

DEVELOPMENT SERVICES

**Vacation of Utility Easement
Applicant's Letter**

Date: Friday, August 01, 2025

To:

Property Owner: DPLS P1 LOT 5 LLC

Email:

: Nolan Dixon

Email: NDixon@crockettengineering.com

From: Daniel Fernandez, Project Manager

Re:

Application Number: PL2025082

Application Type: Vacation of Utility Easement

Application Name: Discovery Park, Lot 7 - Vacation of Utility Easement

Location: 1900 NE DISCOVERY AVE, LEES SUMMIT, MO 64064

Tentative Schedule

Submit revised plans by 4pm. on Tuesday, July 08, 2025. Revised documents shall be uploaded to the application through the online portal.

If the revised submittal deadline is not met or plans are deficient, the item will be moved to a later meeting and a new deadline will be set. Future deadlines and meeting dates can be found on the "Planning Commission Meeting Dates" handout. Dates are subject to change; we will keep you informed throughout the process.

Electronic Plans for Resubmittal

All Planning application and development engineering plan resubmittals shall include an electronic copy of the documents as well as the required number of paper copies.

Electronic copies shall be provided in the following formats

- Plats – All plats shall be provided in multi-page Portable Document Format (PDF).
- Engineered Civil Plans – All engineered civil plans shall be provided in multi-page Portable Document Format (PDF).

Please contact Staff with any questions or concerns you may have.

Planning Commission and City Council Presentations

If a presentation is required before the Planning Commission and City Council, presentations shall be submitted (1) in electronic format or (2) reduced drawings for use on the document camera to display on the screen. Electronic presentations shall be on a laptop, CD-ROM, DVD, or flash drive. The City's presentation system can support Word, Excel, Power Point, Adobe, Windows Media Player and Internet Explorer applications. Presentation boards will not be permitted. The presentation(s) shall be submitted to Development Services Department staff no later than the day of the Planning Commission meeting by 4:00 pm.

Analysis of Vacation of Utility Easement:

Planning Review	Hector Soto Jr. (816) 969-1238	Senior Planner Hector.Soto@cityofls.net	Not Required
Engineering Review	Sue Pyles, P.E. (816) 969-1245	Development Engineering Manager Sue.Pyles@cityofls.net	No Comments
Traffic Review	Erin Ralovo (816) 969-1800	Senior Staff Engineer Erin.Ravolo@cityofls.net	Not Required
GIS Review	Kathy Kraemer (816) 969-1277	GIS Technician Kathy.Kraemer@cityofls.net	Not Required