

DEVELOPMENT SERVICES

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

Date: Thursday, September 07, 2023

To:

Property Owner: THE CITY OF LEES SUMMIT Email:
MISSOURI

Property Owner: CITY OF LEES SUMMIT Email:
MISSOURI

Property Owner: SOUTHWESTERN BELL Email:
TELEPHONE

Property Owner: CITY OF LEES SUMMIT Email:

Applicant: LANE4 PROPERTY GROUP Email: WBUCKLEY@LANE4GROUP.COM

From: Dawn Bell, Planning Manager

Re:

Application Number: PL2023196

Application Type: Residential Rezoning with Preliminary Development Plan

Application Name: LEE'S SUMMIT DOWNTOWN MARKET

Location: 200 SE JOHNSON ST, LEES SUMMIT, MO 64063
208 SE JOHNSON ST, LEES SUMMIT, MO 64063
202 SE 3RD ST, LEES SUMMIT, MO 64063
200 SE 3RD ST, LEES SUMMIT, MO 64063
220 SE GREEN ST, LEES SUMMIT, MO 64063
205 SE GREEN ST, Unit:A, LEES SUMMIT, MO 64063
201 SE GREEN ST, LEES SUMMIT, MO 64063

Tentative Schedule

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 Rezoning with Preliminary Development Plan:

Planning Review	Shannon McGuire (816) 969-1237	Senior Planner Shannon.McGuire@cityofls.net	Corrections
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1. A modification letter is required for the building materials on the second floor of the farmers market building. In the response letter dated August 28th it was stated that one was provided with the resubmittal. I am not finding where that letter was submitted. Please resubmit the required letter.

2. A sheet that showed generic details for the amenities like the playground, public art and wickets was previously submitted. Can you please provide this sheet again? This will help the public and governing bodies better understand the concept of what is being proposed. This sheet will not tie the design to the specific items depicted.

Engineering Review	Sue Pyles, P.E. (816) 969-1245	Development Engineering Manager Sue.Pyles@cityofls.net	Corrections
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1. Please clarify the drainage area being detained. It doesn't appear that the delineated area will actually be able to be captured.

2. Show and label all existing sidewalk, with width, along the project boundary. Sidewalk is required on Pad Site 3 along the Johnson Drive frontage. Please show this sidewalk as well as all required ADA ramps on the overall site. If a public project does not construct it, then the Pad Site 3 development would be required to construct the sidewalk.

3. Provide existing contours on the AT&T site with the Final Development Plan submittal.

Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Corrections
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1. IFC 503.2.1 - Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm).

Action required-The lane along the south side of the Farmer's Market needs to be reconfigured to provide adequate width without impeding egress from the building. The fire lane east of the Farmers Market shall be maintained as a FIRE LANE for the back of stage and emergency access for special events.

2. IFC 506.1 - Where access to or within a structure or an area is restricted because of secured openings or where immediate access is necessary for life-saving or fire-fighting purposes, the fire code official is authorized to require a key box to be installed in an approved location. The key box shall be of an approved type listed in accordance with UL 1037, and shall contain keys to gain necessary access as required by the fire code official. 506.1.1 Locks. An approved lock shall be installed on gates or similar barriers when required by the fire code official.

Action required- Knox access locks shall be provided on the gates behind the Farmer's Market.

3. 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.

4. IFC 304.3.3 - Dumpsters and containers with an individual capacity of 1.5 cubic yards [40.5 cubic feet (1.15 m³)] or more shall not be stored in buildings or placed within 5 feet (1524 mm) of combustible walls, openings or combustible roof eave lines.

Action required- Where will the dumpster/dumpster enclosure be located?

Traffic Review	Susan Barry, P.E. (816) 969-1800	City Traffic Engineer Susan.Barry@cityofls.net	Corrections
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1. We have not received an updated traffic study. We held a meeting with Olsson on 8/31/23 and discussed our comments on the TIS as well as what is expected for Phase 2. We will need Phase 2 TIS before we can proceed to Planning Commission.

2. Where is everyone going to park for the hotel, residential, restaurants? The residential mentions provided garage parking spaces, but I'm not sure where this is since there is not a garage shown on the plans. They cannot use the public City Hall garage. Between the farmer's market and the event space, combined with normal downtown visitors, the garage will be full during events.

3. Accessible parking is not addressed for any of the pad sites.

4. Sheet L105 - Fire Truck Turning Plan shows trucks turning into a building and brick wall in the alley behind City Hall. It looks like they didn't extend their survey data far enough to pick up these structures.

5. Remove parking spaces from Green Street next to the garage.

6. Curb returns need to be 35' for arterials.