

DEVELOPMENT SERVICES

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

Date: Monday, June 27, 2022

To:

Property Owner: LEES SUMMIT TOWN CENTRE Email:
LLC

Applicant: ENGINEERING SOLUTIONS Email: MSCHLICHT@ES-KC.COM

Engineer: ENGINEERING SOLUTIONS Email: MSCHLICHT@ES-KC.COM

From: Mike Weisenborn, Project Manager

Re:

Application Number: PL2022234
Application Type: Commercial Rezoning with Preliminary Development Plan
Application Name: Town Centre Logistics
Location: 2251 NE TOWN CENTRE BLVD, LEES SUMMIT, MO 64064
2150 NE INDEPENDENCE AVE, LEES SUMMIT, MO 64064

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 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.

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 Rezoning with Preliminary Development Plan:

Planning Review	Hector Soto Jr. (816) 969-1238	Planning Division Manager Hector.Soto@cityofls.net	Corrections
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1. REZONING EXHIBIT. Provide a rezoning exhibit with legal description indicating the existing and proposed rezoning, as well as identifying the existing zoning and land uses of the surrounding property located within 185' of the subject property.

2. PRELIMINARY PLAT.

- In order for the PDP to serve the dual role of the preliminary plat, the lot line information (i.e. bearings and dimensions) shall be included on the plan.
- Is the proposal for the regional detention basin serving the proposed development and the existing auto sales/detailing building to the south to sit on the same lot as the industrial building versus a common area tract? The detention basin shall be on its own common area tract to be owned and maintained by a property owners association. Show the proposed tract boundaries and label the tract.

3. PARKING SPACES.

- Correct the labeled number of parking spaces in the northernmost row east of the driveway onto the east-west segment of NE Town Centre Blvd. It reads 2 spaces, but should read 14 spaces.
- Dimension the parking spaces closest to the building on the north side of said building. The minimum depth shall be 17', measured from the face of the curb, if they front a minimum 6'-wide sidewalk.
- Neither of the two rows of parking spaces on the west side of the building meet the minimum 17' depth, measured from the face of the curb, if the front a minimum 6'-wide sidewalk or open space.
- Dimension the sidewalk that runs along the west and north faces of the building. The sidewalk shall be a minimum 6' in width in order to allow 17' deep parking spaces along it. If the sidewalk is less than 6' in width, the abutting parking spaces shall be a minimum 19' in depth.

4. SCALE. Sheets C.101 and C.300 have an incorrect 30' scale bar. Both sheets are drawn at 60' scale.

5. TRASH ENCLOSURES.

- The proposed trash enclosure designs shall comply with UDO Section 8.180.G.
- Each trash enclosure shall have a concrete pad extending a minimum 30' from the enclosure opening in accordance with UDO Section 8.620.F.1.c.

6. MECHANICAL UNITS. All roof-mounted and ground-mounted mechanical equipment shall be fully screened view in accordance with UDO Sections 8.180.E and 8.180.F.

7. LIGHTING. All wall-mounted exterior lighting and parking lot lighting shall comply with the requirements of UDO Sections 8.220, 8.250 and 8.260.

8. ARCHITECTURE.

- To comply with the requirement for four-sided architecture, horizontal and vertical breaks used on the north elevation shall be extended to the south, east and west buildings to provide architectural relief for the large expanses

of flat walls.

- The varying roof line on the north elevation shall be mimicked on the south elevation to provide relief for the building's flat roof.
- Clarify the type of material that is labeled as "Accent Panel Finish Wood Tone" on Sheet E2. All materials shall comply with the approved materials referenced under UDO Section 8.170.C.

Engineering Review	Sue Pyles, P.E. (816) 969-1245	Senior Staff Engineer Sue.Pyles@cityofls.net	Corrections
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1. Sheet C.100:

- The area (acres) shown in the Property Description doesn't match that shown in Plan view. Please reconcile.
- Please revise the sanitary sewer Site Improvement Note to match the project.
- Please reference Development Services Inspection information in the Utility Company list rather than Public Works.
- Please show on the plan set the tract boundaries shown in the property description.

2. Sheet C.101:

- Please label the existing sidewalk width.
- Label all easements on this sheet and throughout the plan set.
- Retaining walls are not allowed to encroach into public easement or R/W. Please revise.

3. Sheet C.200:

- There is a swale that enters this lot on the south. Please verify that the grading accounts for this swale section.
- Show and label the emergency spillway.

4. Sheet C.300:

- Please note that 2 valves are required at each water line tee, not 3 as shown.
- The water line alignment is acceptable for this PDP. When the final design is submitted, please verify that bends are shown to eliminate any deflection in the pipe for the curved sections.
- Please locate the backflow vaults outside of the easement.
- Public easements will be required for all proposed public water lines.

5. Macro Storm Water Drainage Study

- Please revise the name to match the project on the cover sheet and throughout the report.
- Why are there 2 cover sheets?
- APWA Section 5602.4 requires that SCS Type 2 24-hr rainfall distribution be used for all computations that employ the use of rainfall mass. Revise the report body and calculations accordingly. Please note that adjacent developments with detention basins impact this development. The approved detained outflow quantities from those basins may be used in this report for those flows.
- If this plan is revised to include a regional basin to serve all of the lots, then the complete design must meet City standards.

Traffic Review	Brad Cooley, P.E., RSPI	Corrections
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Brad.Cooley@cityofls.net

1. It is likely a traffic study will be required. If possible, please provide clarification on user. If no specific user is determined, we will assume the most taxing industrial use for trip generation to keep the property's possibilities open.

Fire Review

Jim Eden
(816) 969-1303

Assistant Chief
Jim.Eden@cityofls.net

Corrections

2. Consider an overall fire suppression system supplied by a pump and a single FDC rather than risers for each space. An ESFR sprinkler system should be considered to lessen the need for smoke and fire venting.

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- Work with Water Utilities to confirm there is a minimum of 4,000 GPM available for fire flow.

4. IFC 903.3.7 - Fire department connections. The location of fire department connections shall be approved by the fire code official. Connections shall be a 4 inch Storz type fitting and located within 100 feet of a fire hydrant, or as approved by the code official.

Action required- Consider an overall fire suppression system.