

DEVELOPMENT SERVICES

**Commercial Preliminary Development Plan
Applicant's Letter**

Date: Friday, June 24, 2022

To:

Property Owner: SOUTHPORT BUSINESS CENTER Email:
LLC

City Staff: Scott Ready

Email: Scott.Ready@cityofls.net

Applicant: Robert Dimond Jr.

Email: bdimond@dagroupinc.com

From: Scott Ready, Project Manager

Re:

Application Number: PL2022216

Application Type: Commercial Preliminary Development Plan

Application Name: Macadoodles

Location: 1499 SW MARKET ST, LEES SUMMIT, MO 64081

Tentative Schedule

Submit revised plans by 4pm on Tuesday, July 12, 2022 . Revised documents shall be uploaded to the application through the online portal.

Applicant Meeting: June 28, 2022 at TBD

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:

- 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

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

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:

Planning Review	Victoria Nelson (816) 969-1605	Long Range Planner Victoria.Nelson@cityofls.net	Corrections
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1. Zoning. Please remove the proposed zoning text on C103.
2. Build line. The original plat shows the build line to be 20' not 15'.
3. Lot. Please label the lot number and dimensions.
4. Lighting. Are you planning on having any wall mounted lighting, if so please show the specifications for all wall mounted lighting.
5. Elevations. Please label the elevation materials, to be sure it meets the list of approved materials. Refere to UDO Article 8 Site Design Standards.
6. Parking lot set back. Please label the parking lot setback.
7. ADA signs. Please show the specifications for the ADA signs to ensure that they meet the 60" requirement.
8. ADA parking. Please show the width dimensions for the ADA parking.
9. Drive through. The drive through lane has to be a minimum of 10' wide when you measure to the front of the curb. Please show it meeting the 10' requirement.
10. Two-way drive aisle. The width of the two-way drive aisle south of the relocated row of parking doesn't meet the required minimum 24', excluding curb and gutter.
11. The impervious and open area square footage. The impervious and open area square footage and percentage figures should be based on the overall development, not just the project area. Please show the percentage for the overall area.
- 12.
13. Site floor area ratio. Please remove the line item of 0.08. Please show the .19 FAR line item for the total building.

Engineering Review	Loic Nguinguiri, E.I.	Staff Engineer Loic.Nguinguiri@cityofls.net	Corrections
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1. Revise the sheet callouts, in the sheet index on the cover sheet (e.g. sheet C101, sheet C102)
2. The address for the (sanitary and) water department is 1200 SE Hamblen Road, Lee's Summit MO 64081.

3. The direct telephone number for the streets (and stormwater) department is (816) 969-1800.
4. Include a note stating that "All construction shall follow the City of Lee's Summit's Design and Construction manual".
5. Include a note stating that "The contractor shall contact the City's Development Services Engineering Inspection to schedule a pre-construction meeting with an inspector prior to any land disturbance work at (816) 969-1200".
6. Add/show the two (2) existing public fire hydrants, on the site plan sheet.
7. There appears to be a 3 - 4 feet discrepancy between the existing contour elevations shown within our map database and the ones shown on the grading plan sheet. Please field-verify existing contour elevations prior to the submittal of the FDP.

Traffic Review

Brad Cooley, P.E., RSPI

Corrections

Brad.Cooley@cityofls.net

1. Site Plan: Site circulation could be problematic. The layout will create several conflict points with vehicles entering/exiting/navigating the site, entering/exiting the drive-thru, and vehicles backing out of parking stalls.
2. Site Plan: The drive-thru lane appears too narrow. The turning movement provided shows a passenger car hitting the curb with a tire and building with the car. Will a full-size pickup be able to navigate through?
3. TIS: The trip generation used in the report was estimated using the 10th edition. The 11th is the current edition with higher estimated trips for this use. Additionally, the building size does not match the plans (10,000 sf. vs 12,500sf.).
4. TIS: Sight distance was not considered but should be documented. The City's AMC requires confirmation that the site access provides sufficient clearances and does not need to be modified.
5. TIS: The intersection of Persels and Market does not meet the desired goal of the City's Level of Service Policy. However, this is acceptable due to the improvements recommended for striping, adequate storage, and alternative travel routes.

Fire Review

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.