



AGENDA

Raymore Board of Adjustment Regular Meeting
City Hall – 100 Municipal Circle
Wednesday, October 8, 2025
6:00 PM

1. Call to Order

2. Roll Call

3. Pledge of Allegiance

4. Personal Appearances

5. Consent Agenda

A. Approval of Minutes from the September 10, 2025 Meeting

6. Unfinished Business

7. New Business

A. Case No. 25035: 403 W. Walnut Street Variance of Use - Mana Auto Sales
(public hearing)

8. Staff Report

A. September Department Report

9. Public Comment

10. Adjournment

Any person requiring special accommodation (i.e., qualified interpreter, large print, hearing assistance) in order to attend this meeting, please notify this office at (816) 331-3324 no later than forty eight (48) hours prior to the scheduled commencement of the meeting.

Hearing aids are available for this meeting for the hearing impaired. Inquire with the City Clerk, who sits immediately left of the podium as one faces the dais.

THE **BOARD OF ZONING ADJUSTMENT** OF THE CITY OF RAYMORE, MISSOURI, MET IN REGULAR SESSION **WEDNESDAY, SEPTEMBER 10, 2025** IN THE COUNCIL CHAMBERS AT RAYMORE CITY HALL, 100 MUNICIPAL CIRCLE, RAYMORE, MISSOURI WITH THE FOLLOWING BOARD MEMBERS PRESENT: TERRI WOODS, BEN BAILEY, JERRY MARTIN, PAM HATCHER, AND TODD BERCK. ABSENT WAS STEPHANIE VELASCO. ALSO PRESENT WERE DEVELOPMENT SERVICES DIRECTOR DAVID GRESS, CITY PLANNER DAVE MCCUMBER, AND ADMINISTRATIVE ASSISTANT EMILY JORDAN.

1. **Call to Order** – Chairman Hatcher called the meeting to order at 6:02 p.m.
2. **Roll Call** – Roll was taken and Chairman Hatcher declared there was a quorum present to conduct business.
3. **Pledge of Allegiance**
4. **Public Appearances** - None
5. **Consent Agenda** – Approval of Minutes from the June 11, 2025 meeting

Motion by Board Member Martin, Seconded by Board Member Woods to approve the consent agenda.

Vote on Motion:

Board Member Woods	Aye
Board Member Bailey	Aye
Board Member Martin	Aye
Chairman Hatcher	Aye
Board Member Berck	Aye
Board Member Velasco	Absent

Motion passed 5-0-0

6. Unfinished Business – None

7. New Business

a. Case #25029 - Saddlebrook 1st Plat Setback Variance (*Public Hearing*)

The public hearing opened at 6:04pm.

Shawn Duke, representing Snyder Associates, came to the podium on behalf of the applicant, and gave an overview of the request. The request is to reduce the rear yard setback. Because of the geographic constraints of the development, the platted lots are located between a flood plain and North Cass Parkway, limiting the depth of the lots. This creates a challenge for the developer when trying to fit homes on the lots. Since the developer would like to maximize the size of the homes, they are requesting a rear yard setback reduction to allow the homes to fit on the lots given their shallow depth. The front and side yard setbacks will remain the same.

City Planner Dave McCumber gave the Staff report, including the project narrative, existing and surrounding zonings, public hearing notices, past planning actions, staff comments, and staff recommendation. There are 23 single-family lots and 4 tracts of land in the development. The rear yard has a current 30' setback requirement. The

developer would like to request a 20' setback, amounting to a 10' setback reduction. The side yard setbacks will remain at 5'. There is a 30' landscape buffer between North Cass Parkway and the rear property lines which will help maintain green space barrier for those homes that abut North Cass Parkway. Staff recommend the Board accept the findings of fact and approve the request.

Board Member Woods asked for clarification on one of the images presented in the staff report.

Mr. McCumber noted that there were two maps, one being a GIS map shown for illustrative and location purposes, and the other being a survey drawing, which was a more exact document.

Board Member Bailey asked if the 5' side yard setback was common, noting that it seems small.

Mr. McCumber noted that the side yard setback was a part of the original request for the development.

Chairman Hatcher asked about the sizes of the homes that are to be constructed versus when the development was first platted, and who the contractor will be.

