

DEVELOPMENT SERVICES

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

**Date:** Friday, June 17, 2022

**To:**

**Property Owner:** HAMBLEN ROAD PROJECT LLC    Email:

**Applicant:** HAMBLEN ROAD PROJECT LLC    Email:

**From:** Dawn Bell, Project Manager

**Re:**

**Application Number:** PL2022217

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

**Application Name:** COLTONS CROSSING

**Location:**

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**Tentative Schedule**

Submit revised plans by 4pm on Tuesday, June 28, 2022 . 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**

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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 6:00 P.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>	Victoria Nelson (816) 969-1605	Long Range Planner Victoria.Nelson@cityofls.net	Corrections
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1. Access Restriction. Add a note to all lots with frontage along SW Hook Rd stating that they shall not be allowed driveway access onto said street.
2. Geotechnical Report. Add a note to Lots 127 and 128 indicating that a geotechnical report shall be required at the time of building permit submittal due to the presence of the pond that is being filled in.
3. Street Name. "Coltons Crossing Drive" is not an acceptable street name. It exceeds the number of allowable characters, which is limited to 12 (including spaces). Additionally, "Crossing" is on the list of street name suffixes (e.g. Street, Lane, etc.) for the City and as such is not allowed to be a part of the actual street name.
4. Adjacent Development. Label the uses, not just the zoning, of the surrounding properties.
5. Rezoning Map. Please show the current Ag zoning for the area you are developing. Also add the overall square footage of the property being rezoned.
6. Legal Description. Please upload a legal description in a Microsoft word format.
7. Single family elevations. As a proposed planned zoning district, elevations for all proposed buildings (including single-family homes) are required to be submitted. Please upload single family elevations.
8. Oil and gas wells. Please state whether or not there are active, inactive, or capped wells within the are on the plat. Refer to DNR Well Database and reference the site.
9. Existing vegetation. Please show the cloud line for the existing vegetation in the legend.
10. Monument signs. Will there be any monument signs?
11. Sidewalks. Please show sidewalks on both sides in the duplex areas. Refer to UDO SEC 7.280. Sidewalks shall also be shown along both sides of SW Hook Rd.
- 12.
13. A Comp Plan Amendment application is needed. Please submit a Comp Plan Amendment, the Ignite plan shows Residential 1 for this area. The proposed use falls under a Residential 2 designation.)
14. Building setbacks. Regarding the building setbacks listed on Sheet 1, are you wanting to go with the larger side and rear yard setbacks on the duplex lots? The duplex standard is 5' and 20' for the sides and rear, respectively. You are citing the "multi-family" standard, which is only required for 3-plex and above.
15. •Project Summary Table.  
oRevise the listed building types to read Single-family House and Duplex. The UDO only considers tri-plex and above as "multi-family", which are subject to different and more restrictive standards.

- oProvide a breakdown of the total number of lots by single-family and duplex lots.
- oList the total number of dwelling units for the development.

16. Club house and pool area. Please show elevations for the club house and pool area. Also need to show the required landscape screening refer to UDO Division III Landscaping, Buffer, and tree protection requirements. Need to show ADA parking and the dimensions for the parking signs.

Need to show the required and provided parking spaces.

Are you planning on having any lighting around the pool, if so please refer to sec 6.510 in the UDO.

Are you planning on having any lighting around the parking lot or on the building, if so please refer to sec 8.250 in the UDO.

17. Elevation cover sheets. Please change the cover sheet to say Lee's Summit and please change the vicinity map. Please delete the wording stating that this a second phase.

<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 report entitled "Preliminary Stormwater Management Study" dated May 27, 2022 (hereinafter referred to as "the stormwater report") contains issues discussed below.

2. The stormwater report states on page 3 the site lies within Zone X with minimal flood hazard. We do not agree, as there is a FEMA floodplain shown to the north and the southwest of the site.

