

DEVELOPMENT SERVICES

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

Date: Wednesday, November 18, 2020

To:

Property Owner: CITY OF LEES SUMMIT

Email:

Applicant: GEORGE BUTLER ASSOCIATES INC

Email: GBACT@GBATEAM.COM

Property Owner: HAPPY VALLEY PROPERTIES LLC **Email:**

From: Jennifer Thompson, Planner

Re:

Application Number: PL2020324

Application Type: Vacation of Utility Easement

Application Name: Paragon Star - Vacation of Easements

Location: 1401 NW VIEW HIGH DR, LEES SUMMIT, MO 64081

Tentative Schedule

Submit revised plans by noon on Monday, November 30, 2020 (4 full size paper copies, 1 reduced 8 ½" x 11" copy, and 4 copies of the comment response letter).

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:

Planning Review	Jennifer Thompson	Planner	Corrections
	(816) 969-1239	Jennifer.Thompson@cityofls.net	

1. Provide a legal description for the proposed easements to be vacated.

Engineering Review	Sue Pyles, P.E.	Senior Staff Engineer	No Comments
	(816) 969-1245	Sue.Pyles@cityofls.net	

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