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**PLANNING AND DEVELOPMENT****Commercial Preliminary Development Plan  
Applicant's Letter**

**Date:** Friday, May 17, 2013

**To:**

**Property Owner:** UMB BANK NA                      Email:    Fax #: <NO FAX NUMBER>

**Applicant:** NEW CONCEPTS                      Email: ashlie.b@nccinc2.com                      Fax #: (801) 463-0765  
CONSTRUCTION INC

**Engineer:** DAVIDSON ARCHITECTURE &                      Email: chris@davidsonAE.com                      Fax #: (913) 451-9391  
ENGINEERING

**From:** Hector Soto, Planner

**Re:**

**Application Number:** PL2013052  
**Application Type:** Commercial Preliminary Development Plan  
**Application Name:** VOLKSWAGEN CAR DEALERSHIP  
**Location:** 2225 NE INDEPENDENCE AVE, LEES SUMMIT, MO 64064

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**Tentative Schedule**

Submit revised plans by noon on Tuesday, June 04, 2013 (4 paper copies, 1 reduced (8 ½ x 11 copy).

Applicant Meeting 05/22/2013 09:00 AM:	<b>05/22/2013</b>
Planning Commission Meeting 06/25/2013 05:00 PM:	<b>06/25/2013</b>
City Council Public Hearing 07/25/2013 06:15 PM:	<b>07/25/2013</b>
City Council Ordinance 08/01/2013 06:15 PM:	<b>08/01/2013</b>

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.

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**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.

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**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 Commercial Preliminary Development Plan:**

<b>Planning Review</b>	Hector Soto (816) 969-1604	Planner Hector.Soto@cityofls.net	Corrections
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1. LEGAL DESCRIPTION. The legal description provided breaks down the subject property into two tracts. However, the entire 10.96-acre parcel is a platted lot simply described as Lot 1, Silverthorn Industries, 1st Plat. Is there a reason for the differing legal description?

2. SCALE. The scale on Sheet C1.0 is mislabeled as 1"=40' instead of 50'.

3. STREET IMPROVEMENTS.

- It is staff's understanding that the location of the future roundabout is further south from that depicted on the plans. The revised location may alter the layout of the parking lot in that area.
- The turnoff along Independence Ave just north of the driveway will not be allowed.
- A 5' sidewalk shall be provided along the parcel's entire street frontage.

4. EASEMENTS. Show and label all existing and proposed utility easements.

5. SIGNAGE PLAN.

- The subject property is zoned CP-2. The Unified Development Ordinance (UDO) allows a maximum of 3 wall signs by right in this zoning district. One (1) monument sign is permitted in lieu of 1 wall sign, up to a maximum of two monument signs. Signage in excess of 3 total signs may be permitted as part of this preliminary development plan application approval.
- Clarify the number of monument signs proposed for the site. The drawings provided by Davidson Architecture only show one monument sign, to be located along the I-470 frontage. However, the site plan included in the Volkswagen Design Criteria Document (Sheet A0.1) shows a monument sign along the I-470 frontage and a total of two monuments on either side of the driveway off Independence Avenue.
- Indicate the number, location, style and size of all proposed monument sign(s). Only the style of signs identified as VA-V201 through -V203 on Sheet G1.2 of the Design Criteria Document is allowed. The twin pole style signs, shown on the same sheet, are not allowed.
- The building elevations on Sheets A2.1 through A2.3 of the Design Criteria Document show a total of 5 wall signs. The elevations prepared by Dixon Associates appear to show only one wall sign (a medallion on the west elevation). Please clarify the number, size, type and location of all proposed wall signs on the building elevations to the extent possible.

6. ACCESSIBLE PARKING SIGN. Every accessible parking space shall be identified by a sign (type R7-8 as identified in the Manual of Uniform Traffic Control Devices), mounted on a pole or other structure, located between 36" and 60" above the ground at the head of the parking space. The mounting height shall be measured to the bottom of the sign. Provide a detail.

7. BUILDING MATERIALS. The proposed building (existing + addition) has an extensive use of metal as an exterior building material. The UDO only allows the use of metal in an incidental role. The use of metal as a significant building material is subject to approval from the Planning Commission and City Council. Staff supports the proposed use of metal on the building addition portion of the structure, but needs to further evaluate the proposed use of corrugated metal siding over the exterior of the existing portion of the structure to determine staff's position on its use. Provide samples of the proposed metal exterior building materials.

8. LIGHTING. Provide manufacturer specifications for all proposed wall-mounted exterior light fixtures for review. All light fixtures shall have full cut-offs so as to direct light downward to avoid light spillage and so the light source is not visible from off the property.

9. MECHANICAL EQUIPMENT. Show all ground-mounted and/or roof-top mechanical units on the site plan and/or building elevations to the extent possible. Ground-mounted equipment shall be totally screened from view using evergreen landscaping or masonry walls equal to the height of the units being screened. Roof-top equipment shall be totally screened from view by extending parapets equal to the height of the units being screened.

