

**DEVELOPMENT SERVICES**

**Vacation of Utility Easement  
Applicant's Letter**

**Date:** Wednesday, September 08, 2021

**To:**

**Property Owner:** CLAYTON PROPERTIES GROUP      Email:  
INC

**Engineer:** OLSSON ASSOCIATES      Email:

**From:** Mike Weisenborn, Project Manager

**Re:**

**Application Number:** PL2021323

**Application Type:** Vacation of Utility Easement

**Application Name:** Woodside Ridge 2nd - Vacation of Sanitary Sewer Easement

**Location:** 2030 NW OBRIEN RD, LEES SUMMIT, MO 64081

---

**Tentative Schedule**

Submit revised plans by 4pm. on Tuesday, September 20, 2021 . 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

- Plats – All plats shall be provided in multi-page Portable Document Format (PDF).
- Engineered Civil Plans – All engineered civil plans shall be provided in multi-page Portable Document Format (PDF).

Please contact Staff with any questions or concerns you may have.

## **Planning Commission and City Council Presentations**

---

If a presentation is required before the Planning Commission and City Council, presentations shall be submitted (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 not be permitted. 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.

### **Analysis of Vacation of Utility Easement:**

<b>Planning Review</b>	Shannon McGuire	Planner	Corrections
	(816) 969-1237	Shannon.McGuire@cityofls.net	

---

1. Please provide the written description of the easement to be vacated in a selectable format.

<b>Engineering Review</b>	Gene Williams, P.E.	Senior Staff Engineer	Corrections
	(816) 969-1223	Gene.Williams@cityofls.net	

---

1. A new sanitary sewer easement shall be dedicated to the City of Lee's Summit to provide access to the sanitary sewer to the north. Please add the easement to Woodside Ridge 2nd plat and provide a copy for review.

<b>Traffic Review</b>	Michael Park	City Traffic Engineer	Not Required
	(816) 969-1820	Michael.Park@cityofls.net	

---