

Commercial Preliminary Development Plan Applicant's Letter

Date: Monday, February 04, 2019

To:

Property Owner: SALLEE REAL ESTATE
INVESTMENTS LLC

Email:
Fax #: <NO FAX NUMBER>

Engineer: SCHLAGEL & ASSOCIATES

Email: SCHLAGEL & ASSOCIATES
Fax #: (913) 492-8400

Applicant: RL SALLEE REAL ESTATE INVESTMENTS
LLC

Email:
Fax #: <NO FAX NUMBER>

From: Shannon McGuire, Planner

Re:

Application Number: PL2019019
Application Type: Commercial Preliminary Development Plan
Application Name: Lakewood Business Park Lot 35
Location: 4101 NE PORT DR, LEES SUMMIT, MO 64064

Tentative Schedule

Submit revised plans by noon on Tuesday, February 19, 2019 (4 full size paper copies, 1 reduced 8 ½" x 11" copy, and 4 copies of the comment response letter).

Applicant Meeting: February 07, 2019 at TBD
Planning Commission Meeting: March 14, 2019 at 05:00 PM
City Council Public Hearing: April 02, 2019 at 06:00 PM
City Council Ordinance: April 16, 2019 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

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.

Electronic copies shall be provided in the following formats:

- Plat - All plats shall be provided in multi-page Portable Document Format (PDF).

- Engineered Civil Plans – All engineered civil plans shall be provided as multi-page Portable Document Format (PDF).
- Architectural and other plan drawings – Architectural and other plan drawings, such as site electrical and landscaping, shall be provided as multi-page Portable Document Format (PDF).
- Studies – Studies, such as stormwater and traffic, shall be provided in Portable Document Format (PDF).

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 Commercial Preliminary Development Plan:

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.

Action required: The location of the proposed hydrant does not meet the 100 foot distance requirement to the FDC. It is recommended that the proposed hydrant be located at the end of either of the islands on the south end of the parking lot. This will meet the FDC requirement.

2. 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.

3. 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.

Planning Review

Shannon McGuire
(816) 969-1237

Planner
Shannon.McGuire@cityofls.net

Corrections

1. Please provide details for all proposed exterior lighting, including parking lot lights and wall-mounted fixtures, including fixture type, location, height and intensity. Please also submit the manufacturer's specification sheets for all proposed lighting.

2. Parking lots containing 11 or more parking spaces shall provide parking lot lighting. Please update the plans to comply with this requirement.

3. Are you requesting any modification to any UDO requirements? If so, please submit a narrative statement that explains the need and justification for modification of the applicable zoning district regulations.

4. Open space trees are calculated on the total site area (124,458.3 sq. ft.) minus the building footprint (24,000) divided by 5000. By my calculation, 20 trees are necessary to meet the open space requirement.

5. Open space shrubs are calculated on the total site area (124,458.3 sq. ft.) minus the building footprint (24,000) divided by 5000 then multiplied by 2. By my calculation, 40 shrubs are necessary to meet the open space requirement. Parking lot screening shrubs are separate from open yard shrubs and are calculated independently from each other.

6. Please provide a detailed drawing of the enclosure and screening methods to be used in connection with trash storage containers on the property.

7. Please label the width of the tree planting area south of the parking stalls.

8. How was the required parking calculated for this project? Will there be office space or any other use in this building other than warehouse?

9. Please extend the curb adjacent to the south façade to the end of the proposed concrete wall.

10. Parking stalls depths are to the face of the curb. The label of the east row of parking looks as it is pointing to the back of the curb. Please update this.

11. The 24' minimum width of the driveway and entrance into the parking area should not include the curb gutter. As proposed the driveway and parking entrance width is 23'. Please update the plans to comply the 24' minimum.
12. Please relocated the ADA stalls to be centrally located in relation to the building.
13. As proposed there does not appear to be an accessible route from the ADA parking as curbing is shown along the full length of the ADA aisle.
14. All ADA signs must be of the R7-8 style and be mounted on a pole or other structure, located between 3' and 5' above the ground measured from the bottom of the sign, at the head of the parking space. Please update the details on sheet 3 to reflect this.
15. Are any signs being proposed? If so, please provide details.
16. Will there be any ground or roof mounted mechanical equipment? If so how will it be screened?
17. What material will the "Prefinished Wall Panels" be?
18. Please label the elevations with what colors are being proposed.
19. Please relabel the elevations so that the façade that they correlate to can be identified.
20. Please note, a 6' setback will be required along the north property line when the existing parking lot is removed.
21. The proposed façades are lacking the required architectural elements. Buildings shall incorporate four-sided architecture. Horizontal and vertical elements shall extend completely around the building and utilize the same or similar materials. Please incorporate additional architectural elements (projections, breaks in roofline, windows, etc.) on all sides of the proposed building. Please limit the use of EFIS to 30% or less on any given façade.

Engineering Review

Gene Williams
(816) 969-1223

Senior Staff Engineer
Gene.Williams@cityofls.net

Corrections

1. A backflow vault is required for this project, outside the building and located adjacent to the public main. A gate valve is required immediately preceeding the vault. The water meter should be placed immediately before the gate valve, which eliminates the street crossing for the domestic water line.
2. It appears the maximum water surface elevation within the detention basin will be too close to the property boundary on the east side of the basin. A minimum of 20 feet is required, and only 15 is shown.
3. The pavement section for asphalt does not meet the Unified Development Ordinance (UDO) in terms in required thickness, or subgrade. It may be better to eliminate this detail until the Final Development Plan.

Traffic Review

Michael Park
(816) 969-1820

City Traffic Engineer
Michael.Park@cityofls.net

No Comments
