

DEVELOPMENT SERVICES

**Commercial Preliminary Development Plan
Applicant's Letter**

Date: Wednesday, November 19, 2025

To:

Applicant: ENGINEERING SOLUTIONS

Email: MSCHLICHT@ES-KC.COM

From: Grant White, Project Manager

Re:

Application Number: PL2025276

Application Type: Commercial Preliminary Development Plan

Application Name: Drive thru coffee shop - Oldham Village Phase 2

Location: 10 SW PERSELS RD, LEES SUMMIT, MO 64081

Tentative Schedule

Submit revised plans by 4pm on Monday, November 24, 2025 . Revised documents shall be uploaded to the application through the online portal.

Planning Commission Meeting: December 11, 2025 at 05:00 PM

City Council Public Hearing: January 06, 2026 at 06:00 PM

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.

Excise Tax

On April 1, 1998, an excise tax on new development for road construction went into effect. This tax is levied based on the type of development and trips generated. If you require additional information about this development cost, as well as other permit costs and related fees, please contact the Development Services Department at (816) 969-1200.

Planning Commission and City Council Presentations

Presentations before the Planning Commission and City Council shall be (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, PowerPoint, Adobe, Windows Media Player and Internet Explorer applications. Presentation boards will no longer be allowed. The presentation(s) shall be submitted to Development Services Department staff no later than 4:00 pm on the Tuesday prior to the Planning Commission meeting.

Notice Requirements

1. Notification of Surrounding Property Owners.

- **Mail Notices.** The applicant must mail letter notices to all property owners within 300 feet from the boundaries of the property for which the application is being considered at least 15 days prior to the hearing. Sample notices are available. The notice must include:
 - time and place of hearing,
 - general description of the proposal,
 - location map of the property,
 - street address, or general street location
 - statement explaining that the public will have an opportunity to be heard
- **File Affidavit.** An affidavit must be filed with the Development Services Department prior to the public hearing certifying the notices have been sent. Provide a list of the property owners notified and a copy of the sent notice .

2. Notice Signs.

- **Post Sign.** The applicant shall post a sign on the premises, at least 15 days prior to the date of the hearing, informing the general public of the time and place of the public hearing. When revised plans are submitted, staff will prepare the sign and provide it to the applicant for posting.
- **Maintain Sign.** The applicant shall make a good faith effort to maintain the sign for at least the 15 days immediately preceding the date of the hearing, through the hearing, and through any continuances of the hearing. The sign shall be placed within 5 feet of the street right-of-way line in a central position on the property that is the subject of the hearing. The sign shall be readily visible to the public. If the property contains more than one street frontage, one sign shall be placed on each street frontage so as to face each of the streets abutting the land. The sign may be removed at the conclusion of the public hearing(s) and must be removed at the end of all proceedings on the application or upon withdrawal of the application.

3. **Neighborhood Meeting.** One neighborhood meeting is required for each application, which must occur within the initial 10 day review period and prior to re-submission of the application. More than one neighborhood meeting may be held on an application, at the option of the applicant

- **Timing and location:** Within two miles of the project site, Monday through Thursday, excluding holidays, and start between 6:00P.M. and 8:00 P.M. If location for the meeting is not available within [2] miles of the subject property. The applicant shall select a location outside this area that is reasonably close to these boundaries.
- **Notification:** Shall be mail or delivered to property owners within 300 feet of the project site. Mailed notices shall be postmarked at least seven days prior to the meeting. Hand deliveries must occur at least five (5) days prior to the meeting.
- **Notes:** The Applicant shall take sufficient notes at the neighborhood meeting to recall issues raised by the participants, in order to report on and discuss them at public hearings before City governmental bodies on the application. The notes shall be turned in with the application re-submittal.

Analysis of Commercial Preliminary Development Plan:

Planning Review	Hector Soto Jr. (816) 969-1238	Senior Planner Hector.Soto@cityofls.net	Corrections
------------------------	-----------------------------------	--	-------------

1. APPLICATION. As previously comment upon, submit a completed and signed copy of a Preliminary Development Plan application and ownership affidavit. The resubmittal response letter states it has been provided with the submittal, but it has not.

2. SIDEWALKS. Show, label and dimension the existing 10' shared use path along the east side of SW Jefferson St.

3. LIGHTING. No lighting information is provided for either of the two sites. Lighting information shall be provided in accordance with the requirements of UDO Sections 8.220, 8.230, 8.250, 8.260, 8.270 and 8.280. Add a note to the plans that the proposed development will comply with the aforementioned lighting standards of UDO Article 8.

4. BUILDING ELEVATIONS. As a new preliminary development plan application, the Dutch Bros. site is subject to the City's newly adopted architectural and building design standards found under UDO Article 8, Subdivision 2, which include new governing standards on the usage of exterior materials and general building design. Review the standards and make building design and material changes as necessary to comply with the new standards. The proposed building elevation with a primarily EIFS exterior does not comply with the current architectural standards, specifically as it relates to material usage. For example, the use of EIFS is only limited to the area on a building facade above 10' from finished grade. The current building elevations show EIFS all the way down to the masonry base that is 3' above finished floor elevation.

See the architectural standards under UDO Article 8 starting at Section 8.050. See Section 8.080 for material usage requirements and UDO Section 8.070 for the associated materials classification list.

5. SIGNAGE. The building elevations continue to show 6 wall sign. The resubmittal response letter indicates that wall signage will be reduced to 4 to match the existing NE Chipman Rd location. The Planning Commission and City Council have been amendable in the past to allow four (4) signs to allow for a means of identification on each of the building's four exposures.

Engineering Review	Gene Williams, P.E. (816) 969-1223	Senior Staff Engineer Gene.Williams@cityofls.net	Not Required
Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Not Required
Traffic Review	Susan Barry, P.E. (816) 969-1800	City Traffic Engineer Susan.Barry@cityofls.net	Corrections

1. Although the Traffic study showed a coffee shop in Phase 2, it was not in this location. So the trips are accounted for, but did not analyze that Lot 18 has two high traffic generators. Applicant needs to analyze if a right turn lane northbound is required due to the increased trips.

2. I have concerns about vehicle stacking at the drive-thru. Technically it meets our requirements, but Dutch Bros consistently has large number of vehicles in line. In this case, if they overflow the queue, they back into the drive aisle for Casey's which is the only method of egress for Casey's traffic. Pair that with the fact that both are very busy in the AM rush.

3. Since this will be the first lot to develop in Phase 2, all Phase 2 improvements listed in the TIA must be completed prior to Temporary Occupancy. This includes several turn lanes and the median on Persels.