

DEVELOPMENT SERVICES

**Commercial Rezoning with Preliminary Development Plan
Applicant's Letter**

Date: Tuesday, November 17, 2020

To:

Property Owner: CITY OF LEES SUMMIT

Email:

Property Owner: WEST PRYOR OWNERS
ASSOCIATION INC

Email:

Applicant: STREETS OF WEST PRYOR LLC

Email:

Engineer: SM ENGINEERING

Email: SMCIVILENGR@GMAIL.COM

From: Jennifer Thompson, Planner

Re:

Application Number: PL2020274

Application Type: Commercial Rezoning with Preliminary Development Plan

Application Name: LOT 7 AND TRACT C STREETS OF WEST PRYOR

Location: 2200 NW LOWENSTEIN DR, LEES SUMMIT, MO 64081
900 NW BLACK TWIG LN, LEES SUMMIT, MO 64081
2100 NW LOWENSTEIN DR, LEES SUMMIT, MO 64081

Tentative Schedule

Submit revised plans by noon on Monday, October 26, 2020 (4 full size paper copies, 1 reduced 8 ½" x 11" copy, and 4 copies of the comment response letter).

Applicant Meeting: October 13, 2020 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 Commercial Rezoning with Preliminary Development Plan:

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

1. I failed to comment on this previously. A rezoning and a preliminary development plan application requires a response to the criteria listed in the UDO. Staff needs this information to be submitted by the applicant as we include this information in our staff report packet as it moves forward to Planning Commission and City Council.

Refer to Article 2, Sec. 2.260 B and C for criteria for a rezoning and preliminary development plan. Please respond to these items in writing.

2. Provide the legal descriptions (in Word format), for the boundaries of the rezoning and the perspective development areas.

If I have missed this, my apologies.

3. Add a vicinity map to the Rezoning sheet/exhibit.

4. Is there any proposed phasing to this project?

5. Please submit all modification requests as it relates to this preliminary development plan. We received correspondence regarding this but it is included with of the other PDP for Lots 1 and 2.

Is a parking modification needed? It seems there is surplus parking for Bldg. 1 and for the Hotel. Could this be addressed in an shared parking plan between the hotel and the apartments?

If this was submitted and I have overlooked it, my apologies.

6. Ongoing discussion continues on how best to update the Land Use Table for the overall Streets of West Pryor project, Lots 1 and 2, Lot 7 and Tract C, future lots, etc.

7. It has been noted that the total number of dwelling units for apartment building 2 is 84 units. The original plan indicated 184. Staff notes this as a revision to the original submittal.

8. On Sheet C3.0 please include the asterisk reference table, it was left off from the original submittal.

9. Provide an updated platting scheme. It's our understanding the intent is to keep it contained within 3 lots, rather than 4. Also, use the Lot 7A, 7B, 7C numbering scheme.

10. Is there an update to the overall parking reduction request that will be submitted to the Director?
11. On Sheet C3.0 the parking label for the hotel indicates 102 stalls and the land use table references 110 parking spaces. Sheet C16.0 indicates 102 stalls. Please clarify.
12. Additional architectural detail will be needed for particularly the west elevation for the proposed hotel. Staff may include a condition of approval in the staff report, indicating such.
13. Sheet C2.0 indicates a 185' buffer for the subject development area. Please note, current notification standards is 300'.
14. The apartment building elevations indicate the roof top units do not have adequate screening. The units are required to be screened via parapet.
15. On Sheet C3.0, the parking calculations for the apartment building 1 and 2 (required by UDO), are not accurate. Please revise/clarify.
16. The parking lot screening has not been met along NW Lownestein Dr. 197 shrubs are required and 170 shrubs have been provided according to the Lot 7 site data table on Sheet C16.0.
17. Revise on all sheets (I noticed specifically on Landscape Sheets), the street name of NW Black Twig Lane. As discussed, this will be private and it should be NW Black Twig Cir.

Also revise the street name within the landscape tables.

18. Additional clarification is needed from staff regarding the shrub requirement along NW Black Twig Cir. Currently the # of shrubs isn't met.
19. There still seems to be some discrepancies within the landscape tables for required vs. proposed, in terms of the counts aren't met. Further discussion is needed.

Engineering Review	Sue Pyles, P.E. (816) 969-1245	Senior Staff Engineer Sue.Pyles@cityofls.net	Corrections
---------------------------	-----------------------------------	---	-------------

1. Please revise the Sanitary Sewer Study to include existing sanitary sewer calculations beginning at the connection point. Also include calculations that reflect any modifications to the existing sanitary lines recommended.

Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Corrections
--------------------	----------------------------	--	-------------

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 and local amendments.
2. D105.3 Proximity to building. One or more of the required access routes meeting this condition shall be located not less than 15 feet (4572 mm) and not greater than 30 feet (9144 mm) from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.

Action required: How will this be met with the two apartment buildings and the hotel?

3. IFC 503.2.5 - Dead-end fire apparatus access roads in excess of 150 feet (45 720 mm) in length shall be provided with an approved area for turning around fire apparatus.

Action required: Provide circulation around the hotel or provide an approved turn around at the end of parking lots.

4. Black Twig Circle needs to be built to 28' (City Standard).

5. D105.2 Width. Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet (7925 mm), exclusive of shoulders, in the immediate vicinity of the building or portion thereof.

Action required: The fire access lane to the hotel, along the north side of Building 2, and the south side of Building 1 shall have a minimum of a 26' drivable surface. It is currently shown as 24'.

6. IFC 507.1 - An approved water supply capable of supplying the required fire flow for fire protection shall be provided to premises upon which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction.

Action required: Provide a water model to show that adequate fire flow will be supplied for all of buildings (Building 1 3,875 gpm, Building 2 3,000 gpm).

7. 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.

Action required: Show the location of the FDC on the hotel.

8. 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.

Action required: One side of Black Twig shall be posted No Parking.

9. IFC 503.2.3 - Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.

Action required: All lanes around the apartment buildings and hotel shall be designed and marked to be utilized for fire department access.

10. Vertical combustible construction may not take place until the required water supply, private streets, and base asphalt of all of the parking lots are in place.

11. A Mine Safety Plan is required before any on the mine filling project.

Traffic Review

Michael Park

City Traffic Engineer

No Comments

