

PLANNING AND DEVELOPMENT

**Special Use Permit
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: PL2013053
Application Type: Special Use Permit
Application Name: VOLKSWAGEN CAR DEALERSHIP
Location: 2225 NE INDEPENDENCE AVE, LEES SUMMIT, MO 64064

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:	05/22/2013
Planning Commission Meeting 06/25/2013 05:00 PM:	06/25/2013
City Council Public Hearing 07/25/2013 06:15 PM:	07/25/2013
City Council Ordinance 08/01/2013 06:15 PM:	08/01/2013

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
------------------------	-------------------------------	-------------------------------------	-------------

1. TIME PERIOD. There is no indication on the application or accompanying narratives the length of time for which a special use permit is sought. Provide a requested time period. The typical time period approved for this type of use has been 20 years.

2. MAJOR AUTOMOTIVE REPAIR. The requested special use permit will also have to cover the major automotive repair aspect of the dealership. This can be rolled into the application that has already been submitted, and thus no separate application is required. However, a narrative response addressing compliance with the conditions listed in Section 9.330 for automotive repair services shall be submitted.

Engineering Review	Gene Williams (816) 969-1812	Senior Staff Engineer Gene.Williams@cityofls.net	Not Required
---------------------------	---------------------------------	---	--------------

Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Approved with Conditions
--------------------	----------------------------	--	--------------------------

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 and the conditions of the Preliminary Development Plan.

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