

**DEVELOPMENT SERVICES**

**Minor Plat  
Applicant's Letter**

**Date:** Monday, June 07, 2021

**To:**

**Applicant:** PARAGON STAR LLC

**Email:**

**Property Owner:** PARAGON STAR LLC

**Email:**

**Engineer:** GEORGE BUTLER ASSOCIATES INC Email: GBACT@GBATEAM.COM

**:** BUSHYHEAD LLC

**Email:** CHRISTINE@BUSHYHEADLAW.COM

**From:** Jennifer Thompson, Planner

**Re:**

**Application Number:** PL2021184

**Application Type:** Minor Plat

**Application Name:** Paragon Star 5th Plat

**Location:**

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**Electronic Plans for Resubmittal**

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All Planning applicaiton 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 mulit-page Portable Document Format (PDF).
- Architectural and other plan drawings – Architectural and other plan drawings, such as site electrical and landscaping, shall be provided in multi-page Portable Document Format (PDF).
- Studies – Studies, such as stormwater and traffic, shall be provided in Portable Document Format (PDF).

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Please contact Staff with any questions or concerns.

**Review Status:**

Corrections required: Resubmit one (1) digital copy following the electronic plan submittal guides as stated above with the following corrections. Revised plans will be reviewed within five (5) business days of the date received.

**Required Corrections:**

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

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1. The minor plat application and notarized ownership affidavit form was not received.
2. Please submit an electronic copy of the legal description. Microsoft Word document or selectable text PDF are the preferred file formats. The legal description can be emailed to the planner's email address above.
3. Revise the plat title to "Minor Plat".
4. A minor plat doesn't require the Mayor and City Council certification or the Planning Commission Secretary title block.
5. Revise the JACO department name to read:  
Jackson County Assessor Office.
6. The configuration and one of the dimensions of Lot 13 is different than what is shown on Paragon Star 2nd Plat for the subject area.  
  
Paragon Star, 2nd Plat has a dimension of 466.23' for the north property line. Paragon Star, 5th has a dimension of 369.44'. The angle is different on the 5th Plat as well.
7. Label the lot square footage and acreage on the Lot.
8. Are any easements needed? If so include the easement dedication language.
9. An address will be forthcoming.

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**DEVELOPMENT SERVICES**

<b>Engineering Review</b>	Sue Pyles, P.E. (816) 969-1245	Senior Staff Engineer Sue.Pyles@cityofls.net	Corrections
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1. Please show and label all existing and proposed easements. Include appropriate easement dedication language.
2. Please coordinate the plat boundary with the adjacent plat to the north.

<b>GIS Review</b>	Kathy Kraemer (816) 969-1277	GIS Technician Kathy.Kraemer@cityofls.net	Corrections
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1. Small correction: the County would like the signature line to read "JACKSON COUNTY ASSESSOR OFFICE" and remove any reference to the GIS Department.  
This is a permanent change.