

PLANNING AND DEVELOPMENT

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

Date: Friday, August 12, 2016

To:

Applicant: ARCHVIEW INVESTORS, LLC Email: JKELLIHER@CITYSCAPERESIDENTIAL.COM Fax #: (317) 789-8800

Property Owner: PARROT PROPERTIES INC Email: Fax #: <NO FAX NUMBER>

Engineer: PHELPS ENGINEERING, INC Email: TPHELPS@PHELPSENGINEERING.COM Fax #: (913) 393-1166

Other: RACHEL ROWLAND Email: RROWLAND@CITYSCAPERESIDENTIAL.COM Fax #: (317) 789-8800

Engineer: <NO CONTACT NAME AVAILABLE> Email: Fax #: <NO FAX NUMBER>

From: Jennifer Thompson, Planner

Re:

Application Number: PL2016146
Application Type: Residential Preliminary Development Plan
Application Name: VILLAGE AT VIEW HIGH APARTMENTS
Location:

Tentative Schedule

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

Applicant Meeting 08/10/2016 09:00 AM: **08/10/2016**

Planning Commission Meeting

City Council Public Hearing

City Council Ordinance

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.

Electronic Plans for Re-submittal

Beginning Monday, May 23, 2016, all Planning application and development engineering plan re-submittals shall include an electronic copy of the documents as well as the required number of paper copies. This will allow us to provide a higher level of electronic correspondence with our Planning Commission, City Council, and the City's GIS Division. Electronic copies will not be required for initial application submittals at this time as the plans are subject to change.

Electronic copies shall be provided on CD in the following formats

- **Plats** – All plats shall be provided in Tagged Image Format File (TIFF) group 4 compression.
- **Engineered Civil Plans** – All engineered civil plans shall be provided in Tagged Image Format File (TIFF) group 4 compression. All sheets shall be individually saved and titled with the sheet title.
- **Architectural and other plan drawings** – Architectural and other plan drawings, such as site electrical and landscaping, shall be provided in Portable Document Format (PDF).
- **Studies** – Studies, such as storm and traffic, shall be provided in Portable Document Format (PDF).
- It is requested that each plan sheet be a maximum of 2MB.

Please contact Staff with any questions or concerns you may have.

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 Planning and Codes Administration Department at 816-969-1200.

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 Codes Administration Department 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 Codes Administration 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 sent notice .

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 Residential Preliminary Development Plan:

Planning Review	Jennifer Thompson (816) 969-1606	Planner Jennifer.Thompson@Cityofls.net	Corrections
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1. Trash enclosures. Each trash enclosure shall be constructed of masonry walls with a steel gate painted to be compatible with the color of the masonry walls and building it is to serve. Sheets LS2 and A9 indicate wood gates are proposed, please revise.
2. Sign permits. Sign permits shall be obtained prior to installation of any signs through the Department of Planning and Codes Administration. All signs proposed must comply with the sign requirements as outlined in the sign section of the Unified Development Ordinance.
3. Monument signs. The proposed monument signs appear to be within proposed easements. Please relocate the signs so they are out of the limits of the easements.
4. Building Color. Provide the color palette of the proposed apartments, clubhouse, maintenance building, off-site garages, and trash enclosure.
5. Parking. It was noted the number of proposed parking spaces exceeds the minimum requirements of Article 12 of the Unified Development Ordinance (UDO). It appears there are an additional 124 spaces. Please provide some background on why so many spaces are proposed.
6. Lighting. Provide a photometric plan indicating the predicted maintained lighting levels produced by the proposed lighting fixtures.
7. Layout. Staff is curious if the detached garages are in the best location for the convenience of the apartment dwellers. Also, could the parking lot islands be arranged in a way that may create a more visual appeal?
8. Details. Provide a paving detail. Please refer to UDO Article 12., Section 12.120.F. Parking Lot Design, for ordinance requirements.
9. Details. Provide an accessible sign detail. Please reference the R7-8 model. This model has a white background and a green border.
10. Easements. The 25' gas easement along the north property line isn't shown at 25' or maybe it's just not scaling to 25'?
11. Easements. What are the P/S easements referring to?

