BLUE SPRINGS
MISSOURI

PLANNING COMMISSION MEETING

Monday, February 9, 2026 6:30 PM
Public Safety Building
1100 SW Smith St.
Blue Springs, Missouri

MEMBERS:	Susan Stokenbury
Chris Henning	Jennifer Ritschel-Smith
Rick How	Travis Graham
Brian Ingersoll	Byron Craddolph
Chad Sanderson	Jared Pumphrey

Agenda

1. Call Meeting to Order
2. Confirmation of a Quorum
3. Approval December 22, 2025 Minutes
4. Public Hearing—UDC Text Amendment: Short Term Rentals (UDCT-01-26-9774)
   903 W Main St
5. Public Hearing—General Development Plan: McAtee Meadows (GDP-12-25-9747)
   Northwest corner of SW South Avenue and SW 7th Street Terrace—This plan case is being continued to the March 23, 2026 Planning Commission Meeting

6. Public Hearing—Conditional Use Permit: Eclectic Tattoo (CUP-01-26-9781) 1121 SW 28th Street—This plan case is being continued to the February 23, 2026 Planning Commission Meeting
7. Preliminary Plat: McAtee Meadows (PP-12-25-9748) Northwest corner of SW South Avenue and SW 7th Street Terrace—This plan case is being continued to the March 23, 2026 Planning Commission Meeting
8. Adjournment

This agenda was posted at City Hall and on the City's website on February 4, 2026 A quorum of the City Council may be in attendance; however, no City Council votes will be taken.

City of Blue Springs
903 Main
Blue Springs, Missouri 64015

Planning Commission
MINUTES
Monday, December 22, 2025

Media Link: December 22, 2025, Planning Commission Meeting

A regular meeting of the Planning Commission of the City of Blue Springs was held at 6:30 p.m. on Monday, December 22, 2025, in the Council Chambers of the Howard L. Brown Public Safety Building, located at 1100 SW Smith Street, Blue Springs. The meeting was also viewed live on Blue Springs Channel 7, City of Blue Springs, Mo YouTube Channel, and www.bluespringsgov.com/CityMeetingsLive. The following members, guests and staff were in attendance:

ATTENDANCE	Chris Henning, Chairperson	Brian Ingersoll
	Richard How	Susan Stokenbury
	Jennifer Ritschel-Smith	Byron Craddolph
	Travis Graham	
STAFF PRESENT	Mike Mallon, Senior Director of City Development	
	Nic Hutchison, Assistant Director of City Development	
	Shantele Frie, Associate Planner	
	Logan Day, Associate Planner	
	Jerry Kaylor, Mayor Pro-Tem	
	James Newell, City Attorney	
	Traci Breshears, Recording Secretary	
ABSENT	Chad Sanderson	
	Jared Pumphrey	

CALL TO ORDER

Chairperson, Chris Henning, called the meeting to order at 6:30 p.m. with a request that everyone stand for the Pledge of Allegiance.

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CONSENT AGENDA APPROVAL

Chairperson Henning requested action on the Consent Agenda. Commissioner How made a motion to approve the minutes that was seconded by Commissioner Craddolph. With 7-0 approval the minutes passed.

Chris Henning—Aye	Susan Stokenbury—Aye
Byron Craddolph—Aye	Brian Ingersoll—Aye
Travis Graham—Aye	Richard How—Aye
Jennifer Ritschel-Smith—Aye	

PUBLIC HEARING OPENED

Chairperson Henning opened the public hearing at 6:32pm.

PUBLIC HEARING / AGENDA ITEM 2 / VACATION / VAC-11-25-9743 / "Blue Springs Public Works" / 500 SE Sunnyside School Rd

&

AGENDA ITEM 3 / SITE PLAN DESIGN REVIEW / SPDR-11-25-9732 / "Blue Springs Public Works" / 500 SE Sunnyside School Rd

Chairperson Henning requested Nic Hutchison, Assistant Director of City Development, present the Vacation and Site Plan Design Review for Blue Springs Public Works.

APPLICANT

IN FAVOR

IN OPPOSITION

PUBLIC HEARING CLOSED

MOTION / VACATION / VAC-11-25-9743 / "Blue Springs Public Works"

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/ 500 SE Sunnyside School Rd

SECOND

The motion was seconded by Commissioner Graham.

VOTE

Byron Craddolph—Aye	Brian Ingersoll—Aye
Susan Stokenbury—Aye	Chris Henning—Aye
Jennifer Ritschel-Smith—Aye	Richard How—Aye
	Travis Graham—Aye

Recommended Approval
(7-Aye, 0-No)

STAFF CONDITIONS

MOTION / SITE PLAN DESIGN REVIEW / SPDR-11-25-9733 / "Blue Springs Public Works" / 500 SE Sunnyside School Rd

SECOND

The motion was seconded by Commissioner Ingersoll.