Mr. Duke noted that the original plan was to build homes between 1,400-1,500sq ft. The development changed hands, and the current developer hopes to build 1,800-2,000sq ft homes if the variance is approved. The homes are to be one-story, meaning they would take up more of the lot than the previously proposed homes. Hakes Brothers will be the contractor for the homes.

Public hearing closed at 6:14pm.

Motion by Board Member Woods, Seconded by Board Member Berck to accept the Staff proposed Findings of Fact and approve Case #25029, Saddlebrook 1st Plat Setback Variance.

Vote on Motion:

Board Member Woods	Aye
Board Member Bailey	Aye
Chairman Hatcher	Aye
Board Member Berke	Aye
Board Member Martin	Aye
Board Member Velasco	Absent

Motion passed 5-0-0

b. Case #25030 - Prairie Pines Lot 3 Variance - Application Withdrawn (Public Hearing)

The public hearing opened at 6:15pm.

Mr. McCumber noted that the application was withdrawn by the applicant, but the public hearing needs to be opened because it was advertised in the newspaper.

The public hearing closed at 6:15pm.

8. Staff Comments -

Mr. Gress gave the department update from the last month, and noted that there is an upcoming meeting in October. Board Member Velsaco has moved out of Raymore and a replacement will need to be elected at the next meeting.

9. Board Member Comment - none

10. Adjournment

Motion by Board Member Woods, Seconded by Board Member Martin to adjourn.

Vote on Motion:

Board Member Woods	Aye
Board Member Bailey	Aye
Chairman Hatcher	Aye
Board Member Berck	Aye
Board Member Martin	Aye
Board Member Velasco	Absent

Motion passed 5-0-0

The Board of Adjustment meeting for September 10, 2025 adjourned at 6:17p.m.

Respectfully submitted,
Emily Jordan

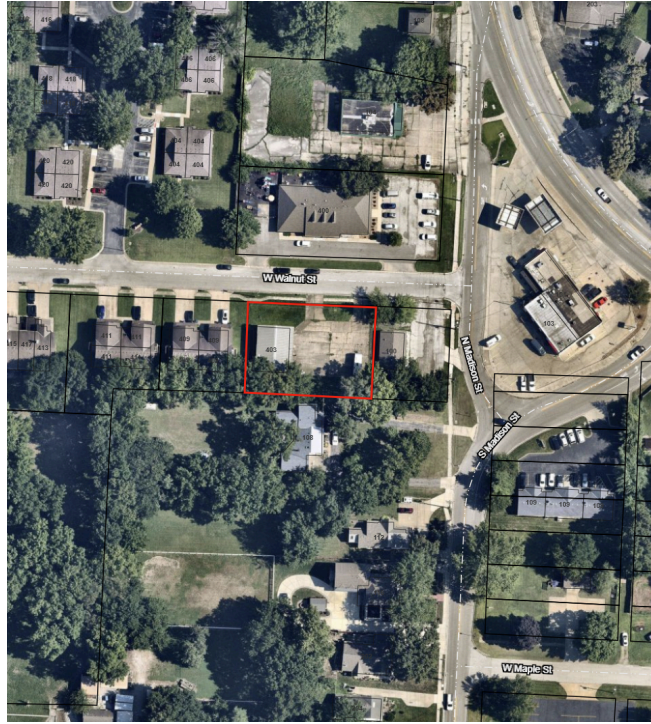
MANA AUTO SALES LLC, VARIANCE OF USE

APPLICANT	Dennis Mendoza
Property Owner:	Denis Mendoza
Engineering/Arch. Firm	N/A

PROJECT LOCATION	REQUESTED ACTION
Walnut Hill Commercial Park - Lot 2 403 W Walnut Street	Variance of Use: Sections 410.020(H) & 415.050(D)

PROJECT NARRATIVE

An application was filed requesting a variance to the Unified Development Code (UDC) Sections 410.020(H) & 415.050(D), allowing for the Light Equipment and Vehicle Sales or Rental land use at the subject property. The property is located on the edge of the "OT" Original Town Overlay District and has a base zoning district of "C-2" General Commercial both of which prohibit the land use.



