

Residential Rezoning with Preliminary Development Plan Applicant's Letter

Date: Friday, August 13, 2021

To:

Property Owner: FORT HAYS STATE UNIVERSITY Email:
FOUNDATION

Applicant: GRIFFIN RILEY PROPERTY GROUP Email: VICTORIA@GRIFFINRILEY.COM

: SCHLAGEL & ASSOCIATES Email: SCHLAGEL & ASSOCIATES

From: Shannon McGuire, Planner

Re:

Application Number: PL2021282
Application Type: Residential Rezoning with Preliminary Development Plan
Application Name: 2840 SE Blue Pkwy
Location: 2840 SE BLUE PKWY, LEES SUMMIT, MO 64063

Tentative Schedule

Submit revised plans by 4pm on Tuesday, August 24, 2021. Revised documents shall be uploaded to the application through the online portal.

Applicant Meeting: August 17, 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 Residential Rezoning with Preliminary Development Plan:

Planning Review	Shannon McGuire (816) 969-1237	Planner Shannon.McGuire@cityofls.net	Corrections
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1. Information only; the requested CP-1 will limit the type of commercial uses that will be permitted for future occupants. Most notably a dine in or drive through restaurant use is not permitted in the requested zoning district. If you wish for this type of use, the CP-2 zoning district would be more appropriate. Additionally, please also note that the UDO has reduced allowances for tenant signage in the CP-1 zoning district.

2. Please provide a legal description of the project in a selectable format that can be inserted into a word document.

3. Please provide a vicinity map with north arrow indicating the location of the property within the City.

4. Please add the following information to rezoning map;

1. Legal Description
2. Existing and proposed zoning districts of the property to be rezoned.
3. Zoning, land use, and ownership of all parcels within 300 feet of the property to be rezoned.

5. If this will be a phased project please provide a phasing plan.

6. Please provide the name, location, width, radii, centerline, and grade of proposed streets and alleys, both public and private.

7. Maximum block length in residential areas shall be based on land use and zoning district, for the RP-3 district it is 800'. The section of road in the north east corner of the project appears to be close to the maximum length. If it is over the maximum block length you will need to seek a modification for it.

8. 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. Duplex and multi-family development shall require sidewalks on both sides of the street. 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. Please provide the location and width of proposed sidewalks and public walkways.

9. Please label the dimensions of the proposed accessible spaces.

10. Please provide information on the proposed exterior lighting, including parking lot lights and wall-mounted fixtures, including fixture type, location, height and intensity. Manufacturer's specification sheets shall be submitted.

11. For the commercial building, please provide preliminary building elevations of all sides depicting the general style, size and exterior construction materials and color schedule of the building proposed. If this information is not supplied at during this PDP a separate PDP will be required for development of the commercial lot.

12. For all residential buildings (single family, 4-plex and apartment) please label the proposed building materials. Please label the proposed building material for the dumpster enclosures and garages as well.

13. In the site data table on sheet C1.4 please label the proposed FAR.

14. Please provide a narrative statement that explains the need for and justifications for all modifications of the applicable zoning district regulations that you are requesting. Its staff's recommendation that you limit the modification request to only what is needed. Example: on sheet C1.4 you are requesting a 15ft parking lot setback from the ROW in lieu of the 20' required. I only see 1 location that you are not meeting the required setback by less than 1'. In the instance staff would only support a 1' modification and as the requested 5' is not needed.

15. Below is the list of modification requested. Please let me know if I have missed anything.

1. Landscaping
 - a. Reduce the caliper of the shade trees from 3 inches to 2.5 inches for the buffer screening area.
 - b. Reduce the height of the evergreen trees from 8 feet to 6 feet.
 - c. Reduce the caliper of the ornamental trees from 3" to 2".
2. Parking lot setback from the ROW.
3. RP-1 district
 - a. Density modification: 4 du/ac - 6.26 du/ac
 - b. Min lot size: 6,600 sf - 4,000 sf
 - c. Min lot width: 60 ft - 40 ft

16. A low impact buffer is required along the full length of the north property line and the west property line where the proposed RP-1 district abuts the R-1 district.

17. A medium landscaping buffer is required where the CP-1 district abuts the RP-1 district, along the north property line of the CP-1 lot.

18. A medium landscaping buffer is required where the RP-4 district abuts the RP-3 and CP-1 districts.

19. Landscape buffers are required to be placed along the property lines. It appears that you are proposing buffers that are inset from the property lines due to interference with existing UE's. This will require a modification (staff supported). Please include this with the other requested modifications.

20. All signs must comply with the sign requirements as outlined in the sign section of the ordinance. If you need a deviation for a sign you may seek it now as a modification during this approval process.

Fire Review

Jim Eden
(816) 969-1303

Assistant Chief
Jim.Eden@cityofls.net

Corrections

1. 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- Parking will only be allowed on one side of the street in front of the townhomes. Show areas to be posted.

3. 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's on the retail and apartment buildings along with the accessible fire hydrant within 100 feet.

