forfeitures (paid to city) – Other	\$0.00
Total Other Revenue	\$0.00
Other Disbursements: Enter below additional surcharges and/or fees not listed above. Designate if subject to the excess revenue percentage limitation. Examples include, but are not limited to, arrest costs and witness fees.	
Total Other Disbursements	\$0.00
Total Disbursements of Costs, Fees, Surcharges and Bonds Forfeited	\$0.00
Bond Refunds	\$0.00
Total Disbursements	\$0.00

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