



# City of Lee's Summit

220 SE Green Street Lee's Summit, Missouri 64063  
(816) 969-1600 Fax (816) 969-1619

## Commercial Preliminary Development Plan Applicant's Letter

**Date:** Friday, August 03, 2012

**To:**

**Property Owner:** CITY OF LEES  
SUMMIT

**Email:**

**Fax #:** <NO FAX NUMBER>

**Applicant:** TREANOR ARCHITECTS

**Email:**

APITTS@TREANORARCHITECTS.  
COM

**Fax #:** (816) 221-4992

**Engineer:** BARTLETT & WEST  
ENGINEERS

**Email:** chris.hotop@bartwest.com

**Fax #:** (816) 525-9041

**Architect:** Confluence

**Email:** ccline@thinkconfluence.com

**Fax #:** (816) 531-7229

**From:** Chris Hughey, Planner

**Re:**

**Application Number:** PL2012094

**Application Type:** Commercial Preliminary Development Plan

**Application Name:** LEE'S SUMMIT POLICE DEPARTMENT RENOVATION & ADDITION

**Location:** 10 NE TUDOR RD, LEES SUMMIT, MO 64086

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### Tentative Schedule

Submit revised plans by noon on Tuesday, August 21, 2012 (4 paper copies, 1 reduced (8 ½ x 11 copy).

Applicant Meeting 08/08/2012 09:00 AM: **08/08/2012**

Planning Commission Meeting 09/11/2012 05:00 PM: **09/11/2012**

City Council Public Hearing 10/04/2012 06:15 PM: **10/04/2012**

City Council Ordinance 10/18/2012 06:15 PM: **10/18/2012**

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

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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 Permitting and Plan Review Division of the Codes Administration Department at 969-1200.

## **Planning Commission and City Council Presentations**

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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, Power Point, Adobe, Windows Media Player and Internet Explorer applications. Presentation boards will no longer be allowed. The presentation(s) shall be submitted to Planning and Development staff no later than the day of the Planning Commission meeting by 4 pm.

### **Notice Requirements**

#### **1. Notification of Surrounding Property Owners.**

- **Mail Certified Notices.** The applicant must mail certified letter notices to all property owners within 185 feet 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 Planning and Development 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 notice sent.

#### **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.

## **Analysis of Commercial Preliminary Development Plan:**

<b>Planning Review</b>	Chris Hughey	Planner	Corrections
	(816) 969-1603	Christopher.Hughey@cityofls.net	

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1. The Preliminary Development Plan application fee and legal notice charges shall be submitted to the Planning and Development Department.

Application Fee:       \$1,800.00  
Legal Notice Fee (x2):   \$330.00  
Total:                   \$2,130.00

Payment can be submitted in the form of check, credit card or account transfer.

2. The Planning and Development Department would like to make this application a combined Rezoning and Preliminary Development Plan application in order to rezone the small portion Planned Industrial (PI) zoning along the Douglas St road frontage. We can discuss this further at the Applicant's Meeting on August 8th.

3. The extension of Sloan Rd from the north through this site to Tudor Rd would appear to go through the proposed sidewalk and waking trail area shown on the plan. Please show the approximate location of the to be constructed Sloan Rd extension and how it interacts with this site.
4. Provide a detail / elevation of the proposed security fence including overall height and if possible a gate example.
5. Provide the manufacturer's specification sheets for all exterior wall and pole mounted light fixtures. Please note that all pole mounted fixtures shall be LED.
6. Provide the manufacturer's specification sheets for all roof top or ground mounted mechanical units. Please note that all roof top mounted units shall be screened by the parapet wall equal to the height of the unit(s) and all ground mounted units shall be screened to the height of the units by a decorative wall or evergreen landscaping. Please provide a detail for the screening method(s).
7. Provide impervious surface calculations / precentages for the entire site including the additions.
8. Provide the square footage of both building additions.
9. Show and label the proposed location of the recently approved police dispatch / telecommunication tower on this site.
10. On the photometric diagram label the exising and proposed light fixtures.
11. Label the proposed shurbs on the landscaping site plan. It is difficult to distiguish between the existing and proposed
12. In the center of the drive from Douglas Street along the north side of the bulding 2 proposed shade trees are shown in the dirveway on all of the proposed site plans. Adjust accordingly.
13. What is the anticipated timing of the basketball court and fitness trail construction? Once the basketball court is constructed several street frontage trees will have been removed that are required per the landscaping requirements of the City's Unified Development Ordinance (UDO). How will the required number of street trees be met?

**Engineering Review** Gene Williams  
(816) 969-1812

Senior Staff Engineer  
Gene.Williams@cityofls.net

Corrections

1. The stormwater report did not appear to address the water quality requirements of the KCAPWA. Since the City of Lee's Summit has adopted the Comprehensive Strategy for stormwater detention and water quality, this will need to be addressed. Is it possible to do a simple retrofit of the existing detention basin to meet the water quality standards for extended detention? It would appear this might be the simplest solution.
2. The stormwater report did not specifically address site runoff in terms of the new KCAPWA standards for allowable discharges. Please see the new requirements for the 2, 10, and 100 year event and compare it to the allowable release rate for the 2, 10, and 100 year event.
3. Please label the 24" and 8" sanitary sewer line sizes.

4. Please label the water line sizes.
5. Please show the location of the water meter.
6. Please show the location of any existing and proposed fire hydrants.
7. Please show the location of any existing backflow prevention vaults for a fire line (if any).

<b>Fire Review</b>	Jim Eden	Assistant Chief	Corrections
	(816) 969-1303	Jim.Eden@cityofls.net	

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1. Fire Department-All building and life safety issues shall comply with the 2006 International Fire Code and local amendments as adopted by the City of Lee's Summit.

2. Fire Department- IFC 506.1 Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be of an approved type and shall contain keys to gain necessary access as required by the fire code official. An approved lock shall be installed on gates or similar barriers when required by the fire code official.

3. A Utility Plan was not provided. Alterations to the curb lines may interfere with the existing fire hydrants and the pedestal fire department connection (FDC) to the building's fire sprinkler system.

Provide a hydrant plan .

4. "Fire Department- IFC 508.5.1 Where required. Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 300 feet from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official."

<b>Traffic Review</b>	Michael Park	City Traffic Engineer	Pending
	(816) 969-1820	Michael.Park@cityofls.net	

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