

Residential Preliminary Development Plan Applicant's Letter

Date: Friday, September 27, 2019

To:

Property Owner: FIVE THIRTY LLC

Email:

Fax #: <NO FAX NUMBER>

Applicant: ENGINEERING SOLUTIONS

Email: MSCHLICHT@ES-KC.COM

Fax #: (816) 623-9849

Engineer: ENGINEERING SOLUTIONS

Email: MSCHLICHT@ES-KC.COM

Fax #: (816) 623-9849

From: Jennifer Thompson, Planner

Re:

Application Number: PL2019305

Application Type: Residential Preliminary Development Plan

Application Name: MAIN ORCHARD

Location: 510 NW MAIN ST, LEES SUMMIT, MO 64063
6 NW ORCHARD ST, LEES SUMMIT, MO 64063

Tentative Schedule

Submit revised plans by noon on Monday, October 14, 2019 (4 full size paper copies, 1 reduced 8 ½" x 11" copy, and 4 copies of the comment response letter).

Applicant Meeting: October 01, 2019 at 09:00 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 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 300 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.

3. Neighborhood Meeting. One neighborhood meeting is required for each application, which must occur within the initial 10 day review period and prior to re-submission of the application. More than one neighborhood meeting may be held on an application, at the option of the applicant

- **Timing and location:** Within two miles of the project site, Monday through Thursday, excluding holidays, and start between 6:00P.M. and 8:00 P.M. If location for the meeting is not available within [2] miles of the subject property. The applicant shall select a location outside this area that is reasonably close to these boundaries.

- **Notification:** Shall be sent by certified mail or delivered to property owners within 300 feet of the project site. Mailed notices shall be postmarked at least seven days prior to the meeting. Hand deliveries must occur at least five (5) days prior to the meeting.
- **Notes:** The Applicant shall take sufficient notes at the neighborhood meeting to recall issues raised by the participants, in order to report on and discuss them at public hearings before City governmental bodies on the application. The notes shall be turned in with the application re-submittal.

Analysis of Residential Preliminary Development Plan:

Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	No Comments
Planning Review	Jennifer Thompson (816) 969-1239	Planner Jennifer.Thompson@cityofls.net	Corrections

1. Please submit an electronic copy of the legal description. Microsoft Word document or selectable text PDF are the preferred file formats. The legal description can be emailed to the planner's email address above.
2. Staff suggests the 5' sidewalk not be built at this time as this general area has no curbs and will be identified at a future time to be improved. In lieu of constructing the sidewalk. A fee for the cost of the sidewalk construction will be required prior to the release of occupancy for any of the units.

Revise the note regarding escrow. Payment will be required in lieu of.

3. Staff would suggest accompanied documentation of the surrounding characteristics of the neighborhood to include photos. Staff would also like to know what the approximate building heights are in the surrounding neighborhood and for what is proposed.

4. Please provide the building height for the proposed homes. Please reference the UDO's definition of building height and note approximate building and detached garage heights.

In regards to the requested modification for building height of the garage for Lot 3, please reference the building height as determined by the UDO definition.

5. Please complete a single-family residential compatibility form for this site and in relationship to the surrounding properties. Staff feels this can help to better understand the context of this proposal and how it fits within the neighborhood.

6. Revise the plan title and other areas (title blocks) to state Preliminary Development Plan.

7. The Surveyor's general notes section is referencing the wrong properties.

8. A final plat application will be required following preliminary development plan approvals.

9. Additional discussion regarding stormwater, creation of a tract and/CCR's can be discussed further at the applicant's meeting on Tuesday.

10. Revise the utility contacts on Sheet C.400 for MGE. Is Williams Pipeline necessary to be referenced for this plan?

11. Provide additional detail within the vicinity map.

12. Label all building/garage setbacks in relation to property lines.

Are the garages attached to the principal structure? If so, how are they attached?

13. Provide a narrative response to the Preliminary Development Plan Criteria. A list of this criteria can be provided at the applicant's meeting.

14. Please note the recently amended UDO requirements for noticing property owners within 300' and the requirement for a neighborhood meeting to be conducted.

15. Provide elevation examples of detached garages and the detached garage with loft.

16. The RP-2 zoning district allows for a 20-foot front build-line. Do the footprints noted include any porches or other features?

Engineering Review

Gene Williams
(816) 969-1223

Senior Staff Engineer
Gene.Williams@cityofls.net

Corrections

1. The "Macro Storm Water Drainage Study" dated Sep. 13, 2019 (hereinafter referred to as the stormwater study) was incomplete. No analysis was completed showing how the development will impact adjacent properties. In addition, Exhibit B (Drainage Area Map) was missing from the appendix.

2. No analysis of the drainage areas contained within the stormwater study were conducted due to the lack of a drainage area map (see comment above).

3. Results of the stormwater study appear to subtract the peak flows from the increased impervious areas on the lots. The note "Residential House flows are contained within the infiltration basin" does not appear valid, and furthermore, it is unclear what is meant by the term "Residential House flows".

4. Instances where "forcing" of the equations appear to have been utilized. For instance, page 6 of the report proposes a non-standard C value for the computations. We do not support such a change to the standard C values contained within the Design and Construction Manual.

5. A revised stormwater study is required. It must provide an analysis of the impact of the development, not only on the area well downstream of the development, but also the impacts to adjacent properties to the north, west, and southwest.

6. The City does not support waiving detention requirements on this development for the peak attenuation of stormwater.

7. The City does not agree with the conclusion that "...this project will not impact the existing condition".

8. Cover Sheet: Contours are shown, with no indication in the legend whether these are existing or proposed contours.

9. Cover Sheet: The note "no storm water detention is required per storm water study" is not supported by staff, nor the stormwater study.

10. If providing regional detention for the lots in this development, a Tract is recommended.

11. Sheet C.401 and C.402: The scale is not correct. Two scales are called-out, but neither appears correct. Although it would appear the scale might be 1 inch equals 30 feet, it appears closer to 1 inch equals 29 feet (i.e., a non-standard and unacceptable scale).

12. Sheet C.402: A private lateral is shown at manhole A-2, directly at the manhole. A 4 foot minimum distance, as measured from the outside of the manhole, and the beginning of the wye (i.e., not the centerline of the wye) is required.

13. A Master Drainage Plan will be required for this development.

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