VOTE

Byron Craddolph—Aye	Brian Ingersoll—Aye
Susan Stokenbury—Aye	Chris Henning—Aye
Jennifer Ritschel-Smith—Aye	Richard How—Aye
	Travis Graham—Aye

Recommended Approval
(7-Aye, 0-No)

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STAFF CONDITIONS	
AGENDA ITEM 4 / MASTER/ALTERNATIVE SIGN / ASP-11-25-9737 / "Kansas City Cannabis" / 1117 NW 7 Hwy	Chairperson Henning requested Logan Day, Associate Planner, present the final plat for The Woodlands at Chapman Farms.
APPLICANT	Bob Frost, 8619 SW 7 Hwy, Blue Springs, MO
MOTION / MASTER/ALTERNATIVE SIGN / ASP-11-25-9737 / "Kansas City Cannabis" / 1117 NW 7 Hwy	Commissioner How made the motion to approve final plat PF-08-25-9671 for The Woodlands at Chapman Farms with 3 conditions.
SECOND	The motion was seconded by Commissioner Stokenbury.
VOTE	Byron Craddolph—Aye Susan Stokenbury—Aye Jennifer Ritschel-Smith—Aye Brian Ingersoll—Aye Chris Henning—Aye Richard How—Aye Travis Graham—Aye **Recommended Approval w/ 3 conditions (7-Aye, 0-No)**
STAFF CONDITIONS	1. Approval by the Planning Commission based on the representations of any drawings presented as part of this

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application does not waive any requirement or development standard contained in the UDC unless modified under the PUD Concept Plan.

2. Prior to building permit issuance, the following must occur:
    a. The Final Plat must be recorded with Jackson County.
    b. The recorded Declaration of Restriction documents must be provided to the City.
    c. All open space landscaping must be installed.
3. Prior to occupancy of each lot, the following must occur:
    a. The required landscaping for each lot shall be installed.
    b. The required public sidewalk for each lot shall be installed.

STRATEGIC PLAN PRESENTATION

George Schmitz, Assistant to the City Administrator, presented the Strategic Plan to the Planning Commissioners.

MEETING ADJOURN

Chairperson Henning asked for a motion for adjournment. Commissioner Stokenbury motioned to adjourn, which was seconded by Commissioner How, and with unanimous consent the meeting was adjourned at 6:59 pm.

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Respectfully Submitted by
Traci Breshears, Recording Secretary

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Chris Henning, Chairperson

_____

Date

PLANNING APPLICATION REVIEW STAFF REPORT

Project Information

Meeting Dates:

Planning Commission: February 9, 2026

City Council Date: February 18, 2026

Project Name: UDCT-01-26-9774: UDC Text Amendment Short-Term Rental (STR)

Site Location: N/A

Applicant: City of Blue Springs

Staff Planner: Nic Hutchison, Director City Development

Project Description:

An Ordinance amending the Code of Ordinances by adding a new article to Chapter 605, Business Licensing and Regulations, to establish Short-Term Rental registration and operating standards; and amending Chapter 655 (Hotels and Motels) and the Unified Development Code (Chapter 405 and 407) to provide tax compliance and land use regulation of Short-Term Rentals.

The proposed UDC Text Amendments are being proposed to address concerns raised by the City Council and direction provided to staff to bring forward amendments for the above items.

Staff Recommendation:

Staff recommends the proposed UDC Text changes.

The Development Advisory Commission recommended approval (3 aye, 0 no) of the UDC Text Amendments on January 20, 2026, including an additional recommendation to address parking requirements within the Downtown District by allowing on-street parking to satisfy the on-site parking requirement for Short-Term Rentals.

Staff Analysis

Text Amendments ensure that the generally applicable laws in this Development Code reflect the broad public interest and long-range planning goals of the community, as reflected in the Comprehensive Plan. The City may determine that it is necessary from time to time to revise and update the Development Code to implement the Comprehensive Plan.

Review Criteria

Section 403.020 of the UDC states a Text Amendment shall be reviewed according to the following criteria:

1. Whether the change is in accordance with the Comprehensive Plan, Design and Construction Manual, or any official plans or programs developed under the guidance of the Comprehensive Plan.

2. Whether such change is consistent with the purposes of this Development Code, and the intent or objectives of any Chapter or Subsection containing the change.

