

**DEVELOPMENT SERVICES**

**Residential Preliminary Development Plan  
Applicant's Letter**

**Date:** Monday, February 03, 2025

**To:**

**Applicant:** Milhaus Development

Email: [devon.coffey@milhaus.com](mailto:devon.coffey@milhaus.com)

**Engineer/Surveyor:** KIMLEY-HORN

Email:

**Architect:** DAVIDSON ARCHITECTURE &  
ENGINEERING

Email: [Justin@DavidsonAE.com](mailto:Justin@DavidsonAE.com)

**From:** Scott Ready, Project Manager

**Re:**

**Application Number:** PL2024319

**Application Type:** Residential Preliminary Development Plan

**Application Name:** 150 & Ward Apartments

**Location:** 3620 SW WARD RD, LEES SUMMIT, MO 64082

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**Tentative Schedule**

Submit revised plans by 4pm on Monday February 10, 2025, for Track No. 5. 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.

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**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.

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**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 4:00 pm on the Tuesday prior to the Planning Commission meeting.

## 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 Residential Preliminary Development Plan:

Planning Review	Adair Bright (816) 969-1273	Senior Planner Adair.Bright@cityofls.net	Corrections
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1. UDO Sec. 5.510.B.4.a - For all structures three stories or more in height, the base (first 20 feet) of a building shall be distinguished from the remainder of the building by providing a minimum of three of the design elements (1) balconies, (2) bay or box windows, (3) porches or covered entries, (4) dormers or other variations in the roof plane, (5) accent materials such as brick, stone, or stucco with banding highlights, (6) shutters, (7) variation in window sizes and shapes, or (8) vertical elements that demarcate building modules.

Articulate how you are meeting this requirement.

2. At least 20% of all walls facing a public street shall contain windows or doorways. Provide details addressing this requirement.

3. Provide information detailing the depth of the exterior facade articulations.. Per the M-150 Corridor Overlay, any building longer than 180-ft. shall provide a minimum off-set of 4-ft. for every 100-ft. of building length.

4. Sheet C.200 - Provide a setback on the existing drive approach to the parking lot on the north side of the site.

Refer to response on comment 13.

5. In the pre-app the site plan included sidewalks on the street facing sides of the apartment buildings. Per the M-150 Corridor Overlay, the primary entrances and facades shall not be oriented towards parking lots, garages, or carports. Furthermore, a building entry must be connected to a public sidewalk.

This development is requesting a deviation for the requirement above. Refer to Requested Deviations document.

6. Sheet C.200 notes "recreation space". Provide information about all "recreational" activities proposed.

Recreational space breakdown is provided on Sheet C200. Amenities include outdoor pool, grilling stations, fire pit, walking trails, sitting areas, and an enclosed dog park.

7. Provide a separate document in letter format outlining the requested modifications, justification, and provided enhancements to offset the modification.

A separate Requested Deviations document is attached with this submittal.

8. Sheet L.100 - The street frontage landscaping shall incorporate deciduous trees, evergreens, and shrubs per the UDO. 1 tree, deciduous or evergreen, shall be provided for each 30 feet of frontage and one shrub shall be provided for each 20 feet of frontage.

Plans have been revised to meet the UDO requirements.

9. Sheet L.100 - Overall, the site needs to incorporate evergreens to provide for year round landscaping. As a heads up, there has recently been increased attention on landscaping and buffering/street frontages.

10. Provide an example of the screening for the ground-mounted equipment.

COMMENT 9: Plans provide the following evergreen tree, shrub, and groundcover species:

- Magnolia grandiflora 'Bracken's Brown Beauty' - Bracken's Southern Bogue Magnolia
- Buxus x 'Green Mountain' - Green Mountain Boxwood
- Ilex glabra 'Densa' - Densa Inkberry Holly
- Juniperus scopulorum 'Gray Gleam' - Gray Gleam Juniper
- Liriope spicata - Creeping Lilyturf

COMMENT 10: At present, the trash collection area is screened with evergreen Juniperus scopulorum 'Gray Gleam' - Gray Gleam Juniper that provides screening throughout the seasons and is also height appropriate for what it is screening. Future ground-mounted equipment like transformers would get similar evergreen screening treatment. Plants selected will vary with availability and to suit the equipment being screened.

12. Provide a typical sidewalk dimension. M-150 Corridor Overlay requires a minimum width of 5-ft.

Typical sidewalk dimension provided (5 feet). Refer to Sheet C200.

13. Provide the setback from the property line on the north (where the drive approach is) to the parking lot. The UDO requires a minimum 20-ft. parking lot setback from public right-of-way which may not be doable in this location due to the right-of-way, but it would still need to be requested as a modification. Staff would be supportive of this modification due to the right-of-way extending into the site.

