

## Commercial Preliminary Development Plan Applicant's Letter

**Date:** Monday, December 09, 2024

**To:**

**Property Owner:** NEW ORLEANS LLC

**Email:**

**Engineer/Surveyor:** ENGINEERING SOLUTIONS

**Email:** MSCHLICHT@ES-KC.COM

**From:** Grant White,

**Re:**

**Application Number:** PL2024302

**Application Type:** Commercial Preliminary Development Plan

**Application Name:** Village at View High C-Store

**Location:** 3394 NW VILLAGE PARK DR, LEES SUMMIT, MO 64081

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### Tentative Schedule

Submit revised plans by 4pm on Tuesday, December 24, 2024 . Revised documents shall be uploaded to the application through the online portal.

Planning Commission Meeting: January 23, 2025 at 05:00 PM

City Council Public Hearing: February 25, 2025 at 06:00 PM

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.

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### 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

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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

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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:**

<b>Planning Review</b>	Shannon McGuire (816) 969-1237	Planning Manager Shannon.McGuire@cityofls.net	Corrections
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1. The PC has expressed a desire to see a mix of evergreen and deciduous trees. Staff highly recommends that you provide a mix of tree species along the street frontage.
2. The sidewalk label does not seem to be located on the sidewalk. Please check this and update as needed.
3. Are you proposing to change the property line? If not, why are the property line labeled as “proposed”?
4. Please label the building setback from the property lines.
5. Please label the depth and width of the parking stalls.
6. Please label the width of the ADA aisle.
7. The width of the drive aisles should not include the curb or gutter.
8. Please provide details for all proposed exterior lighting, including parking lot lights and wall-mounted fixtures, including fixture type, location, height and intensity. Please submit the manufacturer’s specification sheet.
9. Please remove the floor plan from the elevation sheet.
10. Open areas not covered with other materials shall be covered with sod. Please update the landscape plan to indicate this requirement.
11. Where will the trash dumpster be located? Please provide a detailed drawing of enclosure and screening methods to be used in connection with trash storage containers on the property.
12. Please label the parking lot setback from the property lines adjacent to the adjoining streets.
13. It appears you are proposing CG-1 curbing along the entire length of the parking stalls adjacent to the building. This does not provide for an accessible route to the ADA stalls. Please update the curbing type to provide an accessible route.
14. All accessible parking shall comply with the requirements of the federal Americans with Disabilities Act.
15. All signs must comply with the sign requirements as outlined in the sign section of the UDO. If you wish to seek a modification to these requirements, please submit full sign details.

<b>Engineering Review</b>	Sue Pyles, P.E. (816) 969-1245	Development Engineering Manager Sue.Pyles@cityofls.net	Corrections
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1. Revise “SW” Village Park Drive to “NW” Village Park Drive throughout the plan set.

2. Label the sidewalk along NW Village Park Drive as proposed and show ADA ramps where necessary.
3. Revise the Utility Plan sanitary and water service lines label fonts and/or line weights for clarity.
4. Please submit a stormwater memo to address detention requirements.

<b>Traffic Review</b>	Erin Ralovo	Corrections
	Erin.Ravolo@cityofls.net	

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1. A 10 FT shared use path is needed along View High Dr. It should be built 5 FT off the back of curb.
2. There is some concern that fuel trucks may not be able to properly navigate the drive in and out of the development. Please show turning movements to verify that a fuel truck can move about the site.

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

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2. 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.

The current hydrants do not meet this requirement.

3. IFC 105.6.20 - A Hazardous materials permit is required for the using, dispensing, transporting, handling, and/or storing of extremely hazardous substances. "Extremely Hazardous Substances (EHS) Facilities" are defined as facilities subject to the provisions of Superfund Amendments and Reauthorization Act of 1986 (SARA TITLE III), Section 302, for storing, dispensing, using, or handling of listed chemicals in excess of their threshold planning quantities (TPQ). See amended Section 5001.4 of the 2018 International Fire Code.

A Hazardous Materials Permit is required for gasoline storage in excess of 75,000-gallons and/or propane cylinder exchange.

4. 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.

The lane around the building and access lane to the lot shall be posted fire lanes.

5. IFC 503.2.3 - Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities.