



January 26, 2026

Dan Fernandez  
Project Manager Dev. Ctr.  
City of Lee's Summit  
220 SE Green Street  
Lee's Summit, MO 64063

Regarding: Valvoline Oil Change Final Development Plan - 610 NW Chipman Rd.  
610 NW CHIPMAN RD, LEES SUMMIT, MO 64086  
HFA Project Number: 06-22-20048  
Application Number: PL2025342

Mr. Fernandez,

In response to the comments we received from your office on Jan. 12, 2026, please refer to the following responses and the noted enclosures which have been included in this submittal package.

**Planning Review by: Pierce Pulliam ([Pierce.Pulliam@cityofls.net](mailto:Pierce.Pulliam@cityofls.net))**

1. Signs will be reviewed under a separate application.

**Response: Understood, signage will be applied for separately.**

2. Trash enclosure areas must be improved with a Portland cement concrete pad and a Portland cement concrete approach 30 feet in length, measured from the enclosure opening. The pad and approach shall be improved with a minimum of six inches of full depth unreinforced Portland cement concrete constructed on a sub-grade of four inches of granular base course.

**Response: Revised. Please see sheet C-4.1.**

3. Accessible parking spaces must have an adjacent aisle 5 feet wide, and one in every 8 accessible spaces (but no less than one) shall be adjacent to an aisle 8 feet wide and the space shall be clearly marked with a sign indicating that the space is "van accessible." Since you have one accessible parking spot it must have an 8 feet wide adjacent aisle. The space next to the accessible parking space shows it to only be 7 feet wide. All Accessible parking must comply with the requirements of the federal Americans with Disabilities Act

**Response: Revised ADA space. Please see sheets C-4.0 & C-4.1.**

4. On pages C-3.2 and C-4.0 there is a small black rectangle on the lower left corner of the site that seems to be the monument sign. Please label if it is the monument sign or label what it is.

**Response: Monument sign has been labeled. Please see keynote 'S17' on sheet C-4.0.**

5. There are duplicate photometric plans please remove the duplicate.

**Response: Removed the duplicate photometric plan.**

6. CG-1 concrete curbing is required around all parking areas and access drives. Please show that you plan to use this material for curb and gutter in your details sheet.

**Response: Updated detail and callout to CG-1 concrete curbing. Please see keynote 'S3' on sheet C-4.0 & sheet C-10.3.**

7. There is no mechanical equipment's shown. Location, size, and type of material to be used in all screening of ground or rooftop mounted mechanical equipment must be provided. A dashed line must be used to indicate the roof line and rooftop mechanical equipment. A manufacturing specification sheet must also be provided for proposed mechanical equipment.

**Response: Reference A-2.1 Roof Plan & Details, Roof Plan, for Mechanical equipment location on roof. Reference M-2.1 Mechanical Details Split System Schedule and Fan Schedule for equipment specifications.**

**Engineering Review by: Susan Nelson, P.E. (Susan.Nelson@cityofls.net)**

1. Please be aware of the improvements that were completed within the Summit Fair, Lot 10C Site Development Plans (Project Number - PL2024063) that were released for construction on 5/15/25. These now existing conditions must be shown in the plan set with the construction information for what will remain and what will be modified to become permanent.

**Response: Updated showing the project number. Please see sheet C-5.1.**

2. Show and label all right-of-way and utility easement information with documentation on all plan sheets.

**Response: Updated to show on all sheets.**

3. Private storm sewer must be built to public storm sewer standards and direct connection to the planned storm system must be utilized. Gravity flow should be used and no gravel overland connections will be allowed. Minimum storm pipe size is 6 inches. Provide storm sewer profiles.

**Response: Updated and added Profile. Please see sheet C-5.1.**

4. Label size of existing City utilities for proposed private connection. Show the location of the public sanitary sewer manhole within this proposed development and label with the City numbering system (MH# 22-148).

**Response: Updated. Please see sheet C-4.2.**

5. Show the water meter located in the R/W or easement within 1 foot of the R/W or easement line, whichever is farthest from the roadway. (LS 6901 L. Water Meters). Soft type "K" copper service line (diameter in accordance with the City standard details) shall extend a minimum of 10 feet beyond the meter well (between the meter and the private customer).

**Response: Updated. Please see sheet C-4.2.**

6. Provide a complete plan for the ADA-accessible ramps and sidewalks. Ensure all elevation callouts, running slope callouts, and cross-slope points for construction of ADA-accessible ramps and sidewalk are identified. Include all ADA facilities for access to the building from the ADA parking and to the existing/proposed public sidewalk facilities.

**Response: Provided. Please see sheets C-4.0, C-5.0, C-10.2, & C-10.3.**

7. Show in the pavement sections and add the following notes to the plans regarding paving per Section 2200 of the City Design and Construction Manual. Note that the minimum surface course thickness for KCMMB asphalt is 2 inches and the Unified Development Ordinance Section 8.620 – Parking Lot Design will still govern for overall thickness requirements.
  - All asphalt materials shall conform to the KCMMB ASPHALT MATERIAL SPECIFICATION, current edition.
  - All concrete materials for paving curb and gutter, sidewalks, paths, commercial driveways and other pavements in the right of way shall conform to the KCMMB specifications.

**Response: Revised. Please see sheet C-4.1,**

8. Remove references to a separate geotechnical report and add all necessary design information to the plans as the engineering inspection staff only utilizes the plans for inspection.

Response: Updated. Please see sheet C-4.1

9. Add City Standard Details; including but not limited to; curbs, sidewalks, concrete jointing, utility connections, etc.

Response: Added. Please see sheets C-10.2 & C-10.3.

10. Add a note stating: "All construction shall follow the City of Lee's Summit Design and Construction Manual as adopted by Ordinance 5813. Where discrepancies exist between these plans and the Design and Construction Manual, the Design and Construction Manual shall prevail."

Response: Note has been added. Please see sheet C-1.1.

11. Add a note stating: "The contractor shall contact the City's Development Services Engineering Inspection to schedule a pre-construction meeting with a Field Engineering Inspector prior to any land disturbance work at (816) 969-1200."

Response: Note has been added. Please see sheet C-1.1.

12. Add a note to the landscape plans that states that only ornamental trees and shrubs may be planted within any easement.

Response: Note has been added. Please see sheet 6.0.

13. Submit an Engineer's Estimate of Probable Construction Costs and the SWPPP.

Response: Attached with submittal.

14. Show and label the existing sidewalk and curb ramps along Ward Rd. The existing sidewalk along Ward Rd. has areas of broken concrete, cracking, and differential settlement between panels. Please inventory the existing sidewalk facilities along Ward Rd. from your new sidewalk connection to the existing drive entrance to the proposed development. Provide in the plans the ADA compliant replacement of these areas of insufficiency.

Response: An ADA complaint pedestrian pathway from a public street to the proposed Valvoline building is being accomplished by way of connection to a new sidewalk to be constructed along Chipman Road, as detailed in the plans for this Application. Upon further review of site conditions, Applicant believes the area of damaged sidewalk being referenced by this comment may be referring to a section of sidewalk which is approximately 100' north of the Property limits, adjacent to Lot 10D and the existing fire hydrant along Ward Road. Applicant respectfully requests the scope of this comment for the purposes of this Application be limited to sidewalks immediately adjacent to Lot 10F, where no notable damage has been observed.

#### **Fire Review by: Jim Eden ([Jim.Eden@cityofls.net](mailto:Jim.Eden@cityofls.net))**

1. All issues pertaining to life safety and property protection from the hazards of fire, explosion or dangerous conditions in new and existing buildings, structures and premises, and to the safety to fire fighters and emergency responders during emergency operations, shall be in accordance with the 2018 International Fire Code.

Response: Acknowledged.



2. IFC 105.6.20 - A Hazardous materials permit is required for the using, dispensing, transporting, handling, and/or storing of extremely hazardous substances. "Extremely Hazardous Substances (EHS) Facilities" are defined as facilities subject to the provisions of Superfund Amendments and Reauthorization Act of 1986 (SARA TITLE III), Section 302, for storing, dispensing, using, or handling of listed chemicals in excess of their threshold planning quantities (TPQ). See amended Section 5001.4 of the 2018 International Fire Code.

Complete a Hazardous Materials Permit Application. Include a Inventory Statement by quantity and hazard classifications with SDS's. Additional fire protection may be required depending on type and quantity of product stored below grade.

**Response: Reference attached HMIS summary, MSDS sheets and Storage tanks specs for the hazardous material stored.**

**Building Codes Review by: Joe Frogge ([Joe.Frogge@cityofls.net](mailto:Joe.Frogge@cityofls.net))**

1. Architectural plans are not part of this review.  
Action required: Comment is informational.

**Response: Acknowledged.**

Thank you for taking the time to review our response package. If you have any questions or need further in order to complete reviews, please let us know.

Sincerely,  
HFA-AE, Ltd.