

DEVELOPMENT SERVICES

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

Date: Monday, April 08, 2024

To:

Property Owner: JR COLLEGE DISTRICT OF
METROPOLITAN KCMO

Email:

Architect: Joe Breidenbach

Email: jbreidenbach@dlrgroup.com

Applicant: DLR GROUP

Email:

Engineer/Surveyor: Taliaferro & Browne

Email: rgregor@tb-engr.com

From: Scott Ready, Project Manager

Re:

Application Number: PL2024038

Application Type: Commercial Preliminary Development Plan

Application Name: MCC Automotive Institute - Building Addition

Location: 500 SW LONGVIEW RD, LEES SUMMIT, MO 64081

Tentative Schedule

Submit revised plans by Tuesday, April 9, 2024 (track no.11) or Tuesday April 23 (track no.12) . 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	Corrections
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1. All vehicle parking lot areas and access drives in all zoning districts shall have a boundary constructed of straight-back Portland cement concrete curbing (CG-1) or an integral Portland cement concrete sidewalk and curb with a vertical face. This standard is required for the driveway leading to the building service doors.

Should you wish to seek relief from this standard you would need to request a modification by submitting a written narrative statement that explains the need for and justification of the modification of the applicable development regulation. Staff would support modifying the required CG-1 curbing type to allow for a CG-2 roll back type curbing for these areas as heavy traffic is not expected at these locations.

Engineering Review	Gene Williams, P.E. (816) 969-1223	Senior Staff Engineer Gene.Williams@cityofls.net	Corrections
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1. The revised stormwater report dated Mar. 22, 2024 was reviewed as a preliminary stormwater report after the application was changed from a Final Development Plan to a Preliminary Development Plan. The methodology, however, does not meet the City of Lee's Summit standards for Comprehensive Control as specified in Section 5600 of the KCAPWA. The Comprehensive Control Strategy limits the the release rate for the 2, 10, and 100 year event using the "flat rate" methodology, along with extended detention for the 90 percent mean annual event. It does not appear the preliminary report meets these requirements. The conclusions section of the report states that the pre developed condition will be compared to the post-developed condition, and there will be no net change. This does not meet our requirements. In addition, there is no discussion of the water quality (i.e., 40 hour extended detention or other options in lieu of 40 hour extended detention) aspects of the design. It is for these reasons we cannot approve the preliminary stormwater report dated Mar. 22, 2024.

2. Suggest the applicant review Section 5600 of the KCAPWA standards for Comprehensive Control of stormwater. It appears there are misunderstandings on how the allowable release rate is calculated (e.g., it is based on acreage of developed area, not the pre-existing condition).

3. In the revised stormwater report, the City will require a statement that the final design shall meet or exceed the Comprehensive Control Strategy, including water quality aspects. This statement shall be incorporated into the text of the report, including the "conclusions" section of the report.

4. It has been our experience that a closed-chamber design for underground detention will not be feasible for extended 40 hour detention for water quality. Open-bottom detention basins, however, have proved suitable in this regard, by providing a path for infiltration of stormwater for the 90 percent mean annual event. If this is the case, the stormwater report shall discuss within the text of the report rather than leaving this critical item up to the contractor to select. As presented, the stormwater report allows the contractor to select between a closed-chamber design and an open-bottom design. Please clarify which is being specified.

5. The underground detention basin is shown discharging overland with no defined receiving swale. A receiving swale shall be established, or other path shall be selected. It appears there is an existing swale to the northeast of the proposed discharge point, and this might be utilized for the discharge point. In any case, a swale shall be established rather than allowing the channel to develop on its own. Please revise as appropriate.

6. Storm line 1 appears to be bypassing the detention basin. Why was this done? It does not appear the stormwater report addressed free release of storm line 1. Finally, storm line 1 appears to be laid above ground based on the profile. Laying pipe above-ground is not allowed. Please evaluate and revise as appropriate.

7. Overall Grading Plan: The overall grading plan was missing the proposed grading at the discharge locations for storm line 1 and the discharge point for the underground detention basin. Please show the proposed grading after these discharge points.

8. Informational Comment: Since this is a Preliminary Development Plan rather than a Final Development Plan, final design details on water lines, sanitary sewer, stormwater, pavement, ADA-accessible parking stalls, etc., shall be further reviewed during the Final Development Plan phase of the project.

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.

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