

DEVELOPMENT SERVICES

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

Date: Tuesday, August 17, 2021

To:

Property Owner: DOUGLAS STATION LLC

Email:

Applicant: CAVE STATE DEVELOPMENT - JACOB
ENGLE

Email: jacob.engle@cavestatecos.com

Engineer: QUIST ENGINEERING, INC - ROBERT
WALQUIST

Email: RWALQUIST@QUISTENGINEERING.COM

From: Victoria Nelson, Long Range Planner

Re:

Application Number: PL2021262

Application Type: Commercial Rezoning with Preliminary Development Plan

Application Name: DOUGLAS STATION APARTMENTS

Location: 1141 NW SLOAN ST, LEES SUMMIT, MO 64086
3 NE SYCAMORE ST, LEES SUMMIT, MO 64086

Tentative Schedule

Revised documents shall be uploaded to the application through the online portal.

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	Victoria Nelson (816) 969-1605	Long Range Planner Victoria.Nelson@cityofls.net	Corrections
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3. Plan Notes. The Plan Notes box is listing information that you still have not provided. Please show the mail box kiosk, playground area, and gazebo and monument sign.

9. Building setback lines. Build Lines. Please label the distance on the B/L on the south and east sides. Please only show the required B/L on the north and west sides.

13. Trash concrete pad. Please show the required 30' concrete dumpster pad at the far southeast dumpster and the northeast dumpster at the entrance. It also appears as if you are showing all the trash enclosure concrete pads partially shaded and then part of it outlined. Please show all concrete pads shaded to make it easier to see. Refer to UDO Sec. 8.620 letter C.

14. Please submit an electronic copy of the legal description. Microsoft Word document is the preferred file formats. The legal description can be emailed to the planner's email address above.

16. Drive aisles. The drive aisles in between the islands appear to be short meeting the minimum 24' pavement width.

Engineering Review	Gene Williams, P.E. (816) 969-1223	Senior Staff Engineer Gene.Williams@cityofls.net	Corrections
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1. This particular submittal included a pavement detail for the asphaltic concrete section. The original submittal did not. However, it does not quite match the Unified Development Ordinance (UDO). It is missing the chemically-stabilized subgrade or geogrid. There is also a note concerning the use of a soil report to design the pavement. A geotechnical report may be used, provided that the report is based on field samples, and a pavement design that meets or exceeds the requirements contained within the UDO. Specific design parameters for the pavement design using a geotechnical report can be provided upon request if this method is desired by the applicant. The City shall review and approve such a report.

2. The southernmost entrance shown on Sloan St. will need to be realigned based on Traffic's comments. Sloan St. will be realigned just to the north of this commercial entrance, and tee into the realigned Main St.

3. Please see comment 5 of the previous applicant letter. Sheet C600: You are showing an 8 inch water meter in a vault. Are you sure this is what is needed for the development? An 8 inch water meter is nearly \$400,000 for the meter setup and tap fee. Was this intended to be labeled as a backflow vault for the private fire line?

4. Please see comment 5 and 6 of the previous applicant letter. Sheet C600: Private domestic water service shall be connected to the fire line prior to the gate valve installed prior to the backflow vault (since the public main is across the street, this is allowable as per Section 6901(I)3(b) of the Design and Construction Manual). No interior domestic service lines can be connected to the fire line as proposed on Sheet C600. If any questions, please see the Design and

Construction Manual Section 6901(I)3(b). A diagram is provided in that section of the Design and Construction Manual for a graphic representation of the requirements.

5. Typically for apartments, either one (1) or two (2) water meters are provided in an easement or right of way adjacent to the public water main, and the apartment management either includes water service with the rent, or provides their own private sub-meters for individual services to each unit. For purposes of our review, however, the City requires the location of the public water meter(s) to be shown. The location of these public meters should be easily-accessible to Water Utilities staff, located within right of way or an easement, and not within a sidewalk/street pavement or ADA-accessible ramp. As proposed on Sheet C600, domestic water service is shown with a direct-connection to what appears to be a fire line, which is not allowed.

6. Prior submittal did not include lighting details or plan sheets showing the locations of lighting pole bases. This submittal included Sheet ME2.1P: Pole bases are shown on top of a public sanitary sewer line. This is an "unallowed use" according to our encroachment policy. All pole bases shall be located outside the limits of easements.

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. 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 locations of the FDC's on the building and the hydrant within 100 feet. A hydrant will likely be required near the northeast entrance to the property.

3. 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 details on the size of the fire mains being provided. Show the location of the fire protection mains going to the buildings for the sprinkler systems. Provide square footage and construction type for each of the buildings in order to determine fire flow requirements.

4. Provide a turning movement diagram for a 44' fire apparatus.

5. Provide a complete set of site drawings.

Traffic Review

Michael Park
(816) 969-1820

City Traffic Engineer
Michael.Park@cityofls.net

Corrections

1. The southmost entrance to the parking lot will need to be relocated due to adjustments made to Sloan Street with the adjacent development. The adjacent development (west) plans to realign Main Street in accordance with the City's Thoroughfare Master Plan. The realignment of Main is designed with a T-intersection with Sloan approximately 330' north of the subject property's south property line. Main is designed to become classified as a Commercial

Collector and keeping the southern-most drive entrance as designed will present a conflict with the City's Access Management Code.