

**DEVELOPMENT SERVICES**

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

**Date:** Monday, March 14, 2022

**To:**

**Property Owner:** THIRD AXIS INVESTMENTS LLC    Email:

**Applicant:** DUSTIN BAXTER

Email: DBAXTER@MWHWINC.COM

**Engineer:** HG CONSULT, INC

Email: ksterrett@hgcons.com

**Property Owner:** CAPITAL HOME INVESTMENTS    Email:  
LLC

**From:** Shannon McGuire, Planner

**Re:**

**Application Number:** PL2020239

**Application Type:** Residential Rezoning with Preliminary Development Plan

**Application Name:** 705 SE High St

**Location:** 201 SE SUMMIT AVE, LEES SUMMIT, MO 64063  
707 SE HIGH ST, LEES SUMMIT, MO 64063  
705 SE HIGH ST, LEES SUMMIT, MO 64063

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**Tentative Schedule**

Submit revised plans by 4pm on Monday, December 14, 2020 . 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.

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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 Residential Rezoning with Preliminary Development Plan:**

<b>Planning Review</b>	Shannon McGuire (816) 969-1237	Planner Shannon.McGuire@cityofls.net	No Comments
<b>Engineering Review</b>	Gene Williams, P.E. (816) 969-1223	Senior Staff Engineer Gene.Williams@cityofls.net	Corrections

1. City-owned storm lines shall be 15 inch diameter or greater. This was explained in the last applicant letter. Please review, analyze, and revise as appropriate.
2. Depth of cover is too shallow for the twin 10 inch lines and the 15 inch lines. In addition, pipe thickness was not taken into account on this issue, which lessens the depth of cover. Wall thickness of the pipe shall be used to ensure adequate depth of cover. Minimum depth of cover is 18 inch as specified in the Design and Construction Manual. Concrete pipe collar anchors may be used if allowed by the manufacturer on a case by case basis.
3. HGL was called out on the profile view without any corresponding storm event. The storm event shall be called-out for an HGL. Please review, analyze, and revise as appropriate.
4. Please see previous applicant letter concerning waiver requests (i.e., waiver to stormwater detention requirements). This shall be required prior to formal approval of any plans.
5. The proposed sump near the field inlet in the rear of the commercial property was not shown on the profile view. The profile view at this location shows finish grade to the top of the inlet, which is impossible. Please review, analyzed, and revise as appropriate.
6. Field inlet near 3rd St. was missing from the profile view. Please revise, and ensure finish grading in is shown on the profile view. Finally, is there a reason why the pipe is shown daylighting rather than tying directly to the existing box?
7. No further review was performed due to the incomplete nature of this proposal. I realize this was a concept plan, but subsequent submittals shall include all details necessary to perform a review, including: 1) grading of the existing swale with fill, 2) callouts showing edge of pavement and elevation of edge of pavement in relation to any field inlets or structures, 3) grading to the new field inlet in the rear of the commercial development rather than relying on a note which says "grade to drain to field inlet", 4) calculations of the storm event, in this case the 100 year event unless a suitable overflow route can be established, 5) dimensions from structures to the edge of pavement, 6) all other information necessary to perform a complete review, and 7) all other off-site grading to the east of Lot 9A if required to drain the lots to the field inlet.

<b>Fire Review</b>	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	No Comments
<b>Traffic Review</b>	Brad Cooley, P.E., RSPI	Brad.Cooley@cityofls.net	No Comments