ZONING AND LAND USE SUMMARY -

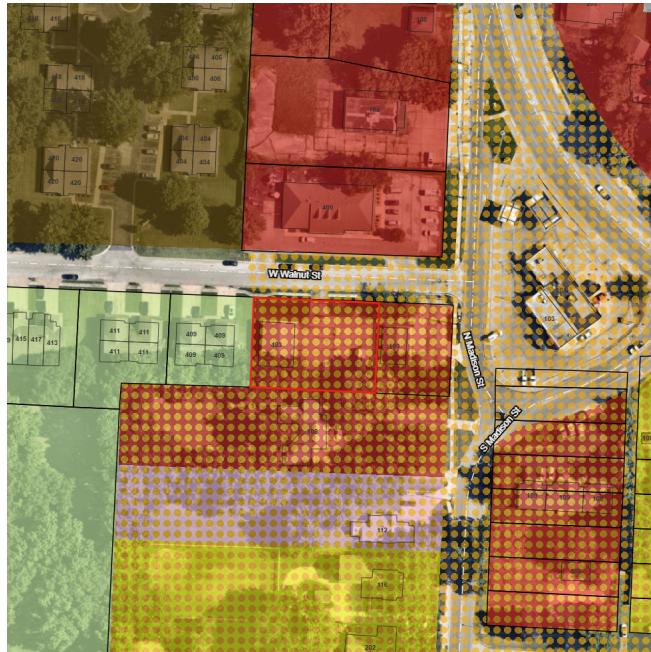
EXISTING ZONING

"OT" Original Town Overlay & "C-2" General Commercial (Base District) Districts

SURROUNDING ZONING & LAND USE

North: "C-2" General Commercial District/Daycare

South: "OT" Original Town Overlay District with the base district of "C-2" General Commercial/Dwelling, Single-family Detached (non-conforming)



East: "C-2" General Commercial District/Motor Vehicle Repair

West: "PUD" Planned Unit Development/Attached Dwelling

TOTAL LOT SIZE

.34 +/- Acres

INFORMATIONAL NOTICES OR MEETINGS -

NOTICE

DATE

Good Neighbor Notice (mailed)

- September 26, 2025

Public Hearing Notice (North Cass Herald)

- September 19, 2025

PAST PLANNING ACTIONS -

1. On May 11, 1982, the City Planning Commission approved the Walnut Heights Commercial Park - Lots 1 & 2.
2. A building permit was issued by the city on March 28, 1989 to construct the now existing metal building on Lot 2. At the time of the construction, the property held a commercial zoning district designation that permitted vehicle repair as a land use.
3. On February 24, 1997, the City Council granted a Conditional Use Permit (CUP) for the vehicle sales land use on the property.
4. The property was rezoned to "C-2" General Commercial District, on December 7, 2008 by the City Council. The updated zoning district prohibited new vehicle sales land uses on the property.
5. The City Council added the "OT" Original Town Overlay District to the property on April 26, 2010. Vehicle sales and services were also prohibited in the "OT" district.

STAFF COMMENTS -

1. B&W Auto Sales - On February 24, 1997, the City granted a CUP for B&W Auto Sales located at 403 W. Walnut for the purpose of establishing automobile/motor vehicle sales, inspections, and minor repair use. The CUP was subject to the following conditions:
 - a. Additional landscaping along the north side of the building, the east property line and in the island between the drives;
 - b. The number of vehicles for sale at any one time will not exceed twenty-five (25);
 - c. The hours of operation are limited to 8:00 A.M. to 6:00 P.M., and,
 - d. All repairs must be done inside the building.

As of 2019, the business license for B&W Auto Sales expired and was not renewed prior to the expiration of the CUP issued in 1997. Now, that land use is no longer a conditionally permitted land use per the current Unified Development Code.

2. The applicant has expressed that his business is different from the traditional sense of the vehicle sales land use in that it is internet based. Mr. Mendoza states that all sales occur online and no customers will visit the property, thus, there will be no vehicles on the property advertised for sale. The applicant indicated that the property will be used to clean, service, and stage vehicles to be picked up and delivered to owners who make purchases online. Mr. Mendoza mentioned that the building and property is already constructed in a way that lends itself to this sort of land use and he would like to operate his type of vehicle sales business there.
3. Both sections of the Unified Development Code would recommend against this auto-oriented use based on both the underlying zoning classification (C-2 General Commercial) and the overlay zoning classification (OT Original Town Overlay). However, staff does recognize that both the building type and general location within the overall overlay district do present a unique situation that may lend itself to the proposed use being appropriate.
4. If after the Board reviews the Findings of Fact and decides to approve the application, staff recommends the following conditions should be considered:
 - a. Acceptance of the Proposed Land Use as Defined by staff:
 - i. A business engaged in the sale or lease of motor vehicles where the primary transactions occur through online or electronic

platforms, and the local physical property is used solely as a location for vehicle cleaning or pre-sale preparation, and customer pickup or drop-off of vehicles. No on-site inventory storage, long-term parking, or open display of vehicles for sale is permitted.

