

City of Lee's Summit
Department of Planning & Development
Phone (816) 969-1600 Fax (816) 969-1619
Special Use Permit Review

Date: Monday, January 31, 2011

To:

Property Owner: SOUTHSIDE
PLAZA LLC

Email:
chad@lasala-sonnenberg.com

Fax #: (913) 362-6700

Primary Contact: SELECTIVE
SITE CONSULTANTS

Email: twood@ssc.us.com

Fax #: (913) 438-7777

Applicant: VERIZON WIRELESS,
LLC

Email:
eric.thuftedal@americantower.com

Fax #: <NO FAX NUMBER>

From: Chris Hughey, Planner

RE: PL2011004

Special Use Permit for Southside Plaza - Cell Tower on Wheels
400 SW NICHOLS ST, LEES SUMMIT, MO 64063

Tentative Schedule

Submit revised plans by noon on Tuesday, February 15, 2011 (4 paper copies, 1 reduced (8 ½ x 11 copy)).

Planning Commission Meeting 02/08/2011 05:00 PM: **02/08/2011**

City Council Public Hearing 03/03/2011 06:15 PM: **03/03/2011**

City Council Ordinance 03/17/2011 06:15 PM: **03/17/2011**

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.

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 Permitting and Plan Review Division of the Codes Administration Department at 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, Power Point, Adobe, Windows Media Player and Internet Explorer applications. Presentation boards will no longer be allowed. The presentation(s) shall be submitted to Planning and Development staff no later than the day of the Planning Commission meeting by 4 pm.

Notice Requirements

1. Notification of Surrounding Property Owners.

- **Mail Certified Notices.** The applicant must mail certified letter notices to all property owners within 185 feet 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 Development 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 notice sent.

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.

Conditions and Corrections:

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| Planning Review | Chris Hughey | Planner | (816) 969-1603 | Corrections |
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1. According to the narrative letter that was submitted guy anchors will be needed for this temporary tower. However, no guy anchors were show on the submitted plans. Provide a revised site plan delineating the guy anchor points and the setbacks from surrounding property lines, or if the letter is incorrect, please revise the narrative.

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| Engineering Review | David Lohe | Supervisory Engineer | (816) 969-1814 | Corrections |
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1. Professional Engineer sealed calculations shall be provided with the Final Development Plans to show that the temporary tower and its foundation will meet building code requirements.

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| Fire Review | Jim Eden | Assistant Chief | (816) 969-1303 | Complete |
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1. Fire Department- 503.4 Obstruction of fire apparatus access roads.
Fire apparatus access roads shall not be obstructed in any manner, including the parking of vehicles. The minimum widths and clearances established in Section 503.2.1 shall be maintained at all times.

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| Traffic Review | Michael Park | City Traffic Engineer | (816) 969-1820 | No Comments/Ready for Meeting |
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