

Residential Preliminary Development Plan Applicant's Letter

Date: Friday, July 12, 2019

To:

Property Owner: NIE GEORGE H & PEGGY J

Email:

Fax #: <NO FAX NUMBER>

Applicant: NIE PEGGY J & GEORGE H

Email:

Fax #: <NO FAX NUMBER>

Engineer: HG CONSULT, INC

Email: ksterrett@hgcons.com

Fax #: <NO FAX NUMBER>

From: Jennifer Thompson, Planner

Re:

Application Number: PL2019121

Application Type: Residential Preliminary Development Plan

Application Name: SUMMIT AVENUE ADDITION, LOTS 1 & 2

Location: 114 SE SUMMIT AVE, LEES SUMMIT, MO 64063

Tentative Schedule

Submit revised plans by noon on Thursday, July 18, 2019 (4 full size paper copies, 1 reduced 8 ½" x 11" copy, and 4 copies of the comment response letter).

Planning Commission Meeting: August 08, 2019 at 05:00 PM

City Council Public Hearing: September 03, 2019 at 06:15 PM

City Council Ordinance: September 10, 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 Residential Preliminary Development Plan:

Planning Review	Jennifer Thompson (816) 969-1239	Planner Jennifer.Thompson@cityofls.net	Corrections
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1. FYI. A fee for the cost of the sidewalk construction will be required prior to the release of occupancy for any of the units.

The sidewalk is referenced as 6-foot on the pdp and 5-foot on the minor plat. Please reconcile. Standard sidewalk width is 5-foot.

2. Revise the 15-foot UE reference to 15-feet (not inches).

3. Clearly label lot dimensions on the pdp plan.

4. On the pdp the site information for the current legal description is missing the reference of Lot 22, please revise.

The density seems to be 2.8 not .355?

5. Since the request is to seek a modification for the minimum lot width required for a duplex in the RP-2 zoning district. Please provide in narrative form the justification for the request.

Staff would suggest accompanied documentation of the surrounding characteristics of the neighborhood, comparable lot widths, housing styles (1 or 2 family?). Staff would also like to know what the approximate building heights are in the surrounding neighborhood.

6. Please provide the building height for the proposed duplexes. Staff is aware the elevations indicate the building height, however the UDO's definition of building height is different than how the height has been depicted. Please refer to the UDO, Article 15.

7. Staff requests the building elevations incorporate additional exterior building materials (at least on the front elevation). This could be a wainscoting of stone similar to the adjacent homes to the north, or perhaps a front porch or side/back covered patio area? More articulation along the front facade is needed. What are the proposed projection depths of the windows, entry ways and garages?

Provide sample colors of the homes, is a color drawing available?

8. Currently this item is on the August 8 Planning Commission Schedule, to stay on that schedule please resubmit revised drawings by July 18th.

9. Trees proposed within easements shall be required to be of an ornamental variety.

10. The square footage isn't accurate that was calculated for the west property line for the low impact buffer. Please revise.

Engineering Review

Gene Williams
(816) 969-1223

Senior Staff Engineer
Gene.Williams@cityofls.net

Corrections

1. All required engineering plans and studies, including water lines, sanitary sewers, storm drainage, streets and erosion and sediment control shall be submitted along with the final development plan. All public infrastructure must be substantially complete, prior to the issuance of any certificates of occupancy.

2. A Master Drainage Plan (MDP) shall be submitted and approved in accordance with the City's Design and Construction Manual for all areas of the development, including all surrounding impacted areas, along with the

engineering plans for the development. The MDP shall address drainage level of service issues on an individual lot basis.

3. All Engineering Plan Review and Inspection Fees shall be paid prior to approval of the associated engineering plans and prior to the issuance of any infrastructure permits or the start of construction (excluding land disturbance permit).

4. 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.

5. The As-graded Master Drainage Plan shall be submitted to and accepted by the City prior to the issuance of a Certificate of Substantial Completion and prior to the issuance of any building permits for the development.

6. A Land Disturbance Permit shall be obtained from the City if ground breaking will take place prior to the issuance of an infrastructure permit, building permit, or prior to the approval of the Final Development Plan / Engineering Plans.

7. All permanent off-site easements, or temporary construction easements for grading of the downstream swale, in a form acceptable to the City, shall be executed and recorded with the Jackson County Recorder of Deeds prior to approval of any Final Development Plan or prior to issuance of any building permit. A certified copy shall be submitted to the City for verification.

8. A restriction note shall be included on the final plat stating: "Individual lot owner(s) shall not change or obstruct the drainage flow paths on the lots, as shown on the Master Drainage Plan, unless specific application is made and approved by the City Engineer."

9. 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	No Comments
Traffic Review	Michael Park (816) 969-1820	City Traffic Engineer Michael.Park@cityofls.net	No Comments