

Commercial Preliminary Development Plan Applicant's Letter

Date: Wednesday, January 17, 2024

To:

Applicant: TOWNSEND SUMMIT LLC

Email:

Property Owner: WALSER AUTOMOTIVE GROUP

Email: PWALSER@WALSER.COM

Engineer/Surveyor: OWN INC

Email:

Architect: SLAGGIE ARCHITECTS INC

Email: PDOUGHERTY@SLAGGIE.COM

Review Contact: John Huss

Email: JHUSS@WEAREOWN.COM

From: Mike Weisenborn, Project Manager

Re:

Application Number: PL2023339

Application Type: Commercial Preliminary Development Plan

Application Name: SUMMIT ORCHARDS NORTH, LOTS 1A AND 1B

Location: 1151 NW WARD RD, LEES SUMMIT, MO 64086
1201 NW WARD RD, LEES SUMMIT, MO 64086

Tentative Schedule

Submit revised plans by 4pm on Tuesday, January 09, 2024 . 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	Hector Soto Jr. (816) 969-1238	Senior Planner Hector.Soto@cityofls.net	Corrections
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1. PLAN NARRATIVE (SHEET A-001). Table 1 under "Site Development Standards" lists the maximum allowable building height for both automotive dealer lots as 60'. The building elevations for both dealership buildings show an overall building height of 26'. The 60' maximum height standard looks to be an error, as it mirrors the proposed 60' maximum height to accommodate the 4-story apartment buildings on Lot 1B-1. Staff recommends a 40' maximum height as it matches the standard for comparable commercial development in the City's CP-2 zoning district. Revise.

The comment response letter accompanying the plan resubmittal states that the previously made comment above was addressed as part of the resubmittal, but the maximum allowable building height for the two (2) auto dealership lots still reads 60'. This is fine, just be aware that the allowable building height is ultimately driven by the building height depicted on the plans, in this case 26' (with an administratively approvable increase of up to 25%, in this case 32.5').

2. SIGNAGE. The signage language included in the narrative for the plan set resubmittal (Sheet A-002) has been revised to include two bullet points for items that would seem to vary from the City's sign ordinance.

- The first bullet point alludes to the signage shall keep with the manufacturer's requirements, but may be modified to meet the spirit of the City's sign ordinance. What exactly is this verbiage intended to mean? The monument sign detail on Sheet A-501 shows a 45'-tall monument sign with a 57 sq. ft. sign face area and 637.5 sq. ft. total structure area. The City's sign ordinance allows a maximum 12' height, 72 sq. ft. sign face and 96 sq. ft. total structure area. The monument sign detail complies with the 72 sq. ft. sign face maximum. But the height is nearly 4x the allowable limit and the structure area is approximately 6.6x the allowable limit. Written justification, elaboration and additional detail needs to be provided to reconcile how the proposed sign meets the spirit of the City's sign ordinance. Assuming visibility from I-470, distance and grade differences between the monument sign locations and the highway are the drivers for the large signs, information such as sight line drawings that can quantify the site conditions justifying the signs shall be required to be submitted before this application can proceed to the Planning Commission.

- The second bullet point makes a statement regarding the users' discretion regarding the location of monument signs relative to private drives. Please elaborate on the intent of this statement relative to the City's sign ordinance requirements. As is, signs can be located anywhere on private property as long as they stay outside of any easement and must be located on the same lot as the business it advertises. There are no setback requirements from a property line.

- Is the intent for the monument sign locations along NW Blue Pkwy and NW Ward Rd to comply with the following sign ordinance requirements of: 12' height; 72 sq. ft. sign face maximum; and 96 sq. ft. sign structure maximum?

3. TRASH ENCLOSURES. Each trash enclosure shall be constructed of masonry walls or steel architecturally designed walls with either a solid steel opaque gate painted to be compatible with the color of the masonry or steel walls and building it is to serve or a steel framed semi-opaque gate with a screen mesh material approved by the Director that provides an appropriate visual barrier.

The trash enclosure detail on Sheet A-501 shows the gate as having simulated wood planks mounted on a steel gate frame. The simulated wood planks aren't an approved gate material. See the approved materials listed in the first part of this comment.

4. DRIVE-THROUGH RESTAURANT. Staff previously made a comment regarding Lot 1B-3 and the required vehicle stacking of five (5) from order box and four (4) from the pick-up window and how the layout didn't comply with the requirement without vehicles spilling out and conflicting with the internal parking lot's circulation pattern.

The response letter indicates that the drive-through design has been revised to satisfy the design requirements. However, the layout still shows only two (2) vehicle stacking (versus the required 4) from the order box before vehicles conflict with the parking lot drive aisle. Revise the lay out so as accommodate the required stacking without conflicting with internal lot circulation.

Engineering Review	Gene Williams, P.E. (816) 969-1223	Senior Staff Engineer Gene.Williams@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.

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. All subdivision-related public improvements must have a Certificate of Final Acceptance prior to approval of the final plat, unless security is provided in the manner set forth in the City's Unified Development Ordinance (UDO) Section 7.340. If security is provided, building permits may be issued upon issuance of a Certificate of Substantial Completion of the public infrastructure as outlined in Article 3, Division V, Sections 3.540 and 3.550 and Article 3, Division IV, Section 3.475 of the UDO, respectively.

4. A Land Disturbance Permit shall be obtained from the City if groundbreaking will take place prior to the issuance of a site development permit, building permit, or prior to the approval of the Final Development Plan / Engineering Plans.

5. All permanent off-site easements, in a form acceptable to the City, shall be executed and recorded with the Jackson County Recorder of Deeds prior to the issuance of a Certificate of Substantial Completion or approval of the final plat. A certified copy shall be submitted to the City for verification.

6. 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.

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

8. Any cut and / or fill operations, which cause public infrastructure to exceed the maximum / minimum depths of cover shall be mitigated by relocating the infrastructure vertically and / or horizontally to meet the specifications contained within the City's Design and Construction Manual.

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

2. 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)

Show dimensions.

3. 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.

Provide a complete hydrant plan.

4. 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.

The development must provide fire flow requirements for the proposed buildings per IFC Table B105.1(2). Local amendment allows a 50% reduction for buildings with an approved automatic fire sprinkler system. Work with Water Utilities to determine available fire flow.

5. Aerial Access to Buildings

D105.1 Where required. Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet (9144 mm), approved aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater.

D105.2 Width. Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet (7925 mm), exclusive of shoulders, in the immediate vicinity of the building or portion thereof.

D105.3 Proximity to building. One or more of the required access routes meeting this condition shall be located not less than 15 feet (4572 mm) and not greater than 30 feet (9144mm) from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.

Correct the distance between buildings and fire lanes.

6. 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.

Traffic Review

Erin Ralovo

Erin.Ravolo@cityofls.net

Corrections

1. The Trip Generation numbers in Table 2 still do not match up with the ITE Trip Generation charts. Please revise.