This development is requesting a deviation for the requirement above. Refer to Requested Deviations document.

#### Engineering Review

Gene Williams, P.E.  
(816) 969-1223

Senior Staff Engineer  
Gene.Williams@cityofls.net

Corrections

1. The "Storm Drainage Study" dated Dec. 17, 2024 (hereinafter referred to as the "stormwater study") is missing a downstream analysis to a point immediately north of Raintree Lake. This would include any culvert analysis beneath M-150 and beneath Ward Rd., and the dam to the immediate north of Raintree Lake that forms the small lake immediately upstream of Raintree Lake. Relevant data includes: 1) flow rates for the 2, 10, and 100 year events, and culvert analysis of the box culvert beneath M-150 and Ward Rd., and at the spillway crest for the existing condition, 2)

flow rates for the 2, 10, and 100 year events for the proposed condition for the same locations listed above, 3) evaluation of the existing dam in terms of physical integrity, and recommendations concerning using the dam "as-is", or performing work in relation to the dam. Correction required to the study.

Study has been updated with culvert and dam analysis. See attached.

2. The stormwater study discusses in at least two (2) separate sections the need for a stream buffer waiver. If you can provide additional information such as historical data concerning this stream, and how it has changed over the years, no stream buffer waiver is required. We would need to see this information, however, within the stormwater study. Correction required.

Study has been updated with information to eliminate the need for a stream buffer waiver. See attached.

3. Water line plans should be revised. Recommend looking over the City of Lee's Summit Design and Construction Manual concerning fire lines, domestic service lines, etc. You will not need to meter the private fire line. As shown on the utility plan, it appears you are wanting to set two (2) 6 inch meters to serve the development, and it would appear this line is a fire line based on what I can see. Be aware the cost associated with 6 inch water meters, as they are expensive due to the impact fee. Correction required.

Water layout has been revised. Refer to Sheet C201.

4. Where are the domestic water lines? It appears you are showing fire lines, but domestic lines appear to be missing. Correction required.

Water layout has been revised. Refer to Sheet C201.

5. Have you checked to ensure any cut and fill operations will not cause the sanitary sewer to exceed 20 feet in depth to flowline, or less than 3.5 feet of cover over top of pipe? If either is exceeded, mitigation or relocation may be required. Informational comment.

At present, all sanitary sewer lines do not exceed 20 feet in depth. We will continue to monitor this going forward.

6. List all new sanitary sewer lines as "PRIVATE". The only public sanitary sewer lines shall be the existing line bisecting the site. Correction required.

Sanitary sewer callouts have been revised. Refer to Sheet C201.

7. List all fire lines and any domestic lines as "PRIVATE". Correction required.

Water layout has been revised. Refer to Sheet C201.

8. United States Army Corps of Engineers (USACE) jurisdiction shall be confirmed prior to formal approval. Informational comment.

Acknowledged.

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#### Fire Review

Jim Eden  
(816) 969-1303

Assistant Chief  
Jim.Eden@cityofls.net

Corrections

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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.

Refer to fire note on Sheet C000.

2. 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.

Work with Water Utilities to provide a water model to confirm the required fire flow of Table B105.1(1) is being met for the type of construction and building size. Per amendment only a 50% reduction of fire flow is allowed for buildings equipped with an automatic sprinkler system.

Acknowledged. This development will coordinate with Water Utilities to provide a water model for fire flow in accordance with this comment.

3. 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.

Provide a hydrant for Building 1 to meet the 300' foot requirement and the 100' requirement for the FDC.

Water layout has been revised. Refer to Sheet C201.

4. 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 on all buildings.

Water layout has been revised. Refer to Sheet C201.

5. 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.

Acknowledged.

**Traffic Review**

Erin Ralovo  
(816) 969-1800

Senior Staff Engineer  
Erin.Ravolo@cityofls.net

Corrections

1. After staff discussions it has been determined that since the traffic study does not warrant the signal with this development, it does not have to be installed at this time. Future phases of the development will be required to submit a new traffic study with new counts to determine when the signal is warranted.

The 2022 counts collected were increased by 2% annual growth to equate to 2024 conditions. This approach was discussed with city staff. All of the analysis was revised with the updated volumes.

2. Please add a note in the Trip Generation section stating that while there are multiple land uses, the distribution is unknown so you used the most conservative.

Language was added to indicate that the trip generation for Low-Rise Multifamily is conservative.

3. A 1/3 split of traffic does not seem accurate. Staff feels 25% North, 40% West, and 35% east may be more accurate. We believe the distribution of traffic we included in the original TIS is appropriate. Lee's Summit West High School and most of Lee's Summit is located north of the site, so 35% distribution to/from the north on Ward Road is appropriate. The west is. Ultimately, minor changes in distribution will not