

DEVELOPMENT SERVICES

**Vacation of Utility Easement
Applicant's Letter**

Date: Tuesday, July 02, 2024

To:

Property Owner: CITY OF LEES SUMMIT **Email:**

Property Owner: THE CITY OF LEES SUMMIT **Email:**
MISSOURI

Property Owner: CITY OF LEES SUMMIT **Email:**
MISSOURI

Property Owner: SOUTHWESTERN BELL **Email:**
TELEPHONE

From: Mike Weisenborn, Project Manager

Re:

Application Number: PL2024083

Application Type: Vacation of Utility Easement

Application Name: DOWNTOWN MARKET PLACE - VOE

Location: 200 SE JOHNSON ST, LEES SUMMIT, MO 64063208 SE JOHNSON ST, LEES SUMMIT,
MO 64063202 SE 3RD ST, LEES SUMMIT, MO 64063200 SE 3RD ST, LEES SUMMIT,
MO 64063201 SE GREEN ST, LEES SUMMIT, MO 64063205 SE GREEN ST, Unit:A,
LEES SUMMIT, MO 64063220 SE GREEN ST, LEES SUMMIT, MO 64063

Tentative Schedule

Submit revised plans by 4pm. on Tuesday, July 16, 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

- Plats – All plats shall be provided in multi-page Portable Document Format (PDF).
- Engineered Civil Plans – All engineered civil plans shall be provided in multi-page Portable Document Format (PDF).

Please contact Staff with any questions or concerns you may have.

Planning Commission and City Council Presentations

If a presentation is required before the Planning Commission and City Council, presentations shall be submitted (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, Power Point, Adobe, Windows Media Player and Internet Explorer applications. Presentation boards will not be permitted. 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.

Analysis of Vacation of Utility Easement:

Planning Review	Shannon McGuire	Senior Planner	Corrections
	(816) 969-1237	Shannon.McGuire@cityofls.net	

1. The description exhibits and drawings are incorrectly labeled. Please review and update as needed.
2. The Legend on the document drawings have the IE labeled as R/W. Please revise this to reflect that the symbology is representing an IE not R/W.

Engineering Review	Sue Pyles, P.E.	Development Engineering Manager	No Comments
	(816) 969-1245	Sue.Pyles@cityofls.net	

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