3. Floodplain delineation shall be shown on the Preliminary Development Plan on at least one (1) of the sheets, and shall be discussed within the stormwater report. This was missing on the Preliminary Development Plan and the report. Please evaluate and update.

4. Stream buffer was missing along the FEMA floodplains to the north and south. Please see Design and Construction Manual for the distance from the ordinary high water mark to be set aside as a stream buffer, and show on the plan view. The stream buffer is based on drainage area. It appears at least two (2) stream buffers will affect the north part of the development, and one (1) stream buffer may affect a portion of the south side of the development. Please evaluate and show on the plan.

5. The stormwater report proposes a curve number of 82 for the post-developed condition. It would appear 83 might be a better value for the conditions shown, based on quarter acre lot sizes. It should be noted some lots are less than a quarter acre, so the tendency to use a higher number might be justified. Please evaluate and revise as necessary.

6. A concept plan shall be provided showing the off-site water main plan to the west and the north.

7. A concept plan shall be provided with a topographic survey for the Hook Rd. extension to the west.

8. A downstream sanitary analysis is being performed by Water Utilities. Please be aware downstream improvements may be required based on the results of the analysis.

9. The stormwater study states on Page 3 flood insurance is not required. This is not entirely correct. The lending institution is responsible for this determination, not the engineer. Please revise.

10. Table IV.3 in the stormwater report presents the results of the calculated allowable versus the proposed peak flows for POI P-1 and P-2. Both points of interest (POIs) exceed the allowable for at least one of the storm events. The City will not support a waiver to the allowables for the POI P-1 or P-2. Please evaluate and provide a re-design.

11. The stormwater report proposes several waivers to the allowable release rate for POI P-4, P-5, and P-6. It does not appear a waiver is required for these areas because the improvements are linear in nature (i.e., roads), and no other development is occurring. Please revise the stormwater report to remove these waiver requests, or simply discuss at your discretion.

12. The City would consider a waiver at POI P-3. This appears to be a "peripheral drainage area" issue related to pre-versus-post developed grading. Recommend obtaining the waiver prior to Planning Commission.

13. A Final Stormwater Report shall be required when final engineering plans have been submitted. An additional review of the report shall be conducted at that time.

14. A separate grading plan is required for the on-site grading, and a concept grading plan for the off-site grading in relation to the traffic improvements to Hook Rd. to the west.

15. A separate utility plan is required for all on-site utilities. This is in addition to the concept plan for off-site utilities discussed elsewhere within this applicant letter.

16. Sanitary sewer manholes shall be placed under pavement, in either driving aisle and centered within said driving aisle outside of the wheel track. Please revise.

17. An evaluation of sanitary sewer depths shall be performed to ensure there are adequate easements widths for the sanitary sewer (i.e., twice the flowline depth of the sanitary sewer), and to ensure the maximum depth of 20 feet is not exceeded.

18. Application was incomplete due to the lack of the preliminary plans discussed elsewhere within this applicant letter. Further review shall be required on resubmittal on a ten (10) day basis rather than the normal five (5) day basis.

19. Water mains are shown crossing the street where it is unnecessary to cross the street. This shall be discussed at the applicant meeting.

20. Hydraulic modeling was completed of the sanitary sewer infrastructure downstream for the two proposed connection points for the Colton's Crossing development based upon the Preliminary Plat. Modeling results indicate that downstream improvements will be required to offset the impacts of the proposed development. This shall be discussed further at the applicant meeting.

**Traffic Review**

Brad Cooley, P.E., RSPI

Corrections

Brad.Cooley@cityofls.net

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1. Incomplete submittal. Please include a Traffic Impact Study, per the Access Management Code.

**Fire Review**

Jim Eden  
(816) 969-1303

Assistant Chief  
Jim.Eden@cityofls.net

Corrections

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2. Jacob Drive is already used in another part of the city.

Action required- Select a different name.

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- There shall be adequate fire flow for the structures being built. Work with Water Utilities to confirm adequate fire flow.

4. Is there a phasing plan?