

DEVELOPMENT SERVICES

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

Date: Thursday, December 19, 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

Matt - thank you for resubmitting revised plans on Thursday Dec 19. Staff are now aware with comments due back end of business day Monday Dec. 30 per five business day review. Track no. 3 applies at this time, with PC and CC public hearing dates of Jan 23 and Feb 25.

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	Senior Planner Adair.Bright@cityofls.net	Corrections
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1. These comments have been modified on 12/19/24 to address the initial review comment and the discussion had between staff and the applicant. I am just updating these to reflect the current understanding.

One additional item needed was clarification on when the additional stalls on the church site would be provided. These edits were made prior to the review of the items resubmitted on 12/19/24.

2. Initial Comment: Confirm that you are providing adequate ADA parking. Also, update the parking notes on C100 to include those stall counts.

Discussed Verbally 12/19: The comment was redundant. The table on Sheet C100 needed updated to reflect the ADA stall count being provided.

3. Initial Comment: Provide ADA stall dimensions.

Addressed Verbally 12/19: Staff and Applicant discussed the addition of a dimension on an ADA stall to be called out as typical.

4. Initial Comment: I assume you are planning on preserving some existing vegetation along the east side. Please show an outline and a rough estimate of the amount of trees you are intending to keep.

Addressed Verbally 12/19: Staff and Applicant discussed the addition of a hatched area depicting the existing vegetation intending to be preserved.

5. Initial Comment: Staff is not supportive of waiving the fence requirement to the south. Even though a 6-ft. tall fence is not going to conceal a >30-ft. tall building, it is also about providing a physical barrier between such differing land uses.

Addressed Verbally 12/19: Applicant stated this is understood and they will either move forward with the modification request or be agreeable to additional landscaping. (Please correct me on this if I'm incorrect or misunderstood.)

6. Initial Comment: Your response letter stated the north/south drive adjacent to the church will be public, but the landscape plan calls it out as private.

Addressed Verbally 12/19: Applicant stated the landscape plan will be updated.

7. Please note that signs are shown for illustrative purposes only.

8. Initial Comment: Confirm adequate width is being provided in landscaping islands for the trees being proposed - minimum of 10-ft. is required.

Addressed Verbally 12/19: Applicant stated the deciduous trees will be removed and evergreens and/or shrubs will remain.

Engineering Review	Sue Pyles, P.E. (816) 969-1245	Development Engineering Manager Sue.Pyles@cityofls.net	Approved with Conditions
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1. All required engineering plans and studies, including water lines, sanitary sewers, storm drainage, streets and erosion and sediment control shall be submitted along with the final development plan. All public infrastructure must be substantially complete, prior to the issuance of any certificates of occupancy.
2. All Engineering Plan Review and Inspection Fees shall be paid prior to approval of the associated engineering plans and prior to the issuance of any site development permits or the start of construction (excluding land disturbance permit).
3. All subdivision-related public improvements must have a Certificate of Final Acceptance prior to approval of the final plat, unless security is provided in the manner set forth in the City's Unified Development Ordinance (UDO) Section 7.340. If security is provided, building permits may be issued upon issuance of a Certificate of Substantial Completion of the public infrastructure as outlined in Article 3, Division V, Sections 3.540 and 3.550 and Article 3, Division IV, Section 3.475 of the UDO, respectively.
4. A Land Disturbance Permit shall be obtained from the City if groundbreaking will take place prior to the issuance of a site development permit, building permit, or prior to the approval of the Final Development Plan / Engineering Plans.
5. Certain aspects of the development plan will be further reviewed during the Final Development Plan phase of the project. This includes detailed aspects of the design to help ensure that the plan meets the design criteria and specifications contained in the Design and Construction Manual.
6. Private parking lots shall follow Article 8 of the Unified Development Ordinance for pavement thickness and base requirements.

Fire Review

Jim Eden
(816) 969-1303

Assistant Chief
Jim.Eden@cityofls.net

Approved with Conditions

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.

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.

12/11/20- Still to be determined.

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

6. An automatic fire sprinkler system is required for the building. Show the location of the sprinkler main going to the building.

Traffic Review

Erin Ralovo

Senior Staff Engineer
Erin.Ravolo@cityofls.net

Corrections

1. Plans seem to indicate that the parking lot improvements on the church side of the development are included with this application. However, I talked with staff and your response letter it is indicated that these are future improvements to be done by the church. If these are not included with this application, all dimensions and linework should be greyed/removed to indicate future installation.

2. The eastern mid-block crossing is not acceptable as it is unexpected and not at a driveway. Please move this crossing to line up with the drive on the east side of the building.

3. The path along View High will need to be a 10 FT Shared Use Path rather than a 10 FT sidewalk.

4. A full review of the TIS was not completed. Further comments on the TIS will be forthcoming from traffic at a later time.

5. Address how trip generation is handled for pickleball courts, could be 490 - Tennis Courts or 495 - Recreational Community Center and included in the square footage of the building.

6. I think the discrepancy on the square footage of the building has been resolved. The TIS shows 157,181 SF and sheet 1 of the plans showed 164,081 SF. The difference is 6,900 SF which is the commercial building. Disregard previous comment.

7. We would like to see the church access moved from Ashurst to directly across from the Commercial building access. If the church is opposed to removing the existing access, they can keep that access in addition to the new access. Without the new access point, the church can expect to receive a lot of cut-through traffic leaving the sports complex to get to the signal at Chipman.

8. In the Traffic Study, where it mentions a median break I would prefer that is more specific and called either a 3/4 access or a Left-In-Right-In-Right-Out. It is mentioned earlier in the report so this is just a clarification in case someone jumps right to the Recommendations page.