



## PRELIMINARY PLAT PROCESS

---

### ***Purpose of Preliminary Plats***

A preliminary plat shall be required for the approval of any subdivision of land that is not a minor subdivision. Approval of the preliminary plat is required before the final plat may be considered.

Subdivision plats dictate:

- sizes and shapes of lots
- relationship between existing and future streets
- Location of proposed public improvements
- location of lands dedicated for public purposes

Preliminary plats are approved by the Planning Commission, but may be appealed to the City Council. The preliminary plat cannot be approved unless the subdivider presents evidence that:

- all submission requirements have been satisfied;
- the plat conforms to the requirements of the UDO;
- the subdivision represents an overall development pattern that is consistent with the Comprehensive Plan, the Thoroughfare Master Plan and other plans and policies adopted by the City;
- a sensibly arranged pattern of lots results for the intended uses;
- streets and public improvements are planned to serve the needs of each lot as well as surrounding properties; and
- consistency is provided between subdivisions.



## **PRELIMINARY PLAT PROCESS**

---

### ***Step 1 – Pre-Application Conference***

The UDO requires the applicant to meet with the Development Services Departments and city staff prior to submitting a preliminary plat application. The purpose of the pre-application conference is to:

- Acquaint the applicant with the procedural requirements;
- Provide for an exchange of information regarding the applicant's proposed development and the regulations, restrictions and requirements, the Comprehensive Plan and other development requirements;
- Advise the applicant of any public sources of information that may aid the application, identify policies and regulations that create opportunities or pose significant restraints for the proposed development,
- Review proposed concept plans and provide the applicant with opportunities to enrich the development plan in order to mitigate any undesirable project consequences;
- Review the compatibility with adjacent land uses, either proposed or existing;
- Provide general assistance by City staff on the overall design of the proposed development.

This meeting gives staff the opportunity to identify issues that may be addressed prior to the application being submitted and to identify special studies needed in conjunction with the application. In addition, the meeting allows the applicant to explain issues that shaped the initial design of the project and to ask questions about the preliminary plat application procedures. This exchange of information can often make the rest of the process go more smoothly.

It is not necessary to have detailed plans drawn prior to the pre-application meeting. However, the more information brought to the meeting (even in sketch form), the more thorough and specific the staff can be in response.

### ***Step 2 – Filing the Application***

An application for preliminary plat must be completed and submitted to the Development Services Department, with the proper filing fee, payable to the City of Lee's Summit. See the Schedule of Fees and Charges for the applicable application fee. An application may be withdrawn at any time upon written request; however, no refund will be made after the applicant's meeting.



## PRELIMINARY PLAT PROCESS

---

A complete application consists of all items identified in the Submittal Requirements checklist.

***Preliminary plat applications will be placed on the Planning Commission agenda based upon the completeness of the application submittal. All additional information, which is to support the application, must be submitted by the deadline. Information missing or not submitted by the deadline date, will result in a delayed application.***

### **Step 3 – Development Review Committee (DRC)**

Every application goes through a detailed staff review. Although a Project Manager is assigned to coordinate the review of each application, the focal point of the process is the meeting of the Development Review Committee. This is a staff-only committee consisting of 10 to 15 representatives of various city departments and divisions that reviews each item on the agenda, and identifies relevant issues. Out of this meeting, the development departments will prepare written comments on the proposed application. The staff comments will be sent to all parties listed on the application form (via fax or email) on the Friday before the Tuesday Applicant's Meeting.

### **Step 4 – Applicant's Meeting**

The applicant's meeting is

- To allow City staff to present a preliminary, *technical* review of submitted plans,
- To request from the applicant any necessary plan revisions
- To give the applicant an opportunity to ask questions, and
- To work out a schedule for submitting revised plans.

The applicant will meet with staff (generally, Development Services, Public Works, Fire, and Parks) at the Strother Conference Room in City Hall. This meeting is *not* the appropriate forum to discuss policy issues or negotiate any agreements. If a case involves policy issues or items that may be resolved through a development agreement, the Development Services Department will schedule a separate meeting with appropriate City staff.

However, alternative solutions to technical problems that are within the authority of the staff to consider may be discussed. If an applicant has questions, it would be helpful to call ahead of time so the staff can be prepared with answers at the meeting.

If extensive changes are being made or more information is needed to adequately review the application (e.g. additional traffic or engineering studies), then the application may be "continued" (i.e., rescheduled to a later Planning Commission meeting date to allow time



## PRELIMINARY PLAT PROCESS

---

for the necessary work to be completed). If deficiencies are minor, the item will be scheduled for a Planning Commission meeting, subject to revised plans being submitted by the Revised Plans Due date.

### ***Step 5 – Planning Commission Meeting***

Every preliminary plat application is reviewed by the Planning Commission. The Commission consists of nine (9) appointed citizens who meet on the second and fourth Thursday of each month in the City Council Chambers of City Hall at 220 SE Green St.

