

**PLANNING AND DEVELOPMENT**

**Special Use Permit  
Applicant's Letter**

**Date:** Friday, January 31, 2014

**To:**

**Property Owner:** COLT & GARRETT LLC      Email:      Fax #: <NO FAX NUMBER>

**Applicant:** CRB Industries, LLC      Email: info@aozoa.com      Fax #: <NO FAX NUMBER>

**Lawyer:** MK Law      Email: christinebushyhead@mklaw.com      Fax #: (816) 472-1956

**From:** Christina Stanton, Senior Planner

**Re:**

**Application Number:** PL2014004

**Application Type:** Special Use Permit

**Application Name:** MAJOR AUTO REPAIR & AUTO SALES

**Location:** 1000 SE BLUE PKWY, LEES SUMMIT, MO 64063

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**Tentative Schedule**

Submit revised plans by noon on Tuesday, February 18, 2014 (4 paper copies, 1 reduced (8 ½ x 11 copy).

Planning Commission Meeting 03/11/2014 05:00 PM: **03/11/2014**

City Council Public Hearing 04/03/2014 06:15 PM: **04/03/2014**

City Council Ordinance 04/17/2014 06:15 PM: **04/17/2014**

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 Special Use Permit:

### Fire Review

Jim Eden  
(816) 969-1303

Assistant Chief  
Jim.Eden@cityofls.net

Corrections

1. Fire Department- All building and life safety issues shall comply with the 2012 International Fire Code and local amendments as adopted by the City of Lee's Summit.

2. 2012 IFC 903.2.9.1 Repair garages. An automatic sprinkler system shall be provided throughout all buildings used as repair garages in accordance with Section 406.8 of the International Building Code, as shown:

1. Buildings having two or more stories above grade plane, including basements, with a fire area containing a repair garage exceeding 5,000 square feet.
2. Buildings no more than one story above grade plane, with a fire area containing a repair garage exceeding 5,000 square feet .
3. Buildings with repair garages servicing vehicles parked in basements.
4. A Group S-1 fire area used for the repair of commercial trucks or buses where the fire area exceeds 5,000 square feet (464 m<sup>2</sup>).

Clarify what type of automotive work is being done. It is possible to provide a rated fire barrier to reduce the fire area to less than 5,000 sq. ft and avoid having to install a sprinkler system. Conversion of the car wash area to automotive repair is a change in use from Occupancy Group B to Group S1.

**Planning Review**

Christina Stanton  
(816) 969-1607

Senior Planner  
Christina.Stanton@cityofls.net

Corrections

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1. Please 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.
2. Proposed Special Uses. Based upon the "Special Use Permit Explanation" that was submitted with the application it appears that the outdoor sale or lease of motor vehicles/equipment is not intended to be secondary or accessory to the automotive repair services. If this is the case two separate Special Use Permit (SUP) applications will be required, one for each use that requires a SUP. Please confirm or provide additional clarification as needed.
3. Parking Lot Screening. Per Section 14.120 of the UDO, any parking lot designed or intended to accommodate five (5) or more vehicles, visible from a street right-of-way, shall provide screening to a height of 2.5 feet. Screening may be provided via landscaping, earthen berm, a wall, or some combination thereof.
4. Parking Clarification. At this point it is unclear what the total square footage of the building is, how much is dedicated to what use, and how many service bays are in use or will be in use. In order to calculate the required number of parking spaces provide a floor plan and site plan that indicates the total square footage for any indoor sales area/office and outdoor display area(s). In addition, indicate location of service bays.
5. Parking Lot Design. The requirements of Sections 12.120.C and D of the UDO shall be followed and a site plan showing the parking layout shall be provided.
6. Parking Lot Maintenance. Per Section 12.120.F.2 of the UDO: Vehicle parking areas, including drives and drive aisles, shall be maintained in proper repair with the required surfacing and curbing. Pot holes and surface cracks shall be filled and sealed in a timely manner. Staff recommends installation of a 1 1/2 - 2 inch overlay.
7. Abandoned Pole Sign Structure. Abandoned sign structures are prohibited and required to be removed. The pole sign structure is considered abandoned and shall be removed.
8. Exterior Lighting. Is it anticipated to install any new exterior lighting? If so, please provide lighting spec sheets and a photometric plan indicating where the lighting will be located.

**Engineering Review**

Gene Williams  
(816) 969-1812

Senior Staff Engineer  
Gene.Williams@cityofls.net

Corrections

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1. If the building will be sprinklered, then a private fire line will be necessary. Engineering plans will be required for the fire line. If the riser connection point is greater than fifty (50) feet from the water main, then a backflow assembly must be installed within five (5) feet or as close as reasonably possible of the public water main within a backflow vault.
2. Asphaltic concrete overlay activities required by Planning cannot create a drainage issue to arise at the property line to the north. If this is an issue, then a coldmilled joint should be provided of sufficient width to allow for proper drainage. Feathering the asphaltic concrete overlay to zero is not recommended to substitute for a clean, coldmilled joint.

**Traffic Review**

Michael Park  
(816) 969-1820

City Traffic Engineer  
Michael.Park@cityofls.net

No Comments

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