

Commercial Preliminary Development Plan Applicant's Letter

Date: Friday, August 06, 2021

To:

Property Owner: KRAFT THOMAS ANTHONY
TRUST

Email:

City Staff: Scott Ready

Email: Scott.Ready@cityofls.net

Applicant: Blake Cox

Email: bcox@fk-inc.com

From: Victoria Nelson, Long Range Planner

Re:

Application Number: PL2021279

Application Type: Commercial Preliminary Development Plan

Application Name: Caliber Collision

Location: 710 SE BLUE PKWY, LEES SUMMIT, MO 64063

Tentative Schedule

Submit revised plans by 4pm on Monday, August 23, 2021 . Revised documents shall be uploaded to the application through the online portal.

Applicant Meeting: August 10, 2021 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 Preliminary Development Plan:

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| Planning Review | Victoria Nelson (816) 969-1605 | Long Range Planner Victoria.Nelson@cityofls.net | Corrections |
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1. Sidewalks. Please show the sidewalks that are required along SE Blue Parkway and SE 7th Terrace. Unless, you and our Traffic Engineer have discussed doing a payment in lieu of which please refer to the UDO Sec 7.370. C.
2. Oil and Gas Wells. Please state whether or not there are active, inactive, or capped wells with the area. Refer to DNR Well Database and reference the site.
3. Blue Parkway ROW Width. Please show Blue Parkway ROW width.
4. Parking lot setback. Please label and show all parking lot setback.
5. Building setback lines. Please show the east and west building setback lines.
6. Exterior Lighting. Please show all exterior lighting specifications, including pole heights. Refer to the UDO Subdivision 5-Lighting Standards.
7. Monument sign. The monument sign shown is encroaching into the utility easement. This is not allowed, please move the monument sign out of the U/E.
8. Curbing. It appears you are showing CG-2 curbing at the end of the driveway stub to the east, this is not allowed. Please show it as a CG-1 curbing like the rest of the parking lot or a straight-back temporary asphalt curb.
9. Concrete pad. The concrete pad in front of the trash enclosure appears to be short from meeting the 30' requirement. I am not seeing the concrete pad detail. Please refer to UDO Sec. 8.620 Parking Lot Design.
10. Architectural Elevations. The zoned CP-2 Commercial Districts have since been updated since the last buildings in the area were constructed. It is now required that all buildings incorporate four-sided architecture and offsets to help break up the facades. The building sides and rear appear to have an industrial building aesthetic due to the usage of materials and lack of four-sided architecture. Since you are proposing a large amount of the building to be a metal façade with a stucco texture you will need to get a conditional material approval with Planning Commission and City Council. You will need to submit something in writing stating how much, what type, and why you are proposing the metal façade and material samples of the proposed metal panel for staff to review. The stucco and stone needs to be extended to all four sides of the building and you will need to provide some type of offset to help break up the flat appearance. Please refer to the UDO Article 8-Site Standards. Architectural metal has been approved on recent projects to complement the usage of "approved materials" listed in the UDO. Use of the proposed metal panel as the sole or dominant exterior material as presented will not be supported by staff.
11. RTU equipment. All RTUS must be fully screened by a parapet wall. Please refer to UDO Sec 8.180-Architectural Characteristics

12. Interior drive aisle flanked by islands. You show a measurement of 25' from back to curb. When I measure from the front of the curbs I am only getting 23'. Please check this measurement and be sure it meets the 24' minimum requirement. Refer to UDO Sec. 8.620

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| Engineering Review | Sue Pyles, P.E. (816) 969-1245 | Senior Staff Engineer Sue.Pyles@cityofls.net | Corrections |
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1. Please revise the contact list as follows:

- Revise the telephone number for Lee's Summit Water Utilities to 816-969-1900 in the sanitary sewer and water contacts on both the cover and utility sheets.
- "Planning & Zoning Commission" isn't an applicable term in Lee's Summit. Please revise the department's contact to not include a specific name and revise the phone number to 816-969-1200.
- Stormwater Management is the responsibility of Lee's Summit Public Works. Their phone number is 816-969-1800. No specific contact name is needed.

2. Please remove the erosion control plans, storm sewer plans and profiles, standard details from the plan set. They are not required at this time. They will be reviewed with the Final Development Plan submittal.

3. Please make sure that the City's standard curb and gutter types are used.

4. Please note that geotechnical report requirements must meet or exceed the City design requirements.

5. Unified Development Ordinance (UDO) Section 8.620 includes the design requirements for private parking lots. Please review and update the pavement sections and any references accordingly.

6. Sanitary sewer connection to the public main shall be with a cut-in wye. Direct connection to MHs are not allowed. Please revise accordingly.

7. Remove the sanitary sewer stub provided to the adjacent property. That lot will connect directly to the public main.

8. Please review Design and Construction Manual (DCM) Section 6500 for connection, water meter location, and backflow prevention device location requirements. Revise accordingly.

9. Please note that "as-built" drawings are not required for the water or sanitary sewer lines since they are private, but are required for the detention basin.

10. The service location staking note on the Utility sheet is misleading as it appears to indicate that the City's Water Utility Department will have a contractor installing the services. Please reword.

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| Traffic Review | Michael Park (816) 969-1820 | City Traffic Engineer Michael.Park@cityofls.net | Corrections |
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1. Confirmation from MoDOT of access along Blue Parkway will be required.

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| Fire Review | Jim Eden (816) 969-1303 | Assistant Chief Jim.Eden@cityofls.net | Approved with Conditions |
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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.

2. Provide the correct address on the plans.

3. IFC 506.1 - Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be of an approved type listed in accordance with UL 1037, and shall contain keys to gain necessary access as required by the fire code official. 506.1.1 Locks. An approved lock shall be installed on gates or similar barriers when required by the fire code official.

The Knox Box needs to be over the FDC, 6' AFF.