3. The areas that are most likely to be directly affected by the amendment and in what way they will be affected.

4. Whether the proposed amendment is made necessary because of changed or changing social values, new planning concepts or other social or economic conditions in the areas and zoning districts affected.

5. The recommendations of professional staff.

Staff finds that the proposed UDC amendments meet the above criteria and therefore recommends approval of the UDC Text Amendments.

Proposed UDC Text Amendments

Section 1. Chapter 605—Business Licensing and Regulation of the Code of Ordinances, City of Blue Springs, Missouri, is hereby amended by adding a new Section 605.220—Short –Term Rental Registration and Operating Standards, to read as follows:

ARTICLE XX- SHORT-TERM RENTAL REGISTRATION AND OPERATING STANDARDS

Sec. 605.020. Definitions

For purposes of this Article:

1. Short-Term Rental (STR): The rental of a dwelling unit, or any portion thereof, for periods of thirty-one (31) consecutive days or fewer to a transient guest, as defined in Chapter 655.
2. Operator/Host: The person or entity offering a Short-Term Rental
3. Local Responsible Agent: A person residing or doing business in Jackson County, Missouri, or the surrounding area, designated by the Operator to respond to complaints or emergencies and who is available twenty-four (24) hours per day and capable of responding on-site within sixty (60) minutes.

Sec. 605.220. Registration Requirements for Short-Term Rentals

A. No person shall operate a Short-Term Rental within the City without first registering annually with the City.
B. Registration shall require submission of the following:

1. Owner/Operator name and contact information;
2. Property address and description, including number of bedrooms or sleeping areas;
3. Local Responsible agent name, phone number, and email address;
4. Proof of compliance with Chapter 655 (Hotel/Motel Tax account or documentation of platform remittance);
5. A signed self-certification checklist verifying the presence of smoke and carbon monoxide alarms, a fire extinguisher, a code-compliant egress, trash service plan, parking plan, and acknowledgement of applicable tax obligations; and
6. Payment of the registration fee as established by resolution of the City Council.

C. Each registration Short-Term Rental shall be issued a unique registration number, which shall be displayed on all advertisements and listings.

Sec. 605.230. Performance Standards

A. Occupancy: Maximum occupancy shall be two (2) persons per legal bedroom plus two (2) additional persons, not to exceed ten (10) occupants unless otherwise approved by the Fire Marshal.
B. Parking: One (1) off-street parking space per bedroom, up to a maximum of four (4) spaces. No blocking of sidewalks, driveways, or the public right-of-way. For Short-Term Rentals located within the Downtown Zoning Districts (T3 and T4), available on-street parking located within one-quarter (1/4) mile of the Short-Term Rental shall be considered sufficient to meet the parking requirement.
C. Noise: Compliance with all City peace disturbance and noise regulations. Quiet hours shall be from 11:00pm to 6:00am. No outdoor amplified sound during quiet hours.
D. Trash and Property Maintenance: Use of City-approved refuse containers; placement and removal in accordance with City collection schedules; and maintenance of yards, porches, and exterior areas free of refuse.
E. Events: commercial events, ticketed parties, or similar activities are prohibited.
F. Life Safety: Smoke detectors, carbon monoxide detectors, and at least one (1) fire extinguisher per level of the dwelling should be provided and maintained in compliance with applicable codes.
G. Local Contact: The Local Responsible Agent shall be available twenty-four (24) hours per day and respond on-site within sixty (60) minutes to complaints or emergencies.
H. Listing Disclosure: All listings shall include the City Registration number, occupancy limit, parking instructions, and quiet hours.

Sec. 605.240. Enforcement

A. Violations of this Article shall be enforced as follows:
    1. First Violation: Written Warning;
    2. Second Violation within a twelve (12) month period: One Hundred dollars ($100.00) dollars;
    3. Third Violation: Two Hundred and fifty ($250.00) dollars;
    4. Fourth Violation: Two Hundred and fifty ($250.00) dollars;
    5. Fourth or subsequent violations: Five hundred ($500.00) dollars per violation;
D. Major Violations: include life-safety violations, failure to remit required taxes, or repeated nuisance activity, may result in suspension of registration for up to ninety (90) days or revocation of registration for up to one (1) year.
E. Appeals shall be conducted in accordance with Chapter 605 procedures.

Section 2. Amendment to Chapter 655 –Hotels and Motels

Sec.655.130. Applicability to Short-Term Rentals

A. All Short-Term Rentals, as defined in Chapter 605, are subject to the City's hotel/motel (transient guest) tax.
B. Operators shall file monthly returns or provide documentation that a booking platform has remitted taxes on their behalf.
C. Failure to remit required taxes shall constitute grounds for suspension or revocation of Short-Term Rental registration under Chapter 605.

