

PLANNING AND DEVELOPMENT

**Special Use Permit
Applicant's Letter**

Date: Friday, December 18, 2015

To:

Applicant: LEE'S SUMMIT HONDA	Email:	Fax #: (816) 251-8717
Property Owner: CITY OF LEES SUMMIT MO	Email:	Fax #: <NO FAX NUMBER>
Engineer: DAVIDSON ARCHITECTURE & ENGINEERING - PAUL MILLER	Email: paul@davidsonae.com	Fax #: (913) 451-9391
Architect: DAVIDSON ARCHITECTURE & ENGINEERING - JASON SADLER	Email: Justin@DavidsonAE.com	Fax #: (913) 451-9391

From: Ron Seyl, Planner

Re:

Application Number:	PL2015197
Application Type:	Special Use Permit
Application Name:	LEE'S SUMMIT HONDA PARKING LOT ADDITION
Location:	301 NE COLBERN RD, LEES SUMMIT, MO 64086401 NE COLBERN RD, LEES SUMMIT, MO 64086

Tentative Schedule

Submit revised plans by noon on Tuesday, January 05, 2016 (4 paper copies, 1 reduced (8 ½ x 11 copy)).

Applicant Meeting 12/23/2015 09:00 AM:	12/23/2016 12:00 AM
Planning Commission Meeting 01/26/2016 05:00 PM:	01/26/2016 12:00 PM
City Council Public Hearing 02/18/2016 06:15 PM:	02/18/2016 12:00 PM
City Council Ordinance 03/03/2016 06:15 PM:	03/03/2016 12:00 AM

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 Notices.** The applicant must mail 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	Ron Seyl (816) 969-1603	Planner Ron.Seyl@cityofls.net	Corrections
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1. For informational purposes, the separate Final Development Plan Application (PL2015-180) for the parking lot expansion is still considered incomplete until staff receives project plans that accurately reflect the existing conditions of the site.

2. Ordinance No. 4782 granted a special use permit to operate the existing Honda dealership on land located at 401-501 NE Colbern Rd, for a period of 30 years. The Ordinance was approved by City Council on May 13, 1999. The special use permit has 13.5 years left until it expires.

Staff will recommend that this special use permit (Application #PL2015-197) be granted for a period of time of 13.5 years, which will coincide with the existing amount of time left on the existing special use permit for Honda granted by Ordinance No. 4782. The existing special use permit will expire on May 13, 2029.

3. Inoperable vehicles, as defined by in the City's Unified Development Ordinance, shall not be stored in the subject lot.
4. Recreational vehicles, as defined by in the City's Unified Development Ordinance, shall not be stored in the subject lot.
5. Construction equipment, as defined by in the City's Unified Development Ordinance, shall not be stored in the subject lot.
6. Staff will only recommend approval of the special use permit for the entire 2.78 acres of the property located outside the runway protection zone. Staff will not support a special use permit for less than said 2.78 acres.
7. Per Section 10.450 of the City's Unified Development Ordinance - Outdoor sale or lease of motor vehicles/equipment
 - A. Outdoor sale or lease of motor vehicles (including automobiles, vans, sport utility vehicles (SUV's), trucks less than one ton, personal watercraft or motorcycles) shall be subject to the following conditions:
 1. Motor vehicles must be set back ten (10) feet from all property lines or in compliance with the district's setback lines, whichever is greater.
 2. No fencing is permitted in the area forward of the main building or within the front yard setback if no building exists on the premises.
 3. All display or storage area must be paved and the motor vehicles arranged in an orderly manner.

Engineering Review	Gene Williams (816) 969-1812	Senior Staff Engineer Gene.Williams@cityofls.net	No Comments
Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	No Comments
Traffic Review	Michael Park (816) 969-1820	City Traffic Engineer Michael.Park@cityofls.net	No Comments