10. PLATTING. The subject property will require to be replatted in order for the right-of-way necessary for the roundabout improvement to be dedicated to the City.

11. TRASH ENCLOSURE. Please clarify the color (EP3) that the trash enclosure walls will be painted. There does not appear to be a legend to indicate the actual paint color. The enclosure gate and enclosure walls shall be painted a color compatible to the main building.

**Engineering Review**

Gene Williams  
(816) 969-1812

Senior Staff Engineer  
Gene.Williams@cityofls.net

Corrections

1. Please call out easement widths and clearly label the easements on all sheets.

2. The City will be constructing the roundabout further south than shown on the plan. Please obtain the latest plans from the City Traffic Engineer and superimpose the latest plan on this Preliminary Development Plan.
3. The "bump-out" on Independence Avenue will not be allowed.
4. There are references to "tlu" on the plan sheets. Does this refer to underground telephone lines? Please show on the legend.
5. The detention basin is being proposed for car display and four-wheel drive testing. While the City recommends that low impact useage of detention basins be considered, this would not be considered a low impact use. It will also have a negative effect on water quality.
6. Sheet C1.2: Please clearly show what is existing versus proposed on the utility lines.
7. Sheet C1.2: Please be aware that the water meter should be placed either within the right of way or an easement within one foot of the right of way or easement line, on the public side (i.e., on the side closest to the right of way).
8. Sheet C1.2: Please show the proposed sizes of all utility lines. These sizes may change later during the Final Development Plan phase, but a best guess should be provided.
9. Sheet C1.2: The backflow vault is shown partially within a curb and gutter. Please move this slightly as this is not an ideal situation.
10. Applicant should be aware that any grading activities on the site which cause existing City-owned utilities to become too shallow or too deep will require the applicant to relocate the City-owned utility. In general, the maximum and minimum depths of cover for water lines is 42" and 7 feet.
11. Please show the private easement for the force main to the north. Include the document number if this is recorded by separate document.
12. It may be beneficial to increase the radius at Independence Avenue to accommodate truck traffic entering and exiting the site.
13. Sheet C1.2: It appears that additional fire hydrant(s) may be necessary based on the Fire Department's comments.
14. Please show the location of the Fire Department Connection.
15. Please clearly label the water quality feature running roughly parallel with I-470 within the Preliminary Development Plan set. This may be shown on the grading and erosion and sediment control plan or other sheet(s) as appropriate.
16. The stormwater report discusses the proposal to use the pre-development peak flow rate versus the post-development peak flow rate as the criteria for design; however, the conclusions show the peak flow rate for the 1 and 10 year event actually increases by a significant amount.
17. It may be necessary to construct a detention basin with a larger volume either by using greater land area or by using a retaining wall system. In any case, if the City allows the pre-development versus the post-development peak flow rate to be used at this site, then all events must be less than or equal to the pre-development peak flow rate at the interstate.

18. It may be necessary to construct a multi-stage outlet structure within the detention basin to reduce the peak flow rates from the more frequent events to less than or equal to the pre-development peak flow rate.

19. The applicant's engineer has requested that the pre-development peak flow rate be used as the maximum release rate for the site. Although the City is not opposed to considering this request given the nature of the site and the downstream conditions, the City Engineer will need to make a formal determination after the release rate issues for the more frequent events are addressed.

20. There did not appear to be any calculations of the 40 hour extended detention requirement for the site and/or useage of credits in lieu of the 40 hour extended detention. Please see APWA Section 5600 for specific requirements concerning the 40 hour extended detention and useage of credits.

21. Sheet C1.2: It is not clear what note 1 is referring to. Will this be installed during construction? Which direction will it be flowing?

22. The Stormwater Report will need to be revised due to the required changes discussed earlier in these comments. In particular, the peak flow rates resulting from the 1 and 10 year events cannot increase (assuming that a waiver is granted by the City Engineer for allowing the pre-development peak flow rate versus the post-development peak flow rate to govern).

**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 505.3 Where required by the fire code official, approved signs or other approved notices shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. Signs or notices shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

Fire lanes shall be posted in accordance with IFC Appendix D103.6.

4. The existing automatic fire sprinkler system shall be extended throughout the building.

5. 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.

6. Fire Department- 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.

Provide a hydrant plan that meets this requirement and Appendix Table C105.1.

7. 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.

**Traffic Review**

Michael Park  
(816) 969-1820

City Traffic Engineer  
Michael.Park@cityofls.net

Corrections

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1. The widening of Independence Ave. just north of the driveway should be eliminated. Deliveries must be accommodated from private property, within the site.
2. Need to discuss the City's most recent improvement plans (roundabout) for the intersection of Town Centre Blvd. and Independence Avenue, the impact these improvement have on the site plan and required right-of-way dedication. There will most likely be some changes needed to the retaining wall and parking lot layout in the northwest corner of the project.
3. Sidewalk must be provided along Independence Ave. adjacent to the development.