Said definition shall only be applicable to the property and business associated with this application; and

- b. The Variance of Use is valid for a period of 5 years at which time the applicant may reapply; and
- c. No in-person transactions shall occur at the property as indicated by the applicant; and
- d. All repairs and maintenance shall occur within the building; and
- e. Only vehicles awaiting repairs, maintenance, pickup or delivery to the purchaser of said vehicle may be parked outside of the building, excluding employee vehicles and no more than a total of ten (10) shall be on the lot at one time, and shall be parked on the property within parking spaces that are compliant with Section 425.020(C); and
- f. No property, business owner or employee shall store vehicles or equipment of their own or others at the property; and
- g. The property shall be free of any property maintenance violations; and
- h. Vehicles shall be licensed.

The following conditions shall be met prior to issuance of a business license or certificate of occupancy:

- 1. A minimum of 4 vehicle parking spaces shall be striped on the lot employee parking in accordance with the standards of the UDC. A parking lot diagram shall be provided to staff for approval ahead of striping the lot; and
- 2. The parking lot shall be free of grass, weeds, and debris; and
- 3. Screening of the parking lot in conformance with UDC Section 430.080(C)(2) One (1) shade tree at 40-ft on center along the frontage of the parking lot. This equates to two shade trees in the grass areas along the street. Between the shade trees, a landscape bed with shrubs that will grow to a height 3-ft at maturity, planted at 3-ft on center shall be provided.

FINDINGS OF FACT -

Section 470.060 of the Unified Development Code directs the Board of Adjustment concerning their actions in the deliberation of variance of development standard request. Section 470.060(E) provides that a request for a variance may be granted upon a finding of the Board that all of the following conditions have been met:

1. The variance requested arises from such a condition which is unique to the property in question and which is not ordinarily found in the same zone or district; and is not created by an action or actions of the property owner and applicant or their agent, employee or contractor.

The request arises due to the building being constructed at a time when the land use (vehicle sales) was a Conditional Use in the zoning district, as well as the nature of the building type, which lends itself to this type of use. Since the completion of the building, the city's UDC has been updated, prohibiting the land use from being reestablished at the property. Currently, both the "OT" Overlay and "C-2" base zoning district prohibit this use.

2. The strict application of the provisions of the Unified Development Code of which the variance is requested will constitute an unnecessary hardship or practical difficulty upon the property owner represented in the application and that such unnecessary hardships or practical difficulties are not generally applicable to other property in the same district.

The strict application of the development code constitutes a hardship for the owner to utilize the property as it was originally developed to be. Unless there is another building designed specially for vehicular service or sales in both the "OT" Overlay and "C-2" base zoning district, the hardship is not generally applicable to other properties in the same districts.

3. The granting of the permit for the variance will not adversely affect the rights of adjacent property owners or residents

Granting the permit with the conditions listed will not adversely affect the rights of adjacent property owners or residents.

4. The granting of the variance will not result in advantages or special privileges to the applicant or property owner that this code denies to other land, structures or uses in the same district.

Given that this property is located on the edge of the "OT" Overlay District, is developed with a specific building type that was approved with a Conditional Use Permit for the land use. Granting the request will not result in advantages or special privileges to the applicant or owner that the code denies to other land, structures or uses in the same district.

5. Whether the requested variance is the minimum variance necessary to provide relief.

The request for a variance of use to allow the proposed land use, as defined in the Staff Recommendations section of this report, at the property zoned "OT" and "C-2" is the minimum necessary for relief.

6. The variance desired will not adversely affect the public health, safety, morals, order, convenience, prosperity, or general welfare.

