



APPROVED

PLANNING COMMISSION /
BOARD OF ZONING APPEALS
MARCH 25, 2025 MEETING MINUTES

Commissioners Present: Cowman, Dees, Maurer, McLean,

Commissioners Absent: Parks

Others Present: Mitch Gabbert - City of Paola

Item 1: **Pledge of Allegiance.**

Item 2: **Consideration of minutes from the February 18, meeting.**

Commissioner Cowman called the meeting to order. The next order of business was the consideration and approval of the minutes from the February 18, meeting.

Commissioner McLean made a motion to approve the February 18, meeting minutes. The motion was seconded by Commissioner Dees with all commissioners voting in favor.

Item 3: **Consideration and vote to recommend approval of the Final Site Plan for Phase 1 of the Tiny Home Cluster Development at 1004 N Pearl St., My Father's House applicant.**

Zoning Administrator Mitch Gabbert presented the following information on the Final Site Plan for My Father's House Tiny Home Cluster Development.

Background:

My Father's House has submitted a final site plan application for a tiny home cluster development, located at 1004 N Pearl St. The site plan was completed by Pfefferkorn Engineering & Environmental, LLC. The final site plan was reviewed by staff, as well as Wilson and Company Engineers & Architects, and all comments have been satisfied. Street plans have also been reviewed and approved by our fire review consultant, to ensure emergency vehicle access is provided.

Analysis: (Ordinance 3205 covers regulations on tiny home cluster developments)

Minimum Site Area: Required: 1.5 Acres
Provided: 8.93 Acres

Setbacks: Required: Street: 15 ft

Rear: 8 ft

All setbacks have been met

Bufferyard: Required: 6' - 100% opaque fence
Provided: 6' - wooden privacy fence

Parking: Required: 45 spaces
Provided: 25 in circle, and 50+ existing in current lot

Trash Enclosures: All dumpsters must be enclosed with a masonry or wood structure, and will be verified during construction.

Storm Shelter: Provided in the center of the circle

Sidewalks: Sidewalks are not required, however the developer plans to install a pedestrian lane around the circle.

Signage & Landscaping: The signage & landscaping plans will be submitted for staff approval during the construction phase.

Drainage Calculations: Drainage calculations have been approved by Wilson & Company, and KDHE has approved the applicant's NOI.

Findings:

1. The application is consistent with section 21.625 of the LDO.
2. The application will not be detrimental to the health, safety, or general welfare of the community.

Recommendation:

Staff recommends approval of the final site plan for Phase 1 of the Tiny Home Cluster Development at 1004 N Pearl St.

Discussion:

There was some discussion about requirements for the storm shelter, which will be reviewed with their building permit application.

Commissioner McLean made a motion to recommend approval of the final site plan for My Father's House and Commissioner Dees seconded the motion, and all commissioners voted in favor.

Item 4: Community / Economic Development Director Report

Zoning Administrator Gabbert presented the following information:

1. Permits year to date = 86
2. General
 - a. 2 new home permits issued in February. One is in Heatherwood and the other is an infill lot on Ottawa St.
 - b. Walmart's plans for the store remodel have been approved, and their projected start date is around the middle of May.
 - c. We have a new business at 124 W Wea, the old locksmith shop. Gettin Crafty with AJ will host small painting and craft parties, as well as lessons.
 - d. Nuisance sweep of the town turned up around 100 cases. Letters are in the process of being sent out. Citywide spring clean up on April 12th will hopefully help with a lot of the trash nuisances.
 - e. AEC received their building permit and are getting started.
3. City Council
 - a. LDO text amendments for farm animals and sign regulations were approved in January.
 - b. Public hearings for dangerous structures located at 209 N Pearl St., and 610 E Kaskaskia St. have been set for the April 8th Council meeting.
 - c. City Council ward 2 has a vacancy & is currently accepting letters of interest.
4. April Planning Commission
 - a. Public hearing for an amendment to the conditional use permit for 118 S Silver, Herron Outdoors. This is to allow for expansion of the current operation into the basement, and the adjoining building next door.

There was some discussion about an upcoming plan review for a metal-sided house at the end of East Shawnee, old North School and a business on the square.

Item 5: Adjournment

Commissioner McLean made a motion to adjourn. The motion was seconded by Commissioner Mauer, with all commissioners voting in favor.