Section 3. Amendment to the Unified Development Code (UDC)

That Chapter 405 (Building and Use Regulations) of the Unified Development Code are hereby amended as follows:

A. Chapter 404.050 –Special Use Standards:
    1) 41. Short-Term Rentals. Short-Term Rental dwelling units shall be permitted ("P") use in all zoning districts where dwelling units are otherwise permitted. Operational requirements are contained in Chapter 605.
        i. Short-Term Rentals shall not be permitted in recreational vehicles or accessory structures not approved for dwelling use. Private covenants or HOA restrictions shall not be enforced by the City.

THE EXAMINER

AFFIDAVIT OF PUBLICATION

State of Florida, County of Orange, ss:

I, Anjana Bhadoriya, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Examiner, a publication that is a "legal newspaper" as that phrase is defined for the city of Independence, for the County of Jackson, in the state of Missouri, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

Publication Dates:

- Jan 24, 2026

Printer's Fee: $125.24

Anjana Bhadoriya

_____

Agent

VERIFICATION

State of Florida
County of Orange

JESSICA GORDON-THOMPSON
Notary Public - State of Florida
Commission # HH301656
Expires on August 17, 2026

Signed or attested before me on this: 01/26/2026

_____

Notary Public

Notarized remotely online using communication technology via Proof.

PUBLIC NOTICE

Unified Development Code Text Amendments – Short-Term Rentals
UDCT-01-26-9774

An Ordinance amending the Code of Ordinances by adding a new article to Chapter 605, Business Licensing and Regulations, to establish Short-Term Rental Registration and operating standards; and amending Chapter 655 (Hotels and Motels) and the Unified Development Code (Chapter 405 and 407) to provide tax compliance and land use regulation of Short-Term Rentals.

Notice is hereby given that a public hearing will be held by the Planning Commission of the City of Blue Springs on **Monday, February 9, 2026 at 6:30p.m.** in the Council Chambers of the Howard L. Brown Public Safety Facility at 1100 SW Smith Street for the purpose of hearing interested parties and citizens on the requests by the City of Blue Springs to amend the Sections of the Unified Development Code noted above. Interested parties may view the application materials on file by contacting the Community Development Department via email at ComDevLegal@bluespringsgov.com or at City Hall at 903 W Main Street, Blue Springs, MO.

CITY OF BLUE SPRINGS
Planning Commission

The City Council of the City of Blue Springs will also hold a public hearing on the above noted Sections of the Unified Development Code UDCT-01-26-9774, on **Tuesday, February 17, 2026 at 6:00 p.m.** in the Council Chambers of the Howard L. Brown Public Safety Facility to consider the application and the recommendation of the Planning Commission.

CITY OF BLUE SPRINGS
City Council

PUBLISH: Saturday, January 24, 2026
E-MAIL TO THE EXAMINER : legals@examiner.net
01/20/2026

Published in the Examiner, Jan 24, 2026

UDC Text Amendment
UDCT-01-26-9774
Short Term Rentals
Exhibit #2

THE EXAMINER

AFFIDAVIT OF PUBLICATION

State of Florida, County of Broward, ss:

I, Anjana Bhadoriya, of lawful age, being duly sworn upon oath depose and say that I am an agent of Column Software, PBC, duly appointed and authorized agent of the Publisher of Examiner, a publication that is a "legal newspaper" as that phrase is defined for the city of Independence, for the County of Jackson, in the state of Missouri, that this affidavit is Page 1 of 1 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

Publication Dates:

- Jan 31, 2026

Printer's Fee: $47.63

Anjana Bhadoriya

_____

Agent

VERIFICATION

SHERI SMITH
Notary Public - State of Florida
Commission # HH269383
Expires on May 31, 2026

State of Florida
County of Broward

Signed or attested before me on this: 02/02/2026

S Smith

_____

Notary Public

Notarized remotely online using communication technology via Proof.

PUBLIC NOTICE
AMENDMENT

Notice is hereby given that on January 24, 2026, the City of Blue Springs published notices for Eclectic Tattoo Conditional Use Permit; a Unified Development Code Text Amendment; and for McAtee Meadows General Development. The date of the City Council Meeting was posted as being February 17, 2026. The correct date for this meeting is **Wednesday, February 18, 2026 at 6:00pm** in the Council Chambers of the Howard L. Brown Public Safety Facility at 1100 SW Smith Street for the consideration of these projects.

CITY OF BLUE SPRINGS
By: Traci Breshears
Publish: Saturday, January 31, 2026

Published in the Examiner, Jan 31, 2026

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