



City of Lee's Summit

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

Special Use Permit Applicant's Letter

Date: Friday, March 01, 2013

To:

Property Owner: BBJV LLC

Email: dmeyer@meyercompanies.com

Fax #: <NO FAX NUMBER>

Applicant: INSTANT AUTO

Email: rmeyer@meyerlab.com
dustin@instantcreditkc.com

Fax #: (816) 847-6498

Engineer: DAVIDSON
ARCHITECTURE & ENGINEERING

Email: chris@davidsonAE.com

Fax #: (913) 451-9391

From: Hector Soto, Planner

Re:

Application Number: PL2013014

Application Type: Special Use Permit

Application Name: INSTANT AUTO

Location: 2151 NE INDEPENDENCE AVE, LEES SUMMIT, MO 64064

Tentative Schedule

Submit revised plans by noon on Tuesday, March 19, 2013 (4 paper copies, 1 reduced (8 ½ x 11 copy)).

Applicant Meeting 03/06/2013 09:00 AM: **03/06/2013**

Planning Commission Meeting 04/09/2013 05:00 PM: **04/09/2013**

City Council Public Hearing 05/02/2013 06:15 PM: **05/02/2013**

City Council Ordinance 05/16/2013 06:15 PM: **05/16/2013**

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 Permitting and Plan Review Division of the Codes Administration Department at 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, 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 Special Use Permit:

Planning Review	Hector Soto (816) 969-1604	Planner Hector.Soto@cityofls.net	Corrections
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1. MODIFICATIONS.

- Staff will support the requested modification to the 10' display setback requirement from the north and south property lines, to allow 6' setbacks.
- Staff will support the requested modification to the requirement that no fence be permitted forward the building, to allow a fenced secured parking area west of the building.

2. OPERATIONS. Provide a description of the business in terms of days of operation, hours and number of employees.

Engineering Review	Gene Williams (816) 969-1812	Senior Staff Engineer Gene.Williams@cityofls.net	Condition(s) of Approval
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1. The site is not currently served by a gravity sanitary sewer system. The development to the south (i.e., Subaru) is utilizing a private grinder pump for sanitary sewer service. Arrangements must be made between the applicant and the owners of the Subaru development for adequate sanitary sewer service in the form of a private easement between the two parties, or other suitable alternatives.

2. An eight (8) inch public water main extension will be required to complete the loop to the north of the development. Currently, a sixteen (16) inch transmission main is present along this corridor, but is not allowed as a connecting point for domestic or fire line service.

Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Corrections
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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 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."

Action Required: Provide a hydrant plan.

3. Fire Department - An automatic fire sprinkler (suppression) system is required in accordance with the 2006 International Fire Code.

4. Fire Department-A fire hydrant shall be located within 100 feet of the fire department connection (FDC).

5. 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.

6. Fire Department- IFC 503.2.3 Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.

Traffic Review	Michael Park (816) 969-1820	City Traffic Engineer Michael.Park@cityofls.net	No Comments
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