

PLANNING AND DEVELOPMENT

**Special Use Permit
Applicant's Letter**

Date: Friday, October 06, 2017

To:

Applicant: OAKVIEW CAPITAL PARTNERS, LLC

Email: BRAD@OAKVIEWWCP.COM

Fax #: <NO FAX NUMBER>

Engineer: SCHLAGEL & ASSOCIATES

Email:

Fax #: <NO FAX NUMBER>

Architect: TEVIS ARCHITECTS

Email: LSHANKS@TEVISARCHITECTS.COM

Fax #: (913) 599-3093

Property Owner: UNIVERSITY OF
MASSACHUSETTS FOND INC

Email:

Fax #: <NO FAX NUMBER>

From: Christina Stanton, Senior Planner

Re:

Application Number: PL2017205

Application Type: Special Use Permit

Application Name: OAKVIEW STORAGE

Location: 1410 NE DOUGLAS ST, LEES SUMMIT, MO 64086

Tentative Schedule

Submit revised plans by noon on Tuesday, October 24, 2017 (4 full size paper copies, 1 reduced 8 ½" x 11" copy).

Applicant Meeting: October 11, 2017 at 09:00 AM

Planning Commission Meeting: November 14, 2017 at 05:00 PM

City Council Public Hearing: December 07, 2017 at 06:15 PM

City Council Ordinance: December 21, 2017 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 Development Services 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 Development Services 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 Special Use Permit:

Planning Review	Christina Stanton (816) 969-1607	Senior Planner Christina.Stanton@cityofls.net	Corrections
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11. Landscaping, Parking Lot Screening. Per Section 12.120.C of the UDO screening for a parking lot may be provided in 1 of 4 ways:

- A) A hedge consisting of 12 shrubs per 40 linear feet; or
- B) An earthen berm constructed to a height of 2.5 feet above the adjacent elevation of the street or parking/loading area, whichever is highest, shall not exceed a slope of 3:1 and shall have a crown of at least 2 feet; or
- C) A wall of brick, stone, PVC plastic fencing or finished and textured concrete may be constructed to a height of 2.5 feet and 100% opacity and landscaped with plant material to achieve a decorative effect; or
- D) Any combination of hedge, berm or wall that effectively provides a visual screen of the parking lot or loading area to a height of 2.5 feet and achieves a decorative effect through appropriate use of landscaping and plant material.

10. Landscaping, Open Yard Areas. The calculation for the trees and shrubs should be the same except there are 2 shrubs per every 5,000 square feet of lot area.

9. Trash Enclosure Gates. Per Section 7.180.G of the UDO, trash enclosure gates shall be steel and painted to be compatible with the color of the masonry walls and building it is to serve.

8. Revise detail 7.0-10, handicap signage, to reflect the R7-8 standard sign found in the MUTCD (minus the double arrow). In addition, the height dimensions need to be revised from 60" - 72" to 36" - 60" (per Section 12.080.I of the UDO).

7. Provide a detail of the modular block wall. Walls over 4' in height (including footing) are required to be designed by a structural engineer.

6. Miscellaneous Corrections for Sheet C1.0:

- A) "Total Building Footprint Area" under the overall site data is missing an "n".
- B) The required parking calculation for Lot 1 is missing the #2 at the beginning of the calculation.
- C) Note #3 is missing the word "be" after "An easement of license will...".
- D) Note #3 also references the plan as "this plat" (revise accordingly).
- E) Note #5 is missing the word "be" after "...or setback lines will..." and the word "the" before "...street right-of-way.".
- F) Remove or revise note #19, as it currently reads it appears to be more of a reminder for the developer.

5. Minimum Drive Aisle Width. Per Section 12.120.E.4 of the UDO the minimum required drive aisle width is 24' plus curb and gutters which totals 28'. Correct plan as needed.

4. Lot 1 is missing its required 1 van accessible space.

3. Is the total building area for Lot 1 76,599.56 (per Overall Site Data table) or 76,559.55 (per the site plan)? Correct plans accordingly.

2. Conditions and restrictions for a special use permit for mini-warehouse facility (Section 10.420 of the UDO) include:

- A) In any non-industrial district, a mini-warehouse facility must be enclosed on all sides by a wall or earthen berm that shields the development from view;

- B) Colors selected must be of muted shades; and
- C) Roof pitch shall be 1:3.

A is not applicable since this property is zoned PI (Planned Industrial), and B is good since the building is earth-tone(s), but C must either be met or a modification requested for those conditions with justification(s) as to why.

1. Staff recommends revising the application in the following ways:

- A) Do not rezone at this time since the storage/mini-warehouse use is permitted in PI with a special use permit;
- B) Apply for a special use permit with conceptual plan;
- C) Show all conceptual elements either in greyscale or hatched so it is easily discernable what is conceptual.

12. Provide a list of building materials.

Engineering Review	Gene Williams (816) 969-1223	Senior Staff Engineer Gene.Williams@cityofls.net	Corrections
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2. The detention basin serving Lot 2 shows an outlet structure within a public easement. Please move the outlet structure outside the limits of the easement.

1. Please be aware that a full engineering review of the site utilities, stormwater detention, grading, sidewalks, and other aspects of the project will be reviewed during the Final Development Plan phase.

Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Corrections
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8.

7. IFC 503.3- Where required by the fire code official, approved signs or other approved notices or markings that include the words NO PARKING—FIRE LANE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

For information only.

6. 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.

For information only.

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 location of the FDC on the building.

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 a hydrant plan.

3. D104.1 Buildings exceeding three stories or 30 feet in height.

Buildings or facilities exceeding 30 feet (9144 mm) or three stories in height shall have at least two means of fire apparatus access for each structure.

Action required: This building shall have two approved remote accesses.

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: The fire lanes to and along the building shall have a minimum width (drivable surface) of 26 feet.

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.

Traffic Review

Michael Park
(816) 969-1820

City Traffic Engineer
Michael.Park@cityofls.net

Corrections

1. Limit the proposed plan to the subject development application (SUP), storage facility. The plan should also include associated infrastructure (e.g. driveway and turn lane from Douglas and driveway connection to shared access/Polytainers). It is my understanding re-zoning and concept plan are not a part of this application and the presentation of a concept for the remaining property is informational only, as needed and upon request, to address potential questions as the SUP proceeds through the public hearing process. Presenting a concept plan as part of the application may be misleading and no review of the concept plan has been performed from a transportation/traffic perspective. If a concept plan is proposed as part of the application, a traffic study will be required to assess its impact prior to recommendation for approval of any such concept by the governing body.