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## PLANNING AND DEVELOPMENT

### Commercial Preliminary Development Plan Applicant's Letter

**Date:** Monday, March 21, 2016

**To:**

<b>Applicant:</b> TOWNSEND SUMMIT LLC	Email:	Fax #: (410) 321-1901
<b>Engineer:</b> THH INC	Email:	Fax #: (573) 814-1128
<b>Architect:</b> GOULD EVANS	Email:	Fax #: (816) 931-9640
<b>Property Owner:</b> TOWNSEND SUMMIT LLC	Email:	Fax #: (410) 321-1901

**From:** Christina Stanton, Senior Planner

**Re:**

**Application Number:** PL2016039  
**Application Type:** Commercial Preliminary Development Plan  
**Application Name:** SUMMIT ORCHARD  
**Location:** 701 NW WARD RD, LEES SUMMIT, MO 64086

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#### Tentative Schedule

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

Applicant Meeting 03/23/2016 09:00 AM:	<b>03/23/2016 12:00 PM</b>
Planning Commission Meeting 04/26/2016 05:00 PM:	<b>04/26/2016 12:00 AM</b>
City Council Public Hearing 05/19/2016 06:15 PM:	<b>05/19/2016 12:00 AM</b>
City Council Ordinance 05/19/2016 06:15 PM:	<b>05/19/2016 12:00 AM</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.

#### 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 Commercial Preliminary Development Plan:**

<b>Planning Review</b>	Christina Stanton	Senior Planner	Corrections
	(816) 969-1607	Christina.Stanton@cityofls.net	

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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. Use the most recent legal description. This property was replatted as "Summit Innovation Center, 2nd Plat, Lots 7A and 8" and recorded as such on November 22, 2015.

3. Per Article 12 of the Unified Development Ordinance (UDO), office uses that are parked at 4 spaces per 1,000 sqft. will be limited to general and professional offices and shall not include medical, dental or veterinary offices which require parking at 5 spaces per 1,000 sqft.

4. Monument Signs for Retail Portion. There appear to be a few monument signs shown in the right-of-way, signage is not permitted in the right-of-way. Staff is not supportive of the # of signs shown for the retail portion and recommends revisiting the sign package at a later date with Planning Commission.

5. Commercial Building Orientation Towards Residential. Staff is not comfortable with the way the retail buildings back to the residential portion of the proposed development. Staff would like to see more connectivity between the

two uses and suggests altering the proposed orientation of the retail buildings near the residential portion of the development to include some sort of outdoor patio or gather space in order to better bring the two uses together.

6. Per the discussion at the pre-application meeting, a 10'-wide concrete trail is required along both NW Ward Road and NW Chipman Road frontages.

7. Staff did not support the request for a modification to the parking dimensions, from the required 9' x 19' to 9' x 18', and a modification was not granted for the Summit Innovation Campus preliminary development plan. Likewise, staff will not support the requested modification from 9' x 19' to 9' x 18' for this preliminary development plan.

8. Per Section 4.330 of the Unified Development Ordinance (UDO), subpart A, any substantial changes from the approved preliminary development plan shall require a new preliminary development plan to be submitted. Per subpart B, substantial changes shall include, but not be limited to:

Increases in the density or intensity of residential uses of more than 10%;

Increases in the total floor area of all nonresidential buildings covered by the plan of more than 25%;

Increases of lot coverage of more than 10%;

Increases in the height of any building of more than 25%; ect.

According to the narrative that was submitted and the proposed preliminary development plan there are 318 residential units planned on 17.74 acres, which is a density of 17.93 units/acre, an increase of 10% allows for a density of 19.723 units/acre.

Also, according to the narrative and proposed preliminary development plan it is planned for 155,000 square feet of office and 100,325 square feet of retail (Table #1 of narrative) on 13.11 and 16.09 acres, respectively. This yields an overall floor area ratio for those uses of 0.27 for retail and 0.14 for office. An increase of up to 25% for those uses would yield a total of 193,750 square feet (0.34 floor area ratio) of office and 125,406 square feet (0.18 floor area ratio) for retail.

