



**City of Blue Springs
903 W. Main
Blue Springs, Missouri 64015**

**Downtown Review Board
MINUTES
Thursday, March 26, 2020**

A meeting of the Downtown Review Board of the City of Blue Springs was held via conference call, as allowed under §610.015, RSMo, which permits conference call meetings and roll call votes in emergency situations due to the current health crisis and state of emergency, with the following members, guests and staff in attendance:

ATTENDANCE	Ken Billups Jr., PC Rep. 1 Jennifer Hauschild, Vice Chair Cindy Miller, Chairperson	Jason Ellis, Downtown Resident Chris, Sandie, Public Works Dir. Mike Mallon, Acting Dir. Comm. Dev.
STAFF/OTHERS	Matt Wright, Acting Asst. Director	
ABSENT	LaKeisha Veal, PC Rep. 2 Jackie Fairbanks, PC Alt. Rep. Chris Lievsay, Councilmember, Dist.2 Kent Edmondson, Councilmember, Dist. 2 Karen Findora, Liaison	
CALL TO ORDER ROLL CALL	Prior to calling the meeting to order, Matt Wright, Acting Asst. Director, Com. Dev., took a roll call of everyone on the phone, which is reflected in the voting members present above. Chairperson Cindy Miller called the meeting to order at 4:07 p.m.	
CONSENT AGENDA APPROVAL	Chairperson Cindy Miller requested action on the Consent Agenda with a motion by Planning Commission Ken Billups, to approve the Minutes of December 18, 2019, a second from Downtown Resident, Jason Ellis, and a unanimous vote via roll call, the Minutes of December 18, 2019, were approved as submitted.	
AGENDA ITEM 2A /	Matt Wright, Acting Asst. Director Community Development, stated that the applicant is requesting an approx. 700-sf. rear building addition to an existing single-family house located at 1607 NW Vesper Street. A building permit is	

DRB-03-20-7259 / "1607 NW Vesper St." / New building addition

MOTION
AGENDA ITEM 2A /
DRB-03-20-7259 / "1607 NW Vesper St." / New building addition

SECOND

VOTE

AGENDA ITEM 2B /
DRB-03-20-7268 / "1605 SW Smith St." / New single-family house

required for building additions. All exterior changes are required to be reviewed by the Historic Preservation Commission and the Downtown Review Board.

Board Member Jennifer Hauschild made a motion to approve DRB-03-20-7259 for a new building addition to be located at 1607 NW Vesper Street.

Seconded by Board Member Jason Ellis.

Chris Sandie - Aye	Kent Edmondson – Absent
Mike Mallon – Aye	Ken Billups, Jr. - Aye
Jason Ellis – Aye	Chris Lievsay – Absent
LaKeisha Veal – Absent	Jackie Fairbanks – Absent
Jennifer Hauschild, Vice Chairperson - Aye	
Cindy Miller, Chairperson - Aye	
(APPROVED 6-Aye, 0-No)	

Matt Wright, Acting Asst. Director Community Development, stated that the applicant is requesting to construct a new single-family house at 1605 SW Smith Street. This location is in the Historic and Downtown District.

Mr. Wright stated that this is a single-story home with a basement, and it does meet the height restrictions for the Downtown Development Code. There is a minimum setback of 10ft. on the front yard and 5ft. for the side and rear. There will be three parking spaces with a side loaded attached garage. There is a minimum of 10% masonry required, and that has been met with 13.2% of the total of the façade having a brick or stone veneer which will be located on the front and side elevations adjacent to the front porch. There are no accessory structures proposed at this time. The applicant will be required to meet the minimum landscaping requirements which would include, one or two street trees depending on the type of tree, and ten front yard plantings.

Mr. Wright stated that the lot is platted and is part of the Mock Addition which was platted in the late 1800's – early 1900's. Mr. Wright stated that possibly a house was built on the lot at one time.

Mr. Wright displayed the building elevations and informed the Board that there is a recessed front porch off to the side of the garage and that is similar to other homes on that block. Mr. Wright stated that they don't have any concerns with the side loaded garage. The homeowner currently owns the home to the west as well, and they will share the driveway, which is permitted under the code. Staff does recommend that if the owner does decide to sell one or both homes that they record an access easement. That would guarantee that both houses would have access to the driveway in the future.

Mr. Wright stated that the total square footage of the house is slightly under 3,000, and that does include a full finished basement. Staff agrees that this meets all requirements of the Downtown Development Code and therefore recommends approval.

APPLICANT

Kay Murphy, Owner / Applicant
Ms. Murphy was present to answer any questions and she stated that she will retrieve an access easement for the driveway.

QUESTIONS

Board Member Ken Billups Jr. questioned the driveway and the shared parking. Ms. Murphy stated that there is no garage on the existing house. A family member lives in that house. Mr. Murphy went on to say the reason that she is adding a three-car garage to the new house is so that her family member can park in the garage. Mr. Billups had concerns with the driveway width, because currently it's not wide enough for two cars. Ms. Murphy stated that she could have plans drawn up with a wider driveway so that two cars could be parked side by side. Mr. Wright stated that she would be allowed to do that, there are some restrictions of the width of a driveway but, even with those restriction she would be under that width requirement.

Mr. Wright stated that the lot line can be shifted and approved Administratively by staff as long as the lot line doesn't shift any further west. The applicant must maintain a 5ft. setback on the existing house.

MOTION
AGENDA ITEM 2B /
DRB-03-20-7268 / "1605
SW Smith St." / New single-
family house

Board Member Ken Billups Jr. made a motion to approve DRB-03-20-7268 for a new single-family house to be located at 1605 SW Smith Street and to explore the options of moving the lot line so that the driveway can be on one lot.

SECOND

Seconded by Board Member Jason Ellis.

VOTE

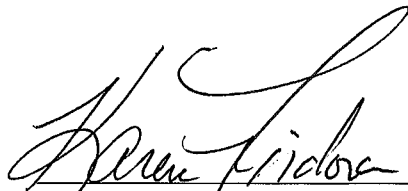
Chris Sandie - Aye	Kent Edmondson – Absent
Mike Mallon – Aye	Ken Billups, Jr. - Aye
Jason Ellis – Aye	Chris Lievsay – Absent
LaKeisha Veal – Absent	Jackie Fairbanks – Absent
Jennifer Hauschild, Vice Chairperson - Aye	
Cindy Miller, Chairperson - Aye	
(APPROVED 6-Aye, 0-No)	

OTHER BUSINESS


None.

MEETING ADJOURN

With no further discussion, a motion was made by Vice Chairperson Jennifer Hauschild to adjourn at 4:23 p.m. Seconded by Board Member Ken Billups Jr.


Respectfully Submitted by,
Karen Findora, Recording Secretary


Cindy Miller, Chairperson


Date