4. 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 information on total square footage and construction type for the apartment and retail buildings. Only a 50% reduction in fire flow is allowed for buildings with an automatic sprinkler system.

5. IFC D107.1 One- or two-family dwelling residential developments. Developments of one- or two-family dwellings where the number of dwelling units exceeds 50 shall be provided with two separate and approved fire apparatus access roads.

IFC D106.1 Multiple-family residential projects having more than 100 dwelling units shall be equipped throughout with two separate and approved fire apparatus access roads.

Action required- A second remote access is required to the single-family, townhome portion of the project.

6. IFC 507.5.1 - Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 300 feet from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

Action required- Provide a hydrant plan.

7. Provide street names.

8. All private streets fronting the townhomes shall be 28 feet wide with parking on one side only.

Engineering Review

Gene Williams, P.E.
(816) 969-1223

Senior Staff Engineer
Gene.Williams@cityofls.net

Corrections

1. Waiver request shall be submitted with the standard cover sheet template, and a summary report attached and referenced to the template form. This template shall be forwarded separately.

2. Waiver request discusses "release point 2". The summary report does not show the location of "release point 2". In addition, there were no measureable quantities provided when discussing the pre-versus post development drainage areas, or the pre versus post development peak flow rates. The summary report attached to the template should discuss these measurable quantities, and should also show release point 2. It may also be beneficial to discuss the proposed swale to be constructed in the rear of the yards which should help alleviate any potential negative impacts to adjacent properties.

3. The City no longer allows the Type B ramp shown on standard detail GEN-3A, unless it is serving the intersection of two (2) sidewalks and two (2) separate street crossings. The majority of the ADA-accessible ramps for this project only show one (1) street crossing when two (2) ramps intersect, so the Type B ramp proposed on the drawings will need to be revised. An example can be supplied if necessary, and it will only be necessary to show the conceptual geometry of the ramp on the Preliminary Development Plan.
4. A separate utility plan was missing from the Preliminary Development Plan. Please provide a separate utility plan showing City water service and City sanitary sewer service, including all off-site extensions. This plan shall also include all water line connection to existing water mains, sizing of existing water mains, sizing of existing sanitary sewer mains, and sizing of proposed sanitary sewer and water mains. It shall also include notation of whether the line is public or private.
6. All water lines and sanitary sewer lines within "Apartments Lot 1", "Townhome Lot 1", "Townhome Lot 3", "Townhome Lot 2", and "Retail Lot 1" shall be private. Please show this on the separate utility sheet discussed elsewhere in this comment letter.
7. What is the phasing for this project? Will all improvements be made simultaneously? This will have a bearing on the utility plans, and infrastructure plans. This shall be discussed at the applicant meeting, and a phasing plan provided unless all improvements are to occur simultaneously.
8. Off-site sanitary sewer improvements discussed within the separate sanitary sewer memorandum shall be discussed at the applicant meeting. For purposes of a resubmittal, a general concept plan along with preliminary profile views of the off-site sanitary improvements shall be required.
9. Ensure that public water service and public sanitary sewer service is provided for the property to the south of Blue Pkwy. Public sanitary sewer and water service shall be provided to the plat boundary.
10. A water line loop may be required to the north or northwest. This will be discussed at the applicant meeting.
11. There was no graphical representation of the 100 year water surface elevation (100% clogged/zero available storage) shown on the overall site plan or anywhere within the Preliminary Development Plan for any of the detention or retention basins. Please show and label this line within each detention or retention basin, and ensure there is a minimum 20 feet from any building, or property line.
12. Please show the locations of all sidewalks on the Overall Preliminary Plat, with proposed geometry of the ADA-accessible ramps at each intersection.
13. Detention basin in the northeast corner of the project does not show any apparent means of discharge without negative impact to adjacent property owners. What are the proposed improvements in this area to convey stormwater discharges from this detention basin? The grading plan on Sheet C2.2 shows what appears to be a storm line extending to the north and ending. This would require an off-site easement from the property owner to the north, and verification any existing storm structure on the adjacent property is capable of managing the 100 year event without surcharging.
14. Detention basin on the east side of the "Apartments Lot 1" shows no apparent discharge. There were no off-site contours shown on Sheet C2.3 showing how the stormwater discharge will be conveyed to the adjacent property without negative impacts.
15. Detention basin serving the retail lot in the southwest portion of the project does not show any apparent means of stormwater conveyance from the detention basin.

16. Grading plan shown on Sheet C2.1 proposes a swale on the west property line. However, the swale ends in the northwest of the project, with no apparent means of stormwater conveyance after the swale abruptly ends.
17. Please be aware a 3 inch sanitary sewer force main exists along Blue Pkwy. This force main extends the entire length of Blue Pkwy. along the southern boundary of the project.

Traffic Review	Michael Park (816) 969-1820	City Traffic Engineer Michael.Park@cityofls.net	Corrections
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1. Make at least one connection to the existing trail on the school property (north). If multiple are desired, the City would accept.