

## Commercial Preliminary Development Plan Applicant's Letter

**Date:** Monday, July 27, 2020

**To:**

**Property Owner:** STAR ACQUISITIONS &  
DEVELOPMENT LLC

**Email:**

**Engineer:** AGC Engineers, INC

**Email:** Rcowger@agcengineers.com

**From:** Hector Soto Jr., Planning Division Manager

**Re:**

**Application Number:** PL2020200

**Application Type:** Commercial Preliminary Development Plan

**Application Name:** Oakview Lots 2, 3 and 4

**Location:** 1430 NE DOUGLAS ST, LEES SUMMIT, MO 64086  
1440 NE DOUGLAS ST, LEES SUMMIT, MO 64086  
1410 NE DOUGLAS ST, LEES SUMMIT, MO 64086

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### 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.

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### 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.

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### 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 Commercial Preliminary Development Plan:**

### **Planning Review**

Hector Soto Jr.  
(816) 969-1238

Planning Division Manager  
Hector.Soto@cityofls.net

Corrections

1. PROPERTY LINE INFORMATION. Label the property line dimensions and bearings for each of the subject lots.

2. EASEMENTS. Show and label all existing utility easements on the subject lots.

3. PARKING CALCULATIONS.

- The calculation used to determine the required parking for the prospective 50% occupancy of retail/office on Lot 3 is based on 4 spaces/1,000 sq. ft. A note in the table comparing that parking ratio states "meets UDO". It is true that general office uses are calculated at 4/1,000 for general office. However, retail is calculated at 5/1,000 under the UDO, so the note isn't completely accurate. The same notation was made for the retail/office on Lot 4. Revise.
- The proposed drive-through uses listed on Lots 3 and 4 very specifically call out two users in Dunkin Donuts for the purposes of calculating the number of required spaces. Documentation of actual parking demand generation specific to these users need to be provided to justify the proposed reduction in parking calculation. Should different restaurant users occupy those spaces, updated parking demand data relevant to the new user shall be provided at that time to determine the actual parking demand.

4. BUILDING ELEVATIONS.

- Some additional vertical feature/detail shall be provided on the west elevation of the Lot 2 building to provide some architectural relief to the large expanse of blank wall.
- Additional horizontal, vertical and projecting features/details shall be provided on the west elevation of the Lot 4 building to provide architectural relief and shadow lines to the large, flat expanse of blank wall.
- Provide a proposed color palette for the exterior building materials.
- What is the material used at the top of the Nichiha panel inset on the Lot 3 and 4 buildings? Is it just a Nichiha panel of contrasting color or is it a different material?

5. MODIFICATION REQUESTS. Provide a narrative giving justification for each of the proposed modifications to the UDO listed on Sheets C1.0 and L1.0.

<b>Engineering Review</b>	Gene Williams, P.E. (816) 969-1223	Senior Staff Engineer Gene.Williams@cityofls.net	Corrections
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1. The typical pavement sections are not quite correct. Please see the Unified Development Ordinance (UDO) for specific information related to the pavement design requirements. In particular, flyash stabilized subgrade is needed in addition to the aggregate base course listed in the typical sections, or geogrid.

2. The landscape plan appears to show trees directly on top of City utilities, including a water line near the east/west drive aisle, and the water main and sanitary sewer line along Victoria Dr. A minimum five (5) foot separation is required from a mature tree trunk, and the outside of any public water main or sanitary sewer line.

<b>Traffic Review</b>	Michael Park (816) 969-1820	City Traffic Engineer Michael.Park@cityofls.net	No Comments
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<b>Fire Review</b>	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Corrections
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2. Correct the occupancy classifications of the proposed building from an A3 to A2 (restaurant).

3. 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.

Show the locations of the FDC on the buildings and the accessible hydrant within 100 feet.

4. 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.