

DEVELOPMENT SERVICES

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

Date: Tuesday, September 13, 2022

To:

Property Owner: TOWNSEND SUMMIT LLC

Email:

Applicant: NORTHPOINT DEVELOPMENT

Email:

Engineer: SITEPOINT

Email:

Architect: NSPJ ARCHITECTS

Email:

From: Mike Weisenborn, Project Manager

Re:

Application Number: PL2022311

Application Type: Commercial Preliminary Development Plan

Application Name: Summit Orchards West

Location: 700 NW WARD RD, LEES SUMMIT, MO 64086

Tentative Schedule

Submit revised plans by 4pm on . 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.

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	Hector Soto Jr. (816) 969-1238	Planning Division Manager Hector.Soto@cityofls.net	Corrections
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1. SITE DEVELOPMENT STANDARDS.

- Under "Land Uses", allowable uses for the development are listed as warehouse, office, commercial, restaurant and residential. Table 1 lists only particular uses as allowed for each of the three individual lots being created. For the sake of clarity, is the intent to only limit each identified lot with the listed land use?
- Under "Parking", the proposed parking standard for the multi-family residential use is 1.7 spaces per dwelling unit versus 2.0 spaces per unit under the UDO (1.5 + 0.5 for visitor parking) for 1- and 2-bedroom units. Provide documentation to support that the proposed 1.7 parking space ratio is expected to be sufficient to satisfy the needs of the apartment use based on industry standards or comparable projects. The narrative states that the parking standard was developed from an average of UDO dwelling unit requirements. Please expand upon what this means.
- Under "Building Design", the narrative states to refer to the PDP sheets for building materials and elevations. The industrial elevation shows what appears to be a smooth-finished architectural metal panel system, brick, stone and an extensive use of glass as exterior materials. Is this the extent of the exterior materials to be included in the material palette for the industrial building? Similarly, is EIFS, stone, brick and an extensive use of glass the extent of the exterior materials to be included in the material palette for the restaurant and retail buildings?
- Under "Signage", there is reference that the minimum 75' spacing between monument signs may not be met and that a modification to this requirement is anticipated. Given the sizable overall acreage of the project site and extensive amount of street frontage, why is it anticipated that a modification to the minimum 75' monument sign spacing be anticipated? Also, for future reference when siting monument signs, be aware that monument signs cannot be located within any utility easement.
- In the Development Standards Table (Table 1), list the proposed density of dwelling units per acre for the Lot 10B multi-family residential rather than FAR since residential density is traditionally measured by units/acre rather than FAR. Retitle the column "Maximum FAR/Density" to capture both the commercial and residential measures of density.
- In the Development Standards Table (Table 1), the maximum allowable building height for the multi-family residential is listed as 60'. However, the north elevation for Building 2 on Sheet A-101 labels a building height of 62'-11". The site data table on Sheet C-0200 also lists a maximum allowable building height of 60'. Correct both tables to allow for the actual proposed building height.

2. SITE DATA TABLE.

- Add the total number of dwelling units to the information for the multi-family residential on Lot 10B.
- Provide a breakdown of the residential units based on the number of bedrooms per unit.

3. PARKING LOT SETBACKS. The minimum parking lot setback is 20' from the right-of-way. The proposed parking lots along NW Ward Rd do not meet this minimum setback requirement at many points along the street frontage. Dimension the parking lot setbacks from the right-of-way for each of the lots. A minimum 20' parking lot setback from the right-of-way shall be maintained.

4. DRIVE AISLE WIDTHS. The minimum drive aisle pavement width (excluding curb and gutter) for two-way traffic patterns is 24'. In areas where drive aisles are flanked by landscape islands, it appears that there is only 22' of pavement width.

5. TRASH ENCLOSURES.

- Provide a detail showing trash enclosure designs to be compliance with the standard prescribed under UDO Section 8.180.G, or add a note to the plans stating that trash enclosures shall comply with said UDO Section.
- Each trash enclosure shall have a concrete pad at least 30' in length, measured from the enclosure opening, designed in accordance with UDO Section 8.620.F.1.c. Add a note to the plans stating that the required pad shall be in compliance with said UDO Section.

6. DRIVE-THROUGH FACILITIES. Add a note to the plans stating that the minimum queuing requirements for a single-lane drive-through facility under UDO Section 8.570 shall be met.

7. LANDSCAPE PLAN. The minimum plant material size requirements under the UDO are 3" caliper for all deciduous trees (both shade and ornamental) and 8' height for all evergreen trees.

8. ELEVATIONS.

- Elevations for the exterior-facing sides of both apartment buildings were provided. Provide elevations for the interior, courtyard-facing sides of the buildings to review for compliance with requirements for the incorporation of material changes, projections and other features to provide architectural relief on all sides the proposed buildings.
- Provide elevations for the the proposed garages for the apartment development. Label all proposed exterior materials and colors.

9. SIGNAGE PACKAGE. The narrative generally states that signage is anticipated to follow approved signage found at Summit Orchards as well as the UDO. This statement is too vague and needs to be defined as part of this specific application. Is the desire to simply allow signage under the existing allowances spelled out in the UDO for PMIX-zoned property, or are more tailored standards proposed?

10. FLOODPLAIN. Add a note to the plans stating the project site's location relative to the 100-year floodplain. Cite the FIRM panel # and date used to make this determination.

11. OIL AND GAS WELLS. Add a note to the plans regarding the presence of any active, inactive or capped oil and/or gas wells on the project site. Cite the source of information used to make this determination. The MO Dept of Natural Resources maintains an online database that may be used and cited for this information.

Engineering Review

Sue Pyles, P.E.
(816) 969-1245

Senior Staff Engineer
Sue.Pyles@cityofls.net

Corrections

1. Label the existing sidewalk width on NW Ward Road. There is a typo in the NW Chipman Road sidewalk width.
2. 30' concrete pavement, measured from the opening, is required at all trash dumpsters. Please show.
3. There is an existing sanitary line shown connecting to SS MH4. If private, it won't be allowed to connect directly to a MH.
4. Do the plans reflect sanitary sewer location derived from field investigation? The line doesn't seem to be centered in the easement as shown. Additional easement could be required.
5. The north building is located over the existing sanitary sewer. Please relocate. Sanitary sewer shall be at least 15 feet from any building, but not less than the depth of cover over the sanitary sewer main.
6. Please label the sanitary lines public or private.

7. SS Pipe 4 exceeds the maximum MH spacing of 500 feet. Please revise.

8. Please note that storm sewer and sanitary sewer has not been reviewed in detail. Review of design details such as slope, fall across structures, etc. will be completed with the Final Development Plan.

Traffic Review	Brad Cooley, P.E., RSPI	Brad.Cooley@cityofls.net	Pending
Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Corrections

2. IFC 507.5.1 - Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 300 feet from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

Action required- Provide a hydrant plan for the facility (public and private). The water main along Outer View Road is private and shall not be considered available for protection except by written agreement.

3. 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- Show the location of the FDC's for each building and a hydrant within 100 feet.

4. IFC 503.2.3 - Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.