

PLANNING AND DEVELOPMENT

**Commercial Rezoning with Preliminary Development Plan
Applicant's Letter**

Date: Thursday, September 8, 2016

To:

Applicant: ENGINEERING SOLUTIONS

Email: MSCHLICHT@ES-KC.COM

Fax #: (816) 623-9849

Property Owner: PARROT PROPERTIES INC

Email:

Fax #: <NO FAX NUMBER>

Engineer: ENGINEERING SOLUTIONS

Email: MSCHLICHT@ES-KC.COM

Fax #: (816) 623-9849

From: Jennifer Thompson, Planner

Re:

Application Number: PL2016145

Application Type: Commercial Rezoning with Preliminary Development Plan

Application Name: VILLAGE AT VIEW HIGH

Location:

Tentative Schedule

Submit revised plans by noon on Friday, September 16, 2016 (4 full size paper copies, 1 reduced 8 ½" x 11" copy).

Planning Commission Meeting: September 27, 2016 at 05:00 PM

City Council Public Hearing: October 20, 2016 at 06:15 PM

City Council Ordinance: October 20, 2016 at 06:15 PM

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 Resubmittal

Beginning Monday, May 23, 2016, all Planning application and development engineering plan resubmittals 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 stormwater 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.

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, PowerPoint, 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 4:00 pm.

Notice Requirements

1. Notification of Surrounding Property Owners.

- **Mail Notices.** The applicant must mail letter notices to all property owners within 185 feet from the boundaries of the property for which the application is being considered 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 Commercial Rezoning with Preliminary Development Plan:

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| Planning Review | Jennifer Thompson (816) 969-1606 | Planner Jennifer.Thompson@Cityofls.net | Corrections |
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1. Revise the preparation date for the rezoning exhibit, it states September 29, 2016.
2. Relabel the gas easements, building lines, and all other easements so they match between the plat, preliminary development plan, conceptual plan, and the rezoning exhibit.
3. This legal doesn't close. It's short on the Y axis by 2.5 feet. I'm not sure, but maybe one of the dimensions is short on one of the 2 easterly lines. That might be a place to start looking, anyway.

4. Conceptual Plan Comments

Can the plan be revised to relocate the office/retail buildings along 3rd Street to be closer to 3rd Street and have the parking behind the buildings?

Can the contours be removed so the concept plan is more legible?

Please illustrate what the high impact buffer between this development and Winterset subdivision might look like, to include fencing and landscaping.

Please illustrate within this conceptual plan where there could be a public gathering/event space.

Staff is okay taking this conceptual plan through the public hearing (in light of the comments contained within this letter). However, at the preliminary development plan stage for any of the proposed development, staff will be re-evaluating the site layout and land planning concepts.

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| Engineering Review | Gene Williams (816) 969-1812 | Senior Staff Engineer Gene.Williams@cityofls.net | Corrections |
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1. Comment #1 in the previous applicant letter did not appear to have been addressed. A revised stormwater report was not submitted. The "Macro Storm Water Drainage Study" dated July 22, 2016 discusses BMPs for the site within the retention basin. Did the applicant intend this to refer to 40-hour extended detention? If so, then please revise.
2. Comment #2 in the previous applicant letter did not appear to have been addressed. A revised stormwater report was not submitted. The "Macro Storm Water Drainage Study" dated July 22, 2016 presents a table under "Proposed Analysis Conditions". This table does not appear to make sense. It is unclear what is being shown on this table.
3. Comment #5 in the previous applicant letter did not appear to have been addressed. Off-site water line improvements along View High Drive were not shown or labeled.

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| Fire Review | Jim Eden (816) 969-1303 | Assistant Chief Jim.Eden@cityofls.net | Corrections |
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1. See Fire Department comments from August 3, 2016

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| Traffic Review | Michael Park | City Traffic Engineer | Approved with Conditions |
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1. Off-site road improvements as discussed in applicants meeting(s), e.g. traffic signals, must be coordinated with KCMO and will be included in the staff recommendations for approval. Additional turn lane improvements along 3rd Street and View High Dr. (and potentially phased signal at Kessler) associated with roadway/driveway connections/intersections will also be required prior to occupancy of the associated development phase.