For each item on the agenda, the applicant will be given an opportunity to make their own presentation, which should be a brief description of the proposed project and include responses to any concerns raised in the City staff's report. Presentations before the Planning Commission 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, Power Point, Adobe, Windows Media Player and Internet Explorer applications. Presentation boards will no longer be allowed. *(It is recommended that any additional information be provided to staff in advance, so it can be included in the Commissioner's packets.)* Staff will then give a staff report and recommendation.

Finally, the Planning Commission discusses the action that should be taken and the reasons for that action. The Planning Commission may approve, approve with conditions, or deny the application. The Planning Commission may also vote to continue an application to a later meeting to allow further study or the submission of either more information or revised information by the applicant or the staff. A majority vote of the Commission members present is needed to pass any motion.

The action taken by the Planning Commission on preliminary plats is final. There is an opportunity to appeal the Planning Commission's decision to the City Council. The applicant may request that the preliminary plat be appealed to the City Council by requesting in writing to the Planning Director within five (5) business days of the Planning Commission action.

Approval or conditional approval of the preliminary plat does not constitute an acceptance of the subdivision but is deemed to be an authorization to proceed with the preparation of the final plat.

The preliminary plat must be approved or conditionally approved before the final plat can be considered.

### ***Step 6 – City Council***

Preliminary plats do not normally require City Council action. However, if the Planning Commission decision is appealed in writing, the plat will be scheduled for a City Council agenda typically three weeks later. The Lee's Summit City Council meets on the first,



## **PRELIMINARY PLAT PROCESS**

---

second, and third Tuesday of each month at the Council Chambers of City Hall at 220 SE Green St. The format is similar to that used by the Planning Commission and applicants should plan on making a similar type of presentation.


After the City Council has listened to the presentations and to any public comments, they will discuss the application and then take action. The City Council can approve the plat, approve with conditions, deny, or remand the application back to the Planning Commission.

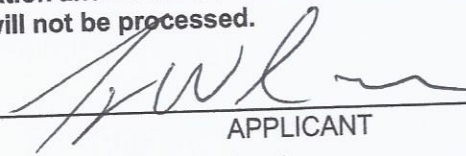


## PRELIMINARY PLAT APPLICATION

1. SUBDIVISION NAME: Lakewood Business Center on I-470- Plats
2. PROPERTY LOCATION: 2710 NE Hagan Rd.
3. ZONING OF PROPERTY: PI (Planned Industrial)
4. LEGAL DESCRIPTION (attach if description is metes and bounds description): Attached
5. TOTAL # OF LOTS: 8 TOTAL ACRES: 30.73+/-
6. COMMON AREA AGREEMENT: 0 # OF COMMON AREA TRACTS: 0
7. APPLICANT (DEVELOPER) North Oak Safety Storage LLC PHONE 816-229-8115  
CONTACT PERSON Tony Ward FAX \_\_\_\_\_  
ADDRESS 1120 NW Eagle Ridge Blvd. CITY/STATE/ZIP Grain Valley, MO 64029  
E-MAIL tony@safetystorage.com
8. PROPERTY OWNER Same PHONE \_\_\_\_\_  
CONTACT PERSON \_\_\_\_\_ FAX \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_  
E-MAIL \_\_\_\_\_
9. ENGINEER/SURVEYOR Powell CWM, Inc. PHONE 816-373-4800  
CONTACT PERSON Jeremy M. Powell FAX 816-373-4803  
ADDRESS 3200 S. State Route 291, Bldg. 1 CITY/STATE/ZIP Independence, MO 64057  
E-MAIL jpowell@powellcwm.com
10. OTHER CONTACTS \_\_\_\_\_ PHONE \_\_\_\_\_  
CONTACT PERSON \_\_\_\_\_ FAX \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY/STATE/ZIP \_\_\_\_\_  
E-MAIL \_\_\_\_\_

All applications require the signature of the owner on the application and on the ownership affidavit. Applications without the proper signatures will be deemed incomplete and will not be processed.

  
PROPERTY OWNER  
Print name: Tony Ward

  
APPLICANT  
Tony Ward

Receipt #: \_\_\_\_\_ Date Filed: \_\_\_\_\_ Processed by: \_\_\_\_\_ Application # \_\_\_\_\_



# LEE'S SUMMIT MISSOURI

## OWNERSHIP AFFIDAVIT

STATE OF MISSOURI )

SS.

COUNTY OF JACKSON )

Comes now North Oak Safety Storage LLC (owner)

who being duly sworn upon his/her oath, does state that he/she is the owner of the

property legally described in the proposed plat, titled 2710 NE Hagan Rd

and acknowledges the submission of the application for subdivision of said property  
under the City of Lee's Summit Unified Development Ordinance.

Dated this 28<sup>th</sup> day of June, 2021

[Signature]  
Signature of Owner

Tony Ward - owner  
Printed Name

Subscribed and sworn to before me this 28<sup>th</sup> day of June, 2021

Tresa Thornhill  
Notary Public-Notary Seal  
STATE OF MISSOURI  
Commissioned for Jackson County  
My Commission Expires: 06/11/2024  
ID. #1234689

[Signature]  
Notary Public

06/11/2024

My Commission Expires



## SINGLE FAMILY RESIDENTIAL COMPATIBILITY

---

	Name of Plat	Adjacent Plat # 1	Adjacent Plat # 2	Adjacent Plat # 3
Street Separation between the proposed development and the adjacent development				
Lots/Acreage	_____ Lots on _____ acres			
Density	_____ Units per acre			
Restrictions on types of fencing, parking of specific vehicles, dog runs and outbuildings				
Similarity of architectural style and character of including front elevations, exterior materials and roof pitch				
Classification and mixture of building types, including ranch, raised-ranch, split-level, multi-level, earth contact and two-story structures				

## SINGLE FAMILY RESIDENTIAL COMPATIBILITY

	Name of Plat	Adjacent Plat # 1	Adjacent Plat # 2	Adjacent Plat # 3
Green space or common area, including areas, structures and amenities for the exclusive use and maintenance of homeowners of a subdivision.				
Streetscape, include distinctive and aesthetic features of special street signage, street lighting fixtures, street trees, and other landscaping.				
Lot Width	Range: _____ to _____ feet; Average: _____ ft.			
Lot Area	Range: _____ to _____ square feet; Average: _____ sq. ft.			
Lot Depth	Range: _____ to _____ feet; Average: _____ ft.			



## SINGLE FAMILY RESIDENTIAL COMPATIBILITY

---

	Name of Plat	Adjacent Plat # 1	Adjacent Plat # 2	Adjacent Plat # 3
Setbacks	Setbacks: _____ front, _____ rear, _____ sides			
Square footage of homes measured by total finished floor area				
Minimum Floor Area				
Entrance Monumentation				
Street and Lot Layout Configuration				



## PRELIMINARY PLAT CRITERIA

---

**UDO Section 7.110.E. Criteria for Approval.** The Planning Commission, or the Governing Body on appeal or upon request for review, shall not approve the preliminary plat unless it finds that the subdivider has presented clear and convincing evidence that:

1. All submission requirements have been satisfied;
2. The proposed preliminary plat conforms to the requirements of this Chapter, the applicable zoning district regulations, the approved preliminary development plan, including any modifications requested and approved pursuant to Article 4 as part of the preliminary development plan, and any other applicable provisions of the City Code;
3. The subdivision represents an overall development pattern that is consistent with the Comprehensive Plan, as amended, including all of its component plans and studies, the Capital Improvement Plan, and other plans and policies adopted by the Commission or the Governing Body;
4. The plat contains a sound, well-conceived parcel and land subdivision layout that is consistent with good land planning and site engineering design principles;
5. The spacing and design of proposed streets, curb cuts, intersection locations, medians and traffic signalization and the number of ingress and egress points to the land covered by the plat are consistent with good traffic engineering design and public safety considerations;
6. Services and facilities are available and adequate to meet the demand for facilities and services generated by the use of the land covered by the plat; and
7. The subdivision will be compatible with proposed and existing adjacent development.
8. In considering any preliminary plat application, the Commission and the Governing Body may also give consideration to criteria applicable to preliminary development plans set forth in Article 2.



## PRELIMINARY PLAT CHECKLIST

Submittal Requirements	Yes	No*
Completed application form with signatures	x	
Ownership Affidavit form	x	
Legal Description	x	
Legal Description closure report	x	
Filing fee – <b>\$700 plus \$3 per lot</b>	x	
Preliminary Plats – 1 digital multi-page PDF plan sets, studies, letter and applications shall be separate files	x	
File Naming Conventions- All uploaded files should be named as follows DOCUMENT NAME_REVISION NUMBER_DATE OF PLAN STAMP		
Completed single family residential compatibility form – <b>if required</b>	N/A	
Checklist for Preliminary Plat & Minimum Design Standards	x	
Checklist for Zoning District Regulations – <b>Separate Document</b>		

\* **Applications missing any required item above will be deemed incomplete.**

Table 1. General Application Requirements Plat Submission Requirements				
UDO Art 7., Sec. 7.080	Ordinance Requirement	Met	Not Met	N/A
B.1. Subdivision Name	Name shall not duplicate or closely approximate the name of any existing subdivision;	x		
B.2. Date Prepared	Date prepared;	x		
B.3. Plan Size	Plan size maximum of 24" x 36" with 1 inch border	x		
B.4. Scale	Graphic, engineering scale not to exceed 1:100, unless approved by the Director. All plats shall be drawn to a standard engineer's scale;	x		
B.5. North Arrow	North Arrow. Plat shall be oriented so north is to the top or to the left side of sheet;	x		
B.6. Vicinity Map	Vicinity map with north arrow indicating the location of the property within the City.	x		



## PRELIMINARY PLAT CHECKLIST

Table 2. Preliminary Plat				
Article 7, Sec. 7.100	Ordinance Requirement	Met	Not Met	N/A
C.2. Legal Description	A legal description which accurately describes the limits of the property to be subdivided.	x		
C.3. Contact Info	Names, addresses, and phone numbers of the developer and the engineer, surveyor, planner, or landscape architect preparing the plat.	x		
<b>C.4. Existing conditions on the proposed subdivision site and adjacent to the site within 185 feet of the plat boundaries:</b>				
C.4.a. Floodplain	Location and limits of the 1% Annual Chance Flood, as set forth on the current FEMA maps with reference to the panel number. Elevations shall be provided if shown on the FEMA map.	x		
C.4.b.	Existing streams, bodies of water, and surface drainage channels.	x		
C.4.c. Existing Vegetation	Location, massing and pattern of existing vegetation.			x
C.4.d. Existing Topography	Topography with contours at 2-foot intervals. In areas where grades are gentle, the Director may require a lesser contour interval.	x		
C.4.e. Oil & Gas Wells	Location of all oil and gas wells, whether active, inactive, or capped, if any, based on available information,			x
C.4.f. Special Features	Special features (such as ponds, dams, steep slopes or unusual geology) or unusual historical features (such as former landfills, fill areas or lagoons) must be identified by the applicant, to the best of his/her knowledge or belief based on available information. The applicant, at the Director's discretion, may be required to provide professional analysis of these conditions to address health, safety and general welfare questions related to the proposed subdivision.	x		
C.4.g. Drainage	The location and size of retention basins, detention basins and drainage structures, such as culverts, paved or earthen ditches or storm water sewers and inlets.	x		
C.4.h. Streets	Location, width and name of any existing or platted street (public or private), alley or any other dedicated rights-of-way.	x		
C.4.i. Utility Easement	Location, width and dimensions of existing utility easements, with document reference if dedicated by separate document;	x		
C.4.j. Buildings	Existing and proposed buildings (not including single family homes), which exist on plans on file with the City. Existing single and two-family buildings may be shown in approximate location and general size and shape.			x
C.4.k. Detention Facilities	Location and size of all existing utility lines and storm water management/ detention facilities;	x		
C.4.l. Adjacent Subdivisions	Names of abutting subdivisions and owners of abutting parcels of unsubdivided land;	x		
C.4.m. Adjacent Zoning & Land Use	Surrounding land uses and zoning districts of adjacent properties.	x		



## PRELIMINARY PLAT CHECKLIST

Table 2. Preliminary Plat				
Article 7, Sec. 7.100	Ordinance Requirement	Met	Not Met	N/A
<b>C.5. Proposed Development</b>				
C.5.a. Layout	Layout, number and approximate dimensions of lots and approximate lot areas.	x		
C.5.b. Street Location	Location, right-of-way width, pavement width, radii, centerline, and grade of proposed streets and alleys, both public and private. Private streets shall be shown as common area tracts.	x		
C.5.c. Street Names	Names of proposed streets. Every street shall have one suffix (such as Drive, Street or Circle) and a directional prefix (NE, NW, SE, SW). Street names shall not duplicate or closely resemble the name of any existing street, except that street names shall continue existing street names where appropriate, based on the addressing grid.	x		
C.5.d. Sidewalks	Location and width of proposed sidewalks and pedestrian walkways;	x		
C.5.e. Easements	Location and width of proposed easements;	x		
C.5.f. Setback Lines	Building setback lines from streets with dimensions.	x		
C.5.g. Culverts & Bridges	Location and approximate dimensions of culverts and bridges;			x
C.5.h. Curb Cuts, Median Breaks & Turn Lanes	Location of driveways, curb cuts, median breaks and turn lanes;			x
C.5.i. Utility Lines	The general location and approximate size of all proposed utility lines, including water, storm water, and sanitary sewers;	x		
C.5.j. Sanitary Sewer	A sanitary sewer impact statement that will address the proposed discharge into the existing sanitary sewer receiving system, if required by the City Engineer;			x
C.5.k. Water Service	Appropriate water service demand data (including, but not limited to, planned land usage, densities of proposed development, pipe sizes, contours and fire hydrant layout) to allow for the preliminary analysis of the demand for water service if required by the City Engineer;			x
<b>C.5.l. Storm Water Report</b>				
C.5.l. Storm Water Report	Information (proposed size, nature and general location) on all proposed storm water management facilities and detention facilities. A preliminary storm water report shall be submitted unless the requirement is waived by the City Engineer. All preliminary storm water reports shall include:			x
C.5.l.1.	current and proposed land use assumptions,			x

## PRELIMINARY PLAT CHECKLIST

Table 2. Preliminary Plat				
Article 7, Sec. 7.100	Ordinance Requirement	Met	Not Met	N/A
C.5.l.2.	identification of the watershed in which the project is located,			x
C.5.l.3.	identification of offsite drainage areas,			x
C.5.l.4.	surrounding property information,			x
C.5.l.5.	any other pertinent information about the site which may influence storm water runoff,			x
C.5.l.6.	proposed storm water facilities,			x
C.5.l.7.	the downstream effects of the development			x
C.5.l.8.	calculations for the 100%, 10%, and 1% storms. All calculations must be submitted with the report; a summary table is not acceptable.			x
C.5.l.9.	If the storm water report indicates that detention is not required, supporting calculations evaluating the downstream effects must be provided.			x
C.5.l.10.	All reports shall be signed and sealed by a Professional Engineer registered in the State of Missouri.			x
C.5.m. Open Space	Location and size of proposed open space for public use proposed to be dedicated or reserved and any conditions of such dedication or reservation; parks, playgrounds, churches, or school sites or other special uses of land to be considered for public use, or to be reserved by deed or covenant for the use of all property owners in the subdivision.			x
C.5.n. Topography	Proposed topography at two foot (2') intervals, including general drainage patterns.	x		
D. Phasing	A phasing schedule for the entire project shall accompany the preliminary plat, if such project is to be final platted in more than one phase. The phasing schedule shall include, but is not limited to, clearly defined areas for phasing, estimated dates for completed phases, and utility design.			x
<b>E. Supplementary requirements</b>				
E.1. Sketch Plat	When a subdivision is a portion of a larger area planned as a phased and related development, a sketch plat of the entire development shall be submitted with the preliminary plat of the portion first to be subdivided. An approved conceptual development plan, pursuant to Article 4, may substitute for a sketch plat. The sketch plat shall include the information listed in the UDO.			x

## PRELIMINARY PLAT CHECKLIST

Table 2. Preliminary Plat				
Article 7, Sec. 7.100	Ordinance Requirement	Met	Not Met	N/A
E.2. Additional Information	The Director may require such additional information as is needed for the Commission and/or Governing Body to determine that the preliminary plat presented is in accordance with the Ordinance's purposes, that the City's public health, safety and general welfare are provided for and protected, that adequate public facilities are available, or will be available, to support the need for public facilities generated by the proposed subdivision, and to ensure that adjacent and neighboring subdivisions are compatible with one another. Such additional information may be provided by such studies as the Director shall require. An adjacency compatibility statement shall be submitted for all preliminary plats for single family detached residential developments, in accordance with the requirements of Article 2.			x
F. Common Property Maintenance	The written plan approved along with the approval of the preliminary development plan for the development, or if the development was not subject to the preliminary development plan requirements of this Chapter, then a written plan in such form as may be prescribed by the Director, that demonstrates that all common property, if any, will be owned and maintained in accordance with Article 4 of this Chapter, shall be submitted with the application for preliminary plat approval.			x

Table 3. Minimum Design Standards						
Article 7, Sec. 7.240- 290	Ordinance Requirement			Met	Not Met	N/A
Sec. 7.240.A.1. Block Length	Maximum Block Length. Maximum block length in residential areas shall be based on land use and zoning district, as shown in Table 7-1 below. Block length in non-residential areas shall be subject to the provisions of the Access Management Code.					
Table 7-1	Land Use	Zoning District	Maximum Block Length			
	Single-family Residential	R-1	700			x
	Single-family Residential	RP-1	600			
	Single-family (1/2 acre lot minimum)	RLL	900			
	Single-family (1 acre lot minimum)	RDR	1500			
	Duplex	RP-2	640			

## PRELIMINARY PLAT CHECKLIST

Table 3. Minimum Design Standards						
Article 7, Sec. 7.240- 290	Ordinance Requirement			Met	Not Met	N/A
	Multi-family residential on individual lots	RP-3	800			x
Sec. 7.240.A.2. Block Length exceptions	Blocks up to 10% longer than the maximum listed above may be administratively approved if the requirements above cannot be met due to physical constraints, such as topography, drainage ways, and existing surrounding streets.					x
Sec. 7.240.A.3. Mid-block connections	Provision of mid-block connections, in the form of sidewalks, pedestrian walkways, bicycle paths, trails or alleys, shall be a factor in considering blocks longer than the above maximum lengths. Spacing of pedestrian walkways should be 600 feet or less. Pedestrian ways through the block may be required to serve nearby public facilities or to access common areas. Such pedestrian ways shall be paved and shall have a minimum width of five (5) feet, and shall generally be located within common areas to be maintained by the homeowners or property owners association.					x
Sec. 7.240.B. Intersection spacing	Blocks adjacent to collectors and arterials shall have a minimum intersection spacing in compliance with the Access Management Code.					x
Sec. 7.240.C. Block width	The width of the block shall normally be sufficient to allow two (2) tiers of lots of appropriate depth. Where only one tier of lots is necessary because the subdivision abuts an arterial or collector street, a landscaped common area tract should generally be provided adjacent to the arterial or collector street. Such tract should be a minimum of twenty (20) feet in width, with berms and landscaping as needed to provide appropriate screening.			x		
Sec. 7.250.A Minimum Lots	The minimum lot requirements shall be governed by the UDO.			x		
Sec. 7.250.B. Side Lot Lines	Side lines of lots shall be approximately at right angles to street lines or radial to curved street lines.			x		
Sec. 7.250.C. Single tier lots	Single-tier lots shall not have access to both front and rear streets. Single-tier lots should be avoided when possible.					x
Sec. 7.250.D. Lot Frontage	Each lot in a subdivision shall have a minimum of fifty (50) feet of frontage on a public or private street, except that lots on a cul-de-sac or eyebrow shall have a minimum chord of 37.64 feet and a minimum arc distance of 38.59 feet at the front property line. The cul-de-sac or eyebrow minimums are based on a fifty (50) foot radius and a sixty- five (65) foot width at the thirty (30) foot building line.			x		
Sec. 7.260.A. Driveway Access	Access to individual lots shall not be allowed from an arterial or collector street when access from a local or access street is available. In the absence of a local or access street, the lot shall only have access from the street with the lowest functional classification, in conformance with the Access Management Code.			x		

## PRELIMINARY PLAT CHECKLIST

<b>Table 3.</b> <b>Minimum Design Standards</b>				
<b>Article 7, Sec. 7.240- 290</b>	<b>Ordinance Requirement</b>	<b>Met</b>	<b>Not Met</b>	<b>N/A</b>
Sec. 7.260.B.1. Access to Corner Lots	Access to corner lots shall be placed as far from the nearest street intersection as possible to achieve the maximum available corner clearance and avoid the intersection functional area.	x		
Sec. 7.260.B.2. Sight triangle	Access shall not be located within an intersection sight triangle.	x		
Sec. 7.260.B.3. Access Corner Lots	Access may be obtained from each abutting street, so long as such street is not an arterial or collector and the location of such access complies with all other conditions of this section.	x		
Sec. 7.270.A.1. Street Connectivity	Arrangements of major streets in the subdivision shall conform as nearly as possible to the Comprehensive Plan as adopted by the City and provisions shall be made for the extension of arterial and collector streets. Except for cul-de-sacs or eyebrows, streets shall connect with streets already dedicated in adjacent subdivisions, shall be provided for future connections to adjoining unsubdivided tracts, or shall be a reasonable projection of streets in the nearest subdivided tracts.	x		
Sec. 7.270.A.2. Street Connectivity	All new developments shall be designed to discourage the use of local and residential collector streets by non-local traffic, while maintaining the overall connectivity with the surrounding system of roadways.	x		
Sec. 7.270.B.1. Number of Cul- de-sacs	The total number of cul-de-sac lots in a subdivision shall be no more than 10% of the total number of lots in the subdivision. The number of cul-de-sac lots may be increased to 20% if provisions are made for pedestrian and bicycle connectivity by way of interconnecting walkways, trails, or bikeways, with connections to other public or private sidewalks. "Bulbs" or "eyebrows" containing four (4) or less shall not be subject to the 10% limit.			x
Sec. 7.270.B.2. Cul-de-sac Turnaround	For all cul-de-sacs, a turnaround shall be provided at the closed end, with an outside curb radius of at least thirty-nine (39) feet and a right-of-way radius of not less than fifty (50) feet.			x
Sec. 7.270.B.3. Cul-de-sac length	Cul-de-sacs shall be no longer than five hundred (500) feet and the maximum number of dwelling units on a cul-de-sac shall be twenty (20) feet (except as provided below).			x

## PRELIMINARY PLAT CHECKLIST

<b>Table 3.</b> <b>Minimum Design Standards</b>				
<b>Article 7, Sec. 7.240- 290</b>	<b>Ordinance Requirement</b>	<b>Met</b>	<b>Not Met</b>	<b>N/A</b>
Sec. 7.270.B.4. Cul-de-sac length exceptions	<p>Cul-de-sacs longer than 500 feet, but no longer than 1,000 feet, may be permitted if the subdivider submits clear and convincing evidence to the City that the property is limited by one or more of the following, to such an extent that it is impracticable to provide the area a second means of access that would avoid the cul-de-sac to meet the cul-de-sac length limit (e.g. by providing a loop road into the area of the cul-de-sac, or extending the cul-de-sac to connect to another road in the subdivision). The maximum number of dwelling units on a cul-de-sac over 500 feet shall not exceed thirty (30) dwelling units.</p> <ul style="list-style-type: none"> <li>a. Difficult terrain (such as steep slopes) that make it difficult to provide a second means of access.</li> <li>b. Floodplain through the property that makes it impracticable to extend or connect the street.</li> <li>c. Physical limitations (such as a highway abutting the property or major utilities such as a transmission main).</li> <li>d. Remnant parcel where other properties adjoining the area have already been subdivided or developed in a manner that precludes connecting to a surrounding existing or potential road system.</li> </ul>			x
Sec. 7.270.B.5. Water lines	Water lines serving the cul-de-sacs shall be designed to meet the requirements of the Design and Construction Manual.			x
Sec. 7.270.B.6. Measuring length	Cul-de-sac length shall be measured from the center point of the bulb of the cul-de-sac, along the centerline of the right-of-way, to the centerline of the right-of-way of the nearest intersecting street that is not a cul-de-sac.			x
Sec. 7.270.C.1. Ingress and Egress - Residential	<b>Residential Subdivisions.</b> One (1) point of ingress to and egress from the subdivision shall be required for a residential area generating no more than 500 average daily trips (ADT), of fifty (50) single family homes. A residential area generating more than 500 ADT shall have at least two points of access. A transportation impact study will be required if the subdivision generates 100 or more trips in a peak hour, and the city traffic engineer shall determine whether the number and location of access points are appropriate based on the study and sound traffic engineering design.			x
Sec. 7.270.C.2. Ingress and Egress - Nonresidential	<b>Nonresidential Subdivisions.</b> The adequacy of the number of points of ingress to and egress from nonresidential subdivisions shall be determined as a part of and based on the consideration of the site plan for the proposed development. The plat for such development shall show the same number of ingress and egress points as are shown on the approved site plan. If no site plan has been approved, all approvals of the preliminary plats shall be conditioned upon the final plat being consistent with the site plan with respect to the number of points of ingress to and egress from the subdivision.	x		

## PRELIMINARY PLAT CHECKLIST

<b>Table 3.</b> <b>Minimum Design Standards</b>				
<b>Article 7, Sec. 7.240- 290</b>	<b>Ordinance Requirement</b>	<b>Met</b>	<b>Not Met</b>	<b>N/A</b>
Sec. 7.270.C.3 .a. Traffic Accumulation	The level of traffic using each point of ingress to and egress from the subdivision should not exceed the level of traffic that the type of street proposed (i.e., residential local or access street, residential collector, etc.) is designed to accommodate.	x		
Sec. 7.270.C.3 .b. Access for Emergency Vehicles	The points of ingress to and egress from the subdivision should be adequate to ensure that emergency vehicles can gain access to all proposed uses within the subdivision whenever necessary.	x		
Sec. 7.270.C.3 .c. Intersections with existing streets	Intersection of points of ingress to and egress from the subdivision with streets abutting the subdivision. The impact of injecting traffic from the proposed subdivision into the existing street network shall be mitigated by location, design, and control measures consistent with the standards of traffic engineering.	x		
Sec. 7.270.C.3 .d. Access to Major Street	The proposed subdivision or each section of the proposed subdivision with fifty (50) or more lots shall have direct access to a major street (i.e., residential collector or arterial) within or abutting the proposed subdivision.			x
Sec. 7.270.C.3 .e. Phased subdivision	With respect to: (1) A subdivision that is a portion of a larger area planned as a phased and related development and for which a sketch plat must be submitted with the preliminary plat of the area first to be subdivided, and (2) to a final plat for a subdivision that covers an area that is less than that covered by the related preliminary plat, the determination of the adequacy of points of ingress and egress shall be made independently for and considering the cumulative effect of each proposed phase of the development or subdivision, as the case may be.			x
Sec. 7.270.D.1. Future Street System	Where the plat to be submitted includes only part of the tract owned or intended for development by the subdivider, a tentative plan of a proposed future street system, including all points of ingress to and egress from the subdivision, for the unsubdivided portion shall be prepared and submitted by the subdivider, as part of the requirement for preliminary plats.			x
Sec. 7.270.D.2. Future resubdivision	When a tract is subdivided into larger than required minimum size building lots or parcels, such lots or parcels shall be so arranged as to permit the continuous location and opening of future streets and appropriate resubdivision.			x
Sec. 7.270.E. Angle of intersection	Streets shall be laid out so as to intersect as nearly as possible at right angles, except where topography or other conditions justify variations. The minimum angle of intersection of streets generally shall be eighty (80) degrees.	x		

## PRELIMINARY PLAT CHECKLIST

<b>Table 3.</b> <b>Minimum Design Standards</b>				
<b>Article 7, Sec. 7.240- 290</b>	<b>Ordinance Requirement</b>	<b>Met</b>	<b>Not Met</b>	<b>N/A</b>
Sec. 7.270.F. Street Offset	Streets entering the opposite sides of a cross-street shall either be directly across from each other or offset by at least one hundred (100) feet from the right-of-way of a residential local or residential access street to the nearest right-of-way of another residential local or residential access street. Spacing requirements for all other streets shall be in accordance with the regulations set forth in the Access Management Code.			x
Sec. 7.270.G. Limited Access	If a commercial or residential subdivision abuts or contains an existing or proposed limited access highway or arterial street, the Commission may require a public street parallel to the highway or arterial, or cross access easements across the lots, as necessary for compliance with the Access Management Code, for adequate protection of residential properties, to afford separation of through and local traffic, and to provide safe, attractive roadways.	x		
Sec. 7.270.H. Street Design	For all streets hereafter dedicated and accepted in any subdivision, the minimum standards for <i>right-of-way width</i> , <i>pavement width</i> , <i>street grades</i> , and <i>street alignment</i> shall be as set out in the "Design and Construction Manual".	x		
Sec. 7.270.I. Alleys	Except where justified by special conditions, such as the continuation of an existing alley in the same block, alleys will not be approved in residential districts. Alleys, where provided, shall not be less than twenty (20) feet wide. Intersecting alleys shall have corner cutoffs of at least twenty (20) feet on a side. Dead-end alleys shall be avoided wherever possible, but if unavoidable, such dead-end alleys may be approved if adequate turnaround facilities are provided at the closed end.			x
Sec. 7.270.J. Half streets	Dedication of half streets will not be approved except in the public interest.			x
Sec. 7.270.K. Private streets	Except where justified by special conditions, private streets will not be approved. Should the Governing Body approve a subdivision containing a private street, the private street shall be shown on the plat as a common area tract, and the provisions of Article 5 concerning common property shall apply.			x
Sec. 7.270.L. Curb radii	Where two (2) residential streets intersect at approximately right angles, so that the smallest angle of intersection is not less than eighty (80) degrees, the curb at each block corner shall be rounded with a radius of twenty-five (25) feet. At all other intersections or where residential street intersects with a divided arterial or arterial street, or where two (2) or more divided arterials or arterials meet, cross, or otherwise intersect in any combination, the curb radii at such intersections shall be subject to the approval of the City Engineer.			x

## PRELIMINARY PLAT CHECKLIST

<b>Table 3.</b> <b>Minimum Design Standards</b>				
<b>Article 7, Sec. 7.240- 290</b>	<b>Ordinance Requirement</b>	<b>Met</b>	<b>Not Met</b>	<b>N/A</b>
Sec. 7.270.M. Sight distance	No landscaping or screening materials, signs, parked vehicles, or other objects other than essential directional signs, traffic control devices and utility structures approved by the City shall interfere with the line of sight between a height of two (2) feet and eight (8) feet above the adjoining street of driveway pavement, pavement of intersecting streets of a driveway intersecting a street, from their point of intersection.			x
Sec. 7.270.N. Street name and traffic signs	The subdivider shall procure street name and traffic (regulatory) signs, including posts and signs, and install said signs in conformance with the Design and Construction Manual and the approved engineering plans.	x		
Sec. 7.280. A.1. Sidewalk – location requirements	On local and access streets in residential areas, sidewalks shall be constructed on one side of the street if the single family density is 1.5 to 4.0 dwelling units per gross acre excluding common area and on both sides of the street if the density is over 4.0 dwelling units per gross acre. Sidewalks are not required on either side of a local or access street in a residential area if the density is less than 1.5 dwelling units per acre. On cul-de-sac streets serving single family development where sidewalks are required only on one side of the street, the sidewalks need not extend around the bulb of the cul-de-sac. Duplex and multi-family development shall require sidewalks on both sides of the street.			x
Sec. 7.280.A.2 Sidewalks – arterials & collectors	On all other streets (including, but not limited to, major and minor arterials, industrial and commercial collectors, and residential collectors), sidewalks shall be required on both sides of the street.	x		
Sec. 7.280.B. Sidewalk – water line conflict	When a sidewalk is required on one side of a street, the sidewalk should be placed on the opposite side of the street from the water line, where feasible.			x
Sec. 7.280.C. Sidewalk width	Minimum sidewalk width shall be five (5) feet. Construction standards shall be in accordance with the "Design and Construction Manual".	x		
Sec. 7.290.A. Easement Location	An easement for utilities, at least seven and one-half (7-1/2) feet wide, shall be provided along side and rear lot lines where necessary to form a continuous right-of-way at least fifteen (15) feet in width. If necessary for the extension of main water or sewer lines or similar utilities, including storm or sewer lines, easements of greater width will be required along lot lines or across lots.	x		
Sec. 7.290.B. Easement connectivity	Utility easements shall connect with easements established on adjoining properties.	x		
Sec. 7.290.C. Easements for pole guys	Additional easements for pole guys should be provided at the outside of turns. Where possible, lot lines shall be arranged to bisect the exterior angle so that pole guys will fall along the side lot lines.	x		



## PRELIMINARY PLAT CHECKLIST

Table 3. Minimum Design Standards				
Article 7, Sec. 7.240- 290	Ordinance Requirement	Met	Not Met	N/A
Sec. 7.290.D. Storm sewers	Utility easements for public storm sewers shall be required. Easements shall not be required for open drainage courses.	x		
Sec. 7.290.E. Easements for other utilities	The subdivider shall be required to work out all easements required by all public utility companies, including but not limited to gas, electric, telephone, water and sewer. The subdivider shall provide documentation to the City showing he/she has sent copies of the preliminary and final plat to the utility companies and asked for their input prior to approval by the City.			x
Sec. 7.290.F. Street lighting	Placement of utility easements in residential subdivisions shall take into consideration City of Lee's Summit street lighting standards.			x
Sec. 7.290.G. Conflicting easements	Existing easements that are recorded and/or platted but not needed and public roadways that conflict with the proposed use or plat must be vacated prior to final plat approval.			x
Sec. 7.290.H. Dedication of easements	The following language or similar language shall be added to every document in which an easement is dedicated to the City of Lee's Summit: "Grantor, on behalf of himself, his heirs, his assigns and successors in interest, hereby waives, to the fullest extent allowed by law, including, without limitation, Section 527.188 RSMo. (2006), any right to request restoration of rights previously transferred and vacation of the easement herein granted." This would not prohibit the City from agreeing to vacate the easement at a later date for no monetary consideration to the Grantor, including his heirs, assigns, and successors in interest.			x