

DEVELOPMENT SERVICES

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

Date: Friday, April 07, 2023

To:

Applicant: Raegan Long

Email: rlong@inspired-homes.com

Property Owner: KF HOLDINGS LLC

Email:

From: Scott Ready, Project Manager

Re:

Application Number: PL2023053

Application Type: Residential Preliminary Development Plan

Application Name: Kensington Farms PDP

Location: 1231 SW WATERLOO DR, LEES SUMMIT, MO 64083

Tentative Schedule

Submit revised plans by 4pm on Tuesday, April 25, 2023. 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 Residential Preliminary Development Plan:

Planning Review	Hector Soto Jr. (816) 969-1238	Planning Division Manager Hector.Soto@cityofls.net	Corrections
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1. ARCHITECTURE.			
- Provide one typical elevation of the remaining three (3) sides of each of the different "series" of homes being offered (i.e. Calistoga, Cardinale, etc.) in order to see fenestration patterns, material usage patterns, etc across all building sides for each series.			
- Provide clarification on the usage of materials on the sides and rears of the homes. Do your architectural standards require a minimum mix of materials or could they be a singular material. For example, could the sides and rear just be stucco, or do they require a mix of at least two of the materials from the proposed material palette? I understand that the Farmhouse option under each series appears to only use siding, but it uses a combination of lap siding with board and batten siding to provide contrast.			
- Will these proposed elevations replace all previously approved elevations, or do these elevations supplement the portfolio of previously approved elevations?			
2. LOCATIONALITY.			
- The original Kensington Farms plan tied certain architectural styles and home types to certain sub-areas within the subdivision for some measure of uniformity. Please clarify if this plan proposes a similar approach or if the intent is to allow all proposed house types and styles to be located anywhere within the subdivision. For example, are the single-stories (i.e. reverse 1-1/2) allowed in the same areas as the two-stories? From a square footage standpoint, can the 2,140 sq. ft. Danbury be located next to a 3,300 sq. ft. Opus? Staff supports allowing a true mix of heights and styles throughout the subdivision, but if that is not the developer's intent, we need to define what is allowed where.			
- If the proposed elevations are locationally tied to certain sub-areas within the subdivision, provide a plan that graphically identifies the boundaries of such areas within the subdivision and calls out the architectural series allowed in the respective areas.			
3. CURRENT CONDITIONS. Provide a plan that shows all the existing lots within the subdivision and then identify which lots are already developed; unsold lots; sold lots under construction; and sold lot not yet under construction in order to provide context for the current state of the subdivision.			
Engineering Review	Sue Pyles, P.E. (816) 969-1245	Development Engineering Manager Sue.Pyles@cityofls.net	Not Required
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Traffic Review	Brad Cooley, P.E., RSPI	Brad.Cooley@cityofls.net	Not Required
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Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Not Required
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