The variance, if granted, will not adversely affect the public health, safety, morals, order, convenience, prosperity, or general welfare.

7. The granting of the variance desired will not be opposed to the relevant purposes and intents of this Unified Development Code.

The requested variance does not oppose the purposes and intent of the UDC as the property was clearly developed at a time when the use was allowed with approval of a Conditional Use Permit. Granting the variance with the conditions as presented supports relevant purposes and intents of this Unified Development Code while allowing the property owner to utilize the property as originally intended.

8. The variance will result in substantial justice being done, considering both the public benefits intended to be secured by this code and the individual hardships or practical difficulties that will be suffered if the variance request is denied.

An approved variance would be justice for the public and the applicant as it would allow a vacant building to be repurposed for a less intense land use and business model than what previously occupied the property. If approved with the listed conditions, the property owner would be limited to how the site can be used and be required to make improvements. If denied, the property would likely remain vacant for an unknown amount of time.

PROJECT REVIEW SCHEDULE

COUNCIL, COMMISSION OR BOARD	ACTION	DATE
Board of Zoning Adjustment	Review & Decision	October 8, 2025

STAFF RECOMMENDATIONS -

Staff recommends that the Board of Zoning Adjustment accept the proposed findings of fact and approve Case No. 25035 - the Mana Auto Sales LLC, Variance application with the following conditions:

1. Acceptance of the Proposed Land Use as Defined by staff:
 - a. A business engaged in the sale or lease of motor vehicles where the primary transactions occur through online or electronic platforms, and the local physical property is used solely as a location for vehicle cleaning or pre-sale preparation, and customer pickup or drop-off of vehicles. No on-site inventory storage, long-term parking, or open display of vehicles for sale is permitted.

Said definition shall only be applicable to the property and business associated with this application; and

2. The Variance of Use is valid for a period of 5 years at which time the applicant may reapply; and
3. No in-person transactions shall occur at the property as indicated by the applicant; and
4. All repairs and maintenance shall occur within the building; and
5. Only vehicles awaiting repairs, maintenance, pickup or delivery to the purchaser of said vehicle may be parked outside of the building, excluding employee vehicles and no more than a total of ten (10) shall be on the lot at one time, and shall be parked on the property within parking spaces that are compliant with Section 425.020(C); and
6. No property, business owner or employee shall store vehicles or equipment of their own or others at the property; and
7. The property shall be free of any property maintenance violations; and
8. Vehicles shall be licensed.

The following conditions shall be met prior to issuance of a business license or certificate of occupancy:

1. A minimum of 4 vehicle parking spaces shall be striped on the lot employee parking in accordance with the standards of the UDC. A parking lot diagram shall be provided to staff for approval ahead of striping the lot; and
2. The parking lot shall be free of grass, weeds, and debris; and

3. Screening of the parking lot in conformance with UDC Section 430.080(C)(2)
One (1) shade tree at 40-ft on center along the frontage of the parking lot. This equates to two shade trees in the grass areas along the street. Between the shade trees, a landscape bed with shrubs that will grow to a height 3-ft at maturity, planted at 3-ft on center shall be provided.

