

## Commercial Preliminary Development Plan Applicant's Letter

**Date:** Sunday, February 06, 2022

**To:**

**Property Owner:** CITY OF LEES SUMMIT

Email:

**Applicant:** CITY OF LEE'S SUMMIT MISSOURI

Email:

**Engineer:** GLMV ARCHITECTURE

Email: JHERNANDEZ@GLMV.COM

**From:** Mike Weisenborn, Project Manager

**Re:**

**Application Number:** PL2022018

**Application Type:** Commercial Preliminary Development Plan

**Application Name:** Lee's Summit Fire Station #4

**Location:** 5031 NE LAKEWOOD WAY, LEES SUMMIT, MO 64064

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### Tentative Schedule

Submit revised plans by 4pm on Tuesday, February 22, 2022 . Revised documents shall be uploaded to the application through the online portal.

Applicant Meeting: February 08, 2022 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.

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### 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**

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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**

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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:**

<b>Planning Review</b>	Shannon McGuire (816) 969-1237	Planner Shannon.McGuire@cityofls.net	Corrections
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1. Please show the location of all oil and gas wells, whether active, inactive, or capped. If none are present please add a note stating such and cite your source of information.
2. Please darken the line indicating the required 20' building/parking lot setback line from the street so that it is more readable.
3. The ADA parking stall must be van accessible and shall be adjacent to an aisle 8 feet wide. As proposed the aisle is too narrow.
4. The parking lot is less than the required 20' setback for the street. If you wish to request a modification please provide a narrative statement that explains the need and justification for a modification to the applicable zoning district regulations.
5. Are two driveways needed on the south side? Possibly, if you eliminated the southwest driveway the parking lot could be shifted to the east and meet the required 20' setback requirement.
6. On the landscaping plans please label any ground mounted mechanical equipment so that compliance with screening requirements can be checked.
7. Please provide details on all proposed poles for the parking lot lighting.
8. Please provide the site lighting calculations at the property line.
9. For information only - The architectural pre-finished red aluminum plate wall panels are a conditional material. The use of this material is acceptable but will need to be approved by City Council.

<b>Engineering Review</b>	Gene Williams, P.E. (816) 969-1223	Senior Staff Engineer Gene.Williams@cityofls.net	Corrections
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1. The "Stormwater Report" dated Jan. 18, 2022 provides a "Purpose Statement" in Section 1.1 that the purpose of the report is to document the steps taken to size the stormwater system to meet current City of Lee's Summit requirements. This was not what was discussed during the pre-application meeting on Nov. 30, 2021. During the pre-application meeting, the applicant was instructed to provide a stormwater memorandum that provided the citation within KCAPWA Section 5600 which granted an exception to the newer standards (i.e., based on a previously-approved stormwater management plan), and also: 1) documented the condition of the basin, 2) siltation within the basin and any measures needed to remove silt, 3) brush or vegetation within the basin that may need removal, 4) the storage volume of the basin and whether it is adequate to meet the originally-designed standards in place at the time, 5) condition of the retaining wall within the basin to determine whether it is leaning or other

structural issues, and 6) to verify that the basin was working as intended. There was no discussion about the need for providing a new detention basin design, as this was constructed prior to the newer flat release standards and prior to the water quality standards being required (i.e., allowable flat release rates per acre for the 2, 10, and 100 year events, plus the 40 hour extended detention for the 90 percent mean annual event). Please revise the report to address the concerns listed in this applicant letter. No further detailed review of the stormwater report dated Jan. 18, 2022 was conducted since it did not address any of the concerns listed above.

2. Please refer to the "Stormwater Report" dated Jan. 18, 2022. We do not agree this site complies with the Comprehensive Control Strategy described in KCAPWA Section 5600. Off-site contributors to drainage were not taken into account, nor were points of interest analyzed using best engineering practice. Please see above comment, however, as this was not required as discussed during the pre-application meeting on Nov. 30, 2021. This basin was constructed and designed prior to the newer detention basin standards, and as such, a stormwater memorandum shall discuss the exceptions listed in Section 5600 of the KCAPWA for allowing this basin to serve the development without the need for modification to the original design, provided that the basin has been field-verified as functioning nominally according to the minimum conditions listed in the 6 bullet points above.

3. Sheet C100 proposes an asphaltic concrete patch in what appears to be a KCMMB concrete street. This is not allowed. Any work within the street shall be replaced with KCMMB concrete according to the design standards in place at the time of this application. Please revise as appropriate, and please be aware separate plans for the public improvements shall be required at Final Development Plan phase of the project.

4. Grading plan shows alteration to the east boundary of the project which appears to impact the existing drainage patterns for the adjacent property to the east. It appears stormwater that normally flowed in a sheet fashion to the northwest will now gather in a concentrated flow pattern along the east property line, backing stormwater onto the adjacent property owner to the east. This is an adverse impact to an adjacent property owner, and is not allowed. A swale may be created if desired, but the 100 year WSE in said swale cannot encroach upon the adjacent property to the east. Please revise the grading as appropriate.

