

DEVELOPMENT SERVICES

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

Date: Friday, July 07, 2023

To:

Property Owner: TAILOR MADE INDUSTRIES LLC Email:

Applicant: MATT SCHLICHT

Email: MSCHLICHT@ES-KC.COM

From: Scott Ready, Project Manager

Re:

Application Number: PL2023162

Application Type: Commercial Preliminary Development Plan

Application Name: Tailormade Landing

Location: 1600 SE HAMBLEN RD, LEES SUMMIT, MO 64081

Tentative Schedule

Submit revised plans by 4pm on Wednesday, July 26, 2023 . Revised documents shall be uploaded to the application through the online portal.

Applicant Meeting: July 11, 2023 at 09:30 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 Preliminary Development Plan:

Planning Review	Shannon McGuire (816) 969-1237	Planner Shannon.McGuire@cityofls.net	Corrections
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1. Please provide completed application and ownership affidavit forms, including signatures.
2. The original PDP for Tailormade Landing (PL2017-166) and the FDP (PL2017-250) showed the driveway being converted to a private street with sidewalks, curb/gutter and a cul-de-sac once the future lots were developed. This is still the expectation. Please update the plans to reflect this requirement.
3. Please provide details on the proposed exterior lighting, including parking lot lights and wall-mounted fixtures, including fixture type, location, height and intensity. Manufacturer's specification sheets shall be submitted.
4. Please provide details on the building elevations of all sides depicting the general style, size and exterior construction materials, height and color schedule of the building proposed. In the event of several building types, a minimum of one elevation of each building type is required.
5. Please provide a narrative statement that explains the need for modification of the applicable zoning district regulations, as such modification is permitted pursuant to Article 5, shall be submitted in support of the application for the preliminary development plan approval.
6. Street trees, shrubs and parking lot screening is required along both public and private streets. The landscaping requirements will be greatly impacted by the required private street. Please update the landscaping plan to meet the UDO requirements.
7. Screening to a height of 2.5 feet must be provided along the edge of the parking lot or loading area closest to and parallel to the street.
8. In commercial and industrial districts, any parking or loading area visible from a street shall be separated from the street right-of way with a landscape strip at least 20 feet wide. Please label the parking lot setback from the private street.
9. Open areas not covered with other materials shall be covered with sod. What is the ground cover between the parking lot and the south side of the building? Is this area a sidewalk?
10. On the south east corner of the building the pavement and curbing ends. I am confused as to what is being proposed in the area.
11. Please label the proposed materials of the trash enclosure. Also, please indicate on the site plan where the trash enclosure will be located.
12. Head-in parking from any public right-of-way or private street shall not be permitted. The parking along the private street will need to be redesigned.

13. Distance of driveways from intersections and from other driveways shall conform to the Access Management Code. As this will be a private street please confirm with Public Work, Traffic, that the proposed parking lot entrances will meet these requirements.

14. Parking lot lighting is required. Please provide details to include location, pole/light height and fixture to be used.

15. For parking lots with 151 – 200 stalls a minimum of 6 ADA stalls are required.

16. Please provide details on how you calculated the total number pf parking needed.

17. Label the building setback from the property line at the south west corner of the building.

18. Please label the setback between the building and the parking lot.

Engineering Review

Gene Williams, P.E.
(816) 969-1223

Senior Staff Engineer
Gene.Williams@cityofls.net

Corrections

1. Lot 1 is shown on the cover sheet, but it does not appear Lot 2 was labeled. Please label all lots to be replatted as part of the project.

2. Sheet C.200: Off-site contours were missing on the west side of the building, and hence no review of the drainage system along the west side of the building could be conducted. Please show enough off-site elevation contours to ensure the system will work as shown.

3. Sheet C.400: The sanitary sewer lateral is being shown as a tee. Tees are not allowed in the City of Lee's Summit. Please specify a wye to be cut-into the main.

4. Sheet C.500: Water meter is shown within a drainage swale and directly on top of a shallow culvert. Please move the water meter outside the drainage swale and ensure there are no conflicts with the shallow culvert.

5. Fire Line Comments: You are proposing to connect to a private fire line serving Lot 1. In addition, the existing fire line and domestic lines are located on what appears to be Lot 2 (unlabeled). Appropriate easements shall be required to ensure Lot 1 and Lot 2 have the rights to utilize these lines. Please show in general terms the limits of these easments, and who they are dedicated from and who they are dedicated to.

6. Fire flow will need to be modeled to ensure the sizing and velocity within the line is sufficient to serve the new building. What is the use of the building? We will need this information to model the flows, and in particular, to ensure the 8 inch line beneath Hamblen Rd. has sufficient capacity to serve the building, and ensure velocities are less than 10 feet per second during a fire. If not, it may be necessary to upgrade this line beneath Hamblen Rd. Please provide the use of the building so this can be modeled by staff.

7. The Preliminary Development Plan contained several items normally reviewed at Final Development Plan phase, and hence, those items shall be reviewed later.

8. According to the Preliminary Development Plan for the previous phase, the driveway was to become a public street upon re-platting. How was this driveway constructed? If not built to City standards, it will need to be reconstructed to City standards. Please evaluate and respond as appropriate.

Traffic Review

Erin Ralovo

Corrections

1. Staff does not agree with the trip generation provided. It is likely that there will be more than one team practicing per court and there will be a lot of overlap at the beginning and end of practices. A full TIS is required.
2. The improvements along Hamblen Road were agreed to be 6 FT shoulders and 12 FT lanes. The curb proposed in the TIS is not appropriate given the open ditch drainage along the corridor, and should be removed or additional drainage improvements will be required.
3. The parking spaces along the drive way are not recommended. The entering and exiting traffic will hinder any vehicles from backing in and out of the spaces and will cause conflict.
4. The applicant will be required to provide payment in lue of for sidewalk along the property frontage. The plans will also need to show the location of the sidewalk and any ROW will need to be donated to the City.

Fire Review

Jim Eden
(816) 969-1303

Assistant Chief
Jim.Eden@cityofls.net

Corrections

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 2012 International Fire Code.
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 hydrants to meet this requirement.

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- Confirm there is an available fire flow of 2,375 GPM.

4. IFC 503.3 - Where required by the fire code official, approved signs or other approved notices or markings that include the words NO PARKING—FIRE LANE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

Action required- No parking signage/curb painting shall be required on the lanes in front of the building.