

PLANNING AND DEVELOPMENT

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

Date: Thursday, September 08, 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: DOUGUBBEN@PHELPSENGINEERING.COM Fax #: (913) 393-1166

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

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 09/09/2016 09:00 AM: **09/09/2016 12:00 AM**

Planning Commission Meeting 09/27/2016 05:00 PM: **09/27/2016 12:00 AM**

City Council Public Hearing 10/20/2016 06:15 PM: **10/20/2016 12:00 AM**

City Council Ordinance 11/03/2016 06:15 PM: **11/03/2016 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.

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	Pending
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1. A final plat shall be reviewed, approved and recorded with the Jackson County Recorder of Deeds prior to the issuance of a building permit.
2. Please confirm the retaining wall height on Sheet C3.1.
3. The accessible sign detail need's to be revised to reflect the Unified Development Ordinance (UDO), for mounting height. The sign shall be mounted on a pole or other structure, located between 36 inches and sixty inches above the ground, measured from the bottom of the sign. The detail provided indicates a minimum of 7-feet from bottom of sign.
4. Label the sidewalk and the 5-foot sidewalk width along SW View High Drive.
5. After reviewing the photometric plan, staff has questions regarding the level of footcandles at the north property line. The UDO states the maximum maintained vertical footcandle at an adjoining residential property line shall be 0.5 footcandles, measured at three (3) feet above the grade. Please clarify this has been met.

Engineering Review	Gene Williams (816) 969-1812	Senior Staff Engineer Gene.Williams@cityofls.net	Approved with Conditions
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1. All required engineering plans and studies, including public water lines, public sanitary sewers, public storm drainage, public streets and erosion and sediment control shall be submitted and approved prior to review and approval of the Final Development Plan. The off-site public sanitary sewer and off-site water line must be substantially complete prior to issuance of any building permits.
2. All Engineering Plan Review and Inspection Fees shall be paid prior to approval of the engineering plans and prior to the issuance of any infrastructure permits or the start of construction (excluding land disturbance permit).
3. All subdivision-related public improvements must have a Certificate of Final Acceptance prior to approval of the final plat, unless security is provided in the manner set forth in the City's Unified Development Ordinance (UDO) Section 16.340. If security is provided, building permits may be issued upon issuance of a Certificate of Substantial Completion of the public infrastructure as outlined in Section 1000 of the City's Design and Construction Manual.
4. A Land Disturbance Permit shall be obtained from the Public Works Department if ground breaking will take place prior to the issuance of an infrastructure permit or prior to the approval of the Final Development Plan / Engineering Plans.
5. All permanent off-site easements, in a form acceptable to the City, shall be executed and recorded with the Jackson County Recorder of Deeds prior to the approval of the Final Development Plan or prior to the approval of the off-site water line improvements and the off-site sanitary sewer improvements. A certified copy shall be submitted to the City for verification.

6. Any cut and / or fill operations, which cause public infrastructure to exceed the maximum / minimum depths of cover shall be mitigated by relocating the infrastructure vertically and / or horizontally to meet the specifications contained within the City's Design and Construction Manual.

Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Corrections
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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. 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: Accesess shall be provided and water supply provided prior to combustible construction materials being brought on site.

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 the required hydrant for Building 17. No hydrants are shown on Kessler or the public east west street.

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: Indicate how this will be met for Building 6.

Traffic Review	Michael Park (816) 969-1820	City Traffic Engineer Michael.Park@cityofls.net	Pending
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