

PLANNING AND DEVELOPMENT

**Commercial Preliminary Development Plan
Applicant's Letter**

Date: Friday, July 19, 2013

To:

Property Owner: GRIDER PROPERTIES Email: griderortho@aol.com Fax #: (816) 246-9998
LLC

Applicant: GRIDER CRAIG & SHAW Email: griderortho@aol.com Fax #: (816) 246-9998
GRIDER CARLA

Architect: CREAL, CLARK AND SEIFERT Email: tclark@ccsae.com Fax #: (816) 364-1273

From: Chris Hughey, Planner

Re:

Application Number: PL2013091
Application Type: Commercial Preliminary Development Plan
Application Name: GRIDER ORTHODONTICS
Location: 101 SW 3RD ST, LEES SUMMIT, MO 64063

Tentative Schedule

Submit revised plans by noon on Tuesday, August 06, 2013 (4 paper copies, 1 reduced (8 ½ x 11 copy)).

Applicant Meeting 07/26/2013 10:30 AM: **07/26/2013**
(note special date and time)

Planning Commission Meeting 08/27/2013 05:00 PM: **08/27/2013**

City Council Public Hearing 09/19/2013 06:15 PM: **09/19/2013**

City Council Ordinance 10/03/2013 06:15 PM: **10/03/2013**

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 Commercial Preliminary Development Plan:

Planning Review	Chris Hughey (816) 969-1603	Planner Christopher.Hughey@cityofls.net	Corrections
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1. Required Plan Sheets. Sheets E2.0, A1.0, and A3.0 are not required to be resubmitted for this Preliminary Development Plan application.

2. Required Plan Sheets. The following sheets will be required for the resubmittal:

- Photometric Plan, which shall include footcandle calculations based on all exterior wall mounted and pole lights (refer to Article 7 - Division v. of the UDO for reference)
- A preliminary site grading / contour plan.

The Unified Development Ordinance (UDO) is available on the City's website at:
<http://cityofls.net/Development/Zoning/Unified-Development-Ordinance.aspx>

3. Lighting. In addition to the photometric plan please provide all manufacture's specification sheets for all exterior light fixture types.
4. Title Page. Please update the drawing index on the title page to reflect the plan sheets that were submitted as part of the Preliminary Development Plan application.
5. Site Calculations. Provide the following calculations on the site plan:
 - Amount of required and proposed parking spaces based on Article 12 of the UDO
 - Floor Area Ratio (FAR)
 - Site area in acres or square feet
 - Amount of existing impervious surface compared to the amount of proposed impervious surface.
6. Landscaping. Show the plant symbols next to the respective plant in the plant/tree schedule or provide notes next to the samples detailing the plant types. In addition, show the proposed plant sizes next to each species. Please note all deciduous trees shall have a minimum caliper of 3 inches, all evergreen trees shall have a minimum height of 8 feet, and all shrubs shall have a minimum height of 18 inches at the time of planting.
7. Landscaping. Provide an approximate number of mature trees along the south property line that will remain.
8. Curbing. Provide a note or detail on the site plan or other details sheet specifying a parking lot curbing type of CG-1.
9. Legal Description. Please add the legal description to the plan set and submit an electronic copy of the legal description. Microsoft Word document or selectable text PDF are the preferred file formats. The legal description can be emailed to the planner's email address above.
10. Oil and Gas Wells. Add a note to state whether or not there are active, inactive or capped oil and gas wells located on or adjacent to the site. Reference information can be found in he "Environmental Impact Study of Abandoned Oil and Gas Wells in Lee's Summit, MO" by Edward Mat, PE from the University of Missouri - Rolla. Reference materials from this study has be included for your use.
11. North Arrow. Please add a north arrow to sheet C1.0 and any additional site plans that may be resubmitted.
12. Rezoning. This site is currently zoned CP-2 (Planned Community Commercial District) and given the proposed site design would be suitable to be zoned CBD (Central Business District). Rezoning the property will not be required. However, staff would like to discuss this concept further at the Applicant's Meeting.
13. Downtown Design Standards. In the spring of 2013 the City adopted Downtown Design standards for the core areas of downtown. The following comments pertain to those standards which can be found in Article 7 of the UDO (page 27): <http://cityofls.net/Development/Zoning/Unified-Development-Ordinance.aspx>
14. Awnings. Awnings are encouraged in the downtown core area. However, metal and convex/concave forms are prohibited.
15. Material Colors. Provide color samples or notes on Sheets C2.0 and A2.0 regarding the color of the exterior building and trash enclosure materials
16. Mechanical / HVAC equipment. Will there be any exterior roof mounted or ground mounted mechanical / HVAC equipment? If so please show them on the site plan. In addition, please note:
 - Ground-mounted mechanical equipment and loading/service areas, including trash enclosures, shall be located out of public view whenever feasible and shall not front onto an arterial street. Ground-mounted mechanical equipment shall be located behind the building and screened from public view with fencing or landscaping or both.

- Rooftop mechanical equipment fully screened from view by using parapet walls of the same height as the mechanical units.

17. Building Placement. The building should be shifted further north so that the front facade is adjacent to the property line as seen in the downtown core area. Plantings in that area may be shifted elsewhere on site. Further staff highly encourages shifting the placement of the building to the northeast corner of the property lines to "fill in the gap" of structures along the street frontage. The movement of the building to the street corner is not required but highly encouraged. If the building location is to remain as proposed a 3.5 to 4 foot high screening wall of brick to match the building should be placed at the property line east of the building and wrapping around the property corner to fill in the gap left by the proposed building location.

18. Accessible (ADA) Parking Space. The provided accessible parking space shall have a minimum 8 foot wide hatched area adjacent to it. Show this hatching on the site plan. In addition the accessible parking space shall utilize the model #R7-8 accessible parking sign. Refer to Article 12 of the UDO.

19. Parking Lot Screening. As stated in Article 14 - Landscaping and in the Downtown Design Standards Division of Article 7 in the UDO. Parking lots shall be screened from public right-of-way to a minimum height of 2.5 feet. A decorative brick/masonry wall is recommend for this screening. Alternatively, 12 evergreen shrubs per 40 linear feet (excluding driveways) of street frontage may also be considered.

Engineering Review	Gene Williams (816) 969-1812	Senior Staff Engineer Gene.Williams@cityofls.net	Corrections
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1. Please note that 1/4 inch per foot for sidewalk cross slope is greater than 2% and will be rejected by Public Works for all public sidewalks. Public sidewalks should be called out as having no more than 1.5% cross slope. This should also be called out for all private sidewalks.

2. A cut-in wye connection (i.e., not a saddle or insertatee) will be required for the new sanitary sewer connection. Please call this out on the plan.

3. It appears the existing water meter is shown outside of the right of way. Is there an existing easement for the water meter? If not, an easement should be provided since water meters should be within the right of way or a public easement.

4. A drainage plan or grading plan should be submitted showing contours for the finished grade and the direction of stormwater flow off the site. While there are spot elevations presented on the Preliminary Development Plan, it is not entirely clear how the site will drain.

5. The pavement section shown on the Sheet C1.0 is not in compliance with the Unified Development Ordinance Article 12 "Parking". If asphaltic concrete will be used, then all parking aisles, loading areas and access drives not designated as "fire lanes" must have a minimum of 5 inch asphaltic concrete base overlaid with a minimum of 2 inch asphaltic concrete surface course constructed on a base of either: 1) 12 inches prepared soil, 2) 8 inches aggregate, or 3) 9 inches of fly ash treated soil. For designated fire lanes and delivery/freight truck access areas, all of the above are required with the exception of the asphaltic concrete base which shall be 6 inches rather than 5 inches.

6. The locations of all public stormwater, public water lines, and public sanitary sewer lines must be shown on the site plan.

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

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