

DEVELOPMENT SERVICES

**Vacation of Utility Easement
Applicant's Letter**

Date: Friday, December 20, 2019

To:

Property Owner: TOWNSEND SUMMIT LLC

Email:

Fax #: (410) 321-1901

Applicant: TOWNSEND SUMMIT LLC

Email:

Fax #: (410) 321-1901

Engineer: ANDERSON ENGINEERING INC

Email:

Fax #: <NO FAX NUMBER>

: John Huss

Email: jhuss@andersonengineeringinc.com

Fax #: <NO FAX NUMBER>

From: Victoria Nelson, Long Range Planner

Re:

Application Number: PL2019418

Application Type: Vacation of Utility Easement

Application Name: Summit Orchard - Vacation of easement

Location: 400 NW CHIPMAN RD, LEES SUMMIT, MO 64086

Tentative Schedule

Planning Commission Meeting: January 23, 2020 at 05:00 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

- Plats – All plats shall be provided in multi-page Portable Document Format (PDF).
- Engineered Civil Plans – All engineered civil plans shall be provided in multi-page Portable Document Format (PDF).

Please contact Staff with any questions or concerns you may have.

Planning Commission and City Council Presentations

If a presentation is required before the Planning Commission and City Council, presentations shall be submitted (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, Power Point, Adobe, Windows Media Player and Internet Explorer applications. Presentation boards will not be permitted. 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.

Analysis of Vacation of Utility Easement:

Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	No Comments
Planning Review	Victoria Nelson (816) 969-1605	Long Range Planner Victoria.Nelson@cityofls.net	No Comments
Engineering Review	Sue Pyles (816) 969-1245	Senior Staff Engineer Sue.Pyles@cityofls.net	No Comments
Traffic Review	Michael Park (816) 969-1820	City Traffic Engineer Michael.Park@cityofls.net	No Comments