
DEVELOPMENT SERVICES

***** PLEASE BE AWARE THAT ANNUAL FEE INCREASES WILL GO INTO EFFECT ON APPLICATIONS SUBMITTED ON OR AFTER JULY 1, 2022. CONTACT YOUR PROJECT MANAGER TO DETERMINE WHAT THE INCREASES RELATED TO YOUR PROJECT MAY BE.**

**Pre-Application Meeting Summary
(Submit with your application)**

Meeting Info-PM			
Date	Tuesday, March 12, 2024		
Address/Location	700 NW WARD RD, LEES SUMMIT, MO 64086		
Project Title	SUMMIT ORCHARD WEST - SE CORNER DEVELOPMENT		
Applicant Contact Info-PM			
Name	Role	Email	Phone
Zach D'Alesandro	Applicant		
	Architect		
	Engineer		
City Staff Present			
Name	Role	Email	Phone
Mike Weisenborn	Project Manager	Mike.Weisenborn@cityofls.net	816-969-1240
Hector Soto Jr.	Planning	Hector.Soto@cityofls.net	
Sue Pyles, P.E.	Development Engineering	Sue.Pyles@cityofls.net	
Susan Barry, P.E.	Traffic	Susan.Barry@cityofls.net	
Joe Frogge	Bldg. Codes	Joe.Frogge@cityofls.net	
Amanda Bagwell	Water Utilities	Amanda.Bagwell@cityofls.net	
Applications Required			
Final Development Plan			
Studies Required			
Revised Traffic memo Storm Water memo			

Development Agreements

Development Services

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Summit Orchards CID

Meeting Summary

Project Description

Fast food drive-thru establishment with no indoor seating

Applicant

- Overview
 - Small drive-thru only restaurant
 - 1,000 square feet building foot print – no seating
 - “Salad and Go” – healthy alternative restaurant
 - Two drive-thru lanes for que
 - Walk up window
 - Storage, office, and prep area
 - Restroom for employee’s only

Development Engineering

- Storm water memo
 - State that this development meets the approved requirements

Traffic

- Traffic impact study memo
 - Need to update this to fit the scenario of opening at 6:30 am
 - This traffic study can be found in the portal under the planning application for Summit Orchard West
 - A link will be provided

Codes

- Jackson County Health Department approval for the layout prior to permits being issued
- License tax
 - \$37,000 estimate
 - One-time impact fee
 - Based on use and size of the building
 - Must be paid prior to occupancy
- Restrooms must be fully ADA accessible

Fire

- Ensure that there is a fire hydrant located within 300 feet of the most exterior part of the building
- 2018 Int’l Fire Code

Planning

- Elevations / façade
 - Materials shown include metal panels
 - Metal is not allowed by right as a primary material outside of industrial areas
 - Allowed as incidental only
 - A modification can be requested through the public hearing process
 - 3-4 month time frame
 - South elevation – look at the projections
 - Appears to be good as shown

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- Process is administrative if all UDO requirements are met
 - 4-6 week time frame
- Landscaping requirements
 - 1 street tree per 30' of road frontage
 - 1 shrub per 20' of road frontage
 - Parking lot or drive-thru
 - Hedge row – 12 shrubs per 40 linear feet of frontage
 - General over-all open yard landscaping requirement
 - 1 tree per 5,000 sf of open lot that is not covered by the building foot print
 - 2 shrubs per 5,000 sf of that same area
- Signs
 - Monument signs are not allowed in easements
 - Move the menu board north to get it out of the easement
- Process
 - Final Development Plan
 - Administrative review
 - No modifications requested
 - If modifications are requested this will need to go through a public hearing process
 - 4-6 week process
 - Building Permits
 - Can be submitted concurrently with the FDP

These are notes taken by Development Services staff during the meeting on the date and time set forth above. These notes are a summary of the primary items discussed at the meeting about a potential application, and are not a transcript of the discussions. These notes do not bind the City or the applicant on any matters discussed. City staff does not render binding decisions in pre-application meetings. Any formal ruling by the Director regarding an application would be issued separately from the meeting notes. Nothing in these notes are deemed to create a contract between the City and applicant. The potential application discussed at the meeting, if pursued by the applicant, is subject to consideration by the Director of Development Services, the Planning Commission and/or City Council, and those persons and entities will render the final and official decision on the application based on the nature of the application. The information and feedback provided in the pre-application meeting is based on the Unified Development Ordinance (UDO) and other relevant City Code provisions in effect on the date of the meeting. The UDO and other relevant City Code provisions may change after the meeting, and these changes may affect the potential application when it is formally filed and considered by the City.

The City's Development Center provides quick & easy access to:

**Check The Status of an Application/Permit
View/print Application Review Documents
Schedule Inspections Online
View/print Inspection Documents**

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