PROJECT ATTACHMENTS

1. Site Photos

Site Photos

Looking NW



Site Photos

Looking SE



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Site Photos

Looking W



Site Photos

Looking SW



MONTHLY DEPARTMENT REPORT SEPTEMBER 2025

BUILDING PERMIT & INSPECTION ACTIVITY -

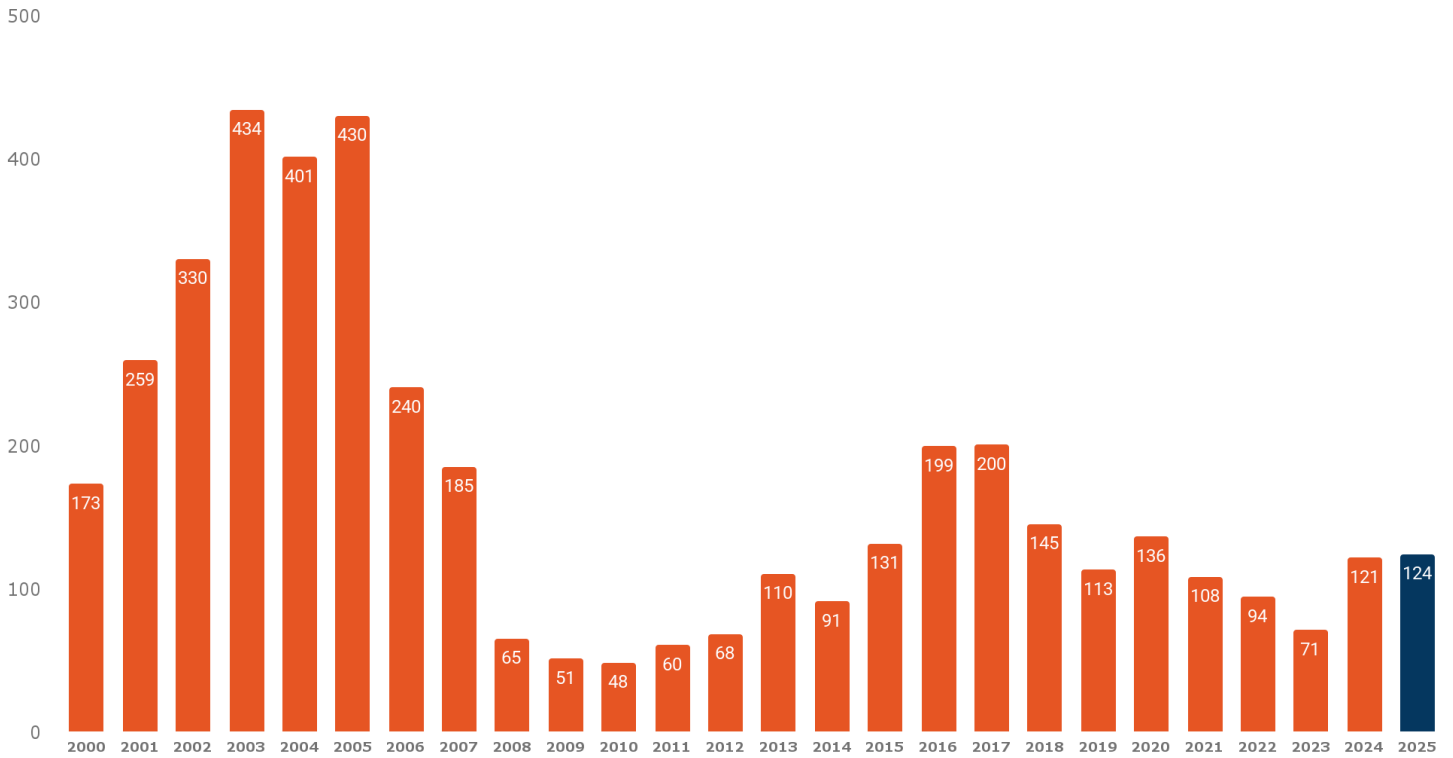
TYPE OF PERMIT	SEPT 2025	2025 YTD	2024 YTD	2024 TOTAL
Detached Single-Family Residential	25	124	67	121
Attached Single-Family Residential	0	0	80	80
Multi-Family Residential (apartment)	0	0	13	13
Miscellaneous Residential (deck; roof)	87	588	578	733
Commercial - New, Additions, Alterations	4	21	30	35
Sign Permits	3	49	51	70
BUILDING INSPECTIONS	SEPT 2025	2025 YTD	2024 YTD	2024 TOTAL
Total No. of Inspections	488	3,803	3,704	4,871
Residential Inspections	258	2,721	2,378	3,107
Commercial Inspections	230	1,082	1,326	1,764
INVESTMENT	SEPT 2025	2025 YTD	2024 YTD	2024 TOTAL
Total Residential Permit Valuation	\$9,040,860	\$43,715,180.00	\$40,081,440	\$59,015,960
Total Commercial Permit Valuation	\$25,362,460	\$63,864,415.00	\$35,090,341	\$38,506,341

BUILDING CONSTRUCTION ACTIVITY -

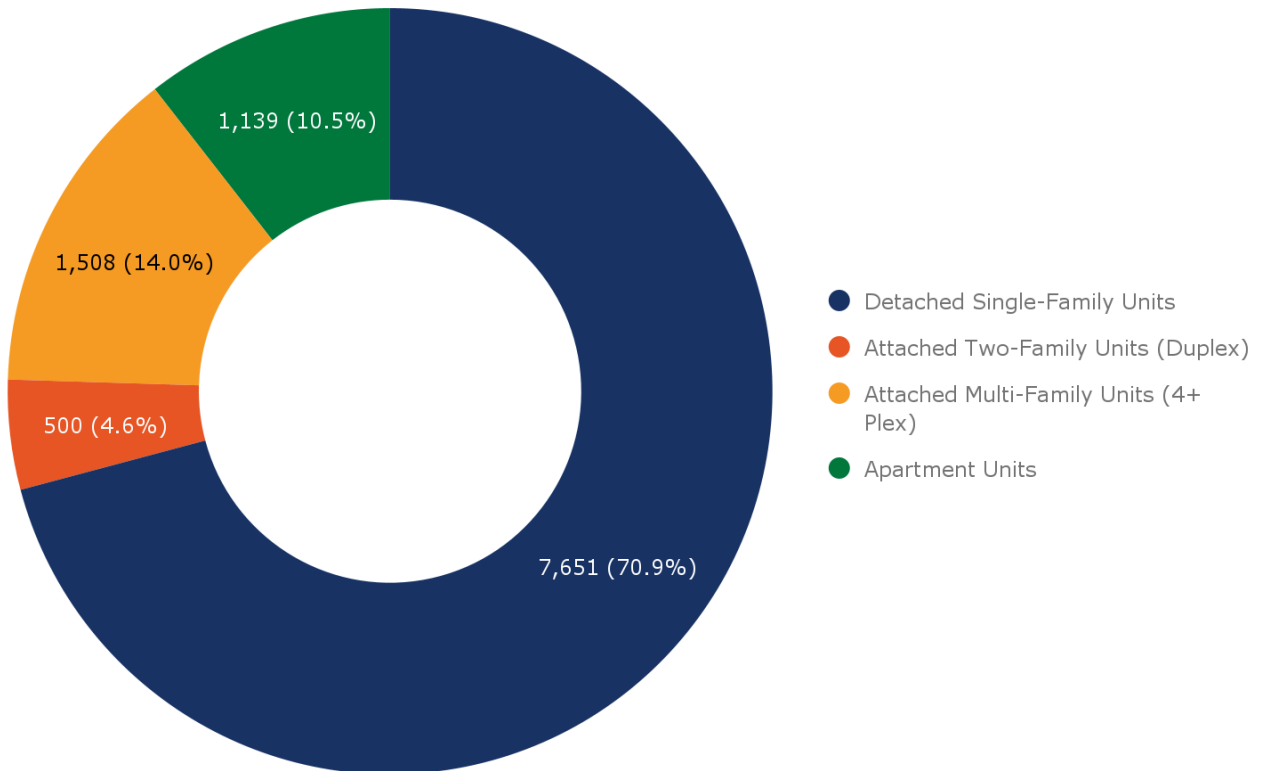
- 25 new single-family home permits were issued in the Madison Valley, Creekmoor, Knoll Creek and Sky Vue East neighborhoods.
- Building construction continues at the Raymore Commerce Center South Development at Building 5.
- Property and building improvements were permitted for the Pine Street Center shopping center, including new asphalt parking lot improvements, and future roof replacements.

BUILDING PERMIT TRENDS AND HOUSING UNIT INVENTORY -

Single Family Housing Permit Trends 2000-2025



Existing Housing Unit Inventory



CODE ENFORCEMENT ACTIVITY -

CODE ENFORCEMENT	SEPT 2025	2025 YTD	2024 YTD	2024 TOTAL
Code Enforcement Cases Opened	75	608	633	764
<i>Notices Mailed</i>		0	0	
-Tall Grass/Weeds	25	192	153	160
- Inoperable Vehicles	9	147	213	257
- Junk/Trash/Debris in Yard	14	89	97	127
- Object placed in right-of-way	1	13	9	11
- Parking of vehicles in front yard	7	65	33	41
- Exterior home maintenance	9	39	71	83
- Other (trash at curb early; signs; etc)	0	10	0	0
Properties mowed by City Contractor	6	52	53	56
Abatement of violations (silt fence repaired; trees removed; stagnant pools emptied; debris removed)	7	18	3	5
Signs in right-of-way removed	53	610	489	670
Violations abated by Code Officer	3	33	39	48
Citations Issued	10	114	-	-

