

## The City of Lee's Summit

### Action Letter

### Planning Commission

Thursday, February 27, 2025

5:00 PM

City Council Chambers

City Hall

220 SE Green Street

Lee's Summit, MO 64063

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#### 1. Call to Order

#### 2. Roll Call

**Present:** 8 - Chairperson Dana Arth  
Vice Chair Terry Trafton  
Board Member Randy Benbrook  
Board Member Shari Frazier  
Board Member Tanya Jana-Ford  
Board Member Mark Kitchens  
Board Member Jake Loveless  
Board Member Chip Touzinsky

#### 3. Approval of Agenda

A motion was made by Commissioner Trafton, seconded by Commissioner Kitchens, that this agenda be approved as amended to move item 7, Election of Officers, to item 5. The motion carried unanimously.

#### 4. Public Comments

There were no public comments at this time.

#### 5. Approval of Consent Agenda

A motion was made by Commissioner Trafton, seconded by Commissioner Jana-Ford, that the Consent Agenda be approved. The motion carried unanimously.

- A. [2025-6786](#) Appl. #PL2024-288 - SIGN APPLICATION - Kansas City - Lee's Summit Regional Airport, 2720 NE Hagan Rd; Wellner Architects + Engineers, applicant
- B. [2025-6788](#) Appl. #PL2024-193 - SIGN APPLICATION - Express Oil Change, 200 SW Greenwich Dr; Midwest Sign, applicant
- C. [2025-6784](#) Approval of the January 23, 2025 Planning Commission Action Letter

#### 6. Public Hearings

- A. [2025-6723](#) Public Hearing: Application #PL2024-302 - Preliminary Development Plan - Express Stop convenience store, 3394 NW Village Park Drive; Engineering Solutions, LLC, applicant.

A motion was made by Commissioner Frazier, seconded by Commissioner Kitchens, that this application be recommended for approval to the City Council - Regular Session, due back on 3/25/2025. The motion carried unanimously.

- 1) **TMP-3239** An Ordinance approving a Preliminary Development Plan for land located at 3394 NW Village Park Drive for Express Stop Convenience Store, all in accordance with the provisions of Chapter 33, the Unified Development Ordinance, of the Code of Ordinances for the City of Lee's Summit, Missouri.

## 7. Other Agenda Items

- A. [2025-6785](#) Election of Officers

A motion was made by Commissioner Trafton, seconded by Commissioner Touzinsky to nominate Commissioner Arth as chairperson. A motion was made by Commissioner Arth, seconded by Commissioner Frasier to nominate Commissioner Trafton as vice chairperson. A motion was made by Commissioner Loveless seconded by Commissioner Kitchens to nominate Commissioner Touzinsky as secretary. A motion was made by Commissioner Kitchens, seconded by Commissioner Loveless to nominate Commissioner Benbrook as assistant secretary. The Planning Commission unanimously voted to elect the slate of nominated officers.

## 8. Roundtable

Chairperson Arth informed the commission that Commissioner Trafton accepted the role of Liaison to C.E.D.C and Commissioner Touzinsky accepted the role of Liaison to the Cultural Commission. Chairperson Arth asked Planning Manager C. Shannon McGuire about a tour of the Green Street Market site. Commissioner Touzinsky requested conformation of meeting times for both C.E.D.C and the Cultural Commission. Chairperson Arth asked if applicants still brought samples to meetings and Planning Manager McGuire advised that the applicants are always asked to provide those samples.

## 9. Adjournment

There being no further business, Chairperson Arth adjourned the meeting at 5:36 p.m.

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