9. All parking lots shall be setback a minimum of 20' from the right-of-way.

10. Add a note stating that all parking lot aisle widths shall comply with Section 12.120 of the UDO.

11. Add a note stating that all pavement and curbing shall comply with Section 12.120 of the UDO.

12. Add a note that all mechanical units shall be screened in compliance with Section 7.180 of the UDO.

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**Engineering Review**

Gene Williams  
(816) 969-1812

Senior Staff Engineer  
Gene.Williams@cityofls.net

Corrections

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1. Sheet L100: The landscape plan must show the location of proposed City water lines and proposed City sanitary sewer lines. Without this, it is difficult to determine whether conflicts will occur. A minimum of five (5) feet is required between any public sanitary or water line and tree, as measured from the outside of the pipe to the outside of the mature tree trunk. Bushes and small ornamentals are exempt from this requirement, contingent upon the applicant understanding that the City will not replace them in the case of future maintenance work on the sanitary or water line.

2. It was our understanding that a detention/water quality basin would be installed along the east side of the development. It did not appear this was shown.

3. A stormwater detention study did not appear to be submitted.

4. Lot lines should be shown. This is needed in order to establish the extent of public water and public sanitary sewer to serve each lot.
5. Sheet C102: Please show the location of the existing sanitary sewer on the north side of the property.
6. Sheet C102: The public water line along the north side of Chipman Rd. is not needed and will not be allowed since there is an existing water line on the south side of Chipman Rd. Depending on lot line placement, there will be minimal street crossings necessary.
7. Please be aware that the acquisition of off-site easements necessary to construct the sanitary sewer to the east will be the responsibility of the applicant.
8. Please be aware that the acquisition of approvals from the railroad to construct the sanitary sewer to the east will be the responsibility of the applicant.
9. Depending upon lot line placement and lot geometry, the limits of public sanitary and public water lines will likely require adjustment.
10. Sheet C102: A public water line is shown in bold from the intersection of Donovan Rd. and Ward Rd., to the intersection of Tudor Rd. and Ward Rd. Is this existing? If so, please "gray-out".
11. Please show the connection of the public water line crossing Chipman Rd. to the south.
13. It appears that a portion of the proposed monument signs are located within easements. Please remove these from the easements.

#### **Fire Review**

Jim Eden  
(816) 969-1303

Assistant Chief  
Jim.Eden@cityofls.net

Corrections

1. All issues pertaining to life safety and property protection from the hazards of fire, explosion or dangerous conditions in new and existing buildings, structures and premises, and to the safety to fire fighters and emergency responders during emergency operations, shall be in accordance with the 2012 International Fire Code.

For information only. Additional requirements may apply based on use of the structure.

3. IFC 507.5.1- 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.

Action required: Provide a hydrant plan. Water supply and distribution shall be in accordance with this section and IFC Appendix B and C.

4. IFC 903.3.7- Fire department connections. The location of fire department connections shall be approved by the fire code official. Connections shall be a 4 inch Storz type fitting and located within 100 feet of a fire hydrant, or as approved by the code official.

Action required: Show the locations of the FDC on the drawings along with the locations of hydrants.

5. IFC 503.2.1 - Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm).

Action required: Show lane dimensions. Fire lanes are the drivable surface of the road. Provide aerial access fire lanes in accordance with IFC App. D105.2.

D105.1 Where required.  
Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet (9144 mm), approved aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.

D105.2 Width.  
Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet (7925 mm), exclusive of shoulders, in the immediate vicinity of the building or portion thereof

6. The installation of underground fuel storage tanks (UST's) shall comply with the 2012 International Fire Code and the requirements of the Missouri Department of Natural Resources.

A Hazardous Materials Permit may be required .

<b>Traffic Review</b>	Michael Park (816) 969-1820	City Traffic Engineer Michael.Park@citlyofls.net	Corrections
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1. Comments pending submittal of Traffic Study.