ACTIONS OF BOARDS, COMMISSIONS & CITY COUNCIL - SEPTEMBER

SEPTEMBER 2, 2025 PLANNING AND ZONING COMMISSION -

- FY2026-2030 Capital Improvement Program (public hearing), recommended approval

SEPTEMBER 8 , 2025 CITY COUNCIL -

- 2nd Reading - Cunningham at Creekmoor 5th Plat, approved

SEPTEMBER 10, 2025 BOARD OF ZONING ADJUSTMENT

- Saddlebrook 1st Plat Rear-Yard Setback Adjustment (public hearing), approved

SEPTEMBER 16, 2025 PLANNING AND ZONING COMMISSION -

- **Meeting Canceled** - 2025 American Planning Association Missouri Conference - St. Louis

SEPTEMBER 22, 2025 CITY COUNCIL -

- **Meeting Canceled** - No items scheduled

TENTATIVE UPCOMING MEETINGS - OCTOBER

OCTOBER 7, 2025 PLANNING AND ZONING COMMISSION -

- Raymore Commerce Center South 1st Final Plat

OCTOBER 8 , 2025 BOARD OF ZONING ADJUSTMENT -

- 403 W. Walnut Variance of Use (public hearing)

OCTOBER 13, 2025 CITY COUNCIL -

- 1st Reading - 1405 Lakepoint Cove Easement Vacation

OCTOBER 21, 2025 PLANNING AND ZONING COMMISSION -

- No items currently scheduled

OCTOBER 27, 2025 CITY COUNCIL -

- 1st Reading - Raymore Commerce Center South 1st Final Plat
- 2nd Reading - 1405 Lakepoint Cove Easement Vacation

SEPTEMBER DEPARTMENT ACTIVITY & EVENTS -

- Director David Gress and Senior Planner Dave McCumber were featured on the City's [Say More in Raymore](#) podcast, sharing information about the Development Services Department.
- Development Services Director David Gress and Senior Planner Dave McCumber attended the monthly Southland KC Planners meeting with colleagues from Belton, Peculiar, Harrisonville and other surrounding cities.
- The department prepared the annual listing of special assessments for code enforcement abatements to be filed with the Cass County Collector.
- GIS Coordinator Thomas Ehlinger continued field survey work assisting the Public Works Department with their street sign inventory, as well as verifying infrastructure as-built plans for recently completed infrastructure projects.
- The Planning and Zoning Commission met on Tuesday, Sept. 2 to review the proposed FY26 Capital Improvement Program (CIP) as part of the City's proposed annual budget and recommended approval to the City Council. The Commission is responsible for reviewing the proposed projects to ensure they align with the goals and objectives of the Comprehensive Plan.
- Economic Development Director Jordan Lea attended the International Economic Development Council's mentorship committee meeting.
- Economic Development Director Jordan Lea attended the Missouri Economic Development Council's board meeting.

- Economic Development Director Jordan Lea attended Workforce YOU monthly meetings.
- The Board of Zoning Adjustment met on Wednesday, Sept. 10 for a regular meeting.
- Development Services Director David Gress attended the monthly Raymore Chamber of Commerce Board meeting.

- Elected officials and city staff attended the ribbon cutting celebration for [Einstein Bros. Bagels](#), located at 1838 W Foxwood Drive.



- Economic Development Director Jordan Lea attended the Raymore Chamber of Commerce events committee meeting.
- Economic Development Director Jordan Lea attended the Missouri Economic Development Council's public policy meeting.
- Economic Development Director Jordan Lea attended the monthly Raymore Chamber of Commerce Board meeting.
- Director David Gress and Senior Planner Dave McCumber attended the annual Bi-State APA Planning Conference in St. Louis, MO.
- Economic Development Director Jordan Lea attended the International Economic Development Council's annual conference.
- Mayor Kris Turnbow, Councilmember Joseph Burke and City staff attended a celebration for Raymore Commerce Center South and Dean Avenue.
- Development Services Director David Gress and Economic Development Director Jordan Lea attended the Raymore Chamber of Commerce monthly luncheon.
- Economic Development Director Jordan Lea attended SmartPort KC's quarterly networking event.