

DEVELOPMENT SERVICES

**Residential Preliminary Development Plan
Applicant's Letter**

Date: Friday, December 27, 2019

To:

Property Owner: ORCHARD PARK DEVELOPMENT LLC Email:
Fax #: <NO FAX NUMBER>

Applicant: ORCHARD PARK DEVELOPMENT LLC Email:
Fax #: <NO FAX NUMBER>

Engineer: RENAISSANCE INFRASTRUCTURE CONSULTING INC Email: ACCOUNTING@RIC-CONSULT.COM
Fax #: <NO FAX NUMBER>

From: Shannon McGuire, Planner

Re:

Application Number: PL2019412
Application Type: Residential Preliminary Development Plan
Application Name: SEQUOIA
Location: 500 NW OLIVE ST, LEES SUMMIT, MO 64063
502 NW OLIVE ST, LEES SUMMIT, MO 64063
408 NW OLIVE ST, LEES SUMMIT, MO 64063

Tentative Schedule

Submit revised plans by noon on Wednesday, January 15, 2020 (4 full size paper copies, 1 reduced 8 ½" x 11" copy, and 4 copies of the comment response letter).

Applicant Meeting: December 31, 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:

Planning Review	Shannon McGuire (816) 969-1237	Planner Shannon.McGuire@cityofls.net	Corrections
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1. Please provide a copy of the legal description in a Word format.
2. Please label the width of the proposed sidewalks.
3. Please label the building setback lines from streets with dimensions.
4. In considering a preliminary development plan application, the Planning Commission and City Council will give consideration to certain criteria. Specifically, the extent to which the proposed use will negatively affect the aesthetics of the neighboring property and the character of the neighborhood. Please articulate how the proposed development fits with the existing neighborhood character. Additionally, please provide insight as to how this particular architectural style was selected given staffs previous guidance to ensure the proposed homes fit with the historical nature of the area.
5. The proposed footprints on sheet C03 don't seem to be consistent with the footprints show on the architectural sheet. Please update the all sheets so that they are consistent and accurate.
6. As shown, buildings 4, 7, and 12 are violating the 20' front yard setback. The modification request letter dated December 11, 2019 states only one building is proposed to not meet the required setback. Staff is unlikely to support this request.
7. The proposed elevations show the 2nd floor overhanging into the side yards significantly. Please dash in this overhang on the site plan.
8. In the site data table please include the total number of proposed units, and list the dwelling units per acre, with and without common area.
9. Is the existing home at 502 NW Orchard remaining? Is it is, it must be included in the units/acre calculations.
10. The total number of cul-de-sac lots in a subdivision shall be no more than ten percent of the total number of lots in the subdivision. As proposed the total number of cul-de-sac lots in the development is 100%. This will require a modification. Cul-de-sacs shall be no longer than 500 feet and the maximum number of dwelling units on a cul-de-sac shall be 20. As proposed you will have 36 units. This will require a modification as well.
11. On sheet L01, it is unclear where the proposed buffer fence will be located. Additionally, if you wish to locate the fence on or near the property line a modification will be required.
12. FYI, an approved plat will be required prior the issuance of building permits.

13. The architectural sheet still lists the project name as Burton Townhouse. Please update this to the current project title to avoid confusion.

Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Approved with Conditions
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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 2018 International Fire Code.

2. Provide a street name.

Engineering Review	Gene Williams (816) 969-1223	Senior Staff Engineer Gene.Williams@cityofls.net	Corrections
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1. The street network is shown as public. As such, water lines should be shown as public. No backflow vault should be shown if this is a public street.

2. The grading plan does not address drainage to the south of buildings 12 and 13. Please shown the proposed and finish grading, and ensure there is no adverse impact to adjacent property owners.

3. The grading plan shown in Burton Townhowmes application does not match the grading plan shown in this most recent proposal. In particular, the grading to the north of Buildings 1, 2 and 3 originally showed a swale on the Burton Townhome application, whereas this application shows no such swale. Is the existing home at 502 NW Olive St. going to remain "as-is"? If so, why is it being shown as part of this development? It appears to be included within the limits of this project.

4. A public sanitary sewer extension is shown between Building 3 and 4 with too little distance between them. Minimum distance between any portion of the buildings, and the outside of the sanitary sewer line, is fifteen (15) feet. This would include any overhangs on the buildings, footings, etc.

5. Public sanitary sewer manholes are shown terminating in the middle of cul-de-sac bulbs, which is not allowed under the current Design and Construction Manual.

6. The public sanitary sewer is too close to Building 5. In addition, it is also to close to the northwest corner of Building 4.

7. A monument sign is shown in what appears to be an easement. In addition, it is too close to a public water main. Minimum distance is ten (10) feet, as measured from the outside of the pipe, and any portion of the monument sign, including footings.

8. Where is the proposed right of way and proposed easements for the public street? A minimum of ten (10) feet of general utility easement is required adjacent to all public right of way.

9. Please show in graphic format, the maximum water surface elevation within the two detention basins. This would include the 100% clogged/zero available storage event. A minimum of 20 feet is required between this level, and any building or property line.

10. If the home at 502 NW Olive St. is a part of this project, please show the existing street access to Olive St. As shown, it does not appear to have any access. Our records indicate an existing driveway.

Traffic Review	Michael Park (816) 969-1820	City Traffic Engineer Michael.Park@cityofls.net	Pending
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