

Commercial Preliminary Development Plan Applicant's Letter

Date: Wednesday, January 17, 2024

To:

Property Owner: NLV MANSION LLC

Email:

Other: Sunflower Development Group, LLC

Email: mark@sunflowerkc.com

Other: Sunflower Development Group, LLC

Email: mmoberly@sunflowerkc.com

Engineer/Surveyor: Olsson Engineering

Email: cholmquist@olsson.com

Applicant: NLV MANSION LLC

Email: mmoberly@sunflowerkc.com

From: Scott Ready, Project Manager

Re:

Application Number: PL2023291

Application Type: Commercial Preliminary Development Plan

Application Name: Longview Mansion - Parking Lot Addition

Location: 1200 SW LONGVIEW PARK DR, LEES SUMMIT, MO 64081

Tentative Schedule

Submit revised plans by either 4pm on Tuesday, January 23, 2024 (Track no. 6) or 4pm on Monday, February 12, 2024 (track no. 7). 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 Development Services 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 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	Senior Planner Shannon.McGuire@cityofls.net	No Comments
Engineering Review	Gene Williams, P.E. (816) 969-1223	Senior Staff Engineer Gene.Williams@cityofls.net	Corrections

1. The Preliminary Development Plan was missing the off-site work on the county road to replace a culvert. Within the Preliminary Development Plan, please show the general location of the culvert to be replaced in relation to the parking lot.

2. I cannot support the waiver in its current form. There is no compelling justification provided in the summary other than tree preservation, difficulty in constructing a basin, and the proximity to Longview Lake. The following suggestions are provided for a waiver to be supported: 1) demonstration that the increase in peak flows will be managed by the downstream system including any new upgrades to culvert at the county road, without any significant affects on downstream properties managed by the USACE, 2) re-doing the waiver request to state "SEE ATTACHED" on the template page under "...the following articulates my request for review and action, 3) revising the summary document to focus on the downstream effects of the parking lot without detention, and an analysis of the route across USACE property until it ultimately enters Longview Lake, and 4) an estimate of the increase in the HGL for the 2, 10, and 100 year events downstream of the project (i.e., on USACE property). I would recommend keeping the waiver request simple, and focused on these items. For example, a portion of the waiver request discusses the concept plan (i.e., New Longview Concept Plan"), but this discussion and exhibit shown within the waiver doesn't support any waiver being granted due to changes in the Design and Construction Manual that have occurred since 2002. I would also disagree with the statement contained within the text of the waiver request "...this plan shows single family residential homes on all sides of the mansion", as the 2002 concept plan shows a 1.5 acre clear area to the west of the mansion. In any case, I don't think the inclusion of this 2002 concept plan will help with the City Engineer granting the waiver. Suggest keeping the request short, concise, and relevant to measurable quantities.

3. What is the current conditon of the existing culvert at the county road? Would it be better to remove and replace this culvert with a larger culvert? Please evaluate and review.

Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Approved with Conditions
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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- When the existing parking lot is modified or removed, a portion of the lot shall remain as required fire access to the building and fire hydrant. A turn around will also be required.

Traffic Review	Erin Ralovo	Erin.Ravolo@cityofls.net	No Comments
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