

DEVELOPMENT SERVICES

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

Date: Thursday, August 03, 2023

To:

Property Owner: CITY OF LEES SUMMIT

Email:

Applicant: STREETS OF WEST PRYOR LLC

Email:

Engineer/Surveyor: SM ENGINEERING

Email: SMCIVILENGR@GMAIL.COM

From: Mike Weisenborn, Project Manager

Re:

Application Number: PL2023151

Application Type: Commercial Preliminary Development Plan

Application Name: STREETS OF WEST PRYOR LOTS 11 AND 13

Location: 1020 NW PRYOR RD, LEES SUMMIT, MO 64081
1000 NW PRYOR RD, LEES SUMMIT, MO 64081

Tentative Schedule

Submit revised plans by 4pm on Tuesday, August 22, 2023 . Revised documents shall be uploaded to the application through the online portal.

Planning Commission Meeting: August 24, 2023 at 05:00 PM

City Council Public Hearing: September 26, 2023 at 06:00 PM

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	Senior Planner Hector.Soto@cityofls.net	Corrections
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1. LOT BOUNDARIES. The configurations of both lots depicted on the site plans do not match the recorded plat. The property will need to be re-platted to match the proposed lot configurations.

The previously made comment above is informational at this stage, but will require the re-plat to be approved and recorded prior to the issuance of a building permit on either of the affected lots.

2. EASEMENTS. The proposed locations for the two buildings on the separate lots conflict with the locations of existing sanitary sewer lines and easements. The sewer lines shall be relocated and the conflicting easements vacated prior to the issuance of any building permits on the subject lots as depicted on the site plan.

The comment above was previously made and noted by the applicant. It will remain a comment for informational purposes.

3. TRASH ENCLOSURES. A detail of the proposed dumpster enclosure(s) shall be provided at the time of final development plan application. Enclosures shall be constructed of masonry walls and solid steel gates of a color compatible to the building the enclosures serve.

4. SIGNAGE.

Lot 13:

- Staff can support a request for 3 signs on the end cap space given the facade exposure on three sides.

- Staff will not support any wall signage with a letter/image height greater than the 6' maximum allowed under the sign code. This includes the mural/applied graphic for "30 hop".

Lot 11:

- As shown on the elevations, there are a total of seven (7) wall signs made up by the following: 2 Waterway w/ waves logo wall signs on the vertical architectural feature on the east elevation; 1 Waterway w/ waves logo wall sign on the west elevation; 1 Waterway waves logo (and no copy) on the east elevation; 1 Waterway w/ waves logo on the south elevation; and 2 changeable banner graphics panels on the north elevation. As previously stated, staff can support a total of four (4) wall sign (one per facade).

- To determine the sign area square footage for the wall signs on the architectural feature, provide a scaled drawing of the building elevations.

- How far back is the vertical architectural element recessed from the north building facade? If recessed no more than 5' from the north building facade, the facade area of the north elevation may be able to be used in making the allowable sign area calculation.

- The City's sign ordinance defines all logos as signs whether or not they are accompanied by text. When the logo and copy are in close proximity to one another, we will consider the group a single sign rather than count each element separately.

- A maximum of three (3) signs are permitted by right on the canopy, but staff can similarly support one sign per facade.

5. EXTERIOR MATERIALS.

- Provide photos of all elevations of an existing Waterway Car Wash that uses the proposed ACM and wood look panel system to provide a realistic portrayal of the building. This would be the first car wash in the city to be considered with the extent of metal exterior currently proposed. It would be helpful to the Planning Commission and City Council to provide a real world visual as they consider the proposed use of material.

- Provide a photo of the metal panel with reveals proposed for the Lot 13 building in order to visually represent the architectural relief the reveals will provide.

Engineering Review	Susan Nelson, P.E. (816) 969-1229	Senior Staff Engineer Susan.Nelson@cityofls.net	Approved with Conditions
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1. All required engineering plans and studies, including water lines, sanitary sewers, storm drainage, streets and erosion and sediment control shall be submitted along with the final development plan. All public infrastructure must be substantially complete, prior to the issuance of any certificates of occupancy. Please note: Sanitary sewer relocation plans will be required.

2. All Engineering Plan Review and Inspection Fees shall be paid prior to approval of the associated engineering plans and prior to the issuance of any site development permits or the start of construction (excluding land disturbance permit).

3. Certain aspects of the development plan will be further reviewed during the Final Development Plan phase of the project. This includes detailed aspects of the design to help ensure that the plan meets the design criteria and specifications contained in the Design and Construction Manual.

4. Private parking lots shall follow Article 8 of the Unified Development Ordinance for pavement thickness and base requirements.

Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Approved with Conditions
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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.

The use of the building on Lot 13 will determine if additional fire protection is required.

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.

The distance to a hydrant on Lot 13 exceeds 300 feet. Provide an additional hydrant.

3. The installation of underground fuel storage tanks (UST's) shall comply with the 2018 International Fire Code and the requirements of the Missouri Department of Natural Resources.

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.

If sprinklered, the building on Lot 13 will need to have the FDC within 100 feet of a hydrant.

Traffic Review

Erin Ravolo

Erin.Ravolo@cityofls.net

Approved with Conditions

1. Staff has completed the review of the updated TIA and will provide information for discussion prior to finalization.