

DEVELOPMENT SERVICES

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

Date: Monday, November 25, 2024

To:

Engineer/Surveyor: ENGINEERING SOLUTIONS Email: MSCHLICHT@ES-KC.COM

Property Owner: THE UNITED METHODIST Email:
CHURCH OF LEES SUMM

From: Scott Ready, Project Manager

Re:

Application Number: PL2024283
Application Type: Commercial Rezoning with Preliminary Development Plan
Application Name: View High Sports Complex
Location: 3350 NW ASHURST DR, LEES SUMMIT, MO 64081

Tentative Schedule

Submit revised plans by 4pm on Tuesday, December 10, 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 Rezoning with Preliminary Development Plan:

Planning Review	Adair Bright (816) 969-1273	Adair.Bright@cityofls.net	Corrections
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1. Provide a rezoning exhibit and a legal description of the property being rezoned.
2. Provide ADA stalls.
3. The north arrow on sheet C.100 is covering some text. Please scoot it over.
4. Provide individual parking stall width on the conceptual commercial.
5. Provide setbacks to the south & east property lines on the conceptual commercial.
6. Provide setbacks to the outdoor soccer field.
7. Provide a parking memo justifying the amount of parking spaces provided.
8. Not all parking stalls meet UDO requirements. Stalls shall be 9ft. wde by 19-ft. long.

Also, an interpretation has been made and enforced in the past that no part of the curb shall be included in those measurements.

9. Provide setback dimensions to the parking lots.
10. With the church parking lot being expanded, all new stalls shall meet current code requirements. Dimension this on the plan.
11. Although the landscaping is conceptual, it looks quite sparse. I suggest double checking the code requirements because you will be required a High Impact buffer along the east side which could affect the proposed grading or require a modification.
12. Given modifications will be requested for the amount of metal proposed, staff highly suggests increasing the amount of visual interest in the building by providing varying roof heights, vertical relief through insets, and perhaps more color. It is also recommended to double check the calculations concerning percentage of material types as some seem off.
13. As a heads up on some items - all roof top equipment must be screened on all sides, people will probably ask about the lighting given the proximity to residential, and light poles are capped at 15-ft. in height when located within 100-ft. of a residential district or use.

14. Questions:

Is the north/south drive adjacent to the church private or public?

Will there be any proposed fencing? If yes, can you provide a fence detail?

For the sidewalk to the south of the parking stalls abutting the building, is it possible to connect that into the sidewalk going east to provide better pedestrian accessibility?

15. If there is a shared parking agreement with the church being proposed, you must provide pedestrian connections to get across the street.

16. I know you may not have all your sign specs narrowed down yet, but if you do and would like any modifications (quantity, size, etc.) we can roll that into the PDP. Otherwise, you will have to go back to Planning Commission at a later date for any modifications to the sign code.

Engineering Review	Sue Pyles, P.E. (816) 969-1245	Development Engineering Manager Sue.Pyles@cityofls.net	Corrections
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1. General:

- Please label the rights-of-way throughout the plan set.
- Please indicate whether sidewalk is existing or proposed.
- Please include pavement section(s) and indicate location.

2. Sheet C.100:

- Please replace the PW Inspection information with Development Services in the Utility Company list.
- Please revise the Site Improvement Storm Water Detention Note to reflect this project.
- Please revise the utility labels for clarity.

3. Sheet C.100: Please show and label the detention basin.

4. Sheet C.206: Please show and label, with dimensions and elevation, the emergency spillway.

Traffic Review	Erin Ralovo	Erin.Ravolo@cityofls.net	Corrections
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1. The church parking lot should tie in on the new street across from the commercial property. Once this connection is made, the driveway on Ashurst should go away.

2. A sidewalk connection should be added on the west side of the development into the church parking lot.

3. A traffic Study is required. KCMO should also review the TIS and any requirements from them will need to be submitted to the City.

4. Sidewalk on the north side of Ashurst approaching View High appears to be within 2 FT of the back of curb and therefore should transition to 6 FT wide. Also the tie-in to the ramp is not compliant and will need to be adjusted.

5. A 10' shared use path will be required along View High for the extent of the properties being developed.

6. If shared parking is proposed, sidewalks should be built to connect parking lots to both buildings.

Fire Review

Jim Eden
(816) 969-1303

Assistant Chief
Jim.Eden@cityofls.net

Corrections

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 503.3 - Where required by the fire code official, approved signs or other approved notices or markings that include the words NO PARKING—FIRE LANE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or repaired when necessary to provide adequate visibility.

Areas along fire lanes and in front of hydrants shall be posted.

3. 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.

Show the location of the FDC.

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.

Confirm with Water Utilities that the area water infrastructure will supply the required fire flow per IFC Table B105.1(2) with a 50% reduction for the automatic sprinkler system.

5. The 6,900 S.F. building may need additional fire protection based on use.