5. Concrete encasement of the sanitary sewer main is shown in the driveway. What is the reasoning behind this proposal? Is the sanitary sewer too shallow? This will require a waiver from the City Engineer and Water Utilities if allowed. A profile view shall be provided, which shows the proposed depth of cover in relation to the driveway. The waiver request shall be on forms provided by the City, along with a brief summary explaining the rationale of the waiver, along with the specific citation within the Design and Construction Manual.

6. Sheet C-500: Why is rebar being proposed on 18 inch center throughout the parking area, driveway, and sidewalk? This is excessive, and will lead to future maintenance issues. It should be noted that excessive use of rebar and dowels does not create additional concrete strength. Strategic placement of rebar is always a better choice, and if future replacement is considered, will eliminate the need for a demolition project that costs 5 times that of a properly-designed driveway with strategically placed rebar and dowels. Also, we saw nothing in the plan indicating epoxy-coated rebar or dowels, and use of non-epoxy-coated rebar and dowels will lead to premature failure of the parking lot, the driveway, and interior sidewalks. Case in point is the City Hall driveway and parking lot, which failed within 10 years due to improperly designed rebar reinforcement with uncoated rebar placed at 18 inches centers each way. Recommend a re-evaluation of the rebar geometry, type of rebar, and size and location of rebar and dowels.

7. Sheet C-500: Why is rebar being proposed for a 4 inch private interior sidewalk? This does not appear to meet any recommended standards for placement of rebar within such a thin concrete section.

8. In terms of the driveway within right of way or over the sanitary sewer, the standard detail shall be used for design and construction. Placing rebar at 18 centers each way within this area is not allowed. This creates additional maintenance and cost issues for the Water Utilities Department, and cutting through excessive rebar is costly and not

necessary, and does not provide additional strength to the KCMMB concrete section. Please see specific notes on "Commercial Driveway" standard detail for more information. Please revise as appropriate.

9. Sheet C-502: The typical pavement jointing detail is more in line with what is recommended. Please note this detail contradicts what is shown on Sheet C-500. Please clarify what is being proposed, and ensure the commercial drive entrance from the property line to the existing pavement matches what is shown on this detail.

10. Sheet C-502: Dowel bars are called-out in Pavement Jointing view, but no call-out appears to be shown for "epoxy-coated". Was this an oversight?

11. Landscape plan shows several conflicts with City-owned utility lines. An absolute minimum of five (5) feet is required from the outside of the mature tree trunk, to the outside of any public sanitary sewer line, public manhole, public water line, or public storm line or structure. Please review and revise as appropriate.

12. Lighting pole is shown directly on top of a public water main and within the easement near the southwest portion of the project. This is considered a non-allowed use of an easement. Please move the lighting pole outside the limits of the easement, and a minimum of 15 feet from the outside of the water main.

13. Stormwater Comment: The existing curb inlet shown within the driveway is not detailed or noted on the Preliminary Development Plan in terms of what it will be converted into, or how it will convey stormwater and to where. This is going to be problematic, as new storm lines are required to be no less than 10 feet horizontally from any water main as measured from the outside of the storm line or structure, to the outside of the water main. The requirement is reduced to 5 feet for separation between sanitary sewer lines and structures and storm lines. Please provide the required details of the public storm improvements to convey stormwater from the converted (?) inlet, including the geometry and dimensions of the proposed changes on plan view. If deemed necessary by the engineer, a profile view would also be helpful.

14. No callouts were provided for stormwater inlets or lines on the utility plan. If not called out on this sheet, a separate sheet shall be submitted showing their location, size, material, dimensions from adjacent sanitary and sewer lines, and denotation of "PUBLIC" versus "PRIVATE".

15. Separate plan shall be provided along with the Final Development Plan in regard to the public stormwater relocation, fire hydrant relocation, traffic improvements including median modifications, and any other public improvements for this project.

16. All interior storm lines shall be considered "PRIVATE", and shall be noted on the Preliminary Development Plan as such. Please add this note denoting these lines as "PRIVATE".

17. Please be aware additional comments may be forthcoming during the Final Development Plan/Engineering Plan review phase of the project. This is a Preliminary Development Plan, and is intended to be a rough review of the concept in terms of major issues related to the sanitary sewer, water, streets, traffic, pavement, grading, overall site drainage and detention, and easement encroachment issues or construction of improvements near City-owned public utilities such as water lines, sanitary sewer lines, and storm sewer lines.

<b>Traffic Review</b>	Brad Cooley, P.E., RSPI	Brad.Cooley@cityofls.net	Pending
<b>Fire Review</b>	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Approved with Conditions

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.