

DEVELOPMENT SERVICES

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

Date: Friday, May 23, 2025

To:

Property Owner: HY VEE FOOD STORES INC

Email:

Applicant: Randy Downs

Email: rdowns@hy-vee.com

Engineer/Surveyor: Brad Sonner

Email: bsonner@olsson.com

From: Grant White, Project Manager

Re:

Application Number: PL2025104

Application Type: Vacation of Utility Easement

Application Name: Hy-Vee West Easement Vacation

Location: 310 SW WARD RD, LEES SUMMIT, MO 64081

Tentative Schedule

Submit revised plans by 4pm. on Tuesday, June 10, 2025 . 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	Adair Bright	Senior Planner	Corrections
	(816) 969-1273	Adair.Bright@cityofls.net	

1. Provide a word document of the legal description.

Engineering Review	Susan Nelson, P.E.	Senior Staff Engineer	Corrections
	(816) 969-1229	Susan.Nelson@cityofls.net	

1. The City's infrastructure map shows an existing public sanitary sewer line within the portion of the easement that is requested for vacation. Please verify the location of the existing public sanitary sewer line between MH 37-245 and MH 37-246.

Traffic Review	Erin Ralovo	Senior Staff Engineer	No Comments
	(816) 969-1800	Erin.Ravolo@cityofls.net	

GIS Review	Kathy Kraemer	GIS Technician	No Comments
	(816) 969-1277	Kathy.Kraemer@cityofls.net	