12. Street Name. Revise the street name for Kessler Drive. It's Kessler Drive not Kessler Street, please revise the applicable sheets.
13. Sidewalks. Label the widths of all sidewalks.
14. Platting. A final plat shall be reviewed, approved and recorded with the Jackson County Recorder of Deeds prior to the issuance of a building permit.
15. Parking Spaces. It appears additional accessible spaces should be provided to serve each building.
16. Detail. Provide a detail of retaining wall, to include the height.
17. Aisle Width. The drive aisle widths aren't met. A minimum of 24' feet excluding the curb and gutter, is required.
18. Lighting. It appears based on comment #4 on sheet PL1 that all parking lot poles are to be 15-foot in height, please make a note whether this includes the base.
19. Confirm the total square footage of all apartment buildings, clubhouse, and maintenance buildings. The Landscape sheet indicates a different square footage then Sheet C1. The square footage will determine the overall landscape needs for this site.
20. Maintenance Building. Elaborate on the vacuum label shown on the maintenance building elevation, is there a car wash service in this area? Also, revise the orientation labels for the maintenance building to indicate the corresponding sides and rear.
21. Bike Storage. Provide additional detail about the garages with bike storage, are the bikes stored indoors?
22. Staff suggests additional landscaping in and around the clubhouse area, no landscaping is shown.
23. Meeting. Staff highly recommends the applicant organizes a neighborhood meeting to discuss the Village at View High Project, prior to public hearings.
24. Information. Provide a statement indicating the location of all oil and gas wells, whether active, inactive, or capped. Also reference the source of this information.
25. Landscaping. The landscaping calculation for open yard tree and shrub requirements is incorrect. The UDO doesn't account for square footage of paved area for this calculation. The total square footage of the parcel, minus the building footprint square footage is the number to use for the calculation. Please adjust the landscape data table and revise the landscape plan accordingly.
26. Phasing. Is there a phasing plan for the apartment complex?
27. Lighting. Provide the manufacturer's specifications for any proposed wall-mounted lighting, to include the fixture type, location, height and intensity.
28. Building Information. Provide the building square footage for each individual building.
29. Details. Reference and provide a detail indicating the curbing shall comply with CG-1 concrete type around all parking areas and access drives.

30. Revise the surrounding zoning label for the property to the north of this project. The property to the north is a combination of R-1 and AG. The property identified as Weinel Addition, Lot 1 is zoned R-1, the remaining property to the east is zoned AG.

31. Layout. The location of the trash enclosure does not seem convenient for the trash haulers, the location should be reconsidered.

32. Buffer. The proposed landscaped buffer area to the north is within the gas easement and general utility easement, this will need to be further investigated to determine what utilities or proposed utilities are within these easements.

Engineering Review

Gene Williams
(816) 969-1812

Senior Staff Engineer
Gene.Williams@cityofls.net

Corrections

1. Sheet C4: The plan calls for private domestic lines to be tapped off the fire line. A separate tap is required at the public main along the right of way. Either provide one (1) master meter at the right of way, or multiple meters at the right of way. The meter should be located within the right of way or an easement, and be accessible to City personnel, preferably near an entrance. Note: Since the water main will likely be installed on the opposite side of Village Park Dr. (i.e., labeled as Public Street B on these plans), please show the water meter connection just prior to backflow vault and valve.

2. Please show all lot corners at street intersections as being chamfered rather than a radius. This enables a more constructable area for the ADA-accessible ramps.

3. Please show the locations of all easements (existing and proposed). The City will require a minimum of a ten (10) foot general utility easement along all street frontage.

4. Sheet C2: Several monument signs are shown in what appears to be an easement. This is not allowed.

5. All Sheets: What does the symbol "P/S" mean?

6. Please ensure all retaining walls are outside the limits of any easement.

7. Sheet LS1: Please show the locations of all City-owned utilities, including water lines and sanitary sewer lines. All trees must be a minimum of five (5) feet from the outside of all water and sanitary sewer lines, as measured from the outside of the mature tree trunk.

8. Please be aware of the City requirements for private parking lot paving. Please refer to the Unified Development Ordinance (UDO) Article 12, "Parking" for specific paving thickness, aggregate base, and subgrade stabilization/geogrid requirements.

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 .

2. 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)

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.

D105.3 Proximity to building.

At least one of the required access routes meeting this condition shall be located within a minimum of 15 feet (4572 mm) and a maximum of 30 feet (9144 mm) from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.

Action required: Fire access lanes parallel to the buildings shall meet these requirements. The 26 foot width is drivable surface and does not include curbing unless it is a roll back (CG-2) curb.

3. IFC 503.1.1 -Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility.Exception: The fire code official is authorized to increase the dimension of 150 feet (45 720 mm) where:

1. The building is equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1, 903.3.1.2 or 903.3.1.3.

2. Fire apparatus access roads cannot be installed because of location on property, topography, waterways, nonnegotiable grades or other similar conditions, and an approved alternative means of fire protection is provided.

Action required: The clubhouse shall be equipped with an automatic fire sprinkler system, or provided with additional fire department fire lane access.

4. 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 hydrants that meet this requirement.

5. 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 fire department connections (FDC) on the buildings and hydrant within 100 feet.

6. IFC 507.1 - An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings or portions of buildings are hereafter constructed or moved into

or within the jurisdiction.

For information only.

7. IFC 503.2.3 -Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.

Action required: Show a paving detail.

8. D106.2

Multiple-family residential projects having more than 200 dwelling units shall be provided with two separate and approved fire apparatus access roads regardless of whether they are equipped with an approved automatic sprinkler system.

Action required: Show the phasing plan and what accesses will be provided with the apartment phase of the project.

9. 501.4 Timing of installation.

When fire apparatus access roads or a water supply for fire protection is required to be installed, such protection shall be installed and made serviceable prior to and during the time of construction except when approved alternative methods of protection are provided. Temporary street signs shall be installed at each street intersection when construction of new roadways allows passage by vehicles in accordance with Section 505.2.

For information only.

Traffic Review	Michael Park (816) 969-1820	City Traffic Engineer Michael.Park@cityofls.net	Corrections
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1. Offsite Road Improvements may be required, pending review of the traffic impact study. If offsite improvements are required, those improvements